

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, July 25, 2013 at 7:00 p.m. at the Schoonover Municipal Building with Annette Atkinson presiding.

Members present were: Annette Atkinson, Michael J. Dwyer and Mitchell K. Marcus. Also in attendance were; Township Solicitor Michael Gaul, Esq.; Administrative Assistant Erin Groome and numerous residents.

Approval of Minutes

Annette Atkinson made a motion to approve the July 11, 2013 minutes. Mitchell Marcus seconded the motion. Motion carried 3-0.

F.O.B. Bid Opening

Michael Dwyer made a motion to open the F.O.B. Blacktop bids, Mitchell Marcus seconded the motion. Motion carried 3-0.

The F.O.B. Blacktop Bids were opened and read. Bids were received from:

	<u>Locust Ridge</u>	<u>Hanson Aggregates</u>
9.5mm	\$58,650	\$61,900
25.0mm	\$40,400	\$40,120
19.0mm	\$207,670	\$201,780
9.5mm, Any EASL	\$58,650	\$60,200
19.0mm, Any EASL	\$54,650	\$52,700
Miles from MST	35 miles	16 miles

Michael Dwyer motioned to acknowledge receipt of the bids, subject to review, Annette Atkinson seconded the motion. Motion carried 3-0.

Announcements

Annette Atkinson informed the residents present of many upcoming community events and handouts that were available for them which included; Volunteer Appreciation BBQ will be August 25, 2013 for township’s volunteer committee members; the Historical Commission will be hosting a presentation on the “Great Flood of 1955”, August 7, 2013 at 6:45pm; Memory Makers on September 15, 2013 being held at Fernwood Resorts starting at 1:00pm; the next HOA/Middle Smithfield Township networking will be September 21, 2013 from 10:00am to 1:00pm at the Whispering Pines; the Parks and Recreation Committee will be hosting a “Day in the Park” on September 21, 2013 held at Resica Park from 12:00 to 4:00pm; Fall Clean-Up and Freecycle will be September 27 and 28, 2013 from 7:00am to 4:00pm.

Executive Session

Michael Gaul reported that legal matters and HOTT PA were discussed in the Executive session held before the start of the Board of Supervisors meeting on July 25, 2012.

Treasurer's report

Michael Dwyer reported that the township continues to stay in good financial health.

Michael Dwyer made a motion to pay the General Fund bills in the amount of \$130,710.65, Annette Atkinson seconded the motion. Motion carried 3-0.

Michael Dwyer made a motion to pay the Golf Course bills in the amount of \$13,072.33, Annette Atkinson seconded the motion. Motion carried 3-0.

Michael Dwyer made a motion to pay the Municipal Sewer bills in the amount of \$45,350.31, Annette Atkinson seconded the motion. Motion carried 3-0.

Michael Dwyer made a motion to pay the Liquid Fuels bills in the amount of \$103,079.28, Annette Atkinson seconded the motion. Motion carried 3-0.

Michael Dwyer made a motion to adopt Resolution 07-2013-1: Resolution Providing for Supplemental Appropriations for the 2013 Budget for the General Fund, Annette Atkinson seconded the motion. Motion carried 3-0.

Annette Atkinson and Michael Dwyer explained to the residents why the budget had been amended. Additional income has been received from taxes, grant funds and collection of past due amounts have been received quicker than anticipated. With the additional income, we will be able to complete projects faster than originally anticipated such as communication projects and the Echo Lake Park Pavilion. Some of the unanticipated expenses, that became known after the original budget was adopted, include: FCC required radio replacements, insurance expenses from 2011, and increased wages due to the storms of 2012/2013. Michael Dwyer stated that the township reserves are now budgeted slightly higher than in the original budget.

Richard Kawski questioned the board as to what projects they were referring to. Annette Atkinson explained that in addition to projects listed in the Mid-Year Report, and public works projects which Michael Dwyer could expand on, and example of Communications projects would be; an additional newsletter for 2013 is anticipated along with additional township signage, Textcaster and telephone voice broadcasts.

Dot Lewis asked about how the elderly would find out about the new communication programs if they didn't have a computer. Annette Atkinson explained that there would be an additional newsletter that would go out this year, as well as written notice in the tax bill for 2014, along with the township sewer bills.

Richard Kawski asked why the residents don't get a copy of the Supervisors packet before the meeting. Attorney Gaul explained to Mr. Kawski that the packets become public record after the Board of Supervisors meeting. Attorney Gaul said that a right-to-know request needs to be submitted and then legal rights have to be reviewed by the solicitor.

Richard Kawski asked about the status of a dangerous structure complaint he had submitted. Annette Atkinson explained to Mr. Kawski that he would have to contact the Zoning Officer to inquire about the status of this complaint.

Solicitors Report

There was no Solicitor's report.

Engineer's Report

There was no Engineer's Report.

New Business

Annette Atkinson made a motion to adopt Resolution 07-2013-2; Resolution Authorizing Disposition of Certain Records, Michael Dwyer seconded the motion. Motion carried 3-0.

Oscar Woerlein informed the Supervisors that he has old sewer records at his home from when the Sewer Authority was still a committee. Attorney Gaul stated that the records should be brought back to the township so they can determine if they are official records or just copies. Michael Dwyer informed Mr. Woerlein that when he has the records boxed up to call the township and Public Works would pick up the boxes from his home.

Annette Atkinson made a motion to accept the resignation of the current Parks and Recreation Director, Mitchell Marcus, and to appoint Michael Dwyer as the Parks and Recreation Director, Michael Dwyer seconded the motion. Motion carried 3-0.

Public comment

Judy Summers asked the Supervisors if they could contact Michael Baxter Realty to have a sign removed at the corner of Tom X Road and Gravel Ridge Rd. Mrs. Summers stated that it is obstructing the site of traffic and is unsightly. Annette Atkinson explained that residents would have to fill out a complaint form for a zoning issue. Mrs. Atkinson also let Judy Summers know that the complaint could be called into the receptionist who could fill out the complaint form with Mrs. Summers or an email could be sent to the Zoning Officer. A complaint form could also be mailed into the Zoning Officer.

Oscar Woerlein asked the Supervisors about the status of the Winona Lakes Sewer Plant issue and if it was moving forward. Annette Atkinson informed Mr. Woerlein that it was in the works.

Annette Atkinson made a motion to adjourn the Board of Supervisors meeting at 7:33 p.m. Mitchell Marcus seconded the motion. Motion carried 3-0.

Respectfully Submitted,

Erin Groome
Administrative Assistant

General Fund payables

Date	Num	Name	Memo	Amount
07/12/2013	10836	Commonwealth of PA	registration & title 1999 Mack truck 53353373101 st	-1,188.00
07/12/2013	10837	A & S Katz	lic. plate for Mack truck	-10.00
07/17/2013	trf	Middle Smithfield Township	Payroll Funds Transfer	-49,465.14
07/24/2013	10838	Met Ed	100073577916 Sellerville light	-27.20
07/24/2013	10839	Met Ed	100069220836 River Rd light	-12.59
07/24/2013	10840	Met Ed	100036091245 bldg "B"	-500.51
07/24/2013	10841	Met Ed	100016915751 Municipal signal	-18.96
07/24/2013	10842	Met Ed	100016951467 bldg "A"	-1,271.29
07/24/2013	10843	BMO Bank of Montreal A.J. Smith Electric Motor Service	corp ID# 701552 credit card payment	-3,053.55
07/25/2013	10844		inv 34702 / 34710	-311.00
07/25/2013	10845	Bergey's, Inc	inv ph426003r paint, sealer, relay, weatherstp	-144.06
07/25/2013	10846	BIU of PA, Inc.	inv 0100-0120-029687 SEO services	-2,237.85
07/25/2013	10847	Bradco Supply Co	inv 97809 oil & chips	-325.00
07/25/2013	10848	BWP-Carquest Auto Parts	misc parts	-36.86
07/25/2013	10849	Canfields Pet & Farm	inv 123328 calcium flake for Mt Nebo dust control	-180.00
07/25/2013	10850	Capital Auto Parts	inv 1263118 /1263119	-300.00
07/25/2013	10851	Claude S. Cyphers, Inc	oil & air filters, clamps, gomets etc	-238.91
07/25/2013	10852	CNH Capital	a/c 5043935501409770 Medico industries	-111.02
07/25/2013	10853	Cramer's Home Center	inv 928055 weedwacker parts	-25.39
07/25/2013	10854	DCED	UCC Fee - permits	-232.00
07/25/2013	10855	Donna G. Kenderdine, RPR	inv 141-13 flood plain ordinance	-131.20
07/25/2013	10856	Francis C. Disalvo	inv 158524 a/c leak detection kit	-113.90
07/25/2013	10857	Gilmore & Associates, Inc.	engineering fees	-9,547.05
07/25/2013	10858	Home Depot Credit	6035322502349651 solar salt	-353.54
07/25/2013	10859	Joe's Batter & Tire Service	inv P013699 used drive tire	-200.00
07/25/2013	10860	Ken Miller, Inc King, Spry, Herman, Freund & Paul LLC	inv 12114 dig pole holes, set guide anchors, set poles, string guide & banner cables	-2,286.84
07/25/2013	10861		Legal fees	-11,511.32
07/25/2013	10862	Lawson Products, Inc.	inv 9301784447 vinyl top cleaner	-17.39
07/25/2013	10863	Macmillan Oil	inv 31576 tracto hydraulic	-480.00
07/25/2013	10864	Met Ed	100059550028 Echo Lake	-20.75
07/25/2013	10865	Monroe County Conservation District	pin 09-7334-00-03-3428 Village drive improvements permit fees	-450.00
07/25/2013	10866	PA Municipal Health Insurance Cooperative	052801 health insurance	-24,589.96
07/25/2013	10867	Penteledata	inv B2016275 emailboxes	-152.37
07/25/2013	10868	Pocono Arts Council	FY2013 contribution	-400.00
07/25/2013	10869	RICOH USA, Inc	inv 89354223 copier lease	-260.00
07/25/2013	10870	S & W Starter	po 13-235 starter rebuild	-159.00
07/25/2013	10871	Smith Tractor	inv 102372 guard	-90.43
07/25/2013	10872	Smithfield Township Staples Contract and Commercial	vol fire co equip & worker comp insurance	-18,263.33
07/25/2013	10873		Office supplies	-125.72
07/25/2013	10874	The Hartford -Priority Accounts	inv 6225673-0 insurance	-1,072.47

07/25/2013	10875	Tulpehocken Spring Water	inv's 1316459/1316886 water	-49.20
07/25/2013	10876	Verizon	570223892064559y	-685.95
07/25/2013	10877	Lisa Philips	reimburse for tolls & milage for seminar	-60.90
				<u>-</u>
				130,710.65

Golf Course payables

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
07/16/2013	2464	Resort Beverage	beer purchase	(128.79)
07/16/2013	2465	LT Verrastro Beverage	beer purchase	(218.89)
07/18/2013	2466	Dal K Son	overpayment of membership	(320.00)
07/25/2013	2467	Allan Rotto Consultants, Inc	July payment	(42.00)
07/25/2013	2468	Barko Products	order # bb-264166 speed bumps	(821.35)
07/25/2013	2469	Berkley Mid-Atlantic Cramers Home Building Centers	policy 1043096 installment	(1,755.00)
07/25/2013	2470		inv 925399 dehumidifier	(265.39)
07/25/2013	2471	Golf Car Specialties, LLC	inv SI050658 damage repairs	(108.86)
07/25/2013	2472	Kimball Midwest	inv 3071046 supplies	(177.46)
07/25/2013	2473	Kistler Printing Company, Inc.	inv 76170 "public golf" signs reimburse for food & beverage supplies purchased at BJS	(330.00)
07/25/2013	2474	Mark Oney		(343.45)
07/25/2013	2475	Met-Ed	100081748863 golf maint bldg	(107.44)
07/25/2013	2476	PA American Water	24-2074628-7 big ridge	(174.64)
07/25/2013	2477	Pocono ProFoods	inv 497166 napkins, paper towels, tp	(125.20)
07/25/2013	2478	Prime 570 Catering	outing food 7/13	(453.59)
07/25/2013	2479	Superior Plus Energy Services	inv 590579 363.9 gal diesel	(1,153.30)
07/25/2013	2480	The Korea Daily -JoongAng Ilbo	a/c 11011944 June advertising	(1,000.00)
07/25/2013	2481	This Week in the Poconos, Inc	inv 7308 advertising 17 issues	(700.00)
07/25/2013	2482	Turf Equipment & Supply Co.	inv 840808-00 / 840808-01	(826.05)
07/25/2013	2483	Verizon	570223737828754y fire	(131.17)
07/25/2013	2484	Met-Ed	100081784231 big ridge dr	(132.07)
07/25/2013	2485	PA American Water	2420746279 big ridge dr	(14.31)
07/25/2013	2486	Superior Plus Energy Services	inv 590578 245.0 gal unleaded	(702.30)
07/25/2013	2487	Verizon	570223814063192y alarm	(49.27)
07/25/2013	2488	Met-Ed	100085171773 guard shack	(25.11)
07/25/2013	2489	Superior Plus Energy Services	inv 590580 335.7 gal unleaded	(962.29)
07/25/2013	2490	Met-Ed	100081748848 clubhouse	(1,251.08)
07/25/2013	2491	Met-Ed	100104048101 pump house Doral ct	(67.60)
07/25/2013	2492	Met-Ed	100081748855 pump house Tomx rd	(685.72)
				<u>(13,072.33)</u>