

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Tuesday, April 8, 2014 at 7:00 p.m. at the Schoonover Municipal Building with Annette Atkinson presiding.

Members present: Annette Atkinson, Mike Dwyer and Mitchell Marcus. Also present; Township Solicitor Michael Gaul, Esq., Township Secretary Michele L. Clewell and several residents.

## **Minutes**

Annette Atkinson made a motion to approve the March 27, 2014 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

## **Report of Executive Session**

Attorney Gaul reported that an executive session was held prior to this evening's meeting to review pending township legal matters and Go-Go Danny's litigation with the solicitor.

## **Announcements**

- We are on schedule to open the golf course this Friday, April 11<sup>th</sup>
- This Saturday, 4/12, Egg Hunt at Resica Park
- This Tuesday, 4/15, last chance to get free tax help from the AARP at the township building
- Last Tuesday was the first meeting regarding Community Gardens, and established the Middle Smithfield Township Community Gardens Planning Committee. It was very well attended, and if anyone is interested, the next meeting is April 22<sup>nd</sup> at 6pm. You can also meet us here Saturday, April 19<sup>th</sup>, to go with us to walk to the site. There's more information on the flyer on the side.
- Penn State Co Op Extension is having several workshops for gardeners – there are flyers on the side tables.
- Municipal Drive was cleaned this past Saturday, by the supervisors under the Adopt a Road program. If anyone's interested in the Adopt a Road program, please see us after the meeting. (Although no sooner were we finished, than the next day we noticed some folks threw some more garbage out there. Perhaps I shouldn't post on Facebook when we are cleaning the road . . .)
- April 26<sup>th</sup>, is our second 1,000 feet of Street Event, in which township volunteers, Public Works and Mike and Annette clean up Middle Smithfield 1,000 feet at a time. We sure could use some volunteers! We had a great time last year, ending with lunch at Pizzaro's, donated by them.
- The only cleanup and Freecycle for the year will be held in May.
- The biggest announcement for the night though is merely repeating what we informed our sewer customers: Raising sewer rates just \$20 over the last 20 years will not sustain our sewer system. Our expenses are growing at a faster rate than our income. So,

beginning July 1<sup>st</sup>, the new sewer quarterly fees will rise to be more in line with those of surrounding townships. We have also lowered the tap in fees dramatically, to be more competitive in attracting new business to our township.

**Bid Opening**

CCP Storage Building – Mike Dwyer reported that seven (7) sealed bids were open and read aloud. The following is a list of bids that were opened.

<b>BIDDER</b>	<b>CONTRACTOR NAME AND ADDRESS</b>	<b>BID AMOUNT</b>
1	Morton Buildings, Inc. 512 State Route 57 Phillipsburg NJ 08865	\$53,822.00
2	Morton Buildings, Inc. 512 State Route 57 Phillipsburg NJ 08865	\$64,424.00
3	Morton Buildings, Inc. 512 State Route 57 Phillipsburg NJ 08865	\$50,364.00
4	CB Structures, Inc. 202 Orlan Road New Holland PA 17557	\$42,235.00
5	Kistler Buildings PO Box 395 Fogelsville PA 18051	\$29,750.00
6	A&K Pole Buildings 7711 Fishing Creek Valley Road Harrisburg PA 17112	\$39,824.00
7	Agpoint 11 W. State Street Quarryville PA 17566	\$51,875.00

Mike Dwyer made a motion to table action on the bids until they can be reviewed. Mike Dwyer made a motion to accept the seven (7) bids as submitted and table action. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to award the bid contract at the next regular meeting of the supervisors on April 24, 2014 at 7:00 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

**Treasurer’s Report**

Mike Dwyer reported that the 1995 L-8000 dump truck was sold through munibid.com for \$11,600.00.

The township is continues to work with the insurance company regarding the damaged items that were in the maintenance storage building. Once the approved bidder is approved at the

April 24, 2014 meeting, the information and an analysis will be forwarded to the insurance adjuster.

Payables – Mike Dwyer made a motion to approve the general fund payables in the amount of \$70,148.05. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$73,644.02. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the sewer fund payables in the amount of \$16,814.37. Annette Atkinson seconded the motion. Motion passed 3-0.

### **Solicitors Report**

Attorney Gaul stated that the zoning officer is requesting that he be directed to proceed with enforcement action of certain properties within Monroe Lakes under Chapter 136, Nuisances, of the Code of Middle Smithfield Township.

Annette Atkinson made a motion authorizing and directing the Zoning Officer to send Notice of Violations and to proceed with enforcement of dilapidated structures in Monroe Lakes Development in regards to one or more of the following properties: Tracy Scaggs PIN 09731502788307, Frank Urbanik PIN 09731502789518, Charles Bilger PIN 09731502858602, Joseph Clarke PIN 09731502955872, Peter Slaman PIN 09732501050628, Sylvan Wenrich PIN 09732501156922 and David Wilson PIN 09732501266352. Mike Dwyer seconded the motion. Motion passed 3-0.

Attorney Gaul stated that the Zoning Officer has asked the Board of Supervisors to authorize him to file a complaint with the District Justice against the 209 Diner located at 5141 Milford Road, for on-going zoning violations. Annette Atkinson made the motion authorizing the zoning officer to file a complaint with the District Justice against the 209 Diner located at 5141. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Engineers Report**

None

### **New Business**

Resolution to Amend the Township Fee Schedule – Annette Atkinson made a motion to adopt Resolution 04-2014-1. Mike Dwyer seconded the motion. Motion passed 3-0. Ms. Atkinson stated that the amended fee schedule increases fees for certain central sewer customers, creates a fee for the use of the township parks and the use of the Echo Lake message board.

Authorize the Township Solicitor to Prepare a Draft fireworks Ordinance – Annette Atkinson made a motion directing the Township Solicitor to prepare a draft fireworks ordinance. Mike Dwyer seconded the motion. Mr. Lewis asked for an explanation. Ms. Atkinson stated that in order to protect the township the zoning Officer suggested that an ordinance be adopted prior to the issuance of any fireworks permit by the Township. Mr. Kowski asked what the purpose is as Pennsylvania does not allow fireworks. Ms. Atkinson responded that the Township is allowed to issue permits for fireworks displays, but can adopt rules and regulations for the permits. Motion passed 3-0.

Authorize Advertising of the 2014 Seal Coat Bids – Mike Dwyer made a motion authorizing the advertisement for the 2014 Seal Coat Bids. Annette Atkinson seconded the motion. Motion passed 3-0.

Authorize Advertising for the F.O.B. Bids – Mike Dwyer made a motion authorizing the advertisement for FOB Bids. Mitchell Marcus seconded the motion. Motion passed 3-0.

Eastern Monroe Regional Park Commission Recommendations – Annette Atkinson made a motion to table action until we have spoken to the other townships involved. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Public Comment**

Mr. Kowski asked Mr. Dwyer if anyone from the PWD has looked at the catch basin along Coolbaugh Road. Upon further discussion Mr. Dwyer stated that he will make a note of it.

Mr. Kowski suggested the supervisors have only one meeting per month as there are not a lot of people in the audience. Ms. Atkinson stated that the costs to re-advertise a second meeting when needed are not financially responsible. Mr. Dwyer stated that the payables require action by the supervisors and by only having one meeting a month we would be delayed in sending out the bills. Overall it is more practical to have two meetings a month.

### **Executive Session**

Annette Atkinson made a motion to go into executive session at 7:36 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Annette Atkinson made a motion to reconvene the meeting at 8:27 p.m. Mike Dwyer seconded the motion. Motion passed 3-0.

Editor's note: The executive session was to discuss pending Township legal matters with the Solicitor, including the township's protective appeal to the Middle Smithfield Township Zoning Hearing Board regarding the 5049 Milford Road property.

Annette Atkinson made a motion to ratify the filing of the township's protective appeal to the Middle Smithfield Township Zoning Hearing Board regarding the 5049 Milford Road property. Mike Dwyer seconded the motion. Motion passed 3-0.

**Adjournment**

Annette Atkinson made a motion to adjourn the meeting at 8:30 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
 Township Secretary  
 April 8, 2014

**General Fund**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
			-
wt	Middle Smithfield Golf Course	transfer to cover ytd operating costs	20,000.00
11628	142nd Pennsylvania Volunteer Infantry	donation for Memory makers event	-200.00
11629	Advance Auto Parts	1872124821	-439.52
11630	Allstate Septic Systems, LLP	inv 235742 Ressica / Putek Parks	-190.00
11631	Borough of Stroudsburg.	Notice # 33175 ticket # HH1 10041755	-25.00
11632	CDW Government	inv KS09340 new computer system	-1,238.68
11633	Cintas Corp	inv 101405884 cleaning	-74.00
11634	Claude S. Cyphers, Inc	inv 620448/ 620407/ 620535 parts	-104.93
11635	Cleveland Brothers	inpp0494801 / 802 serv6416159	-1,786.28
11636	Cramer's Home Center	1038173/1040027/39/2219/2235/2258/2633	-1,539.40
11637	Debbi Manter	inv 1047 cleaning	-819.25
11638	Edinger Construction Company	inv 1812 / 1813	-114.35
11639	Francis C. Disalvo	inv 0313141222 screwdriver set	-66.95
11640	Friedman Electric	inv S018475607.001 / .002 Ressica Ballfield	-693.24
11641	Gilmore & Associates, Inc.	inv 132485 general enigeering services	-3,653.42
11642	GreatAmerican Leasing Corp	inv copier lease	-304.50
11643	Keystone Municipal Services, Inc	inv 20868 zoning officer 3/17-3/28	-4,095.00
11644	King, Spry, Herman, Freund & Paul LLC	inv 90147 Rohner	-893.00
11645	M.S.T.S.D.	MS-0032 2nd qtr sewer	-265.00
11646	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	11,491.67
11647	Miggys Five	a/c 15 kitchen supplies 3/24	-20.09
11648	Monroe County Control Center	inv 5697 2nd qtr Control center	14,317.32
11649	Northeast Energy, Inc	inv 16990 install spirovent in maint garage	-962.00
11650	PA One Call System, Inc.	inv 583628 monthly activity fee	-24.35
11651	PAPCO	inv 1476717 propane	-760.85

11652	Pennsylvania American Water	a/c 1024210033478776 hydrants	-135.90
11653	Pocono Peterbilt	inv 35410 gas tank repairs	-162.91
11654	Pocono Record	inv 666379 public notices	-388.95
11655	Service Tire Truck	inv L29800-26 scrap tire disposal	-8.50
11656	Stephenson Equipment	inv 15017374 / 83	-86.99
11657	Sun Litho Print	inv 35250a / 35362 envelopes & tax collector supplies	-692.00
11658	H.A.R.I.E	policy 307441611-13 workers comp	-4,594.00
			-
			70,148.05

## Sewer Fund

Num	Name	Memo	Amount
10325	Alex S. Axelnoski	17278261	-219.20
10326	ALLSTATE SEPTIC SYSTEMS, LLP		-862.50
10327	AT&T	019 533 3847 001	-42.29
10328	COYNE CHEMICAL	927098	-2,820.00
10329	EMERGENCY SYSTEMS SERVICE COMPANY		-6,645.50
10330	GILMORE & ASSOCIATES, INC.		-6,306.56
10331	MST2012GOB	April 2014	-38,594.79
10332	NEUTRON INDUSTRIES	96709279	-3,979.53
10333	PA ONE CALL SYSTEM, INC.	583630	-11.70
10334	STRAND	7161	-874.20
10335	TOPS SOFTWARE	WD357	-109.95
10336	WASTE MANAGEMENT	821-0022251-0821-2	-3,988.91
10337	Xylem Water Solutions		-9,188.89
			-73,644.02

## Golf Course

Num	Name	Memo	Amount
wt	Global Pay	march credit card fees	(324.22)
wt	JDC Golf and Turf	mower lease	(812.49)
wt	USB Equipment Finance	Toro Lease	(1,325.16)
2790	Blue Ridge Communications	a/c 0109950-03 internet	(62.95)
2791	Bridgestone Golf Inc	inv 1002217146 / 147 / 148 proshop merch	(1,345.12)
2792	Finch Services, Inc	invs b93507/94404/94406	(591.86)
2793	Friedman Electric	invs s018417811.001/002/ s18509192.001/003	(748.82)
2794	Genesis Turfgrass Inc.	invs 32129 /30	(3,480.00)
2795	Hellers Gas, Inc.	inv 25923 clubhouse 1046.2 gals propane	(1,787.04)
2796	Keystone's Premier Golf Association	handicap 2014 membership	(100.00)
2797	M.S.T.S.D.	BR-Amenity3 sewer	(2,385.00)
2798	MST 2012 G.O.B.	monthly installment for 2012 GOB 2013 payments	(863.02)
2799	Pods	inv 135-026491 monthly rent	(143.00)

2800	R&R Products	inv cd1770720 materials & supplies	(778.40)
2801	The Antigua Group, Inc.	inv 3957365 hats	(276.00)
2802	Turf Equipment & Supply Co.	inv 862299-00 / 01	(1,343.54)
2803	USGA	2014 annual membership member # 43695790	(110.00)
2804	Varkados Telecom, Inc.	inv 4705 auto attendant maint	(90.00)
2805	Warehouse Battery Outlet, Inc	inv 254488 batteries	<u>(247.75)</u>
			(16,814.37)