

MILFORD BOROUGH – MEETING MINUTES 1/20/26

The Milford Borough Council met January 20, 2026 at 7PM in the Borough Hall located at 109 W. Catharine Street for a regular council meeting. This meeting was advertised and open to the public. Present were President Joseph Dooley, Vice President Maria Farrell, Council Members George Lutfy, Peter Cooney, Sharmie Ford and Richard Provenzano. Also present were Solicitor Jason Ohliger via zoom, Mayor Candace Mahala, Chief Matt McCormack and Secretary/Treasurer Francesca Lombardo. Council Member Doug Manion was on zoom. The meeting was called to order followed by a roll call and the Pledge of Allegiance.

Adopt Minutes: 12/5/25, 1/5/26. **Motion to approve by Lutfy/Provenzano, AIF.**

Adopt Agenda: **Motion to adopt agenda by Farrell/Lutfy, AIF.**

Public Comment: Residents, Robert P. and Clara B., asked if the park on Third St. be left open for kids to play and not lock it during the fall/winter months.

Fred Weber asked if the Borough has submitted for a grant to cover the \$250,000 in engineering fees. President Dooley responded yes, that the Borough has submitted a grant application via the Westfall Municipal Authority. Mr. Weber also asked if the Milford Water Authority is going to be in charge of the maintenance of the new system. President Dooley stated that no one knows at this time who will be maintaining the system.

Treasurer's Report: For December the General Fund collected \$40,358.34 in interest to date. Real Estate taxes collected through December were \$605,397, Real Estate Transfer Tax was \$84,131, Earned Income Tax was \$659,685, and LST Tax was \$66,100. The December/Year-End General Fund P&L statement is showing a negative net income of \$396,754 because the Borough is awaiting reimbursement from the LSA Grant in the amount of \$287,849 for the new MFD Ambulance and money from the DCNR Grant for Ann Street Park in the amount of \$97,511. **Motion to approve by Farrell/Provenzano, AIF.**

Shade Tree Report: Dale Thatcher stated that the Shade Tree Commission removed 113 trees and 135 stumps in the past 5 years and planted 152 new trees. The majority of the trees were purchased through grant funding and the Commission members, Maria Farrell, Paul Labounty, Ben Mahala, Jeff Phillips, along with volunteers, have planted the new trees throughout the Borough. Nineteen more trees are scheduled to be removed in early 2026 and a grant has been filed to obtain 19 new trees to be planted on Arbor Day sometime in April.

HARB/Certificates of Appropriateness:

- a. Celtic Boutique & Greenery – Replace existing sign with new business sign in the same material and same size. Approved by administrative review. **Motion to approve by Farrell/Lutfy, AIF.**

Special Events/Applications:

- a. GAIT Mardi Gras Fundraiser Banner on Broad St – 2/2/26- 2/16/26. **Motion to approve by Lutfy/Ford, AIF.**
- b. St. Patrick's Day Parade – 3/21/26. **Motion to approve by Provenzano/Ford, AIF.**
- c. Pike County Butterfly Release Celebration – 6/27/26. **Motion to approve by Farrell/Ford, AIF.**
- d. Opera in the Park – 8/29/26 & 8/30/26 – Banner on Broad St. **Motion to approve by Farrell/Provenzano, AIF.**

New Business:

- a. MEC Ann St. Park Promenade presentation & park update. Bryan Smith from Barry Isett spoke about Phase II and Phase III that will take place in Ann St. Park. Phase II will be starting in the Spring, which will complete the playground area. Phase III will be done in two parts, the first being the bluestone walkway, lighting and landscaping. Fred Weber asked if these renovations will affect Opera in the Park. The answer was no, as per Bryan Smith and Maria Farrell. Candace Mahala asked if the bluestone path will be real bluestone or a look alike. Bryan Smith stated that the path will be real bluestone.
- b. Discussion and vote to approve up to \$8,000 to replace transmission in police car # 33. **Motion to approve by Farrell/Lutfy, AIF.**
- c. Discussion and vote to approve replacement windows in aluminum clad for Borough Building in the amount of \$23,860. **Motion to approve by Lutfy/Provenzano, AIF.**
- d. Discussion and vote to request bids on PennBid for new roof on DPW Garage. **Motion to approve by Lutfy/Farrell, AIF.**
- e. Discussion and vote to approve Deputy Tax Collector. **Motion to approve Joyce Thiele as Deputy Tax Collector by Farrell/Lutfy, AIF.**
- f. Update on Pike County Reassessment. Pike County will re assessing all properties in the 13 municipalities. The reassessment should be completed by 2028.
- g. Discussion and vote to transfer \$50,000 to Uniform Pension account at Schwab/Girard. Fred Weber asked if this is money is in the budget or coming out of the General Fund. President Dooley stated that this money was already set aside from the General Fund into the Pension bank account in a previous year. This money will cover the shortfall in

the Police Pension Fund. Preston Ehrler asked why the Borough is sending this money all at once and not sending \$5,000 a month. President Dooley stated again that this money was already set aside in a previous year and only half that money was sent hoping that the market would catch up. **Motion to approve by Manion/Lutfy, AIF.**

- h. Code Red data breach update. Council Member Ford stated that, as per Tim Knapp, the data breach affected a very small amount of people registered with OnSolve Code Red. Those individuals were contacted directly by OnSolve. When a new system is up and running, all individuals registered will automatically be migrated to the new system.
- i. Discussion and vote re attendance at 2026 PSAB Conferences at a cost not to exceed \$4,000. **Motion to approve Secretary/Treasurer Lombardo to attend the Annual Conference and President Dooley to attend the Fall Conference by Lutfy/Provenzano, AIF.**
- j. Ideas for February workshop. Several suggestions were made for potential agenda items for the workshop including donation requests, MFD Update, Investment Committee update. Council members were encouraged to add additional agenda items as the meeting approaches.
- k. Discuss closure of fenced area at the Third Street Park. The Council discussed how the fence is locked for the basketball court and skate park at the Third Street Park but not at Ann Street Park. After further discussion the Council agreed to unlock the fence at the Third Street Park.
- l. Discussion and vote on Adverse Possession letter. A letter was drafted explaining Adverse Possession to residents that have a driveway or parking pad on the Borough's Property. The letter will inform these residents that the Borough can reclaim it property if and when a sidewalk is being installed by the Borough. **Motion to approve draft letter by Farrell/Lutfy, AIF.**
- m. Discussion and vote on "See Me Flags" program. **Motion to approve pilot program on installation of "See Me Flags" on 5 crosswalks by Farrell/Provenzano, AIF.**
- n. Discussion and vote on Kriger Construction request to change operating hours. **Motion to say No to the changed hours by Lutfy/Ford, AIF.**

Old Business:

- a. 537 Update. The Westfall Municipal Authority has applied for a \$500,000 grant to enable Matamoras and Milford Borough to hire engineers. The Borough is discussing with a DEP hydrologist to draft a RFP as per the 537 plan.
- b. Update on Milford Heritage Trail. There was a meeting held by Jeff McQuade to talk about the committees that are in formation, such as a historical committee, permits committee and other various committees to put this trail together.
- c. Stormwater Update. President Dooley, Council Member Provenzano, Paul Curran from DPW and Nick May from the Water Authority met with GPI, winning bidder, to get a timeline together when GPI can start analyzing the system that currently exists. System analyzation will begin in the Spring.
- d. Update on Investment Committee in formation. Council Member Manion wants to continue to research what limits we have to what monies can be invested and have a conversation with PLGIT. This agenda item will be added to the Workshop agenda for further discussion.

Mayor's Report: Mayor Mahala stated that the major priorities in the MPD are: doing an initial review of the police department, ensuring that it stays strong, well supported, and responsive to the community; maintain the Police Department's independence through public trust, professionalism, sound budgeting, long-term thinking, and transparency to the public. Mayor Mahala provided data on the number of calls, violations, and traffic accidents for the month of December. Pedestrian crosswalk stings will start back up in February. The MPD is now on Instagram, @milford_police. Mayor Mahala also spoke about having an intern again, over the summer, to shadow one of the officers. The intern will be a criminal justice major that wants to be a PA Police Officer.

Committee Reports: Council Member Ford stated that Secretary/Treasurer Lombardo will be trained on the new website on January 27th. The website closing out phase will be talked about at the February meeting and communications can be discussed at the Workshop meeting.

Council Member Provenzano state the PCLP will be replacing the arm on the light pole at Mill St and Seventh Street with a 15-foot arm with a new lamp. Provenzano also stated that the contract with Air Gas was renegotiated and the Borough will save \$500 a year with the new contract.

Vice President Farrell stated that the Chili/Mac-n-Cheese event will take place on February 15th at St. Patrick's Community Hall from 12:00 – 3:00pm. This event is a fundraiser for the Ann St. Park Ice Rink. A grant opportunity has come up for \$350,000, which is the PennDOT Multimodal grant. The Council agreed to explore this grant.

Correspondence: Donation requests have been received and we will discuss this more at the Workshop meeting and then vote at the February meeting.

Late correspondence notice was received that the Farmer's Market is no longer allowed to use the Pike County parking lot for the market.

Appointments/Resignations: None

Borough Solicitor Update: None

Council President Update: President Dooley stated that there was a protest on Broad St. but a Gathering Permit application was never filed, which is used to notify the MPD for their safety.

Public Comment on Matters Under Borough Control: Fred Weber asked if the Council could add a discussion and vote item on the agenda to record the meetings and post them on the website. This item is going to be added to the Workshop agenda.

Executive Session: Motion to open executive session by Lufty/Farrell, AIF. Motion to close executive session and reopen regular meeting by Lutfy/Farrell, AIF.

Motion to approve Solicitor Ohliger to file enforcement actions on 211 Third St. and 113 W. Catharine St. for unpaid tree removal invoices.

Adjourn @9:40pm by Cooney/Lutfy, AIF.