

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, November 14, 2013 at 7:00 p.m. at the Schoonover Municipal Building with Annette Atkinson presiding.

Members present; Annette Atkinson, Michael J. Dwyer and Mitchell K. Marcus. Also in attendance, Township Solicitor Michael Gaul, Esq., Keely Collins, Esq., Township Secretary Michele L. Clewell, Stenographer Tara Wilson and members of the public.

### **Minutes**

Annette Atkinson made a motion to approve the October 24, 2013 minutes. Michael Dwyer seconded the motion. Motion passed 3-0.

### **Announcements**

Annette Atkinson congratulated Michael Dwyer on winning the election.

Annette Atkinson announced that Rite Aid will be celebrating their grand opening on December 13, 2013.

Annette Atkinson stated that America Recycles Day, November 16, 2013 is also the date that the Monroe County Waste Authority, Public Works and volunteers are planning to clean up some of the dump sites within the township and if anyone is interested to please see a Supervisor after the meeting.

Annette Atkinson announced that she and Michael Dwyer (via telephone) met with an Eagle Scout who is interested in construct a Veterans Memorial at the Echo Lake Park. Mr. Dwyer stated that they want to design and construct a memorial and will be visiting other memorials as well as speaking with other Veterans in order to get some ideas.

Annette Atkinson stated that information is available for the composting meeting that is scheduled for Saturday, November 23, 2013 at 10:00 am at the Whispering Pines Clubhouse. Michael Dwyer stated that this is a joint venture with Smithfield and possibly Lehman Township. A separate meeting is scheduled next week with PennDOT to discuss the Oak Grove site. Mr. Dwyer reported that over 200 letters were mailed out to surrounding property owners informing them of the November 23, 2013 meeting.

### **Public Hearing**

Proposed Ordinance Setting Forth an Amendment to the Entirety of Chapter 48, Entitled "Pensions" of the Middle Smithfield Township Code

Tara Wilson took a stenographic record of the public hearing.

Annette Atkinson made a motion to open the hearing at 7:19 pm. Mitchell Marcus seconded the motion. Motion passed 3-0.

Attorney Gaul introduced the Township Exhibits into the record.

Attorney Gaul stated that the original draft ordinance has been revised at the request of PMRS (Pennsylvania Municipal Retirement System) who administers the pension fund, and must approve the form of the Township's ordinance authorizing the amendment to the Township's pension plan agreement. The changes are not substantial, and are indicated in the redline version of the ordinance.

The changes to the Township's pension plan are not significant. The new plan allows for township employees to make a greater contribution to their pension plan if they choose to do so.

Attorney Gaul asked for public comment. No one responded.

Annette Atkinson made a motion to adjourn the public hearing at 7:22 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Annette Atkinson made a motion to adopt Ordinance No. 197 as amended. Mitchell Marcus seconded the motion. Motion passed 3-0.

### **Committee Reports**

Eastern Monroe Regional Park Commission – No report available.

Economic Development Committee – Debbie Kulick provided the EDC monthly report.

Golf Advisory Committee – No report available. Annette Atkinson stated that the last day for the 2013 golf season is December 1, 2013.

Historical Commission – No report available.

Litter & Beautification – Mr. Regina could not attend, although a written report has been made available for review.

Parks & Recreation Commission – Joyce Fenical presented the monthly report.

Planning Commission – No report available.

### **Treasurer's Report**

Michael Dwyer reported that the supervisors are working on the budget that will be presented to the public on December 5, 2013 at 7:00 p.m.

Income is on budget and expenses are 5% below what was budgeted. The golf course is doing very well to budget, and liquid fuels will end with a reserve.

The Public Works Department has completed the paving on Keystone Drive and Freeman Tract. Leaf collection is just about completed. The Echo Park Pavilion was contracted out, and the PWD has done a lot of work as well, a Mack truck was also sold on the muni-bid website.

Payables – Michael Dwyer made a motion to pay the general fund payables in the amount of \$328,803.21. Annette Atkinson seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to pay the golf fund payables in the amount of \$20,487.57. Annette Atkinson seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to pay the sewer fund payables in the amount of \$72,679.18. Mitchell Marcus seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to pay the liquid fuels payables in the amount of \$80,746.46. Mitchell Marcus seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to refund; Charles N. Lyman \$46.68, Rufus Turner \$82.68 and Richard Woisin \$133.59 due to Monroe County Board of Assessment Appeals. Mitchell Marcus seconded the motion. Motion passed 3-0.

### **Solicitors Report**

Resolution 11-2013-1: of the Board of Supervisors of the Township of Middle Smithfield Approving Hiawatha Road (T-525) as a Dual Use Road for Vehicles Traffic and Snowmobiles; and providing for other miscellaneous Items – Attorney Gaul stated that there is a slight change to the resolution and he will forward a clean copy to Michele Clewell for signatures.

The resolution designates the remaining portion of Hiawatha Road to allow snow mobiles on that road. The only portion of road that is under the townships' control is that portion of road that is within Middle Smithfield Townships' boundaries.

Michael Dwyer made a motion to approve Resolution 11-2013-1. Annette Atkinson seconded the motion. Motion passed 3-0.

Resolution; Philip Cozzi and Ronald L. Meinders Joinder Deed(s) – Attorney Gaul reported that there are still items that need to be resolved with regard to the paperwork and asked that a decision be tabled until the December 5, 2013 meeting. Annette Atkinson made a motion to table. Michael Dwyer seconded the motion. Motion passed 3-0.

Monroe County Board of Assessment Appeals; Feeling Good, LLC – Attorney Gaul stated that in accordance with past Township practice, he does not intend to enter his appearance on behalf of the Township, unless specifically directed by the Board of Supervisors to do so. No action was taken by the Board.

### **Engineers Report**

None

### **New Business**

Request to Release Escrow Fund for Fire Damaged Home – Annette Atkinson made a motion to approve the release held in escrow to the property owner, Sineh Surray Toolsee, in the amount of \$22,400.00 based on the Building Code Officers letter dated October 22, 2013.

Authorize Advertising of the January 6, 2014 Board of Supervisors Organizational Meeting – Annette Atkinson made a motion to advertise the meeting at 6:00 p.m. Michael Dwyer seconded the motion. Motion passed 3-0.

Rivers Edge Regional Park Artifact Agreement – Annette Atkinson made a motion to approve the agreement. Mitchell Marcus seconded the motion. Motion passed 3-0.

Approve Submission of the Proposed Zoning Amendments Ordinance to the Monroe and Middle Smithfield Township Planning Commissions - Annette Atkinson made a motion to approve. Michael Dwyer seconded the motion. Motion passed 3-0.

Authorize Advertising of the Proposed Zoning Amendments Ordinance – Annette Atkinson made a motion to table until the December 5, 2013 meeting. Michael Dwyer seconded the motion. Motion passed 3-0.

### **Public Comment**

Al Decker asked why the fire hydrants are painted a different color. Annette Atkinson stated that she does not know.

Richard Kowski asked where are the leaves taken after Townships' the leaf collection. Annette Atkinson stated that the leaves are taken to Leroy Lane.

John Davis made the supervisors aware that hypodermic needles have been found within his community and the PA State Police did pick them up as he contacted them regarding another matter. Debbie Kulick of the Bushkill Emergency Corps stated that BEC can provide the containers for individuals to pick them up and then contact her and she will make sure of their disposal.

Annette Atkinson announced that the proposed 2013 budget will be presented to the public on December 5, 2013 and scheduled for adoption on December 30, 2013.

### **Adjournment**

Annette Atkinson made a motion to adjourn the meeting at 8:10 p.m. Michael Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
Township Secretary

# General Fund Account

Num	Name	Memo	Amount
wt	Middle Smithfield Township	payroll Funds Transfer	-43,927.89
11127	Marshalls Creek Relief An	Foreign Fire Relief	-95,792.26
wt	Middle Smithfield Township	Payroll Funds Transfer	-43,556.57
11128	CDW Government	11943480 back up system	-2,909.49
11129	Sheeley Insurance	down payment for Package & Public Officials policies	-25,888.40
11130	209 Enterprises	inv 101-04220 AASHTO #10 for Pavillion	-73.87
11131	Advance Auto Parts	inv 6952330511513 U joint	-91.18
11132	AFLAC	inv 226062 insurance	-503.48
11133	Alex's Tire Center, Inc.	inv 13148 / 13243 tires	-1,258.22
11134	Allstate Septic Systems, LLP	inv 231403 / 231407 porta potties	-190.00
11135	BIU of PA, Inc.	invs 309/310/404/358/360 permits & zoning officer	-5,074.58
11136	Bradco Supply Co	invs 102361/344/752/726/740/895 parts & supplies	-2,873.52
11137	BWP-Carquest Auto Parts	invs 8348-52144 / 52487	-114.42
11138	C B Structures Inc	inv 13-g8-04361 Echo Lake park Pavillion	-16,862.00
11139	Canfields Pet & Farm	inv 123699 staples for DSA project Jule netting	-47.97
11140	Change Yvonne	tax assessment reduction reimbursement 9/98264/ua	-99.06
11141	Charles Lyman	parcel 09/87021/u22 tax assessment reduction	-46.68
11142	Cintas Corp	inv 101311092 cleaning	-74.00
11143	Claude S. Cyphers, Inc Clear Choice Glass & Mirror LLC	invs 615501/780/616123/174 truck parts	-486.64
11144		inv 9264 clear acrylic	-239.00
11145	Cleveland Brothers	inv inpp0338401 hydraulic hose	-73.58
11146	Cramer's Welding & Repairs	invs 449061 / 449070 tubing & steel for plow	-125.00
11147	Debbi Manter	inv 1041 cleaning	-1,012.50
11148	Double M Productions	inv 21325 uniforms	-287.40
11149	E.M. Kutz	inv 287 plow lights for new truck	-183.96
11150	EMC Insurance Companies	claim 824603 deductible	-5,000.00
11151	First Insurance Funding Corp	12101-0066-1674635	-9,730.24
11152	Five Star Equipment	inv 1384166 filters	-371.47
11153	Fry's Plastic	inv K123105 fabric	-249.84
11154	Gilmore & Associates, Inc.	invs 129376/377 engineering	-2,384.07
11155	Glenn Kreckman Co	inv 4656 install radio in new truck	-618.75
11156	GreatAmerican Leasing Corp	inv copier lease	-304.50
11157	H.A. Thomson Highway Equipment & Supply Co.	inv 300429 Treasurer Bond	-1,426.00
11158		inv d05863 parts cab shifter	-1,019.64
11159	Home Depot Credit	6035322502349651 solar salt	-480.65
11160	HR Specialist Pennsylvania	a/c 43591362 PA Employment Law	-249.00
11161	james & Bonnie Sattur	tax assessment reimbursement 9/4/14-7	-27.83
11162	Kimball Midwest	inv 3140987 / 3152417 parts	-357.15
11163	KODE Electric	inv 741644 electric repairs	-739.25
11164	Lawson Products, Inc.	inv 9302036259 various parts	-422.65

11165	Lewis True Value	a385315/360/351/399/865/389019/388463/388695/B28194/29111/29295	-235.81
11166	Matthew Shayka	inv 1023 grader shifter assembly	-475.00
11167	Met Ed Middle Smithfield Township	a/c 100059550028 Echo Lake	-22.54
11168	2012 GOB	2012 GOB General Fund portion installment	-11,491.67
11169	Miggys Five Mobile Media Technologies LLC	a/c 15 kitchen supplies 11/6	-39.59
11170	Newman, Williams, Mishkin, Corveleyn	inv 10411 Textcaster	-1,266.66
11171		inv 88599 Hott PA legal fees	-135.00
11172	Northeast Energy, Inc Northeast Fire Services & Inspections, LL	inv 16088 service call 10/28	-75.00
11173	Northeastern Pennsylvania Alliance	invs S-054-13 / S-052-13 hvac repairs	-3,349.00
11174	PA Municipal Health Insurance Cooperative	annual membership renewal 2014	-275.00
11175		052801 health insurance	-24,620.37
11176	PA One Call System, Inc.	inv 567920 monthly activity fee	-28.60
11177	PAPCO	inv 1388301 diesel 1500 gals	-5,125.20
11178	Pennsylvania American Water	a/c 1024210033478776 fire hydrants	-91.12
11179	Pocono Profoods Progressive Business Publications	inv 527457 paper towels/tp	-101.40
11180		a/c 557995801 supervisors legal update	-237.12
11181	PSATS CDL Program	inv 13-c1515 testing	-35.00
11182	R & S Auto & Truck Richard Woisin & Joan Hemm- Woisin	invs 7941 / 7947 inspections	-75.19
11183		tax assessment refund 9/116158	-133.59
11184	RICOH USA, Inc	invs 1042787301 / 91153879 copier	-1,986.04
11185	Rufus Turner	tax assessment reduction 09/112979	-82.68
11186	Shoplet.com	inv 1382727953 admin/blg office supplies	-56.53
11187	Smithfield Township Staples Contract and Commercial	Regional Park expenses	-6,652.45
11188		7000891939/891940/903977/906626 office supplies	-372.30
11189	Stotz & Fatzinger Office Supply	inv 98080 arm chair	-560.78
11190	Sun Litho Print	inv 34834 letterhead	-120.00
11191	Verizon Wireless	inv 9713451863 cell phones	-224.41
11192	Waste Management	inv 280279708216 cleanup dumpsters	-5,320.35
11193	Waste Management	inv 2805956508216 garbage	-442.10
			<u>-328,803.21</u>

## Golf Course Account

Num	Name	Memo	Amount
wt	JDC Golf and Turf	mower lease	-812.49
wt	American Express Collection	credit card fee	-7.95
wt	American Express Collection	october credit card discounts	-79.38
wt	Global Pay	Oct credit card discounts	-791.11
wt	USB Equipment Finance	Toro Lease	-1,325.16
2609	Allstate Septic Systems, LLP	inv 231403 porta potties	-285.00

2610	Blue Ridge Communications	a/c 0109950-03 internet	-49.95
2611	BWP-Carquest Auto Parts	8348-45664/46060/47646/47800 parts	-373.31
2612	Christel McCrory	return of security deposit for Whispering Pines	-250.00
2613	Comenity - AdWords Business Credit	5304-8900-0033-6616	-1,500.00
2614	Commonwealth of PA	lic # BU11298 pesticide license	-35.00
2615	Don Henry	reimburse for alcohol purchases for club house	-907.55
2616	Genesis Turfgrass Inc.	inv 31857 greens supplies	-1,218.80
2617	Grass Roots Turf Products	inv 67731 greens maintenance supplise	-750.00
2618	Hellers Gas, Inc.	inv 05302 propane	-1,167.56
2619	Lewis True Value	inv a372666 ice machine repairs	-39.75
2620	Mark Oney	reimburse for snacks for pro shop	-182.62
2621	Met-Ed	a/c 100081748863 golf maint bldg monthly installment for 2012 GOB 2013 payments	-198.88
2622	MST 2012 G.O.B.		-863.02
2623	Northeast Energy	inv 16020 50% deposit for boiler repairs	-1,380.00
2624	Northeast Fire Services & Inspections, LL	113-180/s053-13/s056-13 inspection & repairs	-2,071.00
2625	Pocono Lake Supply	inv 1579 parts	-94.98
2626	Pocono Mountains Vacation Bureau	golf around card sales	-400.00
2627	Pocono ProFoods	inv 527454 bathroom supplies	-80.10
2628	Prime 570 Catering	food for party 10/17	-940.40
2629	R & S Auto & Truck Repair, Inc	inv 7926 inspection	-40.17
2630	Superior Plus Energy Services	inv 690200/690201 gas & deisel	-1,853.20
2631	Turf Equipment & Supply Co.	852666-00 / 852666-01 greens maint supplies return of net security deposit for Whispering Pines	-763.63
2632	Valarie Petrycki.		-139.50
2633	Warehouse Battery Outlet, Inc	inv 237692 / 237785 batteries	-95.70
2634	Waste Management	inv 280596308211 clubhouse	-288.43
2635	Waste Management	inv 280596408219 maint bldg	-110.93
2636	Print	Map ads	-1,392.00
			-
			20,487.57

Liquid  
Fuels

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
2008	American Rock Salt Co, LLC	inv 0361277 / 0361359 bulk ice control salt inv 2431553/2432554/2433523 road	-3,023.95 -
2009	Hanson Aggregates Inc	materials	49,989.28 -
2010	Hanson Aggregates Inc	2436599/38485/94479/42496	<u>27,732.23</u> -
			80,745.46

## Sewer Fund Account

<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
11/13/2013	10023	AT&T	STP	-42.00
11/13/2013	10024	COYNE CHEMICAL	Ferric Chloride	-2,820.00
11/13/2013	10025	DELAWARE RIVER BASIN COMMISSION	Settlement/penalty	-2,259.00
11/13/2013	10026	GILMORE & ASSOCIATES, INC.		12,668.86
11/13/2013	10027	MET-ED	WL PS	-19.61
11/13/2013	10028	MST2012GOB	2012 GOB	38,594.79
11/13/2013	10029	NEUTRON INDUSTRIES PA DEPT OF ENVIRONMENTAL PROTECTION	D-Molish	-3,979.53
11/13/2013	10030		Annual Fee	-500.00
11/13/2013	10031	PA ONE CALL SYSTEM, INC.	October	-28.60
11/13/2013	10032	PROSSER LABORATORIES, INC.	WL Effl/Infl	-680.80
11/13/2013	10033	PROTHONOTARY	Lien Satisfaction	-7.00
11/13/2013	10034	STRAND	Hypochlorite	-1,116.25
11/13/2013	10035	TOPS SOFTWARE	November support	-109.95
11/13/2013	10036	WASTE MANAGEMENT	Sludge removal	-2,165.20
11/13/2013	10037	MET-ED	WL Mtn Pass	-716.53
11/13/2013	10038	middle Smithfield Materials, Inc.	Sand	-80.00
11/13/2013	10039	PROTHONOTARY	Lien Satisfaction	-7.00
11/13/2013	10040	MET-ED	PS #4	-397.10
11/13/2013	10041	MET-ED	PC #7	-119.20
11/13/2013	10042	STRAND	Hypochlorite	-944.70
11/13/2013	10043	MET-ED	PS #3	-64.63
11/13/2013	10044	MET-ED	Main STP	-5,091.85
11/13/2013	10045	MET-ED	PS #6	-254.30
11/13/2013	10046	MET-ED	Rt. 209	-12.28
				-
				<u>72,679.18</u>
				-
				<u><u>72,679.18</u></u>