

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, December 5, 2013 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 present; Township Solicitor Michael Gaul, Esq., Keely Collins, Esq., township Secretary Michele L. Clewell and numerous interested residents.

Approval of Minutes

Annette Atkinson made a motion to approve the November 14, 2013 minutes. Michael Dwyer seconded the motion. Motion passed 3-0.

Annette Atkinson made a motion to approve the November 23, 2013 minutes. Michael Dwyer seconded the motion. Motion passed 3-0.

Report of Executive Session

Attorney Gaul reported that an executive session was held prior to tonight's meeting to go over pending Township legal matters with the Solicitor.

Announcements

Annette Atkinson reported that a notice was received from AWSOM indicating that everyone should be careful about their pets as they are finding deceased animals in garbage bags along the roads.

A ribbon cutting is scheduled for the Bargain Book Store tomorrow at 11am.

Pyramid Health Care will be hosting their open house on December 13, 2013 from 11am – 3pm.

Smithfield Township will be hosting an art reception on December 6, 2013 at the municipal building from 6pm-8pm to promote local artists.

Thank you to everyone that came out to the Township's first tree lighting. This was a great community event; many thanks to the Public Works Department for work done at the park, Karen Stapleton for making the homemade cookies that were given out to all the children, St. Johns Choir and East Stroudsburg North School Choir for singing, and the Marshalls Creek Volunteer Fire Company for bringing Santa.

Toys for Tots will be here until December 12, 2013 for anyone wishing to donate a new unwrapped toy.

Whispering Pines New Year's Eve party begins at 8pm – 12:30 am.

Treasurer's Report

A Power Point presentation of the proposed 2014 budget was provided by Michael Dwyer and Annette Atkinson.

Public comment was taken with regard to the proposed 2014 budget presentation.

- John Davis asked if additional monies are added to the budget for snow removal. Michael Dwyer stated that overtime is included in the budget, however, the Liquid Fuels account also helps offset the general fund, if needed, but then fewer roads are paved the following year,
- Clarification with regard to Community Drive and snow removal. Michael Dwyer stated that through an Intermunicipal Agreement, Lehman Township does the snow removal and MST does the maintenance. Maintenance work will be done once PPL Electric is finished with their project, as the retaining wall will be repaired next year.
- Danny Younger asked if money is rolled over to the following year if a committee doesn't expend it. Michael Dwyer stated, no. Annette Atkinson stated that if a committee were to come up with a plan for an expenditure that exceeds the budgeted amount the Supervisors would work with them.
- Joyce Fenical requested a breakdown for each township park, which Michael Dwyer provided.
- Reggie Ireland-Auer requested clarification with regard to Liquid Fuel, which Michael Dwyer provided.
- Richard Kawski asked where the land is, that the Township owes on Coolbaugh Road for the proposed Community Gardens. Annette Atkinson provided the location.
- Wayne Witkowski inquired about Eagle Scout projects. Annette Atkinson stated that the township has planned (for 2014) a Veterans Memorial at Echo Lake Park and an Eagle Scout has been assigned to the project.

Nancy Bittner thanked Mr. Dwyer and Ms. Atkinson on a great presentation.

Payables – Michael Dwyer made a motion to approve the general fund payables in the amount of \$246,842.83. Annette Atkinson seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to approve the sewer fund payables in the amount of \$100,023.64. Annette Atkinson seconded the motion. Motion passed 3-0.

Michael Dwyer made a motion to approve the golf course payables in the amount of \$27,898.71. Annette Atkinson seconded the motion. Motion passed 3-0.

Solicitors Report

Resolution 2013-12-1; Philip Cozzi/Ronald L. Meinders and Michael R. Elwell – Attorney Gaul stated that a condition of approval for the minor subdivision was that Cozzi and Meinders would provide proposed joinder deeds in a form acceptable to the Township for the proposed merged lots; that has been satisfied. The Resolution giving approval of the proposed Joinder Deeds was conditional upon the recording of the Subdivision Plan and the completion of the proposed deeds, satisfactory to the Township Solicitor, based on information available upon recording of the Subdivision Plan. Annette Atkinson made a motion to approve Resolution 2013-12-1. Mitchell Marcus seconded the motion. Motion passed 3-0.

Resolution 2013-12-2; CAT Wheel Loader – Michael Dwyer made a motion to approve Resolution 2013-12-2. The CAT wheel Loader is financial via a Lease-Purchase agreement with Caterpillar Financial Services Corporation. Mr. Dwyer also stated that the wheel loader is for use at the composting site. Mitchell Marcus seconded the motion. Motion passed 3-0.

Resolution 2013-12-3; Amending the Middle Smithfield Township Golf Course Committee – Annette Atkinson stated that the amended resolution reduces the membership of the Committee from seven members to five members in order to make committee resolutions consistent. Mitchell Marcus seconded the motion. Motion passed 3-0.

Engineers Report

None

New Business

Authorize Advertising of the Proposed 2014 Budget – Annette Atkinson made a motion authorizing the advertising of the proposed 2014 budget, scheduled for adoption on Monday, December 30, 2013 at 7:00 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Authorize Advertising of the Proposed Zoning Amendments Ordinance – Annette Atkinson made a motion to advertise the public hearing on the ordinance and consideration of the ordinance for adoption on December 30, 2013 at 7:00 p.m. Michael Dwyer seconded the motion. Motion passed 3-0.

Karen Conway; Resignation from the Parks & Recreation Board – Michael Dwyer made a motion to accept Ms. Conway's resignation letter. Mitchell Marcus seconded the motion. Motion passed 3-0.

Wayne Bolt Resignation from the Golf Course Committee – Annette Atkinson made a motion to accept Mr. Bolt's resignation letter. Mitchell Marcus seconded the motion. Motion passed 3-0.

Public Comment

Wayne Witkowski asked what the proposed zoning amendment is. Annette Atkinson stated that the township is in the process of reviewing the entire zoning ordinance; however, there are some things that can be implemented now, without waiting for a comprehensive amendment of the ordinance. Attorney Gaul stated that one change is that the proposed ordinance amends the definition of adult use to make it more similar to how it formerly was under prior ordinances. The amendment ordinance would also make the rules on adult uses, more similar to how they were under the former ordinances, restrict commercial development in residential areas, and require buffer yard between commercial and residential properties. Attorney Gaul stated that anyone can view the public copy of the proposed ordinance that is scheduled for December 30, 2013.

Danny Younger inquired about a grant that the Township received over five years ago. Michele Clewell stated that he could be referring to the grant received for the artifacts at the regional park.

John Davis asked for an update on the complaint regarding Lower Lakeview. Annette Atkinson provided an update.

Oscar Woerlein asked about the sewer customers that never received a bill. Annette Atkinson stated that he can put in a RTK request for additional information.

John Davis asked how many sewer customers did not receive a bill. Annette Atkinson stated approximately three dozen.

Adjournment

Annette Atkinson made a motion to adjourn the meeting at 8:31 p.m. Mitchell Marcus seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary

General Fund Payables

Num	Name	Memo	Amount
11194	Tru-Colors Restoration	Sing Suraj Toolsee fire escrow release	-22,400.00
11195	Monroe County Conservation District	erosion & sediment control plan	-225.00

	Middle Smithfield Township	Payroll Funds Transfer	-42,060.75
11196	Trumpmedia	website design & development 2nd installment	-731.10
11197	PMRS	45-027-5N	-8,734.42
11198	Sheeley Insurance	51822 Workers comp deposit	-32,126.00
11199	Christmas Decor by Reade Lighting Co.	tree / shrub lights	-696.15
	Middle Smithfield Township	Payroll Funds Transfer	-46,825.00
11200	AFLAC	insurance	-503.48
11201	Bergey's, Inc	437098/437514/437900/437978	-1,079.40
11202	Beverly Brown.	reimburse for refreshments for edc health care seminar	-19.42
11203	BIU of PA, Inc.	inv 01000120030484 zoning officer	-1,500.00
11204	Bradco Supply Co	inv 103411 toolbox	-265.00
11205	C.H. Reed Inc	inv 5093085 kit-head	-376.14
11206	CDW Government	hc90093/hd70705	-2,909.49
11207	Cintas Corp	inv 101326909 cleaning	-74.00
11208	Claude S. Cyphers, Inc	616393/616565 parts	-284.86
11209	Clear Choice Glass & Mirror LLC	inv 9302 clear acrylic	-20.00
11210	Eastern Alarm Systems	6289/6387 alarm maintenance	-215.00
11211	GreatAmerican Leasing Corp	inv 14467556 copier lease	-304.50
11212	Hanson Aggregates	inv 2448018 patch various rds	-484.00
11213	Highway Equipment & Supply Co.	inv d06438 window / hose	-199.81
11214	Kimball Midwest	inv 3277772 terminals / tape	-157.98
11215	King, Spry, Herman, Freund & Faul LLC	legal fees inv's 86842-856	-14,328.50
11216	KODE Electric	inv 741647 wiring	-217.15
11217	Lewis True Value	a369020/a368949/a368927	-46.91
11218	Mailfinance	inv n4318211 postage machine lease	-463.38
11219	Matergia and Dunn	statement 73 Zoning hearing board	-1,050.00
11220	Met Ed	a/c 100069220836 River Rd	-12.45
11221	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	-11,491.67
11222	Miggys Five	kitchen supplies 11/18	-22.22
11223	National Coatings & Supply	7356343 frame paint and tape	-118.04
11224	Northeast Energy, Inc	inv 16185/16187 repairs	-1,066.00
11225	Pennsylvania American Water	a/c 1024-210033478776 hydrants	-120.51
11226	Penteledata	inv b2083223 email boxes	-128.97
11227	Pocono Profoods	inv 533505 supplies	-62.90
11228	Regina Farms	inv 1-163977 holiday lights	-607.51
11229	Reilly Associates.	inv 19 CCP Phase III Sect 5 review	-111.20
11230	Staples Contract and Commercial	inv 7000924185 office supplies	-211.80
11231	Taylor & Friedberg LLC	inv 15725 copy of transcript	-275.25
11232	The Hartford -Priority Accounts	inv insurance	-1,161.38
11233	Tulpehocken Spring Water	inv 1356498/1359858/1365559 water	-92.25
11234	US Postal Service	meter a/c 46025714 postage	-2,000.00
11235	Verizon	570-223-8960-645-59y	-678.25
11236	Warehouse Battery Outlet, Inc	inv 241953 batteries	-192.90
11237	Waste Management	inv 2811623-0821-3 containers	-882.66
11238	Met Ed	a/c 100016951467 Bldg A	-987.80

11239	Met Ed	a/c 100036091245 bldg B	-604.83
11240	Met Ed	a/c 100016915751 Municipal signal	-15.70
11241	Met Ed	a/c 100073577916 Sellersville Light	-30.25
11242	Ductz of the Southeast Poconos	inv 20044-142732 hvac repairs	-4,765.00
11243	Monroe County Treasurer	reminder bill & interim B	-715.00
11244	Allstate Septic Systems, LLP	inv 232405/232595	-355.00
11245	ASE Supply Inc	inv 43941 Capacitor for III	-202.11
11246	Bradco Supply Co	inv 103941/42/46/51/54 misc parts	-345.32
11247	C.H. Reed Inc	inv 5093302 valve	-104.23
11248	Debbi Manter	inv 1042 cleaning	-815.50
11249	FedEx	inv 247721058	-30.80
11250	International Code Council, Inc.	inv 2979895 member dues	-125.00
11251	Lewis True Value	b29460/423/417/414/30182/746/931/856/31752/34269	-219.74
11252	Panko Reporting	inv 29282 tf proposed ordinance 197	-163.80
11253	PAPCO	gas inv 1405584 / 1405587	-6,568.35
11254	Reilly Associates. Urban Research and Development	inv 17 CCP Phase III Sect 5 review inv 2668 project 2560-1 prof services for updates to	-41.70
11255	Corporatio	ordinances	-33,000.00
11256	Verizon Wireless	inv 9715153595 cell phones	-219.30
			<u>-</u>
			246,842.83

Golf Course Payables

Date	Num	Name	Memo	Amount
11/20/2013	wt	PA Dept of Revenue	Oct sales tax	(1,212.52)
12/01/2013	wt	JDC Golf and Turf	mower lease	(812.49)
12/05/2013	2637	Allan Rotto Consultants, Inc	Nov payment re Verizon tax	(42.00)
12/05/2013	2638	Carlos Silver	return of security deposit	(250.00)
12/05/2013	2639	Dave Muller Equipment Eastern Alarm	inv 23485 / 23674 repairs	(1,131.00)
12/05/2013	2640	Systems, Inc.	inv 6319/20/21 alarm maintenance	(342.00)
12/05/2013	2641	Ecolab	inv 3437265 replace cartridge for ice machine	(106.78)
12/05/2013	2642	Kistler Printing Company, Inc.	inv 77671 rack cards revised	(100.70)
12/05/2013	2643	Met-Ed	a/c 100081748855 golf course pump house Tomx rd	(199.42)
12/05/2013	2644	MST 2012 G.O.B.	monthly installment for 2012 GOB 2013 payments	(863.02)
12/05/2013	2645	Northeast Energy	boiler room repairs inv 16020 balance	(1,380.00)
12/05/2013	2646	Ray White.	reimburse for glasses, cups, table skirts purchased for Whispering Pines	(671.46)
12/05/2013	2647	Met-Ed	a/c 100104048101 pimp house Doral Ct	(53.17)
12/05/2013	2648	Met-Ed	a/c 100081784231 Big Ridge Dr	(157.60)
12/05/2013	2649	Allstate Septic Systems, LLP	inv 232596 porta potties	(285.00)
12/05/2013	2650	Blue Ridge Communications	a/c 0109950-03 internet	(49.95)

12/05/2013	2651	Cramers Home Building Centers	inv 2238920 parts	(124.61)
12/05/2013	2652	Friedman Electric Golf Car Specialties, LLC	inv s017544810.001 lights	(448.58)
12/05/2013	2653	Lewis True Value Macmillan Oil Co.	si056921/22 golf cart leases	(16,156.00)
12/05/2013	2654	Allentown, Inc.	misc parts	(169.28)
12/05/2013	2655	Marshalls Creek Plumbing	inv 084783 grease	(550.00)
12/05/2013	2656	Met-Ed	inv 7902/7920 parts	(173.33)
12/05/2013	2657	Miggy's Corp 5	a/c 100081748848 clubhouse	(801.11)
12/05/2013	2658	Northeast Energy	a/c 15-CCP food 9/26-10/26 for proshop	(344.01)
12/05/2013	2659	PA American Water	inv 16241 heating repairs	(372.00)
12/05/2013	2660	Verizon	a/c 1024210033589546 guard shack	(109.08)
12/05/2013	2661	PA American Water	570223814063192y alarm	(49.25)
12/05/2013	2662	Verizon	a/c 1024210032658777 Big Ridge Drive	(69.99)
12/05/2013	2663	Waste Management	a/c 570223737828754y fire alarm	(129.53)
12/05/2013	2664	PA American Water	inv 28116250821-8 golf maint bldg	(101.56)
12/05/2013	2665	Waste Management	a/c 1024210033261244 big ridge drive	(116.83)
12/05/2013	2666	PA American Water	inv 28116240821-1 clubhouse	(511.88)
12/05/2013	2667	PA American Water	a/c 1024210033261169 big ridge drive	(14.56)
				<u>(27,898.71)</u>

Sewer Payables

Num	Name	Memo	Split	Amount
10048	ALLSTATE SEPTIC SYSTEMS, LLP	231950 STP	200-001 · Accounts Payable	-806.25
10049	C.H. READ INC.		200-001 · Accounts Payable	-1,555.72
10050	GILMORE & ASSOCIATES, INC.	128745 Gen Swr Svcs.	200-001 · Accounts Payable	-5,353.22
10051	KING SPRY HERMAN FREUND & FAUL	86847	200-001 · Accounts Payable	-1,666.00
10052	MET-ED	100 081 035 618	200-001 · Accounts Payable	-14.73
10053	MST2012GOB	Dec. 2013	200-001 · Accounts Payable	-38,594.79
10054	NEUTRON INDUSTRIES	96534485	200-001 · Accounts Payable	-3,979.53
10055	PROSSER LABORATORIES, INC.	244103	200-001 · Accounts Payable	-75.00
10056	PROTHONOTARY	Rec Fee - Liens	200-001 · Accounts Payable	-292.50
10057	STRAND	6764	200-001 · Accounts Payable	-1,017.55
10058	VERIZON	570 223 1024	200-001 · Accounts Payable	-34.66
10059	WASTE MANAGEMENT	2323745-0821-5	200-001 · Accounts Payable	-1,970.68
10060	WG MALDEN	7258	200-001 · Accounts Payable	-778.80
10063	WG MALDEN	7257	200-001 · Accounts Payable	-1,619.00
10064	WG MALDEN	7326	200-001 · Accounts Payable	-703.80
10065	MET-ED	100 016 629 691	200-001 · Accounts Payable	-171.78

10066	MET-ED	VOID: 100 016 867 432	200-001 · Accounts Payable	0.00
10068	MET-ED	100 016 914 275	200-001 · Accounts Payable	-283.97
10069	MET-ED	100 044 877 809	200-001 · Accounts Payable	-14.63
10070	MET-ED	100 080 913 799	200-001 · Accounts Payable	-119.22
10071	MET-ED	100 080 916 826	200-001 · Accounts Payable	-28.67
10072	MET-ED	100 080 920 901	200-001 · Accounts Payable	-20.38
10073	MET-ED	100 081 035 618	200-001 · Accounts Payable	-70.96
10074	PROSSER LABORATORIES, INC.	11212013.86	200-001 · Accounts Payable	-10,006.17
10075	PROSSER LABORATORIES, INC.	11212013.84	200-001 · Accounts Payable	-9,453.44
10076	PROSSER LABORATORIES, INC.	11212013.85	200-001 · Accounts Payable	-771.00
10077	PROSSER LABORATORIES, INC.	11212013.82	200-001 · Accounts Payable	-5,279.00
10078	PROSSER LABORATORIES, INC.	11212013.83	200-001 · Accounts Payable	-1,449.01
10079	PROSSER LABORATORIES, INC.		200-001 · Accounts Payable	-2,164.00
10080	PROSSER LABORATORIES, INC.	1658 11212013.91	200-001 · Accounts Payable	-3,137.50
10081	PROSSER LABORATORIES, INC.	11212013.92	200-001 · Accounts Payable	-3,670.00
10082	STRAND	6740	200-001 · Accounts Payable	-1,525.00
10083	STRAND	6738	200-001 · Accounts Payable	-646.25
10084	VERIZON	570 588 0289	200-001 · Accounts Payable	-36.50
10085	VERIZON	570 588 0742	200-001 · Accounts Payable	-32.81
10086	VERIZON	570 588 0752	200-001 · Accounts Payable	-32.81
10087	VERIZON	570 223 1025	200-001 · Accounts Payable	-34.74
10088	VERIZON	570 588 1134	200-001 · Accounts Payable	-32.81
10089	VERIZON	570 588 1135	200-001 · Accounts Payable	-32.81
10090	VERIZON	570 588 6581	200-001 · Accounts Payable	-31.42
10091	VERIZON	570 588 7646	200-001 · Accounts Payable	-71.08
10092	VERIZON	570 223 8189	200-001 · Accounts Payable	-35.73
10093	ALLSTATE SEPTIC SYSTEMS, LLP	232080	200-001 · Accounts Payable	-540.00
10094	GILMORE & ASSOCIATES, INC.	128746 Toxic Reduction	200-001 · Accounts Payable	-639.73
10095	PROTHONOTARY	Lien Rec Fee	200-001 · Accounts Payable	-292.50
10096	PROTHONOTARY	Rec Fee Liens	200-001 · Accounts Payable	-292.50
10097	PROTHONOTARY	Rec Fee Liens	200-001 · Accounts Payable	-292.50
10098	PROTHONOTARY	Rec Fee Liens	200-001 · Accounts Payable	-58.50
10099	PROTHONOTARY	Rec Fee - Liens	200-001 · Accounts Payable	-58.50
10100	PROTHONOTARY	Rec Fee - Liens	200-001 · Accounts Payable	-58.50
10101	PROTHONOTARY	Rec Fee Lien Sat	200-001 · Accounts Payable	-7.00

10102

MET-ED

100 016 867 432

200-001 - Accounts
Payable

-169.99

-
100,023.64

-
100,023.64