

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, February 11, 2016 at 7pm at the Schoonover Municipal Building with Annette Atkinson presiding.

Members present: Annette Atkinson, Mike Dwyer and Mark Oney. Also in attendance; Township Solicitor Keeley Jac-Collins, Esq., Township Secretary Michele L. Clewell and two members of the public and one member of the press. (Fred Courtright, P.E. was not present)

### **Pledge of Allegiance**

### **Approval of Minutes**

Annette Atkinson made a motion to approve the January 28, 2016 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Report of Executive Session**

None

### **Announcements**

Mike Dwyer stated that Alan Everett, Supervisor at Hamilton Township passed away a week ago Monday. Mr. Everett was a member of the Pocono Mountains Council of Government for many years; condolences to his family.

Mark Oney stated that John Ferro, Judy Acosta and he attended the Monroe County Hazmat Mitigation meeting held at the MC Public Safety Center. The county is giving all residents until February 19<sup>th</sup> to complete an online survey in order to determine what the potential emergencies are.

On February 20, 2016 VetStock will be held at the CCP Banquet Hall to benefit veterans.

AARP Tax Help is held at the township building every Tuesday from 9am-Noon until April 12, 2016.

The EDC survey is located on the side table and everyone is encouraged to complete and submit back to the Township. The survey will show the EDC and Supervisors what the residents want to improve in the community through economic growth and development.

The Parks and Recreation Committee egg hunt will be held at the Resica School on March 19<sup>th</sup> rain or shine. Volunteers are needed.

The Middle Smithfield Township – spring 2016 insert will be mailed with resident's tax bills in March and are available for a sneak peek on the side table.

There are numerous articles of what is happening in the Township also located on the side table.

## **Committee Reports**

Eastern Monroe Regional Park Commission – The EMRPC has not met yet in the New Year.

Parks and Recreation (includes Community Gardens and Litter & Beautification) – The egg hunt will be held at Resica at noon on March 19, 2016. The Community Gardens ribbon cutting is scheduled for June 4, 2016. The parks and recreation committee is looking for local restaurant to participate during the ribbon cutting. The Veterans Memorial located at the Echo Lake Park dedication will be held on May 21, 2016 (in honor of Memorial Day, 5/23).

Historical Commission – Memory Makers will be at Pocono Palace on August 20, 2016. The theme this year will be local resorts history. The mastodon historical marker dedication will be held near the excavation site and the installation of the marker will be announced this spring.

Economic Development Committee – Restaurant Week will begin April 8, 2016 with the open reception of the Photo Club at the CCP Clubhouse. The winter 2015 Shop Local promotion had more than double of activations cards for local businesses. The Delaware National Recreation Area is still accepting nomination site for The National Geo-Tourism.

Planning Commission – A minor subdivision was submitted by the HARA Corporation in order to subdivide the tract into (3) separate parcels; sand pit, maintenance garage and the corporate building. Several commission members continue their land use training through webinars offered by the Penn State Cooperative Extension.

## **Township Monthly Reports**

Sewer – Sewer collections for the 1<sup>st</sup> quarter is at 29% with (2) months to go in the quarter. Capital improvements are moving forward.

Golf Course & Banquet Hall – Currently in the planning stages for 2016 as to how to improve on rounds of golf and sales. The new pro shop manager is pursuing ways to increase membership. Bookings for 2016 have been steadily coming in.

Zoning – The liaison did not provide a monthly report.

Public Works – the PWD is taking advantage of spring like weather by clearing blind spots on McCole Road, tree trimming, shoulder work on Wooddale and of course winter maintenance.

Oak Grove Compost Site – The Compost Board will be getting a hook truck with (2) dumpsters and a belt loader at NO cost from Coolbaugh Township; the truck only has 500 miles on it.

## **Correspondence**

None

### **Treasurer's Report**

Mike Dwyer stated that the Supervisors, Secretary and Budget and Finance Manager had a conference call with Standard and Poor's on February 9, 2016. The purpose of the call was to review the finances of the Township in order to achieve a more favorable bond rating. We hope to have an update by May 2016. As a follow up to the call, documentation will also be sent to S & P for their review.

Payables – Mike Dwyer made a motion to approve the general fund payables in the amount of \$87,969.67. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$79,467.39. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf fund payables in the amount of \$11,310.94. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the fire escrow payable to Elaine Everett in the amount of \$17,404.56. Mark Oney seconded the motion. Motion passed 3-0.

### **Solicitors Report**

None

### **Engineers Report**

None

### **Old Business**

None

### **New Business**

Authorize the MST Zoning Officer to File a Civil Complaint against Vincent Robertson - Annette Atkinson authorized and directed the MST Zoning Officer to file a civil complaint against Vincent Robertson. Mike Dwyer seconded the motion. Motion passed 3-0.

Request to Waive Banner Fees for the Smithfield Rotary Club Fundraiser – Annette Atkinson made a motion authorizing the banner fees be waived for the Smithfield Rotary Club fundraiser. Mark Oney seconded the motion. Motion passed 3-0.

Amend Section 8.3 of the Middle Smithfield Township Employee Handbook – Annette Atkinson made a motion to amend Section 8.3 of the employee handbook in the form presented. Mike Dwyer seconded the motion. Motion passed 3-0.

### Public Comment

Danny Younger asked the Supervisors to consider the possibility of restoring the Fort Henshaw military fort. Not only would this preserve local history but it would also bring additional tourist to the area. Mr. Younger stated that he has done some research and will forward his information to the supervisors for their consideration. He stated that he understands that this is a major undertaking and could possibly takes many years to complete.

Danny Younger stated that interest in the Community Gardens (Park) is there and asked what the plans for the gardens are once spring/summer arrives. Mike Dwyer stated that Christopher Rain has already contact the same individuals that had garden plots last year to make sure they would like to continue their gardening experience this year. Mike Dwyer stated that the Eagle Scouts continue to work on the shed. Mr. Younger asked if information could be posted on the bulletin board at the community gardens and Mike said yes. He also asked if the township would be planting bulbs again this year and if so, to please contact the gardeners as they would like to help with the planting.

### Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:28pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
Township Secretary  
February 12, 2016

### General fund payables

Num	Name	Memo	Credit
13663	Mobile Media Technologies LLC	inv 16619 annual service fee	1,600.00
13664	Advance Auto Parts	1872124821 inv 6952602614141 parts	122.43
13665	Barton Towing & Repair	inv 1038 inspection	79.00
13666	Bergey's, Inc	invs ph521509r / ph521933r parts	935.70
13667	Cargill, Inc	invs 2902664555/7530/9847 clearlane	25,857.72
13668	Cintas Corp	inv 101771847 cleaning	53.31
13669	Cramer's Home Center	inv 1306587 / 1316601 supplies for building	238.20
13670	David Manter	inv 1155 permits & inspection	223.00
13671	DCED	003479 4th qtr 2015 permits	120.00
13672	Dunkelbergers Sports Outfitter	invs 34931/35010 Buchman/Swisher	299.99
13673	E.M. Kutz	inv 13420 seal kit	98.70

13674	FedEx	inv 529920765	8.35
13675	First Insurance Funding Corp	900-2015857	8,476.46
13676	Gilmore & Associates, Inc.	invs 150065/ 150066 engineering	1,485.66
13677	Glenn Kreckman Co	inv 4979 parts	59.00
13678	Hiawatha Hunting & Fishing Club.	release of escrow	1,275.00
13679	King, Spry, Herman, Freund & Paul LLC	legal fees invs 106500-106514	6,601.00
13680	Lawson Products, Inc.	invs 9303831086 / 87 parts	265.98
13681	Lewis True Value	a/c 1120 misc bldg supplies	39.19
13682	Matergia and Dunn	zoning hearing board	1,881.00
13683	Met Ed	100114051681 bark park	21.15
13684	Middle Smithfield Township 2012 GOB	2012 GOB General Fund portion installment	11,153.13
13685	Miggys Five	a/c 15 Jan kitchen supplies	258.76
13686	Moritz Embroidery Works, Inc.	inv 214809 work shirts	151.87
13687	Orkin Pest Control	inv 441698 pest control	164.80
13688	PA One Call System, Inc.	inv 671057 monthly activity fee	18.39
13689	PA State Association of Boroughs	annual dues	225.00
13690	PAPCO	inv 1857104 propane	1,041.39
13691	Pennsylvania American Water	1024210033478776 hydrants	137.76
13692	PMRS	45-027-5N pension	7,355.59
13693	Pocono Peterbilt	inv 370038 parts	56.00
13694	Pocono Record	statement 83154 public notices	762.56
13695	Ray Price Stroud Ford	inv 306612 flange, seal	79.54
13696	Reade Lighting Co.	inv 1107 tree lighting	4,500.00
13697	Riley and Company	inv 38676 installment per agreement 2015 audit	4,666.00
13698	S & W Starter	pw16-040 replace bushing	10.00
13699	SFM Consulting LLC	invs b-001 / z-002 codes & zoning	5,163.76
13700	SHRM	01475487 membership	190.00
13701	Staples Advantage	inv 8037890818 office supplies	254.19
13702	Sundance Networks Inc	inv 117728 monthly support	374.99
13703	T & M Associates	lab292654 sidepath project	1,139.04
13704	Verizon	570223050340643y	297.30
13705	Verizon Wireless	9759072283 cellphones	228.76
			<hr/>
			87,969.67

### Sewer fund payables

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
11480	209 Enterprises		-246.24
11481	Action Lift Inc	S180295	-299.71
11482	ALLSTATE SEPTIC SYSTEMS, LLP	264611	-482.50
11483	AT&T	0195333847001	-42.76
11484	COYNE CHEMICAL	233006	-2,820.00
11485	David M. Beers	PS#6 Wall	-9,400.00
11486	GILMORE & ASSOCIATES, INC.		-4,951.50

		2015 MST	-
11487	MST2012GOB	2012GOB	38,819.79
11488	NEUTRON INDUSTRIES	97643091	-3,927.40
11489	PA ONE CALL SYSTEM, INC.	671059	-8.89
11490	PROSSER LABORATORIES, INC. SIANA BELLWOAR & MCANDREW		-5,546.60
11491	LLP	66210	-187.00
11492	STRAND		-1,944.00
11493	WASTE MANAGEMENT	3047885-0203-3	-3,933.68
11494	WG MALDEN	10130	-1,109.50
11495	Xylem Water Solutions	3556880234	<u>-5,747.82</u>
			-
			79,467.39

### Golf fund payables

Num	Name	Memo	Amount
3672	PA Liquor Control Board	LID 63287 Gr-54	(210.00)
3673	Sudden Comfort Heating & Air Conditioning	50% deposit for heat pump for foyer	(3,921.78)
3674	Sudden Comfort Heating & Air Conditioning	50 % deposit for heat pump for dining room area	(4,710.84)
3675	Blue Ridge Communications	0109950-03 internet	(49.95)
3676	Genesis Golf Trips.	inv 6835 2016 Mid-Atlantic golf catalog ad	(110.00)
3677	Hellers Gas, Inc.	inv 82663 / 82658 propane	(847.69)
3678	Lawn & Golf Supply Co.	inv 3614 parts	(399.34)
3679	Marshalls Creek Plumbing	inv 10321 parts	(105.24)
3680	MST 2012 G.O.B.	monthly installment for 2012 GOB 2013 payments	(863.02)
3681	NAPA Auto Parts	inv 774950 parts	<u>(93.08)</u>
			(11,310.94)

### Fire Escrow

Num	Name	Memo	Credit
112	Elaine Everett.	release of fire escrow permit# 150239	17,404.56

