



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS  
SEPTEMBER 10, 2020 MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, September 10, 2020 at 7pm at the Schoonover Municipal Building.

The State and Township continue to operate under emergency procedures due to the COVID-19 pandemic. The Board of Supervisors are holding in person meetings as well as video and audio advanced communication technology ("ACT"), using the ZOOM internet application.

Board of Supervisors present: Annette Atkinson, Mike Dwyer and Mark Oney. Township Solicitor Jody Mooney, Esq, Township Secretary Michele Clewell.

The meeting was called to order with the pledge of allegiance.

**Approval of Agenda**

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

**Approval of Minutes**

Annette Atkinson made a motion to approve the August 27, 2020 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

**Report of Executive Session(s)**

Attorney Mooney stated that the Board of Supervisors held an executive session prior to the meeting to go over pending legal matters with the Township Solicitor.

**Announcements**

The Supervisors welcomed Jody Mooney, Esq. to the meeting. Attorney Mooney is an attorney at King Spry and is a colleague of Attorney Michael Gaul.

**Committee & Department Reports**

*The entire committee and department reports will be made available on the Township's website.*

Golf rounds for the year to date are up as is revenue.

1,000 feet of street will be held but volunteers will clean the roadways up at their leisure instead of everyone meeting at the township building on the day of the event.

The Parks & Recreation committee is still working on the logistics of holding the annual Trunk or Treat in October.

## **Correspondence**

Monroe County Election Board; The Board of Supervisors received an email from Commissioner John Christy, on behalf of the Election Board, requesting that libraries serve as election drop box facilities. Since the Eastern Monroe Library branch aka, Library of the Smithifelds) in our area will not be open in time to be utilized as a drop box facility, the Election Board is asking if the supervisors would allow a box to be placed in the township building.

After lengthy discussion, Annette Atkinson made a motion to allow the Monroe County Election Board to place a ballot drop box at the municipal building. The vote was 1-Yes and 2-No. Motion did not pass.

## **Treasurer's Report**

### Payables

Mike Dwyer made a motion to approve the general fund payables in the amount of \$140,764.58. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$25,239.65. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$4,014.25. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the liquid fuels payables in the amount of \$115,424.42. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the cultural center/library payables in the amount of \$343,225.32. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the cable franchise fee payables in the amount of \$49,641.54. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the 2019 GOB payables in the amount of \$413,493.75. Annette Atkinson seconded the motion. Motion passed 3-0.

## **Solicitors Report**

None

## **Engineers Report**

None

**Old Business**

Mark Oney asked if the Board received any applications for the vacancy on the Economic Development Committee. Following discussion, the Secretary was asked to follow up with the EDC Manager.

**New Business**

Approval of the Township Pension “MMO” (Minimum Municipal Obligation) for 2021; Annette Atkinson made a motion approving the 2021 MMO for \$101,088.00. Mike Dwyer seconded the motion. Motion passed 3-0.

Leeward Construction; Request to Release the Bond to Leeward Construction for Mt. Nebo Pump Station and Force Main; Annette Atkinson made a motion to release the Bond being held by the Township for the Mt. Nebo Pump Station and Force Main based on the recommendations of the Township Engineer and Township Solicitor, subject to any further legal reviews. Mike Dwyer seconded the motion. Motion passed 3-0.

Authorize Advertising to Sell on Muni Bids Website; Mike Dwyer made a motion to authorize advertising and the sale of the 2006 Ford-150 4x4 Pick Up Truck, 1996 Mack RD688 Tandem Dump Truck, 1968 PF 180 Paver and Air Bumper Jack on Muni Bids website. Mark Oney seconded the motion. Motion passed 3-0.

**Public Comment**

None

**Adjournment**

Annette Atkinson made a motion to adjourn the meeting at 7:32pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
Township Secretary  
September 10, 2020

General fund

Num	Name	Memo	Credit
462945521	Pennsylvania American Water	1024-210033478776 hydrants	143.53
18779	Ray Price Stroud Ford	2006 Dodge Ram	10,600.00
26244308	Verizon Wireless	820590021-00001 cell phones	482.83

18780	Middle Smithfield Township 2019 GOB	2019 GOB installment	32,741.52
18781	Ace Trucking & Repairs, Inc	inv 18633 inspection	50.00
18782	AFLAC	insurance a/c y2051	384.26
18783	Alura Business Solutions LLC	inv 36400 computer maintenance	225.00
18784	American Test Center	inv 2201708 annual inspection bucket truck	450.00
18785	American United Life Insurance Company	G00612999	3,025.29
18786	Autozone	inv 6787001901 parts	31.47
18787	Bergey's, Inc	invs ph693225r,4208r parts	63.20
18788	Blue Ridge Cable	0377113-01 internet	62.21
18789	Bradco Supply Co	invs 195241,243,255 signs	1,451.70
18790	Celebration Fireworks	deposit for tree lighting	690.00
18791	Claude S. Cyphers, Inc	invs 698591,9111 parts	43.30
18792	Corporate Protective Services	inv 700 armed guard	87.16
18793	Cramer's Home Center	a/c 2238920 supplies	133.19
18794	Dailey Resources, LTD	inv r148028 cylinder rental	11.00
18795	FedEx	inv 710368555	267.78
18796	Francis C. Disalvo	inv 08272072943 battery cables	175.00
18797	Gilmore & Associates, Inc.	invs 199456,199869 MS4 engineering	2,940.00
18798	Gotta Go Potties, Inc	inv 98281 Woodale	60.00
18799	Hunter Keystone Peterbilt, LP	invs x210111971,4405 parts	263.57
18800	HWA GROUP INC	inv 6332 pressure washer supplies	99.95
18801	Jazi's Vehicle Equipment	inv 082 portable radio batteries & antenna	526.27
18802	Leroy Lewis	contracted maintenance- dog park	200.00
18803	Lewis ACE Hardware	a/c 1120 supplies	92.58
18804	Marshalls Creek Fire Co	golf sponsor	200.00
18805	Middle Smithfield Township 2012 GOB	2012 GOB General Fund installment	3,434.00
18806	Motel Pines Inc	9.113436 tax assessment refund	523.08
18807	Ott Consulting Inc	SEO August	2,669.25
18808	PA Municipal Health Insurance Cooperative	inv 36567-0 Health insurance Sept	57,691.10
18809	PA One Call System, Inc.	inv 871745 monthly activity fee	36.30
18810	PAPCO	invs 3051335,36 gas & diesel	3,010.36
18811	Praxair Dist Mid-Atlantic	inv 98515186 cylinder rental	27.29
18812	RICOH USA, Inc	inv 5060300096 additional copies	183.84
18813	SFM Consulting LLC	Z, U&O, BC-009	16,288.16
18814	Signal Service Inc.	inv 37260 traffice light repairs invs 8059383222,463570,555147 office supplies	440.00 543.59
18815	Staples Advantage		
18816	SUTV Video Production	video for Library & cultural center	150.00
18817	UTRS, Inc	invs 96069,070 RTK copies	36.80
18818	Gotta Go Potties, Inc	inv 98282 Bark park	85.00
18819	Gotta Go Potties, Inc	inv 98537 Ressica	145.00
			<u>140,764.58</u>

Sewer fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
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14174	ALLSTATE SEPTIC SYSTEMS, LLP		1,721.25
14175	AT&T	0195333847001	43.25
14176	B. Newhart & Sons, Inc.	083120	840.00
14177	C.H. REED INC.		1,073.36
14178	COYNE CHEMICAL	342706	3,525.00
14179	GILMORE & ASSOCIATES, INC.	Gneral Services	3,992.19
14180	KCR Electric, LLC	Emergency Repair	6,389.00
14181	PA ONE CALL SYSTEM, INC.	871750	56.35
14182	WASTE MANAGEMENT	3478144-0203-3	4,725.44
14183	GILMORE & ASSOCIATES, INC.	199856 MT Nebo PS and force Main	1,040.00
14184	GILMORE & ASSOCIATES, INC.	198030 Mt Nebo PS & Force Main - July	<u>1,833.81</u>
			25,239.65

#### Golf fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
462931697	PA American Water	1024-210033261244	(274.32)
wt	Pepsi-Cola	soda	(664.24)
61415	LT Verrastro Beverage	beer	(341.34)
61416	Banko Beverage	beer	(338.67)
61417	Blue Ridge Communications	a/c 0109950-03 internet	(49.95)
61418	Golf Car Specialties, LLC	inv si150807 parts	(85.63)
61419	MST 2012 G.O.B.	monthly installment for 2012 GOB	(863.02)
61420	Orkin Pest Control	inv 365535 pest control	(65.56)
61421	Turf Equipment & Supply Co.	invs 1084880-00,6050-00 parts	(848.52)
61422	Western Pennsylvania Golf Assoc	inv 5962 handicap fees	<u>(483.00)</u>
			(4,014.25)

#### Liquid Fuels

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
10071	Asphalt Maintenance Solutions, LLC	inv 5126 seal coat	-63,817.48
10072	Eureka Stone Quarry, Inc	invs 376296,620,924 road materials	<u>-51,606.94</u>
			-
			115,424.42

#### Cultural Center/Library

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
10080	K.C. Mechanical Service, Inc.	application # 5 plumbing	29,070.00
10081	D&D Engineering & General Const	construction services Library & Cultural Center	3,600.00
10082	D&D Engineering & General Const	filing of final plans	240.00
10083	Northeast Site Contractors.	application # 9 HOP & Site work	<u>310,315.32</u>
			343,225.32

Cable Franchise

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1232	Marshalls Creek Fire Co	2nd qtr cable franchise fee	30,803.42
1233	Bushkill Emergency Corps	2nd qtr cable franchise fee	2,000.00
1234	Bushkill Fire Co.	2nd qtr cable franchise fee	7,419.06
1235	Suburban E.M.S.	2nd qtr cable franchise fee	2,000.00
1236	Shawnee Fire Co	2nd qtr cable franchise fee	<u>7,419.06</u>
			49,641.54

2019 GOB

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
1005	Wilmington Trust Company	136193-000 inv 18633 2019 GOB payment	<u>413,493.75</u>
			413,493.75