



Middle Smithfield Township MONTHLY COMMITTEE REPORT

PARKS

TO: Board of Supervisors
FROM: Christopher Rain, on behalf of the Parks and Recreation Committee
CC: Township Secretary
DATE: 2/11/2021 Report for January 2021

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Status: The regular meeting of the MST Parks and Recreation Committee was held on February 8, 2021. Jaime Frailey was reappointed Chair at the Board of Supervisors 2021 reorganization meeting. Laura Massaro was appointed the Vice Chair and Michelle Dellavalle was appointed the Secretary by the Committee at their monthly meeting on 2/8/2021.

Events: 2021 Parks & Recreation events are currently scheduled as follows:

- Eggstravaganza, March 27 (drive through)
- Spring Litter Cleanup "1000 Feet of Street" at a time, month of April
- Fall Litter Cleanup, "1000 Feet of Street" at a time, September 25
- Trunk or Treat, October 23
- Tree Lighting, November 27

W. Leroy Lewis Dog Park: Free dog trainings with David Henon are scheduled for 5/15, 7/10, and 9/18. See events table on reverse.

Parks & Litter Events, 2021		
<i>Event dates are subject to change, or may have a rain date TBA</i>		
EVENT	DATE & TIME	LOCATION
Parks & Rec Cmte Meetings	2 nd Monday/Month, 6:30pm	MST Building
14th Eggstravaganza	Sat. 3/27, 12 noon	Resica Park or MST Bldg
1000 Feet Litter Pickup	April 2021	Township Roads
Dog Training	Sat. 5/15, 11am	W. Leroy Lewis Dog Park
Dog Training	Sat. 7/10, 11am	W. Leroy Lewis Dog Park
Dog Training	Sat. 9/18, 11am	W. Leroy Lewis Dog Park
1000 Feet Litter Pickup	Sat. 9/25, 8am-12 noon	MST Building, et al.
8th Trunk or Treat	Sat. 10/23, 12 noon	Resica Park or MST Bldg
	Sat. 11/27, 6pm	Echo Lake Park

**HISTORICAL
COMMISSION**



Middle Smithfield Township
Historical
COMMITTEE REPORT

TO: Board of Supervisors
FROM: Rachel Heller, on behalf of the Historical Committee
CC: Township Secretary
DATE: February 11, 2021 report for

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- **Zebulun Masonic Lodge Cornerstone**
 - Presentation of Cornerstone is on hold until we can have the proper event
- **Township Markers**
 - The committee is working on places to research that could be submitted to the Board of Supervisors for a township marker.
- **Township Barns and Farms**
 - Each committee member chose a barn or farm from MST to research. They came back to the December and January meeting with their findings. They were asked to compose their research into a draft file that will be submitted to Carrie and Rachel. Once they are gone over they will be put together and submitted to the BOS.
 - Final research from each member has been submitted to Rachel and she will be giving it to the Board of Supervisors.
- **Other news**
 - The committee voted to change the day of the meetings due to a conflict in schedules. The meetings will now be held the first Thursday of each month at 9am.
 - The committee will also be working on an artifact registry once the Cultural Center is complete.
 - The committee discussed interests moving forward into 2021. They have come up with an idea to host Zoom lecture series that would eventually be done in person once it is permitted. There are several topics that were discussed that they would like to start off with such as the creation of Middle Smithfield Township and events that helped shape the Township. They believe that this would be a great resource for all of our new residents that we have in the Township.

Upcoming: Next meeting is scheduled for March 4, 2021

Zoom Meeting Options:

All public meetings now have the option of meeting in person or joining the meeting via ZOOM. If you feel that you would like to attend a public meeting but would rather attend via ZOOM, please contact

the Township Secretary, Michelle Clewell at mclewell@mstownship.com or 570-223-8920 Extension 112. Michelle will provide a link to zoom for the particular meeting you would like to virtually attend.



Middle Smithfield Towns MONTHLY COMMITTEE REP

Economic Development Committee

TO: Board of Supervisors
FROM: Patrice Dume, on behalf of the Economic Development Committee
CC: Township Secretary
DATE: February Report for January 2021

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Status: The regular meeting of the MST Economic Development Committee was held on February 8, 2021.

Economic Development Committee

- o The township has been working closely with SBA officials, local government agencies, and the chamber to ensure that we have the resources available for our businesses.
- o The township has been working closely with business owners to inform and assist with loan applications and promotion.
- o The township is working on a Restaurant Week Kick-Off Event and Restaurant Week Program for 2021.

New Development Outreach

- o The township has new retail development that is in the process of working in PennDOT.
- o The township is working a with local medicine to bring telehealth and health education to the new Middle Smithfield Township Community Center. There will mammography screenings at the Community Center on February 19th, 2021 from 9:00am to 3:00pm.

Local Meetings

- o Note that all the regular local meetings have been virtual.
- o The township had a presence at the Chamber's Pocono Public Policy Council meeting, that keeps abreast of legislative issues on local, state, and national levels.
- o The township also had a presence at the regular Pocono Chamber Board of Directors Meeting.

Announcements:

- Next Economic Development Committee Meeting: Monday, March 8, at 5:30pm via Zoom.



Middle Smithfield Township

PLANNING COMMISSION

TO: Board of Supervisors
FROM: Patrice Dume on behalf of the Planning Commission
CC: Township Secretary
DATE: February report for January 2021

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Plan Submittal & Reviews

- Winds West Inc. Self-Storage Units Preliminary/Final Land Development Plan– The Planning Commission accepted the plan for the Winds West Inc. Self-Storage Units at the January 28, 2021 meeting.
- Sebring’s Run Subdivision Sketch Plan - The Planning Commission recommended a formal review by the Township Engineer to be received before the next Planning Commission meeting that will take place on February 25, 2020.
- Comprehensive Plan Update- The Township Comprehensive Plan Steering Committee is requesting that the Planning Commission and all Township committees, send all comments about the comprehensive plan so that the steering committee can review.

2021 Meetings are held via zoom with an option of being held at the township on the fourth Thursday of every month beginning at 5:30pm.

January 28	July 22
February 25	August 26
March 25	September 23
April 22	October 28
May 27	November 25
June 24	December 23

*Exceptions Noted



Middle Smithfield Township

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COMMITTEE REPORT



Middle Smithfield Township

SEWER

TO: Board of Supervisors
FROM: Joan Woisin, Sewer Department Manager
CC: Township Secretary
DATE: 02/09/2021 Report for January

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Status: 1st Quarter Billing mailed on January 1, 2021. Collection Rate for 1st month was 38%.

Disbursements: \$161,676.60

NCS Collections: 0	Liens Filed: 0	Liens Satisfied: 0
Court Action: 0	P.O.'s submitted: 0	EDU purchases: 1 EDU Relinquished: 0

Covid-19 Procedures

During the Covid-19 pandemic, the following procedures have been enacted and will be reviewed on a monthly/quarterly basis:

- No penalties will be applied to 1st quarter bills
- All collections, liens and civil cases have been suspended

202 Capital Improvement Projects

● **Pump Station #5:**

This pump station will be rehabilitated this year. Specs for project are being developed.

● **Generators:**

We are looking to add new generators and alarms for 6 Pump Stations in the Bushkill area. This undertaking is to place modern fuel-efficient models that will run longer and consume less fuel during outages. The new alarm system will allow for better response time to any emergencies that arise. We have applied for a grant to help with the cost. A decision is expected in mid-September.

Sewer Operator Meeting: **Scheduled for Friday, February 26, 2021 at 9:00 am.**

Zoom Meeting Options:

All public meetings now have the option of meeting in person or joining the meeting via ZOOM. If you feel that you would like to attend a public meeting but would rather attend via ZOOM, please contact the Township Secretary, Michelle Clewell at mclewell@mstownship.com or 570-223-8920 Extension 112. Michelle will provide a link to zoom for the particular meeting you would like to virtually attend.



Middle Smithfield Township
MONTHLY DEPARTMENT REPORT

GOLF

TO: Board of Supervisors
FROM: Chris Rain, on behalf of the **Golf Advisory Board**
CC: Township Secretary
DATE: January Report for February 11, 2021

Status:

CCP Golf Course:

- Golf course will open on April 2, 2021 (Weather Permitting)

Whispering Pines:

- The banquet hall is closed through spring. Event applications will be accepted for summer and later.
- There is currently 1 event scheduled in July 2021.

2021 Membership rates:

- Membership pricing for 2021:
 - \$850 for a single (\$1850 with cart)
 - \$1050 for a couple (\$2700 with cart)
 - Members without pre-paid cart get \$3 off cart fee
 - 5% off returning members paid by March 15
 - 5% off plus 4 guest passes for all new members
- VIP Card (new in 2021!)
 - Cost: \$170
 - \$10 off rack rate every time you play
 - 20% off merchandise
 - Handicap fee included



Middle Smithfield Township MONTHLY COMMITTEE REPORT

ZONING Department

TO: Board of Supervisors
FROM: Anita Einolf, on behalf of the Zoning Office
CC: Township Secretary
DATE: 2/5/21 for the month of January

Status: Permits issued: 68

Building Permits: 24

- Accessory Building: 1
- Addition: 1
- Alteration/Repair: 1
- C-Communications Tower: 1
- Demolition: 3
- Electrical: 2
- Pool (hot tub)-1
- PV Array: 1
- Roof Repair/Replace: 9
- SFDD- 3
- Sign-1

Zoning Permits: 10

- Accessory Structure: 1
- C- Sign: 1
- Fence: 1
- Non-Conformity: 1
- SFDD: 4
 - *3 single family
 - *1 mobile/manufactured
- Use-STR: 2

Resale Use & Occupancy Certificates issued: 32

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|-----------------------|----------|
| Certocc: | Rental: |
| -Rental: 2 | - STR: 2 |
| -Temporary Access: 5 | |
| -Temporary U&O- 19 | |
| -Use and Occupancy: 6 | |

- o The Zoning hearing board of Middle Smithfield Township, Monroe County, PA, will hold a public hearing on Tuesday February 9th, 2021 at 5:30 PM, at the Middle Smithfield Township Municipal Building, 147 Municipal Drive, East Stroudsburg, PA 18302 to consider the appeal of Canan Melikash on the behalf of the owner of record, Joanna House Cleaning Services-appealing a Letter of Denial issued by the Zoning Officer for an application to construct a Residential Deck Addition to existing dwelling-proposed deck projects into the front yard setback. Also appealing, Pedro Jordano, for Enforcement notice issued by the Zoning Officer for construction of a fence, under a permit later revoked for false or misleading or mistake of fact. For those interested in attending but cannot attend in person, there will also be a ZOOM link available to you. Please call or email Michele Clewell, Township Secretary the day of the meeting before 4pm to obtain zoom link information. Michele can be reached at 570-223-8920 X112 or mclewell@mstownship.com.



-Middle Smithfield Township-

PUBLIC WORKS

TO: Board of Supervisors
FROM: Rachel Heller, Public Works Administrator & OGMMCPB Liaison
CC: Township Secretary
DATE: 2-11-2021 Report for January 2021

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Status:

- ❖ **Fleet Repair/Maintenance**
 - ❖ done daily to assure all township fleet is operating properly, and various annual fleet inspections have been performed.
- ❖ **Parks**
 - ❖ Garbage collection as needed (Community Gardens, Leroy's Dog Park, River Edge, Echo, Mt. Nebo, Putek and Resica)
- ❖ **Building & Grounds Maintenance**
 - ❖ **Sewer Plants/Pump Stations –**
 - ❖ **Golf Course Maintenance –** off season maintenance of equipment
 - ❖ **CCP Maintenance –**
 - ❖ **Wooddale Facility –** Board of Supervisors approved the purchase of a Cleanburn 250,000 BTU waste oil furnace to heat the facility. Insulation in the ceiling is being installed and we are looking to move forward with the well and septic install once weather permits.
- ❖ **Oak Grove**
 - ❖ 36 Commercial Accounts
 - ❖ Product Incoming Totals for 2020
 - Leaves-6,636 yards
 - Brush-12,008 yards
 - Woodchips-2,224 yards
 - ❖ Product Outgoing Totals for October
 - Mulch- 922 yards
 - Compost-189 yards
- ❖ **Road Maintenance**
 - ❖ **Construction of new road –** finishing touches on hold until spring
 - ❖ **Tree trimming-** various township roads
 - ❖ **Pit Work-** on hold for winter
 - ❖ **Winter maintenance-** all township roads
 - Winter Storm Totals: 13
 - Plowing Hours: 144.5
 - Longest Storm: January 30-February 2 (48 hours & 30")

Future Projects:

- **2021 Road Projects-** Not yet determined

Michele Clewell

From: Meadus, Patricia <pmeadus@poconorecord.com>
Sent: Friday, February 5, 2021 12:02 PM
To: Michele Clewell
Subject: Re: Public Notice

Hi Michele,

All is well. Hope it's the same for you.

Got the notice. We're good for Feb. 9.

Thanks, Patty

Patricia Meadus
Pocono Record
511 Lenox Street
Stroudsburg, PA 18360

In the future, please send legal notices to **legals@poconorecord.com**. The email address **pmeadus@poconorecord.com** is still valid for other types of emails.

legals@poconorecord.com

Hours 8 a.m. - 5 p.m. Mon.-Fri.

Telephone: 570-420-4466

Fax: 570-424-2625; 570-424-2056

Legal Deadlines

Publication	Deadline
Sunday.....	Noon Thursday
Monday.....	Noon Thursday
Tuesday.....	Noon Thursday
Wednesday.....	3 p.m. Friday
Thursday.....	3 p.m. Monday
Friday.....	3 p.m. Tuesday
Saturday.....	3 p.m. Wednesday

***Legal notices for publication in the Monroe Legal Reporter and Pocono Record are due noon Thursday one week prior to publication.**

From: Michele Clewell <mclewell@mstowship.com>
Sent: Friday, February 5, 2021 11:46 AM
To: Meadus, Patricia <pmeadus@poconorecord.com>
Subject: Public Notice

Hi Patty,
Hope you are doing well!

Could you please run this in the PR on February 9th.

Michele L. Clewell
Township Secretary & HR Director

