



MIDDLE SMITHFIELD TOWNSHIP BOARD OF SUPERVISORS
July 27, 2023, MINUTES

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, July 27, 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 (except for Steven Kulick), and they could be heard by the other attendees present at the meeting (including Steven Kulick).

Board of Supervisors present; Annette Atkinson, Mark Oney and Mike Dwyer were in attendance. Also, in attendance were Township Solicitor Patrick Armstrong, Esq., Township Engineer Ben Kutz, P.E., Township Secretary Michele Clewell, Budget & Finance Manager Bonnie Winters, Parks & Recreation Liaison & Right to Know Officer Christopher Rain, Economic Development Manager James Brechbiel, Receptionist Kylie Medrano, Zoning Clerk Vicki Smith, Public Works Administrator & EMC Rachel Heller.

Public participating in person: Bushkill Emergency Corps President Debbie Kulick and Juliette Caines of BEC, Revitalize Route 209 Committee member Michael Coffey, Eastern Monroe Public Library board member Danny Younger, Charles Stecker, Betty Ann Ricki and several other interested residents.

Public participating via Zoom: Jonathan Dickson, Revitalize Route 209 Committee member and Historical Commission member Albert Murry, Esq., Stroud Township Supervisor Jennifer Shukaitis, Steven Kulick, Stephen Lewicki, MST Historical Commission Chairperson and Planning Commission member Carrie Wetherbee, Scott Campbell, Elected Auditor E. Zack Plue and Merle Turitz, Office of the Aging _____.

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

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

Approval of the Minutes

Mike Dwyer made a motion to approve the July 13, 2023, meeting 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 pending litigation matters. No decisions were made.

Public Comment on Non-Agenda Items

None

Correspondence

None

Mid-Year Presentation

(A complete copy of the mid-year report is attached to the minutes and will be available on the township website)

Annette Atkinson stated that each year, the township makes a few presentations to the public: the Preview of the Upcoming Year is in January, the Mid-Year Report in July, and Presentation of the Budget and Year End Report in December. The Mid-Year report of their department and committee accomplishments and status updates is given by the staff from January to June each year. The Mid-Year Report also reviews the plans of the Township's general government, administration, communications, budget & finance, Community & Cultural Center, economic development, emergency management, golf course, historical, new projects, parks, public works, sewer, special events and zoning.

Sonny Murray, Jennifer Shukaitis, Carrie Wetherbee, Debbie Kulick and Danny Younger all said it was a wonderful review.

Bid Opening and Possible Award

Pump Station #8 Modifications Contract 2023-03; Ben Kutz provided his letter dated July 17, 2023, recommending Blooming Glen contractors, Inc. be awarded the bid as they were the lowest bidder at \$108,377.00. He stated that all the required documents are included with the bid.

Mike Dwyer made a motion, seconded by Mark Oney to award the Pump Station #8 Modifications contract to Blooming Glen, Inc. in the amount of \$108,377.00. Motion passed 3-0.

Treasurers Report

Mike Dwyer made a motion to approve the general fund payables in the amount of \$52,451.59. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer department payables in the amount of \$84,924.63. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf course payables in the amount of \$10,980.32. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the 2019-2020 GOB payables in the amount of \$780.00. Annette Atkinson seconded the motion. Motion passed 3-0.

Solicitors Report

Solar Farm Proposed Ordinance: Attorney Armstrong stated that a proposed ordinance was presented to the Supervisors and discussed at the last meeting, at which the Supervisors provided their feedback. Based on their feedback, Attorney Armstrong stated that reference to accessory solar system is currently within the current zoning ordinance and principal use will be included in the proposed new ordinance.

Mark Oney made a motion, seconded by Mike Dwyer, to send the proposed ordinance to outside agencies for comment prior to advertising for a public hearing. Motion passed 3-0.

Engineers Report

Pump Station #3 Modifications; Payment Application No. 2 Request: Ben Kutz provided his letter dated July 13, 2023, recommending the remaining 5% retainage in the amount of \$6,444.00 be paid to Pioneer Construction Co., Inc. in order to close out this project.

Mike Dwyer made a motion, seconded by Mark Oney to approve the Pump Station #3 Payment No. 2 request received by Pioneer Construction Co., Inc. Motion passed 3-0.

Old Business

None

New Business

None

Public Comment

Stephen Lewicki, President Summer Glen Association, thanked Mike Dwyer for contacting PennDOT to fill a large pothole on Route 209, near the Tractor Supply.

Debbie Kulick was thankful that the Township showcased the Pocono Lehigh Valley Health Network in all the recent publicity regarding their new township location in the Price Chopper Plaza.

Juliette Caines asked if the ambulance companies will get reimbursement for radios. Mike Dwyer said yes, the township allocated funds for this, but they have to purchase the radios first in order to be reimbursed.

Betty Ann Ricki, Chair of 1000 Pink Lights Walk Team (non-profit to raise funds for cure for breast cancer) thanked Chris Rain for reaching out to her to be a part of the Community Day festivities with the Breast Cancer Pink Lights Walk booth, which raised awareness for their organization.

Adjournment

Mike Dwyer made a motion to adjourn the meeting at 8:19p.m. Mark Oney seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary
July 27, 2023

General Fund

Num	Name	Memo	Amount
98720723	Met Ed	100124280825 Oak Grove light (6/9-7/11)	49.94
98720096	Met Ed	100036091245 Bldg B (6/7-7/10)	631.24
98719976	Met Ed	100016951467 Bldg A (6/8-7/10)	746.86
98719859	Met Ed	100016915751 Municipal Light (6/8-7/10)	40.39
98774048	Met Ed	100126688959 Dancing Ridge (6/16-7/18)	49.33
22107	Ace Trucking & Repairs, Inc	Inv. 24343 '23 Western Star Inspection	82.08
22108	Aleah Torrey.	Security Refund - Pavillon Rental Resica Park 7/15 Inv. 42218 - Support (Admin, Golf & Library), OS Upgrade & 365 Migration	50.00
22109	Alura Business Solutions LLC		6,525.24
22110	Amazon Business	Invs. 1DQ3-RYDV-RTVC, 1YTN-L1LV-G4G6	158.79
22111	American United Life Insurance Company	G00612999 8/1/2023-8/31/2023 Invs. PH7999065R, \$638.96 & PH800612R, \$31.12 were paid with open credit.	2,771.41
n/a	Bergey's, Inc		0.00
22112	Bon Venture Services	Inv. 3462295 - St. Johns Ad (7/23-10/15)	429.00
22113	Bradco Supply Co	Inv. 229676 - Adopt a Road Signs	272.46
22114	CNH Industrial Accounts	5043-9355-0140-9770	2,561.40
22115	Dailey Resources, LTD	Inv. 191080 - Cyclinder	11.00
22116	Fry's Plastic	Invs. K32623, K32706	3,933.34
22117	Gotta Go Potties, Inc	Is. 222061,222060,221931,221930,222059 Inv. 9767410419 - Hydrant Wrench (Used for Village Drive Bridge)	470.00
22118	Grainger, Inc.		53.87
22119	Jay E. Huffman	4460 Volunteer Tax Credit 2022	568.75
22120	Kaitlin Mansfield.	Security Refund - Pavillon Rental Resica Park 7/16	50.00
22121	Lawson Products, Inc.	Inv. 9310747718 - Parts & Supplies	131.20
22122	Lee Marie Sanchez.	Security Return - Pavillon Rental - Echo - 7/22/23 Inv. 0228624-IN Waterproofing Membrane for Village Bridge Project	50.00
22123	Lehigh Construction Sales Inc.		3,714.86
22124	Lennie Barno.	Security Return - Pavillon Rental - Resica - 7/22/23	50.00
22125	Lewis ACE Hardware	Invs. 3513/1, 3511/1,3515/1,3514/1,3520/1,3523/1	121.68
22126	Linde Gas & Equipment Inc.	Inv. 36912338 - Oxygen, Propane, & Acetylene	516.01
22127	LocalIQ/Pocono Record	Inv. 5672917 - Public Notices	561.26
22128	Marshalls Creek Plumbing	Invs. 18571, 18570	258.75
22129	Miggys Five	Inv. 7/20 Milk, Creamer, Pretzels, Diet Coke, Butter & Forks	41.82
22130	PA Department of Environmental Protection	Inv. 1312818 Acct # 852470 MS4 Permit #PAI132267	2,500.00
22131	Penteledata	Inv. B4341088 (7/10-8/10)	465.09
22132	Prosser Laboratories	Inv. 551999 - RR & Library - DRR Location	205.00
22133	PSATS CDL Program	Inv. INV-137771-Y0V3 - CDL Drug DOT Tests	120.00

22134	RICOH USA, Inc.	1309321-1021529A1	319.45
22135	Sherwin-Williams	Invs. 3171-5,3170-7,0336-1,0497-1	379.86
22136	St. John Seniors	Security Return - Pavillon Rental - Echo - 7/13	50.00
22137	Suburban Propane-2753	Inv. 516038 - Diesel	2,318.32
22138	Sun Litho Print	Inv. 46591 - 2023 Summer Newsletter	11,696.90
22139	Traisr, LLC	Invs. 1951, 2013	3,390.00
22140	Verizon	Accts. 450-395-041-0001-25,556-475-982-0001-45,256-478-200-0001-39	467.35
22141	Verizon Wireless	Inv. 9939956434 - Cell Phones (6/19-7/18)	244.85
22142	Warnick Welding & Fabrication LLC	Inv. 2476 - Welding Services	3,987.29
22143	Waste Management	Inv. 3764866-0203-4 - Dumpsters Flip Tops (8/1-8/31)	660.09
22144	Wayne Heller	2022 Volunteer Tax Credit	246.71
22145	Women's Resources Of Monroe County, Inc	WRMC Butterfly Release Chrysalis Sponsor 2023	500.00

TOTAL: 52,451.59

Sewer fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
15557	Evoqua Water Technologies	905970758	7,235.64
15558	Link Computer Corporation	172323	618.83
15559	Middle Smithfield Township General Fund	4/1/23-6/30/23	21,205.95
15560	Pioneer Construction Co. Inc.	Project #12422 - PS #3 Rehab	6,444.00
15561	PROSSER LABORATORIES, INC.	May	41,020.43
15562	MET-ED	100081035618 - Lift Station	31.76
15563	MET-ED	100080920901 - Tree Tops	37.86
15564	MET-ED	100080916826 - PS#2 Fairway Villas	50.08
15565	MET-ED	100080913799 - Off Sleepy Hollow	131.67
15566	MET-ED	100018446334 - PS#3 McCole & 209	137.03
15567	MET-ED	100018442556 - PS#7 McCole & NP	245.10
15568	MET-ED	100018440378 - PS#4 Maple Ln	446.19
15569	MET-ED	100016629691 - Sleepy Hollow	270.79
15570	MET-ED	100089058661 - Rt 209	30.11
15571	MET-ED	100018448652 - Main STP	5,473.76
15572	MET-ED	100016867432 - PS #8 LOTP	299.55
15573	MET-ED	100018353951 - PS#6 Sellersville	483.91
15574	MET-ED	100044877809 - WL Clubhouse Dr	32.80
15575	MET-ED	100016914275 - PS# 5 Municipal & 209	492.65
15576	MET-ED	100134596392 PS #11 Mt. Nebo	109.75
15577	MET-ED	100083606630 - PS#9 Oak Grove	126.77
			84,924.63

Golf fund

Num	Name	Memo	Amount
98720417	Met-Ed	100081784231 Big Ridge Drive (6/8-7/10)	232.53
98720204	Met-Ed	100081748855 pump house tomx rd (6/9-7/11)	856.42
98720142	Met-Ed	100081748848 clubhouse (6/9-7/11)	1,757.68
98720571	Met-Ed	100104048101 pump house doral crt (6/9-7/11)	28.64
98720458	Met-Ed	100085171773 Guard Shack (6/8-7/10)	124.16
62566	AutoZone, Inc.	Inv. 6787084829 Headlight & Antifreeze	61.96
62567	Banko Beverage	PO #GP23-265 Beer	336.61
62568	Genesis Turfgrass Inc.	Inv. 133619 - Green Maint. Supplies	1,014.80
62569	Gotta Go Potties	Inv. 222238 - Porta Potties (6/20-7/18)	187.50
62570	Herr Foods Inc	Inv. 8161946 - Snacks	106.18
62571	Lawson Products, Inc.	Inv. 9310766074 Parts	179.84
62572	LT Verrastro Beverage	Beer, Modelo, Arnold Palmer & W. Claw PO GP23-266	437.89
62573	Miggy's Corp 5	Acct. 15, Inv. 7/14 - Cranberry, Pineapple Juices, Tonic & Club	25.07
62574	Pamela Jardine. Petroleum Service Company	Whispering Pines Deposit Return for 7/15 Rental	250.00
62576	Snackzilla Distribution LLC	Inv. 302316 Motor Oil	770.62
62577		Inv. 952385145 - Snacks	89.08
62578	Steve Shannon Tire	Inv. 16068320 - Tires	237.48
62579	Suburban Propane	Invs. 565590, 565589, 565588 Accts. 250-732-881-0001-73,250-732-882-0001-56,250-732-879-0001-10	1,905.39
62580	Verizon		1,020.44
62581	Waste Management	Inv. - 3765635-0203-2 Maint. Bldg (8/1-8/31)	1,183.03
62582	Pepsi-Cola	Inv. 97122405 Bottle Water	175.00

TOTAL: 10,980.32

GOB

Num	Name	Memo	Amount
1017	Wilmington Trust Company	136193-000 2019 GOB Admin Fee	780.00
TOTAL:			780.00