



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS JANUARY 19, 2023 MEETING MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, January 19, 2023 at 7:00 p.m. at the Schoonover Municipal Building.

The meeting was held in-person, with the opportunity for public participation through video and audio advanced communication technology ("ACT"), using the ZOOM internet application, including telephone option. All attendees through ACT could hear each other and those at the meeting, and they could be heard by the other attendees present at the meeting.

Board of Supervisors present; Annette Atkinson, Mark Oney and Mike Dwyer. Also, in attendance were Township Solicitor Patrick Armstrong Esq., Township Engineer Ben Kutz, P.E. on Zoom and Township Secretary Michele Clewell.

Public in attendance; Bushkill Emergency Corps President Debbie Kulick

The meeting was called to order at 7:00 p.m. by Chairwoman Annette Atkinson and was opened with the Pledge of Allegiance.

Approval of Agenda, and any Amendments

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

Approval of the Minutes

Mark Oney made a motion to approve the January 3, 2023 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the January 5, 2023 minutes. Mark Oney seconded the motion. Motion passed 3-0.

Report of Executive Session

Attorney Armstrong stated that an executive session was held prior to the meeting to discuss legal privileged matters.

Public Comment on Non-Agenda Items

None

Announcements

Annette Atkinson stated that the Person of the Year & Volunteer Appreciation Dinner is tomorrow night at the Community & Cultural Center beginning at 7pm. Person of the Year Finalists Wayne Bolt, David Brown and Debbie Kulick have been nominated.

Correspondence

Michele Clewell stated that a thank you letter from the Monroe County Historical Association was received, thanking the Supervisors for their generous contribution of \$3,000 for their Capital Campaign Fund.

Treasurer's Report

Mike Dwyer made a motion to approve the general fund payables in the amount of \$167,396.40. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$147,586.87. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$19,323.42. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the liquid fuels payables in the amount of \$3,139.58. Annette Atkinson seconded the motion. Motion passed 3-0.

Solicitors Report

Attorney Armstrong stated that he participated in a conference call with the township's zoning officer, engineer and building code official to review the proposed amendments to the Zoning Ordinance articles that were previously discussed at the Supervisors meeting. He asked the Board if they would like the proposed 2018 parking revisions to be reviewed by the Township Engineer and stated from a legal perspective, they are okay. Mark Oney asked Township Engineer Ben Kutz to review them and follow up with him on his research.

Attorney Armstrong stated that he has a call scheduled with CBRE next week regarding the sale of the golf course and remaining lands.

Engineer Report

None

Old Business

None

New Business

Resolution 01-2023-3 Middle Smithfield Township 2023 Sewerage Receipt & Fee Schedule for Sewerage Enforcement Services; Annette Atkinson made a motion to approve Resolution 01-2023-3. Mike Dwyer seconded the motion. Motion passed 3-0.

Authorize the Township Engineer to Prepare Bid Specifications for the Purpose of Advertising to Receive Bids for the Village Drive Bridge Replacement; Mike Dwyer made a motion authorizing Ben Kutz, P.E. and Gilmore & Associates to prepare the bid specification in order to advertise to receive bids for the Village Drive Bridge replacement. Annette Atkinson seconded the motion.

Debbie Kulick asked for the location of the bridge and Mike Dwyer provided the location of the township owned bridge. Mark Oney stated that the road would be closed for the summer and only the main entrance would be used. Mike Dwyer stated that the road would be closed no more than 6 weeks.

Motion passed 3-0.

Authorize the Township Engineer to Prepare Bid Specification for the Purpose of Advertising to Received Bids for the (6) Emergency Generators; Annette Atkinson made a motion authorizing

the Ben Kutz, P.E. of Gilmore & Associates to prepare the bid specification to advertise in order to receive bids for the six emergency generators. Mike Dwyer seconded the motion. Motion passed 3-0.

Revitalize Route 209; Attorney Armstrong stated that the Board is considering a program to revitalize Route 209. This program would use some of the ARPA funds to possibly provide grants to the owners along Route 209. He stated that he will review the ARP Act as well as the 2nd Class Township Code and provide his legal opinion.

Annette Atkinson stated the purpose is to improve the properties along the Route 209 corridor. The grant program would be a matching fund. Attorney Armstrong stated the scope of the program can be determined once he has completed his legal review and recommends that the Supervisors wait to form a committee until the guidelines and scope are final.

Public Comment

None

Respectfully submitted,

Michele L. Clewell
Township Secretary
January 19, 2023

General fund

Num	Name	Memo	Amount
875028581	Pennsylvania American Water	Inv. 1024-210033478776 (11/30-12/29) 3 Hydrants	149.46
wt	BMO Bank of Montreal	December Credit Card Charges	3,908.11
21482	Monroe County Assessment Office	PO #23-001 Household Unit Report	56.00
94096862	Met Ed	100138495898 Echo Lake (12/6-1/5)	19.04
94096778	Met Ed	100136420260 Library-Cultural Center (12/6-1/5)	1,769.79
94096704	Met Ed	100114051681 Bark Park (12/6-1/4)	21.31
94095402	Met Ed	100073577916 Sellersville Light (12/7-1/8)	47.66
94095337	Met Ed	100069220836 River Rd light (12/6-1/5)	21.27
94095209	Met Ed	100036091245 Bldg B (12/8-1/9)	1,102.44
94093851	Met Ed	100016951467 Bldg A (12/8-1/9)	1,108.42
94093763	Met Ed	100016915751 Municipal Light (12/8-1/9)	33.52
94121404	Met Ed	100124280825 Oak Grove light (12/9-1/10)	44.26
895359077	Pennsylvania American Water	Inv. 1024-220008909318 (12/9-1/4) 108 Bark Park	17.74
21483	Ace Trucking & Repairs, Inc	Invs. 23197, 23200, 23220	6,610.00
21484	Alura Business Solutions LLC	Inv. 41390 Computer Monthly Maintenance (2/1-2/28/2023)	1,686.75
21485	Amazon Business	Invs. 1CM7-FJC4-DVJF, 1TFD-GRR9-6DYK, 1XTY-KXKD-N3MP, 1MW7-JKWL-FL4F	818.41
21486	APA PA Chapter	Inv. 2022-092 Annual Membership	112.00
21487	Autozone	Invs. 6787875456, 6787876896	97.77
21488	Blue Ridge Cable	Inv. 0377113-01 (1/13-2/12)	61.26

21489	Blue Ridge Lumber	Invs. 68668,69360,71164,72828	531.98
21490	Bradco Supply Co	Ins. 224231, 224248	629.53
21491	Canfields Pet & Farm	Inv. 140492 Calcium Pellets	1,035.00
21492	Cinder Inn Bar & Grill	PO #23-005 Catering/Food for Person of the Year	3,300.00
21493	Claude S. Cyphers, Inc	Invs. 727690,728836,729307,729432,729453	621.25
21494	David Fier.	Volunteer Tax Credit 2022	786.55
21495	Edward Plue	Elected Auditors Meeting Pay	67.50
21496	Eugene McMurray.	Volunteer Tax Credit 2022	375.07
21497	General Code, LLC	Inv. GC00119583 eCode360 Annual Maintenance	1,195.00
21498	Gilmore & Associates, Inc.	Invs. 229558,229559,229560,229562,229561,229564	18,470.96
21499	Gotta Go Potties, Inc	Invs. 215626, 215627	145.00
21500	Grim, Biehn & Thatcher	Invs. January 6, 2023	17,973.20
21501	Harry Hinline Builders, Inc	Inv. 3749 Scaffolding, Air Compressor & Grinder	1,125.00
21502	Henderson Products, Inc.	Inv. 279474 Pins	68.84
21503	Hunter Keystone Peterbilt, LP	Invs. X210212380:01, X210212756:01	795.33
21504	James Furiosi	Elected Auditors Meeting Pay	67.50
21505	Kimball Midwest	Inv. 9410891 Discs	55.33
21541	King, Spry, Herman, Freund & Paul LLC	Invs. 173668, 173667	561.00
21507	Lang's Cleaning Service LLC	Inv. 17212 Cleaning Service - December	1,080.00
21508	Lawson Products, Inc.	Invs. 9310246327, 9310246326	529.70
21509	Leroy Lewis	Contracted Maintenance- Dog Park - January	200.00
21510	Lewis ACE Hardware	Invs. 3102/1,3111/1,3110/1,3118/1,3119/1,3121/1,3120/1,3123/1	612.71
21511	Linde Gas & Equipment Inc.	Inv. 33170962 - Cylinder & CO2	51.29
21512	LocalIQ/Pocono Record	Inv. 5172008 Public Notices	270.95
21513	M.S.T.S.D.	Acct. MS-0032-0, MS-0085-0, MS-0034-0-0	700.00
21514	Macmillan Oil	Inv. 108681 - Hydraulic Oil 55 Gal.	825.00
21515	Marx Sheet Metal & Mechanical Inc	Inv. S0378 2nd Qtr Billing for Preventative Maintenance	900.00
21516	Miggys Five	Acct. 15	140.42
21517	Monroe County Treasurers Office	2023 Tax Bills & Postage, Int A & Int B Tax Bills & Postage	2,554.07
21518	Northeast Site Contractors.	Inv. 5531 Precast Headwalls	2,400.00
21519	Orkin Pest Control	Inv. 650097 - Pest Control	200.58
21520	PA Department of Labor & Industry Boiler	Inv. 1191549 Boiler & Vessel Certificates	460.97
21521	PA Municipal Health Insurance Cooperative	Inv. 114387-0 - February Health Insurance	59,353.03
21522	PA One Call System, Inc.	Inv. 979919 - Monthly Activity Fee, Text, & Email Charges	20.82
21523	Penteledata	Inv. B4200068 (1/10-2/10)	465.09
21524	Pike County Dispatch	2023 Annual Subscription	57.00
21525	Prosser Laboratories	Inv. 544984 - RR & Library - DRR Location	60.00
21526	PSATS CDL Program	Inv. INV-127229-Z8H3 CDL Drug & Alcohol DOT Test	240.00
21527	Quadient Finance USA, Inc	7900044460257144 - Postage	1,000.00
21528	Regina Ireland-Auer	Elected Auditors Meeting Pay	67.50
21529	RICOH USA, Inc.	1309321-1021529A1	319.45
21530	SFM Consulting LLC	Invs. U&Os-01, BC-001, Z-001	7,399.31
21531	Smith Miller Assoc.	Inv. 23433 Energy Audit	2,000.00
21532	Solvaris Net LLC dba TextCaster	Inv. 32054 TC Push Annual Fee (1/1-12/31/2023)	1,600.00

21533	Staples Advantage	Inv. 3527667448 Supplies	163.84
21534	Suburban Propane-2753	Invs. 574374, 544919, 544933, 574470, 507593 Inv. 111519 - Maintenance for Waste Oil Burner not going on -	11,077.95
21535	Super Heat, Inc	Woodale Garage	608.82
21536	Traisr, LLC	Invs. 1404, 1519 Acct. 450-395-041-0001-25,556-475-982-0001-45,356-478-200-	5,370.00
21537	Verizon	0001-39	460.17
21538	West End Equipment Rental Inc.	Inv. 142394 Hose & Plow Repairs	253.60
21539	William Howenstine	Volunteer Tax Credit 2022	220.03
21540	Verizon Wireless	Inv. 9923278549 Cell Phones (11/19-12/18)	244.85
TOTAL:			167,396.40

Sewer fund

Num	Name	Memo	Credit
15353	A.J. SMITH	37766 - Pump Repair PS 1633	5,500.00
15354	AMAZON CAPITAL SERVICES	1GMX-JQ1Y-GXWJ	91.62
15355	Commonwealth of PA	1284109 - Permit # PA0060765	1,000.00
15356	COYNE CHEMICAL	398817	5,400.00
15357	GILMORE & ASSOCIATES, INC.		5,802.82
15358	Grim, Biehn & Thatcher		576.00
15359	Link Computer Corporation	164732 - January	618.83
15360	Middle Smithfield Township General Fund	10/1-12/31/22	26,594.37
15361	PA ONE CALL SYSTEM, INC.	979924	47.43
15362	PENNSYLVANIA AMERICAN WATER	1024-210033589546	64.60
15363	PROSSER LABORATORIES, INC.		34,733.00
15364	WASTE MANAGEMENT	3709615-0203-3	3,238.72
15365	PROSSER LABORATORIES, INC.		46,907.75
15366	MET-ED	100044863148 WI Island View	33.51
15367	MET-ED	100076523768 - WL Mtn Pass	1,841.74
15368	MET-ED	100018446334 - PS#3 McCole & 209	230.79
15369	MET-ED	100018440378 - PS#4 Maple Ln	563.53
15370	MET-ED	100018442556 - PS#7 McCole & NP	291.43
15371	MET-ED	100081035618 - Lift Station	20.92
15372	MET-ED	100018448652 - Main STP	10,235.59
15373	MET-ED	100089058661 - Rt 209	21.59
15374	MET-ED	100016629691 - Sleepy Hollow Fairway	314.34
15375	MET-ED	100080913799 - Off Sleepy Hollow	152.72
15376	MET-ED	100080916826 - PS#2 Fairway Villas	50.81
15377	MET-ED	100080920901 - Tree Tops	31.00
15378	MET-ED	100016867432 - PS#8 LOTP	415.83
15379	MET-ED	100044877809 WL Clubhouse Dr	25.49
15380	MET-ED	100018353951 - PS#6 Sellersville	728.80
15381	MET-ED	100016914275 - PS#5 Municipal & 209	501.46
15382	MET-ED	100134596392 - PS#11 Mt Nebo	186.71
15383	MET-ED	100083606630 - PS#9 Oak Grove	202.26
15384	PROTHONOTARY	Lien Release	1.00

15385	PROTHONOTARY	10 Lien Fees	752.50
2789814	VERIZON	450733757001 - PS#4 Maple Ln	40.07
2789608	VERIZON	4507337580001 - PS#3 McCole & 209	40.07
2789609	VERIZON	2507337590001 - PS#7 McCole & NP	40.07
2789819	VERIZON	2509350510001 - PS#6 Sellersville	43.01
2789816	VERIZON	PS #2 Fairway Villas	40.07
2789799	VERIZON	4507337690001 - WL Mtn Pass	36.96
2789813	VERIZON	350733772001 - Main STP	82.39
2789820	VERIZON	2503951810001 - PS#9 Oak Grove	44.06
2789821	VERIZON	2503952040001 - PS#10 BRD	43.01
TOTAL			<u>147,586.87</u>

Golf fund

Num	Name	Memo	Amount
94095651	Met-Ed	100085171773 Guard Shack (12/8-1/9)	238.92
94095536	Met-Ed	100081784231 Big Ridge Drive (12/8-1/9)	283.55
94095470	Met-Ed	100081748863 Golf Maint Bldg (12/7-1/8)	470.37
94120908	Met-Ed	100104048101 pump house doral crt (12/9-1/10)	20.93
94120840	Met-Ed	100081748855 pump house tomx rd (12/9-1/10)	404.29
94120764	Met-Ed	100081748848 clubhouse (12/9-1/10)	1,956.78
889260369	PA American Water	1024-210033261244 Clubhouse (12/9-1/4)	213.77
62324	Amazon Business	Inv. 1KQ7-7NCX-3373 - Drawer Slides	174.50
62325	Blue Ridge Communications	Acct. 0109950-03, 0330384-01	139.90
62326	Claude S. Cyphers, Inc.	Inv. 728994 - Misc. Supplies	192.98
62334	Grim, Biehn & Thatcher Inc.	Invs. 211101,211105,211103,212061,212062	10,178.60
62328	Lawn & Golf Supply Co.	Inv. 67416 - Misc. Parts	283.12
62329	M.S.T.S.D.	BR-AMENITY3-0 1st Qtr	525.00
62330	Precision Small Engine Co., Inc	Inv. 650867 - Fuel Pump & Tube	93.73
62331	Rachel Heller	Bartending Services 12/17/2022 4 hrs @ \$25.00/hr.	100.00
62332	Suburban Propane	Invs. 507541, 507542	3,431.03
62333	Verizon	Accts. 250-732-882-0001-56,250-732-881-0001-73,250-732-879-0001-10	615.95
TOTAL:			19,323.42

Liquid fuels

Num	Name	Memo	Amount
10120	Locust Ridge Quarry	Invs. 001 B-119M-0004168, 001 B-119M-0004192	3,139.58
TOTAL:			3,139.58