

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, April 24, 2014 at 7:00 p.m. at the Schoonover Municipal Building with Annette Atkinson presiding.

Members present; Annette Atkinson, Michael Dwyer and Mitchell K. Marcus. Also in attendance; Township Solicitor Michael Gaul, Esq, Township Secretary Michele L. Clewell and numerous residents and interested parties.

The Board of Supervisors wanted to acknowledge and thank the four students, Dylan Duplechin, Joe Gulston, Marianna Acevedo, and Destina Brantley from Notre Dame High School American Government class for attending the meeting as a class assignment.

Approval of Minutes

Annette Atkinson made a motion to approve the April 8, 2014 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

Report of Executive Session

Attorney Michael Gaul reported that an executive session was held prior to this meeting in order for the Board of Supervisors to go over pending legal matters and personnel issues with the township solicitor.

Announcements

- We do have the committee reports tonight, but we did want to give a special shout out to the Parks and Recreation Committee for terrific successful Egg Hunt 4/12 Copies of the front page of the Pike and Monroe Community News was also made available.
- Arbor Day was 4/22 this past Tuesday. The supervisors would like to thank the Monroe County Garden Club for choosing to plant a tree at Resica School with the 5th grade class that day. The Monroe County Garden Club is also being a great help with our first ever Community Gardens, which we'll hear more about in the committee reports.
- Last Week Mike Dwyer and Annette Atkinson attended the annual PSATS convention. As usual, we came home with tons of new ideas last week, and a ton of resources and printed materials which we'll share with the Board Members of all the Committees tomorrow night.
- The quarterly Committee Board Member dinner will be held tomorrow night at 6pm.
- Little League Opening Day is this Saturday 4/26 at Resica Park
- April 26th, is our second **1,000 feet of Street** Event, in which the supervisors join township volunteers and Public Works in cleaning up Middle Smithfield 1,000 feet at a time. Although we have 20 people signed up, we sure could use some volunteers! We had a great time last year, ending with lunch at Pizzaro's, donated by them. Shout out to local business owners Mal Law of the

Starting Gate/Indian Museum and Bruce Brandli of the Big A for providing volunteers. And thanks to WBRE and Laurie Monteforte who reported on this event to help us get volunteers.

- Township Cleanup & Freecycle 5/2, 5/3, 5/4 (Mike) Speaking of cleaning up; next weekend is the annual, one and only, Township cleanup.
- The LERTA, tax abatement program is in the works and we are working on an agreement to hold a meeting with the Monroe County Commissioners, the East Stroudsburg Area School District and MST Supervisors.
- Tall Cedars 5/3 and Mady's Angel's golf Tournament is scheduled for 5/18

Committee Reports

- Eastern Monroe Regional Park Commission – No report
- Economic Development Committee – Steven Natiello, liaison, prepared a written report on behalf of the EDC and was summarized.
- Golf Advisory Board – Steven Natiello, liaison, prepared a written report on behalf of the Golf Advisory Board and was summarized.
- Historical Commission – No report. It was announced that if anyone would like to join the commission to please submit a letter of interest to the township.
- Community Garden Planning Task Force – Erin Groome prepared a written report on behalf of the task force and was summarized.
- Planning Commission – Michele Clewell prepared a written report on behalf of the Planning Commission and the report was summarized.

Award Bid

CCP Maintenance Storage Building - Annette Atkinson made a motion to go into executive session to hear legal advice from the township solicitor at 7:19 pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Annette Atkinson made a motion to reconvene the meeting at 7:40 pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to table action on awarding the bid until the May 13, 2014 meeting. Annette Atkinson seconded the motion. Motion passed 3-0.

Treasurer's Report

Mike Dwyer reported that the township is in good financial shape.

The Monroe County Conservation District notified the township that we were awarded a grant for the dirt and gravel roads, those being Mosiers Knob and Zion Church Road totaling \$81,000.

The township continues to work on the LERTA that was explained previously.

The township continues to wait on PennDOT with regard to the leasing of property for the composting site off of Oak Grove Road.

Payables – Mike Dwyer made a motion to pay the general fund payables in the amount of \$186,479.84. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$27,015.27. Mitchell Marcus seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf fund payables in the amount of \$16,103.23. Mitchell Marcus seconded the motion. Motion passed 3-0.

Monroe County Assessment Office Refund – Mike Dwyer made a motion to refund Dominick Yazza \$333.86. Mitchell Marcus seconded the motion. Motion passed 3-0.

Solicitors Report

None

Engineers Report

None

New Business

Building Code Official – Annette Atkinson made a motion that effective May 3, 2014 Keystone Municipal Services will be the BCO (Building Code Official) for Middle Smithfield Township. Mitchell Marcus seconded the motion. Motion passed 3-0.

Building Inspector -Annette Atkinson made a motion that effective May 3, 2014; Keystone Municipal Services will be the Building Inspector for Middle Smithfield Township. Mitchell Marcus seconded the motion. Motion passed 3-0.

Waiver of Banner Fee for Juneteenth – Annette Atkinson made a motion to waive the application, set up and removal fee for the African American Juneteenth event. Mike Dwyer seconded the motion. Pat Griffin asked if the township normally charges a fee. Annette Atkinson stated that the township normally collects a fee based on the current resolution but due this organization being a 501 3c, they are exempt from the fees. Motion passed 3-0.

Authorize the Advertising for a Request for Proposal to clear (3) Acres of Township Owned Land
Mike Dwyer made a motion to authorize the advertising for an RFP to clear (3) acres of township owned land pending the solicitors review. Annette Atkinson seconded the motion. Motion passed 3-0.

Public Comment

Philip Cozzi stated that he just completed a subdivision with a joinder deed and hoped that something can be done to stream line the process due to the long extensive delay that he encountered. He also stated that the township billing practices with regard to the engineers bills need to also be reviewed regarding the retainer fees and to improve the procedures.

Attorney Gaul stated that the preparation of joinder deeds is normally handled by an attorney and since Mr. Cozzi chose to have his real estate company do the work, there were delays with the verbiage on the deeds as they are not attorneys who are experienced in deed procedures. It is not the responsibility of the township solicitor to write the deeds.

Mr. Cozzi suggested that a list of what is needed to do a joinder deed would be very helpful in the future.

Pat Griffin commended Mr. Cozzi for joining parcels and asked the board who should have been guiding Mr. Cozzi. Attorney Gaul stated that a surveyor and an attorney.

Mr. Lewis asked if someone can look into fixing the microphone system in the meeting room.

Adjournment

There being no further business, Annette Atkinson made a motion to adjourn the meeting at 8:13 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary
April 24, 2014

General Fund Payables

Name	Memo	Amount
PMRS	45-027-5N Feb pension withheld Feb	-5,460.77
PMRS	45-027-5N March pension	-10,241.42
Middle Smithfield Township	Payroll Funds Transfer	-46,017.14
District Court 43-4-01	filing fee & serving costs re MST vs. Katsiamides	-87.50
Middle Smithfield Township	Payroll Funds Transfer	-45,816.92
Advance Auto Parts	1872124821	-343.49
AFLAC	inv 630615	-503.48
Alex's Tire Center, Inc.	inv 15020 tires	-780.00
Allstate Septic Systems, LLP	inv 236531 Ressica / Echo handicap units	-260.00
American United Life Insurance Company	policy G 0061299-0000-000 life insurance	-1,215.49
Asphalt Maintenance Solutions	inv 1950 RC-250 with additives	-661.50
BIU of PA, Inc.	inv 01000120031211 permits	-1,284.20
Bradco Supply Co	109871/109874/109884	-577.00
Claude S. Cyphers, Inc	inv 620933 parts	-102.56
CNH Capital	inv iv35780 parts	-82.53
Commonwealth of Pennsylvania	14510 renewal application fee	-100.00
Cramer's Home Center	inv 1044601 lumber for fence repair on Sellersville	-87.10
DCED	BCO 3580 Jan-March permits	-36.00
Dominick Yezzo	09/90530 tax assessment refund	-333.86
Five Star Equipment	inv 1387963 parts	-142.96
Francis C. Disalvo	inv 0403141827 safety goggles	-49.00
Future Signs	inv 139 decals	-730.00
H.A.R.I.E	policy 307441611-12 2012/13 premium audit	-16,968.00
Howard Kindred Sr	court appearance	-225.00
Karen Stapleton.	reimburse for supplies purchased for zoning	-28.19
Keystone Municipal Services, Inc	inv 20906 3/31-4/11 Zoning Officer	-4,030.00

King, Spry, Herman, Freund & Paul LLC	legal fees	-7,965.00
Lawson Products, Inc.	inv 9302359936 parts	-299.93
Met Ed	a/c 100059550028 Echo Lake	-23.55
Michele L. Clewell	milage reimbursement for PSATS	-86.24
Mitchell K. Marcus	breakfast for safety committee	-19.76
PA Municipal Health Insurance Cooperative	052801 health insurance	-32,287.68
Pennsylvania Municipal League	inv 36344 membership renewal	-65.00
Penteledata	inv B2186519 email boxes	-187.37
Pocono 4 Wheel Drive	inv 207202 brake control	-119.00
Pocono Peterbilt	inv 339007 parts	-95.36
Powells Sales	inv 18089 seal kit	-86.50
PSATS CDL Program	inv 14-C2501 random testing	-60.00
RICOH USA, Inc	inv 92162608 copier lease	-260.00
Smithfield Township	reimburse for inv 686334 NAPA auto parts charged to Smithfield a/c	-57.96
Staples Advantage	PH 1815504	-1,120.49
Stephenson Equipment	inv 10079440 belts	-174.25
Tractor Supply Credit Plan	ticket # 153278 black paint for trailer	-45.98
Tulpehocken Spring Water	a/c 13876 water	-98.40
VanFleet Welding	proposal 4012014 removal of tank from STP for new dog park	-4,200.00
Verizon	a/c 570223050340643y	-1,192.89
Met Ed	a/c 100073577916 Sellersville signal	-28.19
Met Ed	a/c 100069220836 River Rd signal	-14.10
Met Ed	a/c 100036091245 bldg B	-879.69
Met Ed	a/c 100016951467 bldg A	-929.24
Met Ed	a/c 100016915751 Municipal signal	-19.15
		<u>-</u>
		186,479.84

Sewer Fund Payables

Num	Name	Memo	Amount
10339	ALLSTATE SEPTIC SYSTEMS, LLP		-1,432.50
10340	K. Connelly		-5,899.75
10341	Kappe	14-5045-13	-1,996.95
10342	MET-ED	100 081 035 618 Lift Station	-20.39
10343	PENNSYLVANIA AMERICAN WATER		-84.33
10344	PROSSER LABORATORIES, INC.	252218	-1,105.60
10345	PROTHONOTARY	April Liens	-292.50
10346	STRAND	7182	-888.30
10347	VERIZON	570-223-8189 PS Rt 209 Oak Grive	-36.10
10348	W.G. MALDEN	7743	-600.00
10349	WASTE MANAGEMENT	2360891-0821-1	-2,302.15
10350	MET-ED	100 076 523 768	-1,296.41
10351	PROTHONOTARY	April Liens	-292.50

10352	STRAND	7208	-834.25
10353	VERIZON	570-223-1025 PS #5	-34.87
10354	MET-ED	100 044 863 148 WL PS Island view	-18.08
10355	PROTHONOTARY	April Liens	-292.50
10356	VERIZON	570-223-1024 PS #6	-36.11
10357	MET-ED	Tree Top	-28.80
10358	PROTHONOTARY	April Liens	-292.50
10359	VERIZON	570-588-6581 WL STP	-31.55
10360	MET-ED	100 080 916 826 Fairway Villa	-419.80
10361	PROTHONOTARY	April Liens	-292.50
10362	VERIZON	570-588-0289 PS #4	-36.38
10363	MET-ED	100 083 606 630 Oak Grove	-101.86
10364	VERIZON	570-588-0742 PS #3 100 044 877 809 WL Clubhouse Drive	-34.78 -22.51
10366	VERIZON	570-588-0752 McCole Road	-33.02
10367	MET-ED	100 018 448 652 Main STP	-6,432.58
10368	VERIZON	570-588-1134 LOTP	-33.02
10369	MET-ED	PS #3	-97.90
10370	VERIZON	570-588-7646 STPFW	-72.42
10371	MET-ED	100 018 440 378 PS #4 Maple Lane	-343.93
10372	VERIZON	570-588-1135 Fairway Villas	-33.53
10373	MET-ED	100 016 867 432 PS #1 LOTP 100 018 442 556 PS #7 McCole & NP	-171.39 -153.35
10375	MET-ED	100 016 629 691 PS #2 Sleepy Hollow	-198.00
10376	MET-ED	100 080 913 799 Off Sleepy Hollow	-125.70
10377	MET-ED	100 018 353 951 PS #6 Sellersville	-316.14
10378	MET-ED	100 089 058 661 Rt 209	-13.72
10379	MET-ED	100 016 914 275 PS #5	-266.60
			-
			27,015.27

Golf Course Payables

Date	Num	Name	Memo	Amount
04/24/2014	2806	Advance Auto Parts	6952409912571/10012599/1344/2606 parts	(667.39)
04/24/2014	2807	Allan Rotto Consultants, Inc	#16 verizon tax savings	(42.00)
04/24/2014	2808	Allstate Septic Systems, LLP	inv 236211 porta potties	(285.00)
04/24/2014	2809	Cleveland Brothers	inv inpp0563546 parts	(89.78)
04/24/2014	2810	Devereux	inv 2733 500 bags of tees	(105.00)
04/24/2014	2811	Finch Services, Inc	B95010/95011 storm damage repairs	(1,041.64)
04/24/2014	2812	Fisher & Son Co., Inc.	inv 134262-in greens maintenance supplies	(2,050.91)
04/24/2014	2813	Kistler O'Brien Fire Protection	inv 539929 fire exting. inspections	(237.00)
04/24/2014	2814	Lawn & Golf Supply Co.	134390/34526 storm damage repairs	(2,836.63)

04/24/2014	2815	Met-Ed	a/c 100081783498 Tom x Rd	(7.79)
04/24/2014	2816	Northeast Energy	inv 17066 evaluate equipment damage	(112.50)
04/24/2014	2817	Orkin Pest Control	inv 326539 general pest control service	(160.00)
04/24/2014	2818	PA American Water	a/c 1024210033261169 Big Ridge Dr	(15.00)
04/24/2014	2819	R&R Products	inv's cd1775830 / 1776023	(764.70)
04/24/2014	2820	Stauffer Concrete Products & Excavating,	inv 28243 drain box for CCP maintenance bldg	(790.00)
04/24/2014	2821	Superior Plus Energy Services	inv 790207/208/209 deisel & gas	(2,386.23)
04/24/2014	2822	Turf Equipment & Supply Co.	inv 861277/3644-00,-01/817	(2,073.47)
04/24/2014	2823	Verizon	570223737854y	(129.49)
04/24/2014	2824	West End Equipment Rentals	contr. # 97672 lift for clubhouse lights	(130.00)
04/24/2014	2825	Met-Ed	a/c 100085171773 guard shack	(260.19)
04/24/2014	2826	Met-Ed	a/c 100081784231 big ridge drive	(301.86)
04/24/2014	2827	Met-Ed	a/c 100081748863 maint bldg	(471.22)
04/24/2014	2828	Met-Ed	a/c 100081748855 pump house Tomx rd	(245.46)
04/24/2014	2829	Met-Ed	a/c 100081748848 clubhouse	(804.51)
04/24/2014	2830	Met-Ed	a/c 100104048101 pump house Doral Ct	(30.95)
04/24/2014	2831	PA American Water	a/c 1024210032658777 big ridge drive	(15.00)
04/24/2014	2832	Verizon	570223814063192y	(49.51)
04/24/2014	2833	LT Verrastro Beverage	beer for proshop	(147.02)
04/24/2014	2834	Banko Beverage	beer for pro shop	<u>(189.06)</u>
				(16,439.31)

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