



MIDDLE SMITHFIELD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
MAY 11, 2017

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, May 11, 2017 at 7pm at the Schoonover Municipal Building with Annette Atkinson presiding.

Supervisors present, Annette Atkinson, Mike Dwyer and Mark Oney. Also in attendance, Township Solicitor Michael Gaul, Esq, Township Secretary Michele Clewell and, representing HaRa Corp, Andrew Wolfe, Esq.

Pledge of Allegiance

Approval of Minutes

Annette Atkinson made a motion to approve the April 27, 2017 minutes. Mark Oney seconded the motion. Motion passed 3-0.

Report of Executive Session(s)

Attorney Gaul reported that an executive session was held prior to the meeting to go over legal matters with the township solicitor.

Announcements

A special thank you to all the restaurants who donated their time & food for a very successful Restaurant Week Kickoff held on April 30th: Big A Grillehouse, Werry's, Great Bear Golf Club, Tom X Pub, Pub 570, Wintergreen's Bar & Grill and Royal Asian Buffett.

Correspondence

None

Committee Reports *(Committee Reports are online in their entirety)*

- Eastern Monroe Regional Park Commission
 - Smithfield Township is waiting for permits to be issued by the Monroe County conservation District for the River's Edge Bike Park. A grant was awarded to conduct an environmental inventory for the purpose of creating interpretive signage at Mt. Nebo Park.
- Parks and Recreation
 - The 10th Annual Eggtravaganza was held on April 8th at Resica Park with approximately 500 in attendance. 1,000 Feet of Street was held on April 29th. 140 volunteers cleaned 69 miles of roads within the township, generating 400 bags of litter.

- Historical Commission
 - Memory Makers will be held at Pocono Palace on August 19th. The theme will be on the history of modes of transportation. The speaker will be East Stroudsburg University History Professor, Martin Wilson. Post cards will be mailed out in June with details.
- Economic Development Committee
 - Restaurant week ran from April 29th through May 7th with 17 restaurants participating. The kickoff event was held on April 30th in conjunction with the Pocono Photo Club exhibit at the Whispering pines Banquet Hall.
- Planning Commission
 - A sketch plan proposing a landscaping base yard business was discussed at the April meeting. Proposed ordinance, titled “Use and Occupancy of Real Property” was received and recommendations were given to the Supervisors. A public hearing is scheduled for May 25th at 7pm.

Township Monthly Reports

- Sewer
 - The collection rate for the 1st quarter sewer is at 92%. Capital improvements are on schedule with the rehabilitation of pump station #1 and upgrades to pump stations, 3, 4 5 and 8. The township was awarded a Local Share Account grant in the amount of \$200,000 to be used to expand the sewer line service in the commercial district.
- Golf Course & Banquet Hall
 - Three new members were signed up in 2017. Food and beverage was up 49% since the course opened on April 7th. The banquet hall has 49 events scheduled to date; 14 ahead of last year.
- Zoning
 - 35 permits were issued in April ranging from new single family dwellings to swimming pools and driveways. The zoning hearing board has scheduled 2 hearing that will be held in May and June.
- Public Works
 - The public works crew is busy with road & tree maintenance, signs & traffic controls along with maintaining the 5 township parks. Flagger training course was held at the township building and was attended by the public works department.

Treasurer's Report

Mike Dwyer stated that all township accounts are current and in good financial health. Tax revenue collection has also been good.

Mike Dwyer made a motion to approve the general fund payables in the amount of \$112,604.92. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve reimbursement to Mark Oney for mileage for the PSATS convention in the amount of \$131.61. Annette Atkinson seconded the motion. Mark Oney abstained from voting. Motion passed 2-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$58,432.44. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$6,970.86. Annette Atkinson seconded the motion. Motion passed 3-0.

Solicitors Report

HaRa Minor Subdivision; Andrew Wolfe, Esq. was present on behalf of the applicant to review correspondences between him and the township solicitor, Michael Gaul, Esq. Attorney Gaul stated that he had been under the impression that Bushkill Group Inc was the ultimate holding company for the properties previously referred to as Fernwood, including the HARA property. . Mr. Wolfe, however, had informed him that the ultimate holding company was in fact Resorts Group, Inc. and that Mr. Wolfe was requesting that a reference to the Bushkill Group on the proposed HARA Subdivision Plan be changed to Resorts Group, Inc. Mr Wolf indicated that HARA was fine with the Solicitor's other requirements. Solicitor Gaul stated that he did not have an issue with HARA changing the reference to Resorts Group, Inc.

Mr. Wolfe stated that he will contact his surveyor to have the revised plans submitted 7 days prior to the BOS's next meeting (May 25th). Attorney Gaul stated that conditional approval is also an option if there is still a minor, correctable problem when the revised Plans are reviewed on May 25th.

Engineers Report

None

Old Business

None

New Business

Resolution 05-2017-1; Authorizing the Submission of a PA Greenways, Trails and Recreation Program Grant Request, Designating Michael Dwyer to Execute All Documents and Agreement in Connection with the Requested Grant and Assist in Obtaining the Requested Grant, and

Providing for other Miscellaneous Matters. Annette Atkinson made a motion to adopt Resolution 05-2017-1. Mark Oney seconded the motion. Motion passed 3-0.

Resolution 05-2017-2; Disposition of Certain Records. Annette Atkinson made a motion to adopt Resolution 05-2017-2, authorizing the disposition of certain records, subject to township solicitor review and approval. Mike Dwyer seconded the motion. Motion passed 3-0.

Resolution 05-2017-3; Watkins Joinder Deed; Annette Atkinson made a motion to adopt Resolution 05-2017-3, approving the Watkins Joinder Deed. Mark Oney seconded the motion. Motion passed 3-0.

Appoint Ken Johns to the MST Historical Commission to fill the remaining term of Diane Huffman of December 31, 2019; Annette Atkinson made a motion to appoint Ken Johns to the MST Historical Commission to fill the remaining term of Dian Huffman until December 31, 2019. Mark Oney seconded the motion. Motion passed 3-0.

Authorize and Direct the Township Secretary to Advertise and Accept Bids for 2017 F.O.B.: Annette Atkinson made a motion authorizing and directing the township secretary to advertise and accept the 2017 FOB bids. Mike Dwyer seconded the motion .Motion passed 3-0.

Fee Waiver Request for Pocono Services for Families and Children Event at Echo Lake Park on June 6, 2017; Annette Atkinson made a motion to grant the request to waive the Echo Lake Park fees for Pocono Services for Families and children Event on June 6, 2017. Mark Oney seconded the motion. Motion passed 3-0.

Professional Services Agreement between Sedler Design and Development, LLC and Middle Smithfield Township; Mike Dwyer made a motion to approve a Professional Services Agreement between Sedler Design and Development, LLC and Middle Smithfield Township in the amount of \$77,550.00. Annette Atkinson seconded the motion. Motion passed 3-0.

MST Historical Commission Application; Annette Atkinson made a motion to accept and approve the substantial form of the MST Historical Markers Application and related documents, as presented. Mark Oney seconded the motion. Motion passed 3-0.

Public Comment

None

Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:16pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary
May 11, 2017
General fund

Num	Name	Memo	Credit	
15143	New Holland Auto Group	inv 042417mst157 2017 Ford F-350	46,963.00	
15144	Advance Auto Parts	6952712216444 parts	38.82	
15145	AFLAC	insurance a/c y2051	384.26	
15146	Alura Business Solutions LLC	invs 27037 / 26949 computer support	1,247.50	
15147	Blue Ridge Estate Vineyard & Winery	20-140 restaurant week	534.00	
15148	Bradco Supply Co	inv 151611 50lb qpr	105.00	
15149	Bushkill Tool	inv 3564 repair paver gear box	1,000.00	
15150	Canfields Pet & Farm	inv 131236 grass seed	220.00	
15151	Chrisotpher Rain	reimburse for supplies for rest wk & 1000' of st	209.84	
15152	Claude S. Cyphers, Inc	invs 657417 / 657676 parts	232.46	
15153	Cramer's Home Center	a/c 2238920 saw & parts	1,521.06	
15154	David Manter	permits & inspections	1,852.91	
15155	Fastenal Company	inv pastr88618 parts	39.87	
15156	Five Star Equipment	inv p35514 parts	31.58	
15157	General Code, LLC	inv pg 11836 supplement #51	2,156.30	
15158	Gilmore & Associates, Inc.	invs 162880 - 162884 engineering	5,350.00	
15159	Glenn Kreckman Co	inv 5058 new radio for peterbilt	495.00	
15160	Highway Equipment & Supply Co.	invs d39070 / 39181 parts	54.77	
15161	Holly Freese.	mileage reimbursement for PSATS convention	127.20	
15162	Huffmans' Electric	inv 9175 replaced bulbs with LED	2,983.36	
15163	Jazi's Vehicle Equipment	install radio	335.00	
15164	JVA, Inc	inv 852 piece for plow	100.00	
15165	Ken Miller, Inc	inv 13926 sag sign wires @ Wendys	87.13	
15166	Lawson Products, Inc.	inv 9304908881 parts	222.04	
15167	Lewis True Value	a/c 1120 3/27-4/25 supplies return of security deposit for Echo Lake pavillion	758.09	
15168	Lindsey Whittaker.	rental	50.00	
15169	Mark Oney..	mileage reimbursement for PSATS convention	131.61	separate motion
15170	Marshalls Creek Plumbing	inv 11766 supplies	505.80	
15171	Met Ed	100114051681 bark park	24.52	
15172	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	11,153.13	
15173	Miggys Five	a/c 15 kitchen supplies April	263.11	
15174	NAPA Auto Parts	invs 841462 / 843735 parts	217.09	
15175	PA One Call System, Inc.	inv 725031 monthly activity fee	18.04	
15176	PAPCO	inv 2140158 diesel	2,346.11	
15177	Pennsylvania American Water	1024210033478776 hydrants	135.72	
15178	PMRS	45-027-5N pension	12,703.22	

15179	Pocono Profoods	inv 885816 supplies	209.60
15180	RICOH USA, Inc	inv 5048298362 additional copies	293.60
15181	SFM Consulting LLC	zoning & codes April	9,419.29
15182	Spring Hill Laser Services Corp	inv 0417-211 newsletter expense	560.00
15183	Steffanie Bush	return of deposit event cancelled	100.00
15184	Sun Litho Print	inv 40107 spring newsletter	6,900.00
15185	Triad Truck Equipment, Inc	inv 99232-in tarp	136.50
15186	WABT-Pocono 967	restaurant week promotion	500.00
15187	PMRS	45-027-5N admin fee	20.00
			112,736.53

Sewer fund

Num	Name	Memo	Amount
12228	ALLSTATE SEPTIC SYSTEMS, LLP	inv 283592 the villas	-850.00
12229	Andritz Separation	20430720 hydraulic press cylinder & seal kit	-7,380.00
12230	AT&T	0195333847001	-43.13
12231	B. Newhart & Sons, Inc.	invs 04/28/17	-2,090.00
12232	Basic Power, Inc.	May Basic	-206.00
12233	COYNE CHEMICAL	inv 262777 ferric chloride	-2,820.00
12234	GILMORE & ASSOCIATES, INC.	invs 162877 / 162878 engineering	21,105.00
12235	Hydro Mechanical Services LLC	e#1073 hydraulic power unit	10,523.30
12236	MET-ED	100044863148 winona	-36.01
12237	PA ONE CALL SYSTEM, INC.	inv 725033 monthly activity fee	-27.94
12238	PROSSER LABORATORIES, INC.	349935	-1,160.00
12239	PROTHONOTARY	Liens - May	-141.00
12240	WASTE MANAGEMENT	315761502030	-5,907.76
12241	Andritz Separation	20430775 filter cloth	-4,641.90
12242	Hydro Mechanical Services LLC	2351	-1,500.40
			-
			58,432.44

Golf fund

Num	Name	Memo	Amount
60130	Blue Ridge Communications	0109950-03 internet	(49.95)
60131	Bridgestone Golf Inc	inv 1002623578 balls less discount	(101.52)
60132	Claude S. Cyphers, Inc.	inv 657270	(96.87)
60133	Cramer's Welding & Repairs	inv 332585 pump house repairs	(265.00)

60134	Cutter & Buck	inv 93740849 pro shop merchandise	(902.71)
60135	Finch Services, Inc	inv b35967 parts	(635.23)
60136	Gem-Dandy Accessories	inv 729720 pro shop merchandise	(203.94)
60137	Kevin Dixon	reimburse for liquor & supplies	(912.07)
60138	Marshalls Creek Plumbing	inv 11766 clubhouse light bulbs	(505.80)
60139	MST 2012 G.O.B.	monthly installment for 2012 GOB	(863.02)
60140	NAPA Auto Parts	inv 838772 parts	(161.58)
60141	Orkin Pest Control	inv 80957 pest control - no tax	(60.00)
60142	PA American Water	1024210033261244 clubhouse	(133.05)
60143	PA Dept. of Labor & Industry	inv 0563318 file 43535 elevator permit	(36.00)
60144	R&R Products	inv cd2119697 supplies	(731.05)
60145	Superior Plus Energy Services	invs 597366 / 367 / 368 gas & diesel	(993.41)
60146	Warehouse Battery Outlet, Inc	inv 353704 batteries	<u>(319.66)</u>
			(6,970.86)