



## MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS January 24, 2019 MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, January 24, 2019 at 7pm at the Schoonover Municipal Center with Annette Atkinson presiding.

Supervisors present: Annette Atkinson, Mike Dwyer and Mark Oney. Also present Township Solicitor Michael Gaul, Esq., Township Engineer Chris McDermott, P.E., Township Secretary Michele Clewell, EDC Manager Patrice Dume, Parks & Recreation Liaison & Banquet Hall Manger Christopher Rain, Assistant Zoning Officer & Zoning Administrator Judy Acosta, Sewer Department Manager Joan Woisin, Person Of the Year & Finalists Francis Oquendo, David Paskiet, and Thomas Watson, Jonathan Alatae from State Senator Mario Scavello's office and numerous township residents.

### **Call Meeting to Order and Pledge of Allegiance**

### **Approval of Minutes**

Annette Atkinson made a motion to approve the January 7, 2019 minutes. Mark Oney seconded the motion. Motion passed 3-0.

### **2018 Person of the Year Awards & Check Presentation**

The Supervisors thanked Holly Freese for working so hard on the Person of the Year event.

The Supervisors thanked The Person of the Year Sponsors, in particular, Platinum sponsor KingSpry. The entire event was funded by the gracious sponsors.

The Middle Smithfield Township Supervisors presented plaques to Person of the Year David Paskiet for his dedicated work in teaching and passing on to both children and adults the traditions of discipline, confidence and self-reliance through martial arts, and finalists, Francis Oquendo for his leadership work with Boy Scouts of America Troop 87 and Thomas Watson for his dedicated service to the Monroe County Meals on Wheels. In recognition of their service, the Supervisors presented checks to Phoenix Martial Arts Society (a charitable, nonprofit organization), Boy Scouts of America-Minsi Trails Council, and Meals on Wheels, in the amounts of \$1,500, \$1,000 and \$1,000, respectively.

Jonathan Alatae of State Senator Mario Scavello's office presented each winner with citations from the Senate.

**Conditional Use Hearing**

Mt. Nebo Apartments, LLC; Annette Atkinson made a motion to continue the public hearing to February 14, 2019 at 7pm and asked if anyone in the audience was present for the proceedings. No one was present for the hearing, except the engineer for the project. Mark Oney seconded the motion. Motion passed 3-0.

**Preview of 2019**

*(A complete copy of the Preview of 2019 report is available on the township website)*

A PowerPoint presentation showcasing the “Preview of 2019” was given by the Township Staff and Board of Supervisors. Ms. Atkinson stated that copies of the presentation will be posted to the township website.

The report reviews accomplishments and plans of the Township’s general government, administration, communications, budget & finance, parks, public works, sewer, zoning, economic development, historical and special events.

**Report of Executive Session(s)**

Attorney Gaul stated that an executive session was held prior to the meeting to go over legal matters with the Township Supervisors.

**Correspondence**

None

**Treasurer’s Report**

Mike Dwyer made a motion to approve general fund payables in the amount of \$104,423.06. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer department payables in the amount of \$53,665.13. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf department payables in the amount of \$8,561.39. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the liquid fuels payables in the amount of \$17,767.66. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the cable franchise payables in the amount of \$8,638.38. Mark Oney seconded the motion. Motion passed 3-0.

**Solicitors Report**

None

## **Engineers Report**

None

## **Old Business**

Proposed Resolution No. 12-2018-3; a Resolution Of The Board Of Supervisors For Middle Smithfield Township, A Township Of The Second Class, Located In Monroe County, Commonwealth Of Pennsylvania (The "Township"): 1) Authorizing The Borough Of East Stroudsburg To Condemn, Pursuant To The Pennsylvania Eminent Domain Code, 26 Pa C.S. §101, *Et Seq.*, And Specifically 26 Pa C.S. §206, And The Pennsylvania Borough Code §1501, §1503, And §2411 Pertaining To Water Systems, The Lands Of Robert A. Lewis, Sr. And Dorothy J. Lewis, Trustees Of The Lewis Revocable Living Trust, Bearing Tax Parcel Number 09/17/1/1-3 Consisting Of 55.02 Acres, More Or Less, Of Land Including A Residential Dwelling And Attendant Residential Facilities, Located On 670 Wooddale Road, Middle Smithfield Township, Monroe County, Pennsylvania;

Attorney Gaul recommended the Board of Supervisors vote to take no further action on Resolution 12-2018-3 and to remove it from the agenda as the East Stroudsburg Borough's Solicitor stated that the Resolution is no longer necessary. Annette Atkinson made the motion and Mike Dwyer seconded the motion to take no action and remove Resolution 12-2018-3 from the agenda. Mr. Lipkind asked what is the purpose of the Resolution and Attorney Gaul provided one. Motion passed 3-0.

## **New Business**

Mobilitie, LLC Conditional Use Application: Mobilitie, LLC, has filed an application for conditional use approval for wireless antennas, or related equipment, to be placed in the following locations;

- a. 5008 Winona Falls Rd. PIN # 09735400042064
- b. Milford Rd., East Stroudsburg, PA, near to PIN 09732304736050
- c. 5017 Milford Rd., PIN # 09732304834639

Annette Atkinson made a motion to schedule and advertise a public hearing on the application for February 28, 2018 at 7pm. Mark Oney seconded the motion. Mr. Lipkind asked if these are cell towers, and Attorney Gaul said no, they are wireless antennas that are placed on the telephone poles. Motion passed 3-0.

Resolution 01-2019-1; a Resolution of Middle Smithfield Township ("Township") authorizing the Township's officers and officials to engage financial and legal professionals to assist the Township as it considers an upcoming financing project. Annette Atkinson made a motion to approve Resolution 01-2019-1. Mike Dwyer seconded the motion. Motion passed 3-0.

Accept letter of resignation from Historical Commission member Ken Johns; Annette Atkinson made a motion to accept Ken John's letter of resignation from the Historical Commission. Mark Oney seconded the motion. Motion passed 3-0.

Appoint Charisse Fallon to the Historical Commission; Annette Atkinson made a motion to appoint Charisse Fallon the fill the vacancy left by Kim Williams with the term expiring December 31, 2023.

Cancel the March 14<sup>th</sup> Board of Supervisors meeting and Authorize advertising re-scheduling the meeting to March 13th at 7pm; Annette Atkinson made a motion to cancel the March 14, 2019 meeting and rescheduled it to March 13, 2019 at 7pm. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Public Comment**

Mr. Lipkind commended the public works employees and wished the township would take over the State portion of Sellersville/Lower Lakeview roads.

Tim O'Donnell suggested that, for safety reasons, all the speed limits on Route 209 should be made consistent.

Francis Oquendo stated that one of the Eagle Scout projects has been approved for the Echo Lake Park and the other is expected to be approved next month.

Ms. O'Donnell asked about the pathway along Route 209. Annette Atkinson explained that the Township's current priority is obtaining grant funding for bridge repairs. The Township did not want to submit grant applications to the Commonwealth funding agencies on competing Township projects, as it could undermine the strength of an application, or the consideration an application would receive.

### **Next Meeting**

February 14, 2019 at 7pm

### **Adjournment**

Mike Dwyer made a motion to adjourn the meeting at 9:10am. Mark Oney seconded the motion. Motion passed 3-0.

Respectfully submitted,

|  
Michele L. Clewell  
Township Secretary  
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## General fund

| Num      | Name   | Memo   | Credit    |
|----------|--|--|-----------|
| 59127530 | Met Ed   | 100069220836 River Rd light                                    | 20.53     |
| 17046    | VOID CHECK   | void   |           |
| 17047    | Greater Pocono Chamber of Commerce   | WIB luncheon   | 20.00     |
| 59266347 | Met Ed   | 100016951467 bldg A  | 536.28    |
| 59267124 | Met Ed   | 100114051681 Bark park   | 20.82     |
| 59266212 | Met Ed   | 100073577916 Sellersville light                                | 33.92     |
| 59267035 | Met Ed   | 100124280825 Oak Grove light                                   | 31.42     |
| 59266990 | Met Ed   | 100059550028 Echo Lake   | 48.92     |
| 59266253 | Met Ed   | 100016915751 Municipal Light                                   | 20.53     |
| 59266148 | Met Ed   | 100036091245 bldg B  | 327.42    |
| 59387051 | Met Ed   | 100126688959 Dancing Ridge                                     | 28.06     |
| 17048    | Phoenix Martial Arts Society   | David Paskiet 2018 Person of the Year                          | 1,500.00  |
| 17049    | Monroe County Meals on Wheels<br>BoyScoutsof America Minsi Trails<br>Council | Thomas Watson 2018 Person of the Yr Finalist                   | 1,000.00  |
| 17050    |  | Francis Oquendo 2018 Person of the Yr Finalist                 | 1,000.00  |
| 17051    | AFLAC  | insurance a/c y2051  | 384.26    |
| 17052    | Alura Business Solutions LLC<br>American United Life Insurance<br>Company    | invs 31826,892,946,987,32109,166 computer service              | 3,812.05  |
| 17053    |  | policy G 0061299-0000-000 life insurance                       | 1,852.01  |
| 17054    | Autozone   | invs 6787322354,7061,6987,6978,8315,9302,,40536,45891<br>parts | 402.01    |
| 17055    | Bergey's, Inc  | inv ph634535r parts  | 77.96     |
| 17056    | Bradco Supply Co   | invs 175037,029 signs  | 350.25    |
| 17057    | Chad Swisher.  | reimburse for boots  | 150.00    |
| 17058    | Claude S. Cyphers, Inc   | invs 678426,411,496,501,585 parts                              | 673.12    |
| 17059    | Cleveland Brothers   | inv inpp3003876 parts  | 378.26    |
| 17060    | David Manter   | inv 1419 permits   | 1,134.00  |
| 17061    | DCED   | 3rd qtr permits  | 378.00    |
| 17062    | Donna G. Kenderdine, RPR   | inv 16-19 Mt Nebo conditional use                              | 446.00    |
| 17063    | Double M Productions   | inv 30908 safety shirts & hoodies                              | 717.56    |
| 17064    | Gilmore & Associates, Inc.   | invs 181514-181518 engineering                                 | 4,236.31  |
| 17065    | Hunter Keystone Peterbilt, LP  | inv x210052114:01 parts x210051828:01                          | 73.80     |
| 17066    | International Code Council   | inv 1000963883 code books                                      | 917.49    |
| 17067    | King, Spry, Herman, Freund & Paul LLC  | invs 134172-134182 legal fees                                  | 9,072.00  |
| 17068    | Lawson Products, Inc.  | inv 9306373896 parts   | 58.14     |
| 17069    | Leroy Lewis  | contracted maintenance- dog park                               | 200.00    |
| 17070    | Mailfinance  | inv n7515190 postage machine                                   | 478.74    |
| 17071    | Marshalls Creek Plumbing   | invs 13932,13940 parts   | 280.79    |
| 17072    | Middle Smithfield Township 2012 GOB  | 2012 GOB General Fund installment                              | 229.16    |
| 17073    | Monroe County Assessment<br>PA Municipal Health Insurance<br>Cooperative     | January Sales list   | 16.00     |
| 17074    |  | inv 10207571-72 health insurance                               | 52,520.96 |
| 17075    | PA One Call System, Inc.   | inv 798427 monthly activity fee                                | 17.02     |

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|-------|-------------------------------|---|------------|
| 17076 | PAPCO                         | invs 2598249,2600943,944,4791,5704 propane & gasoline | 7,452.99   |
| 17077 | Pennsylvania American Water   | 1024-220008909318 Bark Park                           | 114.12     |
| 17078 | Penteledata                   | inv b3445640 email boxes                              | 291.84     |
| 17079 | PMRS                          | 45-027-5n admin fee                                   | 920.00     |
| 17080 | Pocono 4 Wheel Drive          | invs 222421,460 parts                                 | 250.00     |
| 17081 | Pocono Mountain COG           | 2019 membership fee                                   | 200.00     |
| 17082 | Pocono Record                 | inv 186051 public notices                             | 243.44     |
| 17083 | PSATS                         | inv-45767-J6ZO TEMA forum                             | 95.00      |
| 17084 | RICOH USA, Inc                | inv 5055502649 additional copies                      | 277.97     |
| 17085 | Scantek                       | inv 18020 Scanning project                            | 6,878.00   |
| 17086 | Service Tire Truck            | inv 170378-26 tires                                   | 1,200.90   |
| 17087 | Staples Advantage             | invs 8052726144,831481,905274 office supplies         | 871.50     |
| 17088 | Sun Litho Print               | inv 42401 envelopes                                   | 295.00     |
| 17089 | Triad Truck Equipment, Inc    | invs 0080042,80208 parts                              | 325.00     |
| 17090 | Tulpehocken Spring Water      | inv 4408568 water                                     | 58.69      |
| 17091 | Verizon                       | a/c 450-395-041-0001-25                               | 358.72     |
| 17092 | Warehouse Battery Outlet, Inc | inv 411450 battery                                    | 84.90      |
| 17093 | Waste Management              | inv 332642402033 dumpsters                            | 696.70     |
| 17094 | DCED                          | 4th qtr permits                                       | 265.50     |
| 17095 | PSATS                         | inv-45765-T2T9 leadership series                      | 99.00      |
|       |                               |   | 104,423.06 |

### Sewer fund

| Num   | Name  | Memo                                 | Credit    |
|-------|---|--------------------------------------|-----------|
| 13159 | Evoqua Water Technologies                                       | 903845270                            | 3,023.28  |
| 13160 | GILMORE & ASSOCIATES, INC.<br>KING SPRY HERMAN FREUND &<br>FAUL |                                      | 12,609.98 |
| 13161 | PA ONE CALL SYSTEM, INC.  | 134175                               | 2,064.00  |
| 13162 | PROSSER LABORATORIES, INC.                                      | 798430                               | 22.61     |
| 13163 | WASTE MANAGEMENT  | 418897                               | 560.80    |
| 13164 | MET-ED  | 3322128-0203-4                       | 3,151.13  |
| 13165 | MET-ED  | 100044863148 - WL Island View        | 27.42     |
| 13166 | MET-ED  | 100016914275 - PS#5 Rt 209/Municipal | 305.61    |
| 13167 | MET-ED  | 100018446334 - PS#3 McCole & 209     | 112.87    |
| 13168 | MET-ED  | 100018440378 - PS#4 Maple Ln         | 314.58    |
| 13169 | MET-ED  | 100016867432 - PS#8 LOTP             | 217.23    |
| 13170 | MET-ED  | 100018442556 - PS#7 McCole & NP      | 181.03    |
| 13171 | MET-ED  | 100081035618 - Lift Station          | 22.25     |
| 13172 | MET-ED  | 100083606630 - PS#9 Oak Grove        | 147.81    |
| 13173 | MET-ED  | 100018448652 - Main STP              | 5,229.45  |
| 13174 | MET-ED  | 100089058661 Rt 209                  | 20.44     |
| 13175 | MET-ED  | 100016629691 - Sleepy Hollow         | 185.38    |
| 13176 | MET-ED  | 100076523768 - WL Mtn Pass           | 1,060.72  |
| 13177 | MET-ED  | 100080913799 - Off Sleepy Hollow     | 108.91    |

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|-------|----------------------------|---|------------------|
| 13178 | MET-ED                     | 100044877809 WI Clubhouse Dr              | 38.79            |
| 13179 | MET-ED                     | 100080916826 - Fairway Villas             | 42.89            |
| 13180 | MET-ED                     | 100080920911 Tree Tops                    | 28.74            |
| 13181 | MET-ED                     | 100018353951 - PS#6 Sellersville          | 334.06           |
| 13182 | VERIZON                    | 450-733-757-0001-47 - PS#4 Maple Ln       | 35.83            |
| 13183 | VERIZON                    | 450-733-758-0001-20 - PS#3 McCole & 209   | 35.83            |
| 13184 | VERIZON                    | 250-733-759-0001-47 PS#7 McCole & NP      | 35.83            |
| 13185 | VERIZON                    | 250-395-051-0001-57 - PS#6 Sellersville   | 39.07            |
| 13186 | VERIZON                    | 450-395-051-0001-14 PS#5 Rt 209/Municipal | 38.80            |
| 13187 | VERIZON                    | 250-733-760-0001-28 - PS#8 LOTP           | 35.83            |
| 13188 | VERIZON                    | 450-733-760-0001-83 0 PS#2 Fairway Villas | 35.83            |
| 13189 | VERIZON                    | 450-733-769-0001-92 - WL Mtn Pass         | 38.07            |
| 13190 | VERIZON                    | 250-732-879-0001-70 - Rt 209              | 1.97             |
| 13191 | VERIZON                    | 350-733-772-0001-56 Main STP              | 76.04            |
| 13192 | VERIZON                    | 350-733-772-0001-56 - PS#9 Oak Grove      | 40.45            |
| 13193 | VERIZON                    | 250-395-204-0001-04 - PS#10 Big Ridge Dr  | 173.76           |
| 13194 | PROSSER LABORATORIES, INC. |   | <u>23,267.84</u> |
|       |                            |   | 53,665.13        |

### Golf fund

| <u>Num</u> | <u>Name</u>                            | <u>Memo</u>  | <u>Amount</u> |
|------------|--|--|---------------|
| 290664131  | PA American Water                      | 1024-210033261244                                    | (91.73)       |
| 1935163    | Verizon                                | 570-223-7378   | (1.97)        |
| 1935164    | Verizon                                | 570-223-8099   | (313.77)      |
| 59266502   | Met-Ed                                 | 100081748855 pump house Tomx rd                      | (218.47)      |
| 59266940   | Met-Ed                                 | 100081748863 Maint bldg                              | (225.11)      |
| 59266879   | Met-Ed                                 | 100081784231 big ridge dr                            | (47.93)       |
| 59266565   | Met-Ed                                 | 100085171773 guard shack                             | (161.71)      |
| 59266457   | Met-Ed                                 | 100081748848 clubhouse                               | (955.81)      |
| 59267078   | Met-Ed                                 | 100104048101 pump house doral crt                    | (19.29)       |
| 60812      | Claude S. Cyphers, Inc.                | invs 678099,145,298,568 parts                        | (546.07)      |
| 60813      | Dave"The Wiz" Muller Equipment         | inv i190102610 repairs                               | (190.00)      |
| 60814      | DRBC                                   | Annual surface water use Country Club of the Poconos | (185.08)      |
| 60815      | Grass Roots Turf Products              | inv 831638 flags                                     | (475.20)      |
| 60816      | Hellers Gas, Inc.                      | invs 2450334,335 propane                             | (2,764.17)    |
| 60817      | Marshalls Creek Plumbing               | inv 13963 parts                                      | (122.56)      |
| 60818      | NAPA Auto Parts                        | inv 2717-938417 parts                                | (54.95)       |
| 60819      | Pennsylvania Department of Agriculture | BU11298  | (82.00)       |
| 60820      | Precision Small Engine Co., Inc        | inv 588226 parts                                     | (354.84)      |
| 60821      | Turf Equipment & Supply Co.            | invs 1026559,718,7210,7210-01 parts                  | (1,126.25)    |
| 60822      | Verizon                                | 250732882000156                                      | (63.22)       |
| 60823      | Waste Management                       | inv 332785602035 clubhouse                           | (325.36)      |

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|       |                  |                             |                 |
|-------|------------------|-----------------------------|-----------------|
| 60824 | Waste Management | inv 332785702033 Maint bldg | <u>(235.90)</u> |
|       |                  |                             | (8,561.39)      |

Cable fund

| <u>Num</u> | <u>Name</u>                  | <u>Memo</u>                         | <u>Credit</u>   |
|------------|------------------------------|-------------------------------------|-----------------|
| 1192       | Monroe County Control Center | inv 6664 emergency dispatch 1st qtr | <u>8,638.38</u> |
|            |                              |                                     | 8,638.38        |