



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS APRIL 24, 2020 MEETING MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, April 24, 2020 at 7:00 pm, via video and audio advanced communication technology (“ACT”), using the ZOOM internet application, due to the national COVID-19 pandemic emergency, with Annette Atkinson presiding. All members of the Board of Supervisors could hear each other, and be heard by the others.

On March 6, 2020, the Governor of the Commonwealth of Pennsylvania first issued a Proclamation of Disaster Emergency in response to the Coronavirus 2019 Disease (“COVID – 19”) outbreak. On March 19, 2020, the Governor signed the Order of The Closure of All Businesses That Are Not Life Sustaining due to the COVID – 19. On March 23, 2020, the Order was amended, and a Stay at Home Order was issued. On March 18, 2020, the Middle Smithfield Township Board of Supervisors issued a Township Declaration of Disaster Emergency in response to the COVID-19 outbreak.

In order for the Middle Smithfield to continue day to day operations, the Township offices and other township buildings are closed to the public, unless an appointment is made. The Supervisors made this decision in the best interest of the public, visitors and staff, in order to protect their health and safety during the declared emergency disaster.

Board of Supervisors present for the meeting, via ACT: Annette Atkinson, Mike Dwyer and Mark Oney. Township Solicitor Michael Gaul, Esq., and Township Secretary Michele Clewell, EMC Kevin Dixon, Township Receptionist Mayra Colon and one resident Bonnie Jungle were also present via ACT.

A Public Notice was posted in the Pocono Record on April 23, 2020 and on the township’s website, www.middlesmithfiedtownship.com, and Facebook page that anyone interested in participating in the public meeting to email the Township Secretary mclewell@mstownship.com and a Zoom meeting link or teleconference phone number would be provided to them.

Pledge of Allegiance

Approval of Agenda

Annette Atkinson made a motion to approve the agenda as written. Mark Oney seconded the motion. Motion passed 3-0.

Approval of Minutes

Annette Atkinson made a motion to approve the April 9, 2020 minutes. Mark Oney seconded the motion. Motion passed 3-0.

Report of Executive Session(s)

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

Announcements

Kevin Dixon, Emergency Management Coordinator provided an update regarding the COVID-19 updates. The Commonwealth is now tracking cases by zip code and stated that the deaths for the county and state are being counted differently because of probable counts and has since been adjusted in the state totals. The rate of cases has decreased over the last two weeks.

Correspondence

None

Treasurer's Report

Payables; Mike Dwyer made a motion to approve the general fund payables in the amount of \$37,558.04. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$100,508.47. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$7,311.75. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the 2012 GOB payable in the amount of \$43,859.38. Annette Atkinson seconded the motion. Motion passed 3-0.

Solicitors Report

None

Engineers Report

None

Old Business

None

New Business

Resolution 04-20201; LTS Homes, LLC Joinder Deed; Annette Atkinson made a motion to approve the LTS Homes, LLC Joinder Deed Resolution. Mark Oney seconded the motion. Motion passed 3-0.

Resolution 04-2020-2; Resolution to Implement Act 15 Of 2020's Property Tax Relief Provisions – Mike Dwyer made a motion to approve Resolution 04-20202. Annette Atkinson seconded the motion. Motion passed. 3-0.

Advertise the Extension of the Tax Period; Annette Atkinson made a motion authorizing the Township Secretary to Advertise the Extension of the Tax Period for the 2020 Tax Year. Mike Dwyer seconded the motion. Motion passed 3-0.

Schedule a Public Hearing on the West Winds Storage Unit Conditional Use Application; Mark Oney made a motion to schedule the Conditional Use Public Hearing before the Board of supervisors on June 11, 2020 at 7pm. Mike Dwyer seconded the motion. Motion passed. 3-0.

Authorize Township Secretary to Advertise and Accept Bids for the Seal Coat Bid for Various Township Roads; Mike Dwyer made a motion authorizing the seal coat bid be advertised by the Township Secretary. Mark Oney seconded the motion. Motion passed 3-0.

Authorize Township Secretary to Advertise and accept Bids for the FOB bids for Various Township Roads; Mike Dwyer made a motion authorizing the FOB bid be advertised by the Township Secretary. Mark Oney seconded the motion. Motion passed 3-0.

Public Comment

Bonnie Junger expressed her gratitude to the Supervisors for passing the tax relief resolution as it will help so many families. She also thanked the Supervisors for the open communication with the residents.

Mayra Colon said it was her first Supervisors meeting and enjoyed it very much.

Adjournment

Mike Dwyer made a motion to adjourn the meeting at 7:15pm. Mark Oney seconded the motion. Motion passed 3-0.

Respectfully submitted

Michele L. Clewell,
Township Secretary
April 24, 2020

General Fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
69509817	Met Ed	100016915751 Municipal light	28.82
69508906	Met Ed	100016951467 bldg A	442.20
69508754	Met Ed	100036091245 bldg b	516.45
69509245	Met Ed	100124280825 Oak Grove light	34.04

69700644	Met Ed	100126688959 Dancing Ridge	54.66
18435	PMRS	admin fee DePue	20.00
18436	AFLAC	insurance a/c y2051	384.26
18437	Alura Business Solutions LLC	invs 35431,35588 computer maintence	862.50
18438	Bushkill Tool	inv 4438 parts	425.00
18439	Central Jersey Equipment	inv 1176135 parts	119.78
18440	Cleveland Brothers	inv inpp3702780 parts	156.86
18441	Commonwealth Equipment	inv 39652 hopper belt	1,529.21
18442	Highway Equipment & Supply Co.	D67870 alternator	448.46
18443	Holly Freese.	reimburse for mileage	34.50
18444	Joanne Lance	20 COVID19 masks	100.00
18445	Kimball Midwest	inv 7464863 parts	64.98
18446	King, Spry, Herman, Freund & Paul LLC	legal fees 146598-146607	10,350.50
18447	Leon Clapper, Inc.	inv 27440 service call	180.00
18448	Macmillan Oil	inv 116328 motor oil	1,078.50
18449	Mark Oney..	reimburse for wipes	6.26
18450	Marshalls Creek Fire Co	VOID: inv 20-737 drum of disinfectant	
18451	Matergia and Dunn	zoning hearing board	1,386.00
18452	Mobile Media Technologies LLC	inv 24229 annual service fee	1,600.00
18453	Ott Consulting Inc	003,001 final 001, 2002.10 SEO	1,295.00
18454	PAPCO	invs 2947687,98,50571,2175,2170 propane & gas	3,727.94
18455	Patricia Griffin.	14 COVID19 masks	70.00
18456	Pennsylvania American Water	1024-220008909318 Bark Park	17.20
18457	Pennsylvania Municipal League	inv 45318 membership renewal	65.00
18458	Penteledata	inv B3674500	291.84
18459	Pocono Profoods	inv 1274141 bldg supplies	220.10
18460	Pocono Record	inv 224850 public notice	275.40
18461	Postage Pros Plus Inc	inv 32804 supplies	313.26
18462	Quadient Finance USA, Inc	7900-0444-6025-7144 postage	2,000.00
18463	Quadient Leasing USA, Inc	inv N824974 postage machine	478.74
18464	Reilly Associates.	invs 1, 7	1,266.45
18465	Sedler Design & Redevelopment, LLC	construction administrative Community Center	3,035.00
18466	Staples Advantage	inv 8058104760 office supplies	207.65
18467	Verizon	570-223-0503	375.28
18468	Warehouse Battery Outlet, Inc	inv 451436 batteries	256.70
18469	Marshalls Creek Fire Co	SCBA mask equip	1,560.00
18470	Holly Freese	reimburse for mileage	34.50
	Marshalls Creek Fire Co	inv 20-737 drum of disinfectant	<u>2,245.00</u>
			37,558.04

Sewer Fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
13943	ALLSTATE SEPTIC SYSTEMS, LLP	333118	656.25

13944	B. Newhart & Sons, Inc.	04072020	880.00
13945	Harry Himeline Builders, Inc.	04172020	3,416.55
13946	Middle Smithfield Township General Fund	1/1-4/17/2020	25,606.65
13947	PENNSYLVANIA AMERICAN WATER	1024-210031497597	16.01
13948	PROSSER LABORATORIES, INC.	February Bills	26,295.35
13949	W.G. MALDEN	16357	510.00
13950	WG MALDEN	16439	6,658.00
13951	GILMORE & ASSOCIATES, INC.	195261 - Mt Nebo Pum Station & Force Main	796.59
13952	GILMORE & ASSOCIATES, INC.	195262	3,069.06
13953	PROSSER LABORATORIES, INC.	March Bills	25,940.00
13954	MET-ED	100044863148 WL - Island View	28.62
13955	MET-ED	100016914275 - PS#5 Rt 209/Municipal	309.22
13956	MET-ED	100018446334 PS#3 McCole & 209	77.54
13957	MET-ED	100018440378 PS#4 Maple Ln	268.32
13958	MET-ED	100016867432 PS#8 LOTP	176.72
13959	MET-ED	100018442556{S#7 McCole & NP	122.74
13960	MET-ED	100081035618 Lift Station	23.94
13961	MET-ED	100083606630 - PS#9 Oak Grove	79.10
13962	MET-ED	100018448652 Main STP	4,196.15
13963	MET-ED	100089058661 Rt 209	23.24
13964	MET-ED	100016629691 Sleep Hollow Fairway	171.09
13965	MET-ED	100076523768 WL Mtn Pass	560.01
13966	MET-ED	100080913799 Off Sleepy Hollow	116.99
13967	MET-ED	100044877809 WL Clubhouse Dr	29.01
13968	MET-ED	100080916826 PS#2 Fairway Villas	41.14
13969	MET-ED	100080920901 Tree Tops	30.67
13970	MET-ED	100018353951 PS#6 Sellersville	252.01
13971	VERIZON	250-395-051-0001-57 - PS#6 Sellersville	38.84
13972	VERIZON	450-395-051-0001-14 PS#5 Rt 209/Municipal	39.37
13973	VERIZON	250-395-181-0001-01 PS#9 Oak Grove	40.42
13974	VERIZON	250-395-204-0001-04 PS#10 Big Ridge Dr	38.87
			<u>100,508.47</u>

Golf Fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
61252	A.M. Player	inv 611716 apparel	(818.24)
61253	Merchants Insurance Group	inv A000231670 installment	(3,561.79)
61254	Mitchell Products	inv 37256 sand	(1,037.08)
61255	R&R Products	inv cd2433969 parts	(221.37)
61256	Roy's Steiner Sales & Service, Inc	inv 10010 parts	(566.40)
61257	Stacy Segond.	event cancelled	(250.00)
61258	Turf Equipment & Supply Co.	inv 5100458-00 service call	(250.00)

61259	Verizon	570-223-8140	(106.87)
61260	Victoria Mack.	events cancelled	<u>(500.00)</u>
			(7,311.75)

2012 GOB

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1022	Wilmington Trust Company	a/c 1035185 GOB 2012 interest	- 43,859.38