



MIDDLE SMITHFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
APRIL 13, 2017

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, April 13, 2017 at 7pm at the Schoonover Municipal Building with Annette Atkinson presiding.

Supervisors present; Annette Atkinson, Mike Dwyer and Mark Oney. Also present, Township Solicitor Michael Gaul, Esquire, Township Secretary Michele Clewell, two residents and one member of the press.

Pledge of Allegiance

Approval of Minutes

Annette Atkinson made a motion to approve the March 23, 2017 minutes. Mark Oney seconded the motion. Motion passed 3-0.

Report of Executive Session(s)

None

Bid Opening and /or Consideration of Award

2017 Seal Coat; Mike Dwyer opened the four sealed bids received and read them aloud. Mike Dwyer made a motion to accept and award the contract to the lowest bidder, AMS pending review by him and the township solicitor. Mark Oney seconded the motion. Motion passed 3-0.

	Grand Total of BID		Grand Total of BID
AMS	\$107,130.84	Midland Asphalt	\$117,515.08
Shiffer Bituminous	\$145,290.66	Pocono Spraypatch	\$124,711.80

Fernwood Wastewater Treatment Plant Equalization Tank/Pump Station Replacement; Mike Dwyer stated that the bids were previously opened at an advertised Supervisors meeting on March 23, 2017. He stated that the Township Engineer, Fred Courtright, P.E. provided a letter recommending that the contract be awarded to Blooming Glen Contractors as they were the low bidder at \$611,740.00. Annette Atkinson made a motion to award to Blooming Glen Contractors the contract for the Fernwood Wastewater Treatment Plant Equalization Tank/Pump Station Replacement at a cost of \$611,740.00. Mike Dwyer seconded the motion. Motion passed 3-0.

Correspondence

None

Committee Reports *(Committee reports can be viewed, in their entirety, on the township website)*

Eastern Monroe Regional Park Commission; Smithfield and Middle Smithfield Township Public Works Departments held a site walk at the River's Edge Bike Park. The new tentative start date for clearing is Monday, April 10th with a soft opening expected at the end of May 2017.

A new grant was applied for from the Monroe County Open Space to fund improvements to Mt. Nebo Park.

Parks and Recreation; David Henon of University for Pets will return to the Dog Park on Saturday, April 15th at 11am for another free dog training.

Paul Cimei from the Monroe County Beekeepers will coordinate with the MST Public Works and volunteer Bruce Tarhovicky to install a bee house outside the fence at the community gardens.

The 10th annual Eggravaganza was a success with more than 250 children participating.

1,000 Feet of Street road side cleanup is scheduled for Saturday April 29th.

Historical Commission; The Township in conjunction with the Historical Commission has completed the application and criteria process for the Township Marker Program. Many sites are being considered.

Economic Development Committee; Restaurant Week is April 29th through May 7th, with a kickoff on April 30th at the Whispering Pines Banquet Hall. The public is welcome to come out and sample the cuisine from our local restaurants.

Planning Commission; the commission is currently working on the Subdivision and Land Development Ordinance and hope to have recommendations to the Board of Supervisors in the coming weeks.

Township Monthly Reports *(Monthly reports can be viewed, in their entirety, on the township website)*

Sewer; the 1st quarter billing collection rate is at 92%; outstanding job done by Joan Woisin, Sewer Department Manager. The township was awarded the LSA (Local Share Account) Grant in the amount of \$200,000 to extend the sewer line in the commercial district.

Golf Course & Banquet Hall; The golf course opened on April 7th, a week later than scheduled due to the weather. There were 169 rounds of golf through Sunday; 60 rounds over last year. Numerous charity events are scheduled for the use of the banquet hall.

Zoning; Twenty four permits were issued in March. The Zoning Hearing Board will be meeting in May and June for several public hearings.

Public Works; Preparing and cleaning up the roads in order to prepare them for seal coat and general maintenance.

Oak Grove Compost Site; Yearly permit renewals have been underway and the compost facility is seeing a bigger demand for product as the days go by.

Treasurer's Report

Mike Dwyer stated that income is almost on budget and expenses are 15% lower than budgeted year to date. He also stated that there are a number of projects in the works for 2017.

Payables; Mike Dwyer made a motion to pay the general fund payables in the amount of \$144,718.50. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the sewer fund payables in the amount of \$88,808.74. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the golf course payables in the amount of \$24,771.01. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the liquid fuels payables in the amount of \$54,934.99. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the cable franchise payables in the amount of \$10,757.98. Annette Atkinson seconded the motion. Monti passed 3-0.

Solicitors Report

None

Engineers Report

None

Old Business

None

New Business

Authorize the Purchase of a Used CAT 2008 1055-D Paver through the NJPA Contract No. 032515-CAT with the Purchase Not to Exceed \$72,100.00; Mike Dwyer made a motion authorizing the township to purchase a used CAT 2008 1055-D Paver through the NJPA Contract No. 032515-CAT with the purchase not to exceed \$72,100 with Mike Dwyer authorized to sign all necessary documents. Annette Atkinson seconded the motion. Motion passed 3-0.

Authorize the Township Solicitor to Prepare and Advertise a Public Hearing for An Ordinance Of The Township Of Middle Smithfield, Monroe County, Pennsylvania, Amending The Code Of

Ordinances Of The Township Of Middle Smithfield, As Heretofore Amended; Adding A Chapter , Entitled "Use And Occupancy Of Real Property"; Regulating Use And Occupancy Of Leased Properties And Properties In Which Title Of Ownership Is Transferred In Order To Ensure That The Use And Occupancy Of Such Properties Will Be Conducted In Accordance With Public Health, Safety, And Welfare; Providing Penalties For Violation Thereof; And Providing For Other Miscellaneous Matters; Annette Atkinson made a motion authorizing and directing the township solicitor to prepare and advertise for a public hearing. Mark Oney seconded the motion. Motion passed 3-0.

There was general discussion as to whether or not to forward the proposed ordinance to the township planning commission. Attorney Gaul stated that official county or township planning commission review was not a requirement. Mark Oney asked that it be given to the MST Planning Commission for an unofficial review at the April 20, 2017 meeting.

Mark Oney made a motion to schedule a public hearing for the "Use and Occupancy of Real Property" at 7pm on May 25, 2017. Annette Atkinson seconded the motion. Motion passed 3-0.

Fee Waiver Request for Greater Pocono Section, NCNW Rental of the Whispering Pines Banquet Hall on March 24, 2018; Annette Atkinson made a motion to approve the waiver of fees for the Greater Pocono Section to use the Whispering Pines Banquet Hall on March 24, 2018. Mark Oney seconded the motion. Motion passed 3-0.

Approval of the RSUI Agreement; Mike Dwyer made a motion to accept and approve the RSUI Agreement. Annette Atkinson seconded the motion. Mark Oney abstained. Motion passed 2-0.

Mike Dwyer made a motion to amend his previous motion to clarify that the RSUI Agreement concerned RSUI's requested settlement between Wayne Rohner and the Township. Annette Atkinson seconded the motion. Mark Oney abstained. Motion passed 2-0.

Public Comment

A gentleman asked about the Fernwood sewer plant bid. Ms. Atkinson explained that it is an upgrade to the sewerage treatment plant that the township owns. He also asked about the bike pump tract. Mr. Dwyer explained the concept plan of the pump tract that will be built at the River's Edge Park.

Due to being late to the meeting, the supervisors answered questions that the press had regarding agenda items; Fernwood bid, EDC Committee Report, Restaurant Week and kickoff, Golf Course and banquet hall and the proposed ordinance.

Adjournment

Mike Dwyer made a motion to adjourn the meeting at 7:38pm. Annette Atkinson seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary
April 13, 2017

General fund

Num	Name	Memo	Credit
15032	Absolute Plumbing Heating A/C	inv 033117 / 3465-100 repairs	560.00
15033	Ace Trucking & Repairs, Inc	inv 12352 inspection	75.00
15034	Advance Auto Parts	1872124821	38.91
15035	AFLAC	insurance a/c y2051	384.26
15036	Alura Business Solutions LLC	inv 26864 computer support	375.00
15037	Bergey's, Inc	invs ph568011r /ph568337r parts	193.12
15038	Bradco Supply Co	invs 150696 / 150697 signs	893.76
15039	Cargill, Inc	inv 2903326630 clearlane deicer	5,130.41
15040	Caterpillar Financial Services Corp	inv 17836470 wheel loader 001-0804597-000	27,381.44
15041	Chrisotpher Rain	reimburse for mileage & egg hunt expenses	137.92
15042	Claude S. Cyphers, Inc	invs 656092 / 656493 parts	62.01
15043	Cleveland Brothers	inv serv6867313 generator repairs	1,472.89
15044	Colours 06	inv 3108472 paint	289.50
15045	Cramer's Home Center	2238920 lumber for gardens	131.82
15046	David Miller Painting	inv 497077 office painting	100.00
15047	Donna G. Kenderdine, RPR	inv 60-17 sign & ZHB ordinances	156.50
15048	Fastenal Company	inv pastr88305 parts	39.40
15049	Five Star Equipment	inv p34112 parts	89.55
15050	Francis C. Disalvo	inv 03231734098 parts	189.90
15051	Fry's Plastic	inv k146539 water tank for community gardens	519.83
15052	Gilmore & Associates, Inc.	invs 161982-161985 engineering fees	6,171.33
15053	Good's Store, Inc	inv 14-109153 pants	1,638.94
15054	Highway Equipment & Supply Co.	inv d38595 parts	46.01
15055	Hunter Keystone Peterbilt, LP	inv 11-270860046 mack truck repairs	8,519.64
15056	HWA GROUP INC	inv 4920 pressure washer repairs	311.19
15057	Ken Volpe	guest speaker for Pocono Photo Club	200.00
15058	Kettle Creek Enviromental Fund	annual dinner /auction sponsor	500.00
15059	Lawson Products, Inc.	invs 9304796071/804878/837145 parts	1,125.26
15060	Lewis True Value	a/c 1120 supplies	304.61
15061	M.S.T.S.D.	2nd qtr sewer ms-0032	350.00
15062	Mailfinance	inv n6483987 postage machine lease	478.74
15063	Matergia and Dunn	zoning hearing board	825.00
15064	Met Ed	100114051681 bark park	24.64
15065	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	11,153.13

15066	Miggys Five	a/c 15 kitchen supplies	145.48
15067	Monroe County Assessment	April sales list	16.00
15068	NAPA Auto Parts	inv 836366 parts	33.21
15069	NCS-Stroudsburg-1008	invs 12469268 / 12483900 paint	283.52
15070	NEPA Management Associates	inv 70321 appraisal reserrior rd subdivision	495.00
15071	Northern Safety Co. Inc	inv 902350985 / 980731896 sandblasting suits	182.32
15072	Oak Grove Multi-Municipal Compost PA Municipal Health Insurance Cooperative	1/2 2017 operating costs	6,962.50
15073	PA One Call System, Inc.	10207571-72 health insurance	44,744.03
15074	Pennsylvania American Water	inv 721454 monthly activity fee	16.40
15075	Pennsylvania Municipal League	1024210033478776 hydrants	135.72
15076	PMRS	inv 40980 L3P membership	65.00
15077	Pocono 4 Wheel Drive	45-027-5N pension	7,909.70
15078	Pocono Profoods	inv 217196 plow parts	175.00
15079	Pocono Record	inv 874306 supplies	251.20
15080	Praxair Dist Mid-Atlantic	stmt 128190 public notices	1,694.60
15081	Ray Price Stroud Ford	inv 76690708 cylinder rent	15.41
15082	RICOH USA, Inc	inv 309309 parts	40.22
15083	SFM Consulting LLC	inv 5047873904 additional copies	355.22
15084	Smithfield Township	invs bc-004 / z-004 zoning & codes share of regional park expenes for Mt Nebo renovation	7,570.42
15085	Spring Hill Laser Services Corp	inv 4052017msptg postage for newsletter	260.00
15086	Staples Advantage	inv 8043706916 office supplies	1,440.00
15087	Stroudsburg Electric Motor	inv 5682224 sharpening	176.57
15088	USA Trophies & Awards	inv 5682224 sharpening	72.00
15089	UTRS, Inc	metal desk name plates	49.90
15090	Verizon Wireless	invs 414885 / 41893 copies	201.45
15091	Waste Management	inv 9782364942 cell phones	268.35
15092	Weitzmann, Weitzmann & Huffman, LLC	inv 3150215-0203-6 dumpters	493.46
15093	Pennsylvania American Water	inv 22400 Planning Commission legal fees	780.00
15094		1024220008909318 bark park water	16.11
			<u>144,718.50</u>

Sewer fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
12164	ALLSTATE SEPTIC SYSTEMS, LLP	281790	-585.00
12165	AT&T	0195333847001	-42.87
12166	COYNE CHEMICAL	261341	-2,115.00
12167	Evoqua Water Technologies	903026249	-4,332.00
12168	GILMORE & ASSOCIATES, INC.		-
12169	MET-ED	100018440378 - PS#4 Maple Lane	17,047.25
12170	Middle Smithfield Township General Fund	3312017	-393.90
12171	MST2012GOB	2015 MST 2012GOB	-
12172	PA ONE CALL SYSTEM, INC.	721456	18,113.30
			-
			38,819.79
			-25.40

12173	PENNSYLVANIA AMERICAN WATER	1024-210031497597	-19.01
12174	PROSSER LABORATORIES, INC.	347028	-840.60
12175	VERIZON	570588028984296Y - PS#4 Maple Ln	-35.23
12176	VERIZON	570588074284385Y - PS#3 McCole & 209	-35.07
12177	VERIZON	570588075284434Y - PS#7 McCole & NP	-35.99
12178	VERIZON	570588113413383Y - PS#8 LOTP	-70.67
12179	VERIZON	570588113513455Y - PS#2 Fairway Villas	-35.07
12180	VERIZON	570588658114420Y - WL Mtn Pass	-33.57
12181	VERIZON	570588764629956Y Main STP	-75.56
12182	WASTE MANAGEMENT	3151312-0203-0	-4,229.54
12183	B. Newhart	041017	-880.00
12184	MET-ED	100076523768 - WL Mtn Pass	-1,015.43
12185	MET-ED	100044863148 - WL Island View	-28.49
			-
			88,808.74

Golf fund

Num	Name	Memo	Amount
wt	Verizon	570-223-8099	(621.36)
60088	Blue Ridge Communications	0109950-03 internet	(49.95)
60089	Bridgestone Golf Inc	invs 1002606606/6607/7403 pro shop merchandise	(3,051.76)
60090	David Miller Painting	inv 497078 painting	(75.00)
60091	Dawn Sampson.	return of deposit for 4/8 event	(250.00)
60092	Fisher & Son Co., Inc.	invs 170967 / 167999 greens maint	(7,593.40)
60093	Grass Roots Turf Products	inv 815913 greens maintenance supplies	(7,081.38)
60094	Hellers Gas, Inc.	invs 886502/919353/919354 propane	(1,638.98)
60095	Kevin Dixon	reimburse for supplies & mileage	(640.78)
60096	LT Verrastro Beverage	beer	(166.90)
60097	M.S.T.S.D.	BR-Amenity3 sewer	(525.00)
60098	Mesko Glass	inv 42291 replace glass from water damage	(348.00)
60099	MST 2012 G.O.B.	monthly installment for 2012 GOB	(863.02)
60100	NAPA Auto Parts	invs 836439/836576/836570 less credit	(244.57)
60101	PA American Water	1024210033261244 clubhouse	(110.79)
60102	Roy's Steiner Sales & Service, Inc	inv 8408 belts	(87.00)
60103	Steckel Publications, Inc.	inv 24857 eighth page ad	(205.00)
60104	Town Talk MFG., Co	inv 497801 pro shop merchandise	(428.81)
60105	Turf Equipment & Supply Co.	inv 964900-00 parts	(328.32)
60106	Waste Management	inv 315021602034 clubhouse	(266.96)
60107	Waste Management	inv 315021702032 maint bldg	(194.03)
			(24,771.01)

Liquid fuels

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
2060	Paccar	100-683-190-00006723290 Peterbuilt hook lift & leaf vac	48,995.84
2061	209 Eneterprises American Rock Salt Co,	inv 101-09109 anti skid	-835.69
2062	LLC	inv 0517065 bulk ice control salt	<u>-5,103.46</u>
			-
			54,934.99

Cable franchise

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1150	Monroe County Control Center	inv 6246 Control Center services	<u>10,757.98</u>
			10,757.98