

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, March 24, 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 Secretary Michele L. Clewell and several interested residents and one member of the press.

Presenters: Frank J. Smith of Frank J. Smith, P.L.S. and Nick McGee, Ranger Boy Scouts of America.

### **Pledge of Allegiance**

### **Approval of Minutes**

Annette Atkinson made a motion to approve the March 10, 2016 minutes. Mike Dwyer seconded the motion. Motion passed 3-0.

### **Report of Executive Session**

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

### **Announcements**

A half day of Master Gardners' classes will be held on April 9<sup>th</sup> at the Whispering Pines Banquet Hall; Supervisor Atkinson will be giving one of the classes. Classes are free for those who rented a plot at the Community Gardens Park on Coolbaugh Road.

March kicked off the March for Meals on Wheels campaign in which Supervisor Annette Atkinson volunteered to deliver meals to local residents in need. The program needs volunteers to deliver meals weekday mornings, it's only a few hours once a month.

Restaurant Week kickoff begins the evening of April 8<sup>th</sup> at the Whispering Pines Banquet Hall along with the Photo Event opening reception. Dishes made for Restaurant Week will be paired with wine, provided by the Blue Ridge Winery.

The golf course opening will be April 1<sup>st</sup> weather permitting.

### **Correspondences**

A thank you letter was received from Cub Scout Pack 100, thanking the supervisors for the use of Whispering Pines Banquet Hall in order to celebrate the Weblows crossover to the Boy Scouts.

### **Treasurer's Report**

Mike Dwyer stated that all township accounts are in good shape. The audit is completed and we expect to have the report soon.

The township's bond rating was increase to a AA- rating, with a stable outlook. The rating was conducted by Standard & Poors. This is an improved rating that S&P stated was primarily due to strong financial management over the last 4 years.

Mike Dwyer made a motion to pay the general fund payables in the amount of \$108,121.63. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the sewer fund payables in the amount of \$205,008.22. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the golf payables in the amount of \$7,027.63. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to pay the liquid fuels payables in the amount of \$25,201.85. Mark Oney seconded the motion. Motion passed 3-0.

### **Solicitors Report**

None

### **Engineers Report**

HaRa Minor Subdivision Plan; A letter was received from the applicant requesting a time extension to render a decision until June 30, 2016. Annette Atkinson made a motion to accept the letter and approve the request to extend the time to render a decision until June 30, 2016. Mike Dwyer seconded the motion. Motion passed 3-0.

Cradle of Liberty Boy Scouts of America Land Development Plan; Frank Smith stated that the proposed plan calls for an arts and crafts pavilion to be used by the Boy Scouts. He presented a revised plan based on the township engineer's comments.

Mark Oney stated that he conducted a site visit on Monday and can assure everyone that the no other property owner will be able to see the pavilion and agreed that the modification requests are valid. Mr. Smith stated that one concern of the township engineer was if water and sewer would be provided, and he stated that there is an existing restroom facility nearby.

Attorney Gaul asked if there is any other traffic accessing the site from adjoining property owners. Mr. McGee stated that vehicles were coming onto the property until a gate was installed and a tree was dropped to block the access.

Modifications; a motion was made by Mark Oney, and seconded by Mike Dwyer, to approve the following modifications.

- a. Wetlands to be accurately shown – Request to waive the requirement due to there being no wetlands in the area of the proposed pavilion.

- b. Steep slopes – Request to waive as there are no steep slopes in the vicinity of the proposed pavilion.
- c. Soil types and extents – Request to waive the requirement as there is no septic testing proposed.
- d. Rock outcrops and all other significant made or natural features to be shown - Request to waive the requirement as there are no rock outcrops, and many but not all man-made and natural features are shown.
- e. Gridlines not be shown – Request to waive the requirement as Monroe County Emergency services no longer use grid numbers.
- f. Boundary of affected area – Request to waive the requirement since this project is taking place in the middle of the 4,000+ acre property, it is impossible to tie it into the property line.
- g. Names of adjoin property owners – Request to waive the requirement as there are no owners in close proximity to the proposed pavilion.
- h. Name, number, pavement and ROW width of all public roads – Request to waive the requirement as there are no public roads or ROW within the proximity of the proposed pavilion.

Motion passed 3-0.

Annette Atkinson made a motion to approve the Cradle of Liberty Boy Scouts of America Land Development Plan. Mark Oney seconded the motion passed 3-0.

When asked about the requirements to record the plan, Attorney Gaul stated that it is not necessary for this plan to be recorded.

### **Old Business**

None

### **New Business**

Resolution 03-2016-1; Amend MST Workers Compensation Safety Committee Bylaws; Mark Oney explained that the committee will be going from seven members to four members. Mark Oney made a motion to approve Resolution 03-2016-1. Annette Atkinson seconded the motion. Motion passed 3-0.

Resolution 03-2016-2; Child Protective Clearances Policy; Annette Atkinson made a motion to approve Resolution 03-2016-2. Mike Dwyer seconded the motion. Motion passed 3-0.

Request to Waive the Banner Fee for the Smithfield Rotary Club – Annette Atkinson made a motion to approve the request to waive the banner fees contingent upon receipt of their request letter. Mark Oney seconded the motion. Motion passed 3-0.

MST Zoning Officer Requests Authorization to file a Non-Traffic Citation for PIN #09733402862914; Annette Atkinson made a motion to approve the zoning officer filing the non-traffic citation for PIN #09733402862914. Mike Dwyer seconded the motion. Motion passed 3-0.

MST Zoning Officer Requests Authorization to file a Non-Traffic Citation for PIN #09734300030280; Annette Atkinson made a motion to approve the zoning officer filing the non-traffic citation for PIN #09734300030280. Mike Dwyer seconded the motion. Motion passed 3-0.

**Public Comment**

Ms. Atkinson stated that we are looking into getting a new sound system for the board room.

Wayne Witkowski thanked the supervisors for their personal donation and ad sponsorship for his daughter’s high school play program. His daughter is a special needs student at the East Stroudsburg High School North. After only having three days to learn the songs, his daughter was picked to sing six songs in the musical Hairspray. Each cast member was told they needed to sell at least one ad and she sold \$1050.00 in ads. Wayne’s daughter also thanked the supervisors for their donations and she is working very hard. Annette Atkinson stated that township supports the arts and the posters that Wayne provided were copied and put in all the township kiosks located throughout the township, including the private communities where our kiosk are located.

**Adjournment**

There being no further business, Annette Atkinson made a motion to adjourn the meeting at 7:29pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell  
 Township Secretary  
 March 24, 2016

General fund

Num	Name	Memo	Credit
13798	Lehigh Valley Planning Commission	zoning admin course registration	100.00
13799	Spring Hill Laser Services Corp	03112016 postage for newsletter	1,500.00
13800	209 Enterprises	inv 10107496 driveway repair Knob Hill Rd	31.57
13801	Allstate Septic Systems, LLP	inv 265777 / 265817 porta potties	710.00
13802	Camp Papillon Animal Shelter	2016 membership	100.00
13803	Cintas Corp	inv 101786858 cleaning	53.31
13804	Cramer's Home Center	invs 1330028 / 1331445 materials for back office repairs	401.80
13805	E.M. Kutz	inv 12271 hinge connection	44.84
13806	Enzo's Cleaning Solutions, LLC	inv 3835 wiper blades	684.60
13807	FedEx	inv 534392589	28.19
13808	Gary Vanhorn.	reimburse for boots	150.00

13809	Greater Pocono Chamber of Commerce	inv 18808 annual membership	139.65
13810	Harry Himeline Builders, Inc	inv 00563 back office rebuild	1,766.43
13811	Jim Weiss Auto Body & Towing	Ford F350 repairs	6,258.91
13812	King, Spry, Herman, Freund & Paul LLC	legal fees inv's 107380-107392	7,929.80
13813	Lawson Products, Inc.	inv's 9303937690 / 9303951269 supplies	306.28
13814	Leroy Lewis	contracted maintenance- dog park	200.00
13815	Monroe County Control Center	inv 6086 public safety service	14,317.32
13816	Monroe County Treasurer	101-4172-3443-0000 tax bills	4,566.48
13817	Neopost	7900 0444 6025 7144	2,074.32
13818	PA Municipal Health Insurance Cooperative	052801 health insurance	40,642.23
13819	PA State Association of Boroughs	inv 20233 / 20234 webinars	90.00
13820	Pennsylvania American Water	1024220008909318 bark park	126.40
13821	Penteledata	inv b2676975 email boxes	171.77
13822	Servpro Of Southern Monroe	inv 4823413 back office repairs	2,816.68
13823	SFM Consulting LLC	inv z-005 zoning 3/1-3/11	1,657.50
13824	Stiff Oil Co.	inv 20067 / 20068 heating oil & diesel	5,349.81
13825	Sun Litho Print	inv's 38341 / 38342 envelopes	633.00
13826	Super Heat, Inc	inv 1807-15532 bal of back office repairs	6,995.33
13827	Tulpehocken Spring Water	a/c 13876 feb water	96.48
13828	USA Trophies & Awards	order # 87 name plates	30.96
13829	Verizon	5702230503	4.73
13830	American United Life Insurance Company	policy G 0061299-0000-000 life insurance	1,319.90
13831	Met Ed	100114051681 bark park	21.03
13832	Monroe County Treasurer	101-4172-3443-0000 tax bills interim A bills	10.13
13833	Super Heat, Inc	inv 1807-15674 repairs	274.06
13834	Met Ed	100059550028 Echo lake	27.98
13835	Super Heat, Inc	inv 1807-15533 boiler repairs	1,401.32
13836	Met Ed	100069220836 River Rd light	17.54
13837	Met Ed	100073577916 Sellersville light	28.45
13838	Met Ed	100016951467 bldg A	1,041.35
13839	Met Ed	100036091245 bldg B	858.61
13840	Met Ed	100016915751 Municipal Light	19.16
13841	AFLAC	insurance a/c y2051 inv 531526	384.26
13842	Floor Source	carpet & installation back office water damage	2,129.15
13843	Waste Management	inv 306076902031 dumpster	476.30
13844	Prime 570 Catering	food for staff lunch w/ PWD	134.00
			108,121.63

## Sewer fund

Num	Name	Memo	Amount
11544	Derstine Company LLC	Payment #2 for Pump Station #6	-21,350.00

11545	Main Pool & Chemical Company Inc.	1652887	-884.50
11546	PENNSYLVANIA AMERICAN WATER	1024-210031497597 - Sellersville	-15.64
11547	STRAND		-2,719.20
11548	Wilmington Trust Company	Gen Obligation Bond Series 2099A - April Payment	-24,940.63
11549	VERIZON	570223102584198Y PS#5 209 & Municipal	-37.23
11550	Wilmington Trust Company	General Oblig Bond 2009AA April Payment	146,470.00
11551	VERIZON	570588028984296Y PS#4 Maple Ln	-35.26
11552	VERIZON	570588113413383Y - PS#8 LOTP	-35.26
11553	VERIZON	570588074284385Y - PS#3 McCole & 209	-35.26
11554	VERIZON	570588075284434Y - PS#7 McCole & NP	-35.26
11555	VERIZON	570223818989863Y _ Oak Grove	-38.58
11556	VERIZON	570588764629956Y - Main STP	-76.02
11557	VERIZON	570588658114420Y - WL Mtn Pass	-33.64
11558	VERIZON	570588113513455Y - PS#2	-35.26
11559	VERIZON	570223102484027Y - PS#6 Sellersville	-40.16
11560	MET-ED	100044863148 - WL Island View	-24.97
11561	MET-ED	100016914275 - PS#5 209 & Municipal	-372.37
11562	MET-ED	100018446334 - PS#3 McCole & 209	-87.66
11563	MET-ED	100018440378 - PS#4 Maple Ln	-457.77
11564	MET-ED	100016867432 - PS#8 LOTP	-178.25
11565	MET-ED	100018442556 - PS#7 McCole *& NP	-145.01
11566	MET-ED	100081035618 - Lift Station	-19.31
11567	MET-ED	100083606630 - Oak Grove	-130.53
11568	MET-ED	100018448652 - Main STP	-5,277.67
11569	MET-ED	100089058661 - Rt 209	-18.04
11570	MET-ED	100076523768 - WL Mtn Pass	-968.50
11571	MET-ED	100080913799 - Off Sleepy Hollow	-147.72
11572	MET-ED	100044877809 - WL Clubhouse Dr	-32.90
11573	MET-ED	100080916826 - PS#2 Fairway Villas	-62.08
11574	MET-ED	100080920901 - Tree Tops	-27.36
11575	MET-ED	100018353951 - PS #6 Sellersville	-276.18
			-
			205,008.22

Golf fund

Num	Name	Memo	Amount
wt	Met-Ed	100081748848 clubhouse	(825.33)
3705	Allstate Septic Systems, LLP	inv 265778 porta potties	(285.00)
3706	Grass Roots Turf Products	inv 809109 / 809145 greens maint supplies	(1,347.15)
3707	Hellers Gas, Inc.	inv 87658 propane clunhouse	(614.51)
3708	Lewis True Value	A515534 / A515536 parts	(116.50)
3709	NAPA Auto Parts	inv 782097 / 782272 parts	(135.78)

3710	PA American Water	a/c 1024210033261244 clubhouse	(101.68)
3711	R&R Products	inv cd1992685 maint equipment	(670.65)
3712	Superior Plus Energy Services	inv 797758 / 59 / 60 gas & diesel	(788.95)
3713	Verizon	570223814063192y	(51.76)
3714	Waste Management	inv 3060771-0203-7 maint bldg	(161.12)
3715	Met-Ed	100104048101 pump house doral crt	(16.64)
3716	Waste Management	inv 3060770-0203-9 clubhouse	(126.80)
3717	Met-Ed	100081748863 maint bldg	(183.27)
3718	Met-Ed	100085171773 guard shack	(85.81)
3719	Met-Ed	100081748855 pump house tomx rd	(408.64)
3720	Met-Ed	100081784231 big ridge drive	(149.07)
3721	Met-Ed	100081748848 clubhouse	<u>(958.97)</u>
			(7,027.63)

Liquid Fuels fund

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2046	American Rock Salt Co, LLC	inv 0482766 / 0482874 bulk salt ice control	25,201.85
			-