

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, February 25, 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 Michael Gaul, Esq., Township Engineer Fred Courtright, P.E., and Township Secretary Michele Clewell.

Plan presenters: Ray Rogers, P.L.S. of Frank J. Smith, Inc. and Andrew Wolf, Esq. of The Bushkill Group.

### **Pledge of Allegiance**

### **Approval of Minutes**

Annette Atkinson made a motion to approve the February 11, 2016 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Report of Executive Session**

Attorney Gaul reported that an executive session was held prior to this meeting to go over pending legal matters with the township solicitor.

### **Announcements**

To commemorate Women's History Month, the Monroe County Women's Commission in partnership with East Stroudsburg University Women's Studies is hosting a free screening of the movie "Iron Jawed Angels", a film about American women getting the right to vote, on Wednesday, March 16th, 2 – 4:45pm at the East Stroudsburg University Beers Lecture Hall.

### **Correspondence**

None

### **Treasurer's Report**

Mike Dwyer stated that the auditors have begun working on the 2015 audit.

Payables – Mike Dwyer made a motion to pay the general fund payables in the amount of \$141,080.26. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the sewer fund payables in the amount of \$79,449.42. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the golf fund payables in the amount of \$4,669.85. Mark Oney seconded the motion. Motion passed 3-0.

### **Solicitors Report**

None

### **Engineers Report**

HaRa Minor Subdivision Plan – Andrew Wolf, Esq., of the Bushkill Group, presented the proposed plan to the Board. Mr. Wolf stated that the minor subdivision separates out the garage, corporate building and the sand pit. Attorney Gaul asked if there will be a lot consolidation and Mr. Wolf said yes. The corporate building parcel and garage parcel are zoned commercial. Parcel B is in both the commercial and industrial zoning districts.

Attorney Gaul questioned whether there were public sewage and water connections for each lot. There was discussion regarding the garage parcel and if there is a private sewer line running to the site. Mr. Wolf was unsure. Attorney Gaul stated that this is something the Board will want to know. If one lot depended on a shared private connection, there should be a common maintenance agreement in place. Mr. Courtright stated that the ability to connect to the central sewer must be shown on the proposed plan.

Mr. Wolfe stated that all three parcels have a Highway Occupancy Permits “(HOP)”. Attorney Gaul asked if there are any common amenities, and Mr. Wolf was not aware of any. Attorney Gaul asked if all the lots will comply with zoning setbacks on their own as the township does not want to create non-conforming lots. Mr. Wolf said they would conform to the zoning.

Mr. Wolf was asked several times by the Attorney Gaul and Supervisors why Bushkill Group was undertaking a subdivision of the properties at this time, and what they intended to do with properties once subdivided. Mr. Wolf said he did not know. Attorney Gaul asked if there is a contract for sale and was told no by Mr. Wolf.

Attorney Gaul asked whether there was any current EDU allocation for the maintenance garage, and if not, there should be at least a minimum one once the maintenance building become a separate lot. Annette Atkinson stated that she did not believe that there was a current EDU allocation for the garage and she would look into it.

Annette Atkinson made a motion to table action on the plan and modification requests until the March 10, 2016 meeting. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Old Business**

None

### **New Business**

Authorize and Direct Township Secretary to Advertise for the 2016 Seal Coat Bid – Mike Dwyer made an m motion authorizing and directing the township secretary to advertise the 2016 seal coat bid. Annette Atkinson seconded the motion. Motion passed 3-0.

### **Public Comment**

None

## Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:26 pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
Township Secretary  
February 24, 2016

## General fund payables

Num	Name	Memo	Credit
13706	Monroe County General Fund	tax collectors interest County share	72.90
13707	District Court 43-4-01	filing fee re: Robertson	101.50
Trf	Middle Smithfield Township	Payroll Funds Transfer	54,308.86
13708	209 Enterprises	inv 101-07387 anti skid	591.54
13709	AFLAC	insurance a/c y2051	384.26
13710	American United Life Insurance Company	policy G 0061299-0000-000 life insurance	1,079.21
13711	Boucher & James, Inc	inv 76644 gateway project	202.50
13712	Bradco Supply Co	inv 136982 sign	54.00
13713	E.M. Kutz	inv 13875 solenoid, switch	53.97
13714	First Insurance Funding Corp	900-2015857	8,476.46
13715	Friedman Electric	inv s024515563.001 ballasts	28.01
13716	Gary C. Possinger	reimburse for boots	150.00
13717	General Code, LLC	inv bill00020121 supplement 47	3,362.58
13718	H.A.R.I.E	307441611-14 worker comp audit 14-15	6,332.00
13719	Home Depot Credit	inv 5024034 bldg supplies	72.13
13720	Lawson Products, Inc.	inv 9303869680/9681/98039 parts	427.22
13721	Leroy Lewis	contracted maintenance- dog park	200.00
13722	Mailfinance	inv n5777247 postage machine lease	463.38
13723	Met Ed	100069220836 River Rd light	17.62
13724	National Entertainment Technologies, Inc	inv 160218040 easter candy filled eggs	360.00
13725	PA DEP	inv 967878 storage tank permits	100.00
13726	PA Municipal Health Insurance Cooperative	052801 health insurance	40,642.23
13727	PAPCO	inv 1867435 / 1868910 deisel & propane	2,651.75
13728	Pennsylvania American Water	1024220008909318 bark park	230.77
13729	Penteledata	inv b2654283 email	171.77
13730	Pocono Peterbilt	inv 369813 / 370393 parts	272.60
13731	PSATS	Flagger training Pendola	50.00
13732	PSATS CDL Program	inv 16-c5310 drug & alcohol testing	190.00
13733	RICOH USA, Inc	inv 96294317 copiers	3,045.72

13734	Riley and Company	inv 38782 second installment 2015 audit fee	4,767.00
13735	Robert Ciavatta	person of the yr video	500.00
13736	SFM Consulting LLC	inv z-003 zoning 2/1-2/11	1,625.00
13737	Spring Hill Laser Services Corp	inv 0216-055 newsletter	4,831.65
13738	Staples Advantage	inv 8037974828 / 8037979446 office supplies	582.63
13739	Stiff Oil Co.	inv 18956 diesel	1,564.38
13740	Tulpehocken Spring Water	a/c 13876 2187141/2182229/2196164 water	63.00
13741	UTRS, Inc	inv 48636 copies	119.00
13742	Verizon	570223050340643y	297.30
13743	Waste Management	inv 305226302035	472.63
13744	Met Ed	100059550028 Echo Lake	55.59
13745	PSATS	Flagger training Parr	50.00
13746	Met Ed	100073577916 Sellersville light	31.56
13747	Met Ed	100036091245 bldg "B"	963.19
13748	Met Ed	100016951467 bldg "A"	1,052.66
13749	Met Ed	100016915751 Municipal light	11.69
			<u>141,080.26</u>

#### Sewer Fund

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Credit</u>
11498	209 Enterprises	101-07396	72.92
11499	ALLSTATE SEPTIC SYSTEMS, LLP	265052	171.00
11500	B. Newhart & Sons, Inc.	021716	880.00
11501	PENNSYLVANIA AMERICAN WATER	1024-210031497597	15.64
11502	PROSSER LABORATORIES, INC.		68,401.27
11503	STRAND		1,804.80
11504	VERIZON	570223102584198Y - PS#5 Rt 209 Municipal	37.23
11505	VERIZON	570223818989863Y - Oak Grove	38.58
11506	MET-ED	100016914275 - PS#5 Rt 209 Municipal	338.16
11507	VERIZON	570223102484027Y - PS#6 Sellersville	37.31
11508	MET-ED	100018446334 - PS#3 McCole & 209	104.13
11509	MET-ED	100018440378 PS#4 Maple Ln	436.50
11510	MET-ED	100016867432 PS#8 LOTP	167.81
11511	MET-ED	100018442556 PS#7 McCole & NP	174.47
11512	MET-ED	100081035618 - Lift Station	20.76
11513	MET-ED	100083606630 - Oak Grove	106.31
11514	MET-ED	100018448652 - Main STP	4,525.97
11515	MET-ED	100089058661 - Rt 209	34.57
11516	MET-ED	100016629691 - PS#10	331.42
11517	MET-ED	100076523768 - WL Mtn Pass	1,124.36
11518	MET-ED	100080913799 - Off Sleepy Hollow	173.02
11519	MET-ED	100044877809 - WL Clubhouse Dr	23.50

11520	MET-ED	100080916826 PS#2 Fairway Villas	59.92
11521	MET-ED	100080920901 - Tree Tops	27.73
11522	MET-ED	100018353951 - PS#6 Sellersville	<u>342.04</u>
			79,449.42

Golf course payables

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
wt	PA Dept of Revenue	Jan sales tax	(13.00)
3682	Hellers Gas, Inc.	inv 84424 / 84430 propane	(838.42)
3683	Kevin Dixon	reimburse for liquor purchases & golf show	(559.88)
3684	Lewis True Value	bldg supplies a510001 /a510000	(238.76)
3685	Met-Ed	100081748863 maint bldg	(229.96)
3686	PA American Water	1024210033261244 clubhouse	(94.45)
3687	R&R Products Turf Equipment & Supply	inv cd1983869 parts	(646.68)
3688	Co.	inv 926718-00 tires, wheel, etc	(906.94)
3689	Verizon	570223814063192y	(52.06)
3690	Waste Management	305226402033 clubhouse	(107.79)
3691	Met-Ed	100104048101 pump house doral crt	(16.64)
3692	Verizon	5702237378	(203.25)
3693	Waste Management	305226502030 maint bldg	(136.16)
3694	Met-Ed	100085171773 guard shack	(91.55)
3695	Met-Ed	100081784231 big ridge	(145.05)
3696	Met-Ed	100081748855 pump house tomx rd	<u>(389.26)</u>
			(4,669.85)