

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, November 13, 2014 at 7:00 p.m. at the Schoonover Municipal Building with Annette Atkinson presiding.

Township Supervisors Annette Atkinson, Mike Dwyer, Mitchell Marcus, Township Solicitor Michael Gaul, Esq., Township Engineer Fred Courtright, P.E., Township Secretary Michele L. Clewell and two (2) members of the press. No members of the public were present.

Approval of Minutes

Annette Atkinson made a motion to approve the October 23, 2014 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

Report of Executive Session(s)

Attorney Gaul reported that an executive session was held prior to this meeting to go over pending legal matters with the solicitor.

Announcements

- The monthly committee reports will be presented at the December 29, 2014 meeting.
- The Taco Bell is moving along with the renovations to the previous Friendly's Restaurant.
- On November 1, 2014, eight honor students from the East Stroudsburg Area High School and a number of volunteers worked on the first phase of the Coolbaugh Community Gardens Park, and prepared 16 raised beds.
- Trunk or Treat was held at the Resica Park on October 25, 2014 with (25) vehicles entered into the Scariest, Funniest, and Most Original completion. Over 200 kids participated.
- 1,000 Feet of Street will be held on November 15, 2014 at 8:00 a.m. Over 145 Boy Scouts from the Resica Scout Reservation volunteered to help cleanup Route 402, and a number of volunteers have offered to help with the Route 209 cleanup within the township.
- Person of the Year deadline has been extended to November 17, 2014 in order to allow people to finish submitting their nominations. Many nominations have been received so far.
- The "PUC" Public Utility commission will hold hearings regarding the rate increase requested by the electric suppliers, including Met Ed for Middle Smithfield, whose rate increase represents approximately \$25/month increase for residents. The hearing will be held November 17, 2014 at 1:00 p.m. the ESU Innovation Center.
- Shop Local Discount Cards will be mailed and received November 20, 2014. Great Discounts from over 30 businesses within Middle Smithfield Township from 11/24-12/24.
- The 2nd Annual Middle Smithfield Tree Lightning will be held on November 29, 2014 at Echo Lake Park from 5:30p-6:30p. Special thanks to St. John's Choir, East Stroudsburg

South High School Band, East Stroudsburg North High School Chorale, and more to come on their help.

- The 2015 proposed budget will be presented to the public on December 4, 2014. There will be no tax increase for 2015.
- The Supervisors cleaned Municipal Drive under The Adopt-A-Road program this past weekend and hopes that people will follow their lead to adopt a road within the township.

Correspondence

A letter and a monetary donation were received from Mr. and Mrs. Robert Moss in memory of Judy Putek and her son, Joseph. Mr. & Mrs. Moss wrote that they visited the dog park and were impressed with the surroundings and the people that were there at the park.

A request from AARP to use the municipal building on Tuesdays, beginning February 3, 2015 – April 14, 2015 for the preparation of tax returns. Annette Atkinson made a motion to approve the request and to waive the building rental fee. Mitchell Marcus seconded the motion. Motion passed 3-0.

Treasurer's Report

Mike Dwyer reported that over the last (6) weeks the supervisors have been meeting in order to prepare the 2015 budget and there will be no tax increase. The sewer revenues are in good shape due to the increase in fees mid-year 2014. Expenses are at or just below the budget. The OGMMCPB (Oak Grove Multi-Municipal Compost Processing Board) has already received over 400 yards of leaves and expect to receive more. This year Christmas trees will be dropped off at the compost facility and not at the township building.

Payables – Mike Dwyer made a motion to pay the general fund payables in the amount of \$282,762.15. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the golf course payables in the amount of \$14,225.04. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the sewer fund payables in the amount of \$112,352.05. Mitchell Marcus seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the liquid fuels payables in the amount of \$52,607.01. Mitchell Marcus seconded the motion. Motion passed 3-0.

Solicitors Report

None

Engineers Report

Meegan Minor Subdivision; 30 Day Extension to Review the Sewage Facilities Planning Module

Fred Courtright reported that a letter was received from Hanover Engineering Associates, Inc. dated October 21, 2014 granting a (30) day extension to the Supervisors to review and approve the Component 1 Sewage Facilities Planning Module for the Meegan Minor Subdivision. Fred Courtright recommended accepting the extension. Annette Atkinson made a motion to accept the letter on behalf of Mr. Meegan. Mitchell Marcus seconded the motion. Motion passed 3-0.

Toll Brothers Request to Release the CCP Phase 4 & 8 Bond No. 58647910 – Annette Atkinson made a motion authorizing the township engineer to inspect and provide a report of action and to include the core borings as needed. Mike Dwyer seconded the motion. Motion passed 3-0.

Toll Brothers Request to Release the CCP Phase 2 Section 6 Bond No. 929236486 - Annette Atkinson made a motion authorizing the township engineer to inspect and provide a report of action and to include the core borings as needed. Mike Dwyer seconded the motion. Motion passed 3-0.

Toll Brothers Request to Release the Pond Creek Phase 1 Bond No. 0415129 - Annette Atkinson made a motion authorizing the township engineer to inspect and provide a report of action and to include the core borings as needed. Mike Dwyer seconded the motion. Motion passed 3-0.

Toll Brothers Request to Release the Pond Creek Phase 2 & 3 Bond No.10456073 - Annette Atkinson made a motion authorizing the township engineer to inspect and provide a report of action and to include the core borings as needed. Mike Dwyer seconded the motion. Motion passed 3-0.

Letter to Revise the Act 537 Plan – Annette Atkinson made a motion to deny the request by Robert Pohlman to revise the Sewage 537 Plan. Ms. Atkinson stated that pursuant to the PA DEP response received; the township’s 537 Plan is in compliance with the PA Code Title 25 Environmental Protection Act. Also, DEP’s response indicates that they are reluctant to entertain any such change because of the High Quality Watershed Middle Smithfield is located in.

For the record, prior to the sewer rate increase of July 2014 to rectify the township’s zero dollar increase for 14 years, among other research, a competitive analysis was done of systems in Monroe and Pike counties, and found that MST’s sewer rates were the lowest. The township’s current rates (with the increase) are now “average”. PA American Water confirmed this; the average sewer rate for this area is \$59 per month; the township charges \$58 per month.

Also for the record, adding more sewer users on the system would help keep sewer rates low, because there would be more users to share in the cost. In order to attract new businesses, and encourage existing businesses to expand, the BOS is expanding its Shop Local effort, and supporting its industrious EDC. According to the survey conducted by our EDC, the biggest deterrent to our existing businesses and potential new business are the school taxes. To combat that, the BOS continues to push forward with its LERTA (tax abatement program);

however, that will only go so far to help our businesses – it only delays the inevitable school tax increase on improvements. To reduce school taxes, the BOS remains hopeful that the newly elected school board directors focus on delivering what they promised lowering school taxes.

Even then, the costs of the sewer system cannot be borne by businesses alone: to have prevented the last sewer increase (which brought rates from below average to “average”), MST would need 100 Four-Season Diners to move in, or the equivalent of 13 Price Chopper shopping centers, which this area simply could not sustain.

By comparison, the proposed Met Ed electric rate increase will raise the average homeowner’s electric bill by \$21-\$25 per month; that’s 50% more than the sewer increase. Those looking to reduce monthly obligations for MST residents would find their energies better spent on lowering school taxes, and/or attending the public PUC hearing on Monday regarding electric rates.

Annette Atkinson asked Mr. Courtright what the costs would be to revise the 537 Plan. Mr. Courtright stated at the very minimum, it would cost over \$80,000 but there is no need to revise the plan as it adequately addresses the needs of the township.

Mike Dwyer seconded the motion. Motion passed 3-0.

Annette Atkinson made a motion to authorize the Solicitor to prepare a written response to Mr. Pohlman regarding the letter he submitted requesting that the township revise the Act 537 Plan based on the previous motion. Mitchell Marcus seconded the motion. Motion passed 3-0.

Old Business

None

New Business

Edward Regina Resignation from the Historical Commission – Annette Atkinson made a motion to accept the resignation letter from Mr. Regina. Mike Dwyer seconded the motion. Motion passed 3-0.

Albert Decker Resignation from the Historical Commission – Annette Atkinson made a motion to accept the resignation from Mr. Decker from the Historical Commission. Mike Dwyer seconded the motion. Motion passed 3-0.

Danny Younger Appointment to the Historical Commission – Annette Atkinson made a motion to appoint Danny Younger to fill the vacancy of Albert Decker on the Historical Commission with a term ending December 31, 2017. Mitchell Marcus seconded the motion. Motion passed 3-0.

Annette Atkinson asked Attorney Gaul if someone would like to serve on the Historical Commission but is not a resident would the ordinance need to be changed. Attorney Gaul stated that they could participate but the ordinance would need to be changed to allow non-

residents to be members of the Commission. Annette asked that the ordinance be revised, as there is interest among Monroe County residents.

Authorize Advertising for the Board of Supervisors Intent to Appoint a CPA to Replace the Elected Auditors to Conduct the Audit for the Fiscal Year Ending 2014 – Mike Dwyer made a motion authorizing the Township Secretary to advertise the intent to appoint a CPA to replace the elected auditors to conduct the 2014 audit. Annette Atkinson seconded the motion. Motion passed 3-0.

Citations for Dilapidated Buildings – Annette Atkinson authorized and directed the Township Zoning Officer to file citations under Chapter 136 for the following properties:

- i. 862 Underwood Road, located in the Monroe Lake Shores community
- ii. 952 Venue Road, located in the Monroe Lake Shores community
- iii. 6806 Fir Road, located in the Monroe Lake Shores community
- iv. 3205 Pocono Drive, located in the Pocono Heights community
- v. 3366 Masons lane, located in the Pocono Heights community

Waive Building and Zoning Permit Fees for the CCP Storage Maintenance Building – Mike Dwyer made the motion to waive the building and zoning permit fees. Annette Atkinson seconded the motion. Motion passed.

Public Comment

None

Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:40 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

General Fund

Num	Name	Memo	Amount
12243	EASD North Honor Society	Honor society donation	-300.00
12244	Maddy's Angels	in memory of the Honorable Ronald E. Vican	-100.00
12245	United Way of Monroe County	In memory of Joseph W. Battisto	-100.00
12246	Marshalls Creek Fire Co	In Memory of Katherine J. Dreisbach	-100.00
Trf	Middle Smithfield Township	Payroll Funds Transfer	-49,240.15
12247	Spring Hill Laser Services Corp	inv 10152014msptg Shop Local postage	-1,385.49
12248	Acco Brands Direct	inv 4696709834 calendar refill	-38.78
12249	Advance Auto Parts	inv 6952428712473/474/9312841	-193.33
12250	AFLAC	inv 721	-420.20
12251	Allstate Septic Systems, LLP	inv's 245877 / 246130 / 246129	-450.00
12252	American Crane & Tractor Inc.	inv 1629917 seal grp & cylinder	-205.87
12253	American United Life Insurance Company	inv g006129990000000	-92.10
12254	Bergey's, Inc	inv ph472219r parts	-177.66

12255	Bradco Supply Co	inv's 118004/008/002/333/335/347/866/872	-2,959.57
12256	Canfields Pet & Farm	inv 124743 chicken wire for Community Garden	-161.98
12257	Cargill, Inc	winter road materials 2901919139 - 2901948489	-58,680.01
12258	Claude S. Cyphers, Inc	inv's 623628/627204/316/347/408/503/506	-1,040.49
12259	Cramer's Home Center	inv's 1135856/8038/1141190/1776	-1,960.01
12260	David Manter	inv's 1012 / 1027 permits	-2,523.00
12261	Dawn M. Arnst Tax Collector	tax collector expenes	-400.79
12262	Debbi Manter	inv 1054 cleaning	-826.00
12263	E.M. Kutz	inv 6290 ratchet strap kit	-5,488.00
12264	First Insurance Funding Corp	12101-0066-1674635	-10,319.90
12265	Five Star Equipment	inv p00128 filters	-143.17
12266	Francis C. Disalvo	inv 1009146846 truck anchor pin press	-146.95
12267	Gilmore & Associates, Inc.	engineering inv's 137747/48/49/50	-6,487.22
12268	Grainger, Inc.	inv 9587694028	-55.31
12269	Huffmans' Electric	inv 8092 workbench repairs	-230.00
12270	HWA Group	inv 3811 repair 2 pressure washers	-515.60
12271	John Ferro	milage reimbursement	-7.84
12272	Keystone Municipal Services, Inc	Zoning officer 10/13-10/24	-5,135.00
12273	King, Spry, Herman, Freund & Paul LLC	Legal Inv's 95617- 95632	-17,817.90
12274	Lawson Products, Inc.	inv 9302814736 grease	-164.03
12275	Lehman Township	shared insurance premiums for fire/ambulance	-20,794.61
12276	Lewis True Value	a/c 1120 Oct parts & supplies	-475.21
12277	Macmillan Oil	inv 914 hydraulic oil	-575.00
12278	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	-11,491.67
12279	Miggys Five	Sept Oct kitchen supplies	-332.26
12280	Mitchell K. Marcus	reimburse for Gov Occup Safety conference	-375.18
12281	NAPA Auto Parts	38601604 inv 715110 parts	-406.18
12282	Orkin Pest Control	inv 359444 pest control	-160.00
12283	PA Municipal Health Insurance Cooperative	052801 health insurance	-30,167.30
12284	PA One Call System, Inc.	inv 609587 monthly activity fee	-64.45
12285	Pennsylvania American Water	1024210033478776 hydrants	-135.90
12286	PMRS	45-027-5N pension	-10,379.54
12287	Pocono Record	stmt 34236	-976.71
12288	Pods Enterprises, Inc	inv 135-029547	-143.00
12289	Ray Price Stroud Ford	inv's 303417 / 303444	-55.11
12290	RICOH USA, Inc	inv 93555243 copier	-1,795.48
12291	Sandone Tire	inv 1019714 tires for 950 CAT	-2,197.72
12292	Sheeley Insurance	inv 1247 insurance downpayment	-27,492.10
12293	Smithfield Township	1/2 Mt Nebo regional park expense	-14.49
12294	Spring Hill Laser Services Corp	inv 1014-509 Person of the year production	-1,202.01
12295	Staples Advantage	inv's 8031805700/1816272/1883810/1888859	-859.59
12296	Sun Litho Print	inv 36255 envelopes	-315.00
12297	Sundance Networks Inc	inv 115915 monthly support	-330.00
12298	T.M. Fitzgerald & Associates	inv 12884 recycle bins	-2,950.00
12299	Tulpehocken Spring Water	inv 1766567-1862155 water a/c 13876	-124.85

12300	Uline	inv 62919853	-76.37
12301	Verizon Wireless	inv 9733961103 cell phones	-224.62
12302	Warehouse Battery Outlet, Inc	inv 271903 batteries	-204.95
12303	Waste Management	inv 29141870821-5	-510.58
12304	Met Ed	a/c 100059550028 Echo	-25.36
12305	Met Ed	a/c 100069220836 River Rd	-14.28
12306	Met Ed	a/c 100073577916 Sellersville	-26.28
			<u>-</u>
			282,762.15

Sewer Fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10723	ALLSTATE SEPTIC SYSTEMS, LLP		-2,606.25
10724	AT&T	019 533 3847 001	-46.84
10725	B. Newhart & Sons, Inc.	Oct 2014	-380.00
10726	COYNE CHEMICAL	203123	-2,820.00
10727	GILMORE & ASSOCIATES, INC.		-11,909.77
10728	Ken Miller	12746	-369.04
10729	KING SPRY HERMAN FREUND & FAUL	95210	-660.00
10730	MET-ED	100 044 863 148	-19.31
10731	MST2012GOB	November 2014	-38,594.79
10732	NEUTRON INDUSTRIES	97016512	-3,979.53
10733	PA DEPT OF ENVIRONMENTAL PROTECTION	440038	-500.00
10734	PA ONE CALL SYSTEM, INC.	609589	-44.20
10735	PROSSER LABORATORIES, INC.		-19,349.50
10736	SIANA BELLWOAR & MCANDREW LLP	60987	-743.79
10737	STRAND		-5,362.05
10738	VERIZON	570 588 0742	-33.98
10739	WASTE MANAGEMENT	2915813-0821-5	-5,127.04
10740	MET-ED	100 076 523 768 1024-	-651.86
10741	PENNSYLVANIA AMERICAN WATER	210031497597	-152.76
10742	PROSSER LABORATORIES, INC.	11012014.61	-6,697.71
10743	TOPS SOFTWARE	WD357	-219.90
10744	VERIZON	570 588 0289	-33.31
10745	MET-ED	100 016 629 691	-143.43
10763	VERIZON	570 588 1135	-33.56
10762	MET-ED	100 018 442 556	-112.66
10753	VERIZON	570 588 0752	-33.31
10747	MET-ED	100018446334	-66.79
10748	VERIZON	570 588 6581	-30.90
10749	MET-ED	100 080 920 901	-23.86
10750	PROSSER LABORATORIES, INC.	11012014.62	-5,436.00

10751	VERIZON	570 588 7646	-73.60
10752	MET-ED	100 081 035 618	-15.97
10746	VERIZON	570 588 1134	-33.31
10754	MET-ED	100 044 877 809	-15.62
10755	MET-ED	100 080 916 826	-28.65
10756	MET-ED	100 080 913 799	-109.80
10757	MET-ED	100 089 058 661	-12.60
10758	MET-ED	100 018 353 951	-239.23
10759	MET-ED	100 018 440 378	-398.56
10760	MET-ED	100 018 448 652	-5,102.93
10761	MET-ED	100016867432	-139.64
			<u>-</u>
			112,352.05

Golf Course

Num	Name	Memo	Amount
3084	Claude S. Cyphers, Inc.	parts inv's 625471/473/626148/109/329	(415.87)
3085	Commonwealth of PA	BU11298 renewal pesticide bus lic	(350.00)
3086	Finch Services, Inc	inv b24539	(161.54)
3087	Genesis Turfgrass Inc.	inv 39292 greens maint supplies	(1,414.32)
3088	Hellers Gas, Inc.	inv 38594 propane maint bldg	(552.51)
3089	Kistler O'Brien Fire Protection	inv 560310 inspections	(591.50)
3090	Northeast Fire Services & Inspections, LL	inv 114-197 fire sprinkler inspection	(350.00)
3091	Orkin Pest Control	inv 359444 pest control	(160.00)
3092	Pocono ProFoods	inv 623906 supplies	(252.20)
3093	Turf Equipment & Supply Co.	inv 885795-00 shaft	(90.15)
3094	Verizon	570223814063192y	(49.75)
3095	Verizon	570223737828754y	(200.48)
wt	JDC Golf and Turf	mower lease	(812.49)
wt	USB Equipment Finance	Toro Lease	(1,325.16)
3096	Allan Rotto Consultants, Inc	inv 23 vz tax	(42.00)
3097	Allstate Septic Systems, LLP	inv 245723	(285.00)
3098	Blue Ridge Communications	a/c 0109950-03 - internet	(49.95)
3099	Eastern Alarm Systems, Inc.	inv 7730/31/32	(342.00)
3100	Edgar Angle.	return of security deposit 8/23 wedding	(250.00)
3101	Genesis Golf Trips.	inv 6748 2015 catalog listing	(200.00)
3102	Hellers Gas, Inc.	inv's 40122 / 41224 clubhouse & maint bldg	(905.78)
3103	Huffman's Electric	niv 8091 pro shop repairs	(65.00)
3104	Marshalls Creek Plumbing	inv 8895 parts	(281.54)
3105	MST 2012 G.O.B.	monthly installment for 2012 GOB 2013 payments	(863.02)
3106	PA American Water	a/c 1024210032658777 big ridge dr	(15.00)
3107	Raquel Barbara	return of security deposit 10/18 event	(250.00)
3108	Sudden Comfort Heating & Air Conditioning	deposit for heater installation	(2,200.00)
3109	Superior Plus Energy Services	gasoline inv's 785103/104	(617.59)

3110	Turf Equipment & Supply Co.	inv 887079-00 / 887196-00	(146.52)
3111	Waste Management	inv 2914188-0821-3 clubhouse	(99.23)
3112	Willie Newbury.	security deposit refund	(250.00)
3113	PA American Water	a/c 1024210033261244 big ridge dr	(104.32)
3114	Waste Management	inv 2914189-0821-1 maint bldg	(125.84)
3115	Met-Ed	a/c 100081783498 Tomx Rd	(13.20)
3116	Met-Ed	a/c 100081748863 golf maint bldg	(203.95)
3117	Met-Ed	a/c 100081784231 big ridge dr	(113.19)
3118	Met-Ed	a/c 100085171773 guard shack	(75.94)
			<u>(14,225.04)</u>

Liquid Fuels

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
11/13/2014		Hanson Aggregates Inc	Road materials inv's 2614683/5867/2643969/3036//4960	- 52,607.01