

## MILFORD BOROUGH – MEETING MINUTES 12/15/25

The Milford Borough Council met December 15, 2025, 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 Douglas Jacobs, Chief McCormack and Secretary/Treasurer Francesca Lombardo. Council Member Doug Manion was not present. The meeting was called to order followed by a roll call and the Pledge of Allegiance.

**Adopt Minutes:** 11/17/25. **Motion to approve by Farrell/Ford, AIF.**

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

**Public Comment:** Candace Mahala thanked Doug Jacobs for serving as Mayor and for his support. Candace also asked if the Council had the answers to questions she had at the last meeting regarding the Investment Committee and what does this committee think is a healthy surplus in the budget each year. President Dooley stated that Council Member Manion was to research the questions she had but since he is not present at this meeting, the Council does not have the answers. The answer to the second question will be answered during the Treasurer's Report.

**Treasurer's Report:** For November the General Fund collected \$35,104 in interest to date. Real Estate taxes collected through November were \$608,548, Real Estate Transfer Tax was \$74,370, Earned Income Tax was \$648,629, and LST Tax was \$65,436. The November General Fund P&L statement is showing a negative net income of \$232,537 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 Provenzano/Ford, AIF.**

**HARB/Certificates of Appropriateness:** None

**Special Events/Applications:**

- a. Progressive Rehab Annual 5K Race – 4/25/26. **Motion to approve by Farrell/Lutfy, AIF.**

**New Business:**

- a. Reorganization Meeting date confirmation, 1/5/26 at 8am. The date was confirmed and to be advertised.
- b. Discussion and vote to approve audit contract with Kirk Summa for \$8,000. **Motion to approve by Cooney/Lutfy, AIF.**
- c. Discussion and vote to apply for Green Light Go Grant in the amount of \$18,258.35 with a match of \$3,651.67. **Motion to approve by Provenzano/Ford, AIF.**
- d. Discussion and vote to approve contract with GPI for Stormwater engineering. **Motion to approve by Lutfy/Farrell, AIF.**
- e. Discussion and vote to approve contract with Exact Solar for solar panels on DPW Garage and deposit amount of \$8,000.00. **Motion to approve by Lutfy/Ford, AIF.**
- f. Discussion and vote to send a letter to Congressman Bresnahan in opposition of Federal Bill to limit local oversight of broadband deployment. **Motion to approve by Provenzano/Ford, AIF.**

**Old Business:**

- a. Discussion and vote to approve QB Time Clock for up to \$2,100 annually. Candace Mahala questioned why Matt would not have to clock in and out. President Dooley states that Matt is a salaried employee and only hourly employees will be using the time clock. **Motion to approve by Lutfy/Farrell, AIF.**
- b. Update on Investment Committee formation. Update was tabled to January meeting.

**Mayor's Report:** Mayor Jacobs thanked the Council and Police Chief for the cooperation, help, guidance, and opportunity to spend the last year serving the Borough as Mayor.

**Police Report:** Police Chief McCormack provided data on the number of calls, violations, and traffic accidents for the month of November. Chief McCormack thanked Mayor Jacobs for stepping up to be the mayor and stated there have been several meetings with Candace Mahala for a smooth transition. The MPD attended the Tree Lighting and was able to catch the Grinch, which all the kids loved. Shop with a Cop had a great turnout again at the Walmart in Milford and Honesdale. Officer Will Carvounis was promoted to Corporal in the MPD.

**Committee Reports:** Council Member Ford stated that the Borough website transfer has been completed. The next steps are to set up email marketing and train Secretary/Treasurer Lombardo how to post on the new website with Wix.

**Correspondence:** None

**Appointments/Resignations:** None

**Borough Solicitor Update:** None

**Council President Update:** None

**Public Comment on Matters Under Borough Control:** Kyle Mihalik from Shohola Ambulance Service stated that they mainly provide interfacility transfers and are looking to respond to Milford as mutual aid. President Dooley asked Kyle to send the information to the Borough Secretary/Treasurer to have the Council discuss this with the Milford Fire Department.

Mrs. Sudall wanted to thank the DPW workers and she appreciates all the work they do for the Borough.

Candace Mahala asked about the stormwater engineering and whether it will be a replacement or repair of our existing system. President Dooley stated that it depends on the integrity of the lines. Candace also made a request to have the DPW clean up better after a parade as debris from the parades end up in her yard. A comment was also made in reference to the new playground equipment at Ann Street Park that some of the paint is chipping off already. Candace also asked about the fenced in portion of the park on Catherine and Third Street and asked the Council about drafting a resolution or Ordinance to keep it open for nice days during November and March. President Dooley said this discussion will be added to the January agenda.

**Adjourn @7:50pm by Provenzano/Lutfy, AIF.**