



## MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS DECEMBER 6, 2018 MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, December 6, 2018 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 Secretary Michele Clewell, MST Elected Auditors; Regina Auger, Joyce Fenical and Angela Nevin, Deanna Schmoyer, P.E., Kevin Dixon, Pro Shop Manager as well as township residents.

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

#### **Approval of Minutes**

Annette Atkinson made a motion to approve the November 26, 2018 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

#### **Report of Executive Session(s)**

Attorney Gaul stated that an executive session was held with the Board of Supervisors prior to the meeting to discuss pending legal matters with the Township Solicitor.

#### **Correspondence**

A thank you letter was received from the Marshalls Creek Fire Company for the additional donation made to the fire company.

A letter was received from Bushkill Outreach updating the Supervisors and staff of their current location in Lehman Township and their goal someday is to have a permanent place to operate in order to continue to serve the community.

#### **Announcements**

The annual Person of the Year and Volunteer Appreciation Banquet will be held on January 18, 2019 at the Whispering Pines Banquet Hall.

Despite several changes in date because of the weather, the Tree Lighting at Echo Lake Park was a success with over 200 people in attendance.

#### **Correspondence**

None

#### **Treasurer's Report**

Proposed 2019 Budget Presentation; Mike Dwyer reviewed the proposed 2019 budget. The proposed 2019 budget was presented and then copies were provided to the public

in attendance. The Board announced that the proposed budget could also be reviewed on the township website for the 20 day review period. The proposed adoption of the 2019 budget is scheduled for Thursday, December 27, 2018.

Mr. Dwyer stated that there will be no tax increase for 2019.

The township will be spending some reserves next year due to bridge repair/ replacement on Township-owned Village Drive in the CCP development at an estimated cost of approximately \$300,000.

The Liquid Fuels account will also be used to fund the work on Big Ridge Drive bridge that has been temporarily closed.

Based on comments received from County and School District officials, the Board of Supervisors anticipates that the County and School District will approve, at their respective upcoming meetings, the LERTA designation for the township owned 320 acre parcel off of Tom X Rd, which the Board also recently approved for the Township's LERTA program.

Gary Summers referenced a newsletter article about the Big Ridge bridge repair. Mr. Dwyer stated that this is the first bridge on Big Ridge Drive, off of Route 209, coming into the development. Mr. Summers also asked about the library's capital campaign and was told to contact Sue Lyons, Director of the Eastern Monroe County Library.

Angela Nevin asked about access off of Sellersville Drive while the Big Ridge Drive bridge is being repaired. Mike Dwyer said, yes, that will be the access and exit. We have to open the lines of site distance and improvements on the entrance would need to be done. Paving and realigning the road to be in line with Big Ridge Drive before it could be opened. There is at least \$85,000-100,000 worth of work to do, before any of the construction on the road can begin. The Township is hoping to receive state or federal funds to perform the repairs on the bridge. If it turns out to be an emergency, however, the Township would have to get a loan. The Township would prefer not to do that.

Angela Nevin asked when Village Drive bridge replacement is going to be done. Mr. Dwyer said we have plans, but they have to be approved by outside agencies first.

There were no further comments on the proposed budget presentation.

Approving the Proposed 2019 Budget and Authorizing its Advertising; Mike Dwyer made a motion to approve the proposed 2019 budget, and authorize the advertising of its availability for inspection. Mark Oney seconded the motion. Motion passed 3-0.

The proposed 2019 budget will be available for inspection at the Township offices, and will also be on the township website.

Mike Dwyer made a motion to approve general fund payables in the amount of 97,251.00. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer department payables in the amount of \$78,022.33. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf department payables in the amount of \$8,221.06. Mark Oney seconded the motion. Motion passed 3-0.

Mr. Dwyer stated that due to recent events, the township will have security The PA State Police did an assessment a few years ago. The supervisors are committed to specifically address our township building safety and security, and budget their costs. Ms. Atkinson stated that some of the changes will be visible to the public, and some will not be.

Regina Ireland-Auer thanked the supervisors for the security measures that they are doing and will continue to do.

#### **Solicitors Report**

None

#### **Engineers Report**

Library/Cultural Center; Deanna Schmoyer, P.E. presented (3) modification request(s) of regulations for the proposed land development plan, which is still under review before the MST Planning Commission.

Modifications (Waivers) sought from the Township Subdivision and Land Development Ordinance (SALDO) regulations:

1. Section 160.8.L; Roof drains shall not be connected to street, sanitary or storm sewer or ditches in order to promote overland flow and infiltration/percolation of stormwater.

Ms. Schmoyer stated the roof drains will discharge directly into the rain gardens.

Mark Oney made a motion to approve a waiver of Section 160.8.I. Annette Atkinson seconded the motion. Motion passed 3-0.

2. Section 170.70.D; applicant is required to dedicate the specified amount of publicly owned common space open space.

Ms. Schmoyer stated the property is owned by Middle Smithfield Township and a portion of the property is already used as a park and contains open space.

Mark Oney made a motion to approve a waiver of Section 170.70.D . Mike Dwyer seconded the motion. Motion passed 3-0.

3. Ms. Schmoyer stated that, under the SALDO, a developer may be required by the Township to map the approximate location of the certain existing trees when trees are proposed to be removed.

Ms. Schmoyer stated the locations of all the trees within the property have been shown on the plan, including trees to be removed. Her request is to not designate the size of trees on the plan.

Mark Oney made a motion to approve the requested modification. Mike Dwyer seconded the motion. Motion passed 3-0.

4. Section 170.42.C (1), (2), & (3); On lot sewage disposal system shall be designed & contracted to accordance with PADEP.

Ms. Schmoyer stated that the modification would waive the Connection Determination requirement of the Township's 537 Plan, and therefore allow connection to the public sewer, rather than provide on lot sewage disposal.

However, Ms. Schmoyer stated that, per the Township Engineer, she was told that the modification request, and planning for central sewer at the site, was premature at this time, because PADEP has not yet approved the Township's proposed Act 537 plan revision.

Upon further discussion, Mike Dwyer and Attorney Gaul both said that the modification could be granted, subject to the Act 537 Plan revision being approved, but the request must go back to the MST Planning Commission for their approval first. Ms. Schmoyer also stated that, with permission from the Board of Supervisors, she will contact PADEP and ask for a comment letter. The Board had no objection.

### **Old Business**

Approval of Sewer Connection Agreement with Saleme Investment Co; Annette Atkinson made a motion to approve the substantial form of the Sewer Connection Agreement with Saleme Investment, Co, with such modifications as approved by the Township Official executing the Agreement, in consultation with the Township Solicitor and Engineer, and authorizing the Chairman of the Board of Supervisors to execute the Agreement on behalf of the Township. Mark Oney seconded the motion. Motion passed 3-0.

Approval of Sewer User Agreement with Saleme Investment Co; Annette Atkinson made a motion to approve the Township entering into a sewer user agreement Saleme Investment, Co, in the Township's customary form, with such modifications as approved by the Township Official executing the Agreement, in consultation with the Township Solicitor and Engineer, and authorizing the Chairman of the Board of Supervisors to execute the Agreement on behalf of the Township. Mark Oney seconded the motion. Motion passed 3-0.

### **New Business**

Authorize and Advertise the Board of Supervisors Organization Meeting for Monday, January 7, 2019 at 7pm; Annette Atkinson made a motion to advertise the Board of Supervisors 2019 organizational meeting for Monday, January 7, 2019 at 7pm. Mike Dwyer seconded the motion. Motions passed 3-0.

Resolution 12-2018-1; Resolution providing notice of the Board of Supervisors' intent to appoint public accountant(s) to replace the Elected Township Auditors for purposes of the examination of the Township's Fiscal Year 2018 accounts. Annette Atkinson made a motion approving Resolution 12-2018-1. Mark Oney seconded the motion. Motion passed 3-0.

Appoint Laura Massaro to fill the vacancy on the MST Parks & Recreation Board with a term expiring December 31, 2023; Mike Dwyer made a motion to appoint Laura Massaro to fill the vacancy of \_\_\_Danielle Cloward\_\_\_'s term on the MST Parks & Recreation Board, with the term expiring December 31, 2023. Mark Oney seconded the motion. Motion passed 3-0.

### **Public Comment**

Discussion regarding security and firearms.

### **Next Meeting**

December 27, 2018 at 7pm

### **Adjournment**

Annette Atkinson made a motion to adjourn the meeting at 8:06pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
Township Secretary  
December 6, 2018

**General fund**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Credit</b>
281668941	Pennsylvania American Water	1024-210033478776 Hydrants	143.53
16924	A.J. Smith Electric Motor Service	inv 36942 parts	63.00
16925	Ace Trucking & Repairs, Inc	inv 15453 inspections	75.00
16926	Alura Business Solutions LLC	invs 31573,31465,31635 computer maintenance	2,084.74
16927	Cargill, Inc	inv 2904450153 Clearlane Deicer	5,308.59
16928	Claude S. Cyphers, Inc	inv 676687 parts	216.20
16929	Cleveland Brothers	invs serv7104905,906 generator maintenance	3,700.00
16930	Dailey Resources, LTD	invs 27529,29152,6529 parts	228.87
16931	Donna G. Kenderdine, RPR	inv 231-18 Petrizzo	469.00
16932	E.M. Kutz	invs 25607, 25628 parts	1,319.10
16933	Eureka Stone Quarry	inv 256204 box for Woodale drain	50.75
16934	Fastenal Company	inv pastr96991 parts	20.99
16935	Gilmore & Associates, Inc.	inv 179408 Village Drive bridge	10,501.77
16936	Hanson Aggregates	inv 3435948 1/4 inch	6,968.28
16937	Lawson Products, Inc.	invs 9306278727,285440,298130 supplies	724.81
16938	Lewis ACE Hardware	a/c 1120 Nov	629.63
16939	Michael Christopher Middle Smithfield Township 2012	inv 11-4 Contable for Tree lighting	70.00
16940	GOB	2012 GOB General Fund installment	12,996.88
16941	PAPCO	invs 2562041,2564636 propane & gas	5,418.27
16942	Praxair Dist Mid-Atlantic	inv 86275248 cylinder rental	24.48
16943	RICOH USA, Inc. Sedler Design & Redevelopment, LLC	1309321-1021529A1	334.99
16944		completion of phase 1 7 2 Library & Cultural Ctr	26,600.00
16945	Service Tire Truck	inv 137308-26 flat repair	23.95
16946	Staples Advantage	invs 8052314289,8052413853 office supplies	173.09
16947	Stengel Bros., Inc.	inv 411779 parts	1,922.98
16948	Sun Litho Print	inv 42215 newsletter	9,475.00
16949	UTRS, Inc	inv 43654 copies	12.00
16950	Verizon Wireless	inv 9818645466 cell phones	269.73
16951	Warehouse Battery Outlet, Inc	inv 407117 battery	82.90
16952	Waste Management	inv 331012602032 dumpsters	536.47
16953	West End Equipment	inv 119392 plow for F350	<u>6,806.00</u>
			97,251.00

**Sewer fund**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Credit</b>
13099	AT&T	0195333847001	46.22
13100	Eastern Alarm Systems, Inc.	13312	75.00
13101	MST2012GOB	MST 2012GOB installment	4,002.30
13102	PROSSER LABORATORIES, INC.	August Fernwood	15,550.34

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13103	PROSSER LABORATORIES, INC.	Winona Plant July - October	26,644.84
13104	PROSSER LABORATORIES, INC.	October Fernwood	28,032.43
13105	VERIZON	450-733-757-001-47 - PS#4 Maple Ln	35.43
13106	VERIZON	450-733-758-0001-20 - PS#3 Maple Ln	35.35
13107	VERIZON	250-733-759-0001-47 - PS#7 McCole & NP	35.43
13108	VERIZON	250-733-760-0001-28 - PS#8 LOTP	35.35
13109	VERIZON	450-733-760-0001-83 - Fairway Villas	35.35
13110	VERIZON	450-733-769-0001-92 - WL Mtn Pass	33.52
13111	VERIZON	350-733-772-0001-56 - Main STP	74.52
13112	PROTHONOTARY	10 Liens	752.50
13113	PROTHONOTARY	10 Liens	752.50
13114	PROTHONOTARY	10 Liens	752.50
13115	PROTHONOTARY	10 Liens	752.50
13116	PROTHONOTARY	5 Liens	<u>376.25</u>
			78,022.33

### Golf fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
60766	Allstate Septic Systems, LLP	inv p194200 pump septic	(178.13)
60767	Blue Ridge Communications	a/c 0109950-03 internet	(52.95)
60768	Cintas Corporation	inv 101561668 cleaning	(414.08)
60769	Golf Car Specialties, LLC	inv si127147 parts	(31.75)
60770	Hellers Gas, Inc.	invs 2264522,2264521 propane	(2,044.93)
60771	Kim Lark	return of deposit	(250.00)
60772	Kistler O'Brien Fire Protection	inv 721957 semi annual inspection	(188.15)
60773	Lawn & Golf Supply Co.	inv 32450 parts	(251.61)
60774	Lawson Products	inv 93062575072 parts	(92.51)
60775	Leon Clapper Plumbing.	inv 25528 backflow test	(200.00)
60776	Lewis Ace Hardware	a/c 1120 parts & supplies	(1,032.23)
60777	MST 2012 G.O.B.	2012 GOB installment	(863.02)
60778	NAPA Auto Parts	ivs 2717933417,933671 parts	(263.13)
60779	Paul Bialkowski.	return of deposit -event cancelled	(250.00)
60780	SynaTek	inv 189793 greens maint supplies	(1,336.30)
60781	USGA	id 43695790 annual membership	(150.00)
60782	Verizon	250-732-882-0001-56	(52.74)
60783	Waste Management	inv 331159502037	(330.41)
60784	Waste Management	inv 331159602035 maint bldg	<u>(239.12)</u>
			(8,221.06)