

The regular meeting of the Middle Smithfield Township Board of Supervisors was held on Thursday, August 25, 2016 at 7pm at the Schoonover Municipal Building with Annette Atkinson presiding.

Supervisors present: Annette Atkinson, Mike Dwyer and Mark Oney. Also in attendance; Township Solicitor Michael Gaul, Esq., Township Engineer Fred Courtright, P.E. Township Secretary Michele Clewell, Stenographer Tara Wilson and numerous interested residents.

Pledge of Allegiance

Approval of Minutes

Annette Atkinson made a motion to approve the August 11, 2016 minutes. Mark Oney seconded the motion. Motion passed 3-0.

Report of Executive Session

Attorney Gaul stated that there was no executive session held over the last two weeks.

Announcements

Gene Halterman, President of the Stroudsburg Woodland Lite Lodge presented the Township Supervisors with an American Flag for the dog park.

Memory Makers was held at Pocono Palace on August 20, 2016 and was attended by more people than any other Memory Makers luncheon. The Perkins Restaurant, who sponsored the centerpieces for the event, is also giving away a free short stack of pancakes to all those that attended and the Wendy's Restaurant is giving a free frosty to all those that attend as well.

Open Bids and Possible Award

Fernwood WWTP Contract No. 2016-01 Ultraviolet Disinfection System Replacement – Fred Courtright opened and read aloud the five bids received.

Fred Courtright recommended that the lowest bidder be awarded the contract. Derstine Co. has provided their bid bond and appropriate documents.

Mike Dwyer made a motion to accept and award the bid for the Ultraviolet Disinfection System Replacement for the Fernwood WWTP to Derstine Co. in the amount of \$69,000.00. Mark Oney seconded the motion.

Richard Kowski asked how the bidders can be so far apart. Mr. Courtright did not know, but said that everyone is supposed to be using the same equipment. Mr. Courtright explained that an onsite visit of the WWTP was conducted by two of the companies that submitted a bid.

Attorney Gaul stated that the award is contingent on receiving the bonds. Motion passed 3-0.

Public Hearing

Tara Wilson of Panko Reporting took a stenographic record of the public hearing.

Annette Atkinson made a motion to open the public hearing at 7:20pm for An Ordinance of the Township of Middle Smithfield, Monroe County, Pennsylvania, Amending and Restating, In Its Entirety, Chapter 138, Entitled "Parking", of The Code Ordinances of The Township of Middle Smithfield, as Heretofore Amended, Including Regulations For The Stopping, Standing, and Parking of Vehicles on Highways, Roads and Streets in the Township of Middle Smithfield; Providing Penalties for Violation Thereof; and Providing for Other Miscellaneous Matters. Mike Dwyer seconded the motion. Motion passed 3-0.

Attorney Gaul presented several Township Exhibits regarding the draft ordinance and public notice of the hearing and consideration of the ordinance. Attorney Gaul asked that the exhibits be made part of the hearing record.

Attorney Gaul summarized the proposed ordinance.

There was no public comment.

Annette Atkinson made a motion to close the public hearing at 7:23pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Consideration of Proposed Ordinance for Enactment

Annette Atkinson made a motion to adopt the ordinance as presented (No. 208). Mike Dwyer seconded the motion. Motion passed 3-0.

Correspondence

A thank you letter was received from the Broadhead Watershed Association thanking the Supervisors for supporting their organization as an Adopt-A-Stream steward in the amount of \$500.

On Friday, September 9, 2016 at 7pm, the BWA will be holding a seminar at the township building, in order to train those interested to be stream watchers. The Township is partnering with Smithfield Townshi, the Monroe County Master Gardeners and the BWS to preserve water banks through a DCNR grant to plant trees along the water ways, such as the one through the Oak Grove Multi Municipal Composting Facility. Additional information will be posted to the Township website and Facebook pages.

A letter was received from the Monroe County Historical Association thanking the Supervisors for the \$250.00 sponsorship for the "Raise Your Glass & Support the Past – 2016" fundraiser scheduled for Thursday night, September 8th.

Treasurer's Report

Mike Dwyer stated that the township remains in good financial shape. The 2015 audit has been received and will be available on the township website within a week.

Payables; Mike Dwyer made a motion to approve the general fund payables in the amount of \$134,342.69. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the golf fund payables in the amount of \$22,723.43. Mark Oney seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the sewer fund payables in the amount of \$46,672.34. Annette Atkinson seconded the motion. Motion passed 3-0.

Mike Dwyer made a motion to approve the liquid fuels payables in the amount of \$146,665.45. Mark Oney seconded the motion. Motion passed 3-0.

Solicitors Report

None

Engineers Report

None

Old Business

None

New Business

Resolution 08-2016-2 Amended Banner Resolution; Annette Atkinson made a motion to approve the amended banner resolution as presented. Mark Oney seconded the motion. Motion passed 3-0.

HaRa Minor Subdivision Plan Extension of Time to Render a Decision; Annette Atkinson made a motion to accept the letter received from The Bushkill Group, extending the time to render a decision for an additional 30 days, to September 30, 2016 for the HaRa Minor Subdivision Plan. Mike Dwyer seconded the motion. Motion passed 3-0.

Public Comment

Richard Kawski asked how much of time and money it cost the township to clean up the Echo Lake Park after the weekend as the park was extremely busy with visitors, whom he presumed were from out of state. He asked about implementing a fee to use the park for anyone that does not live in the township. Annette Atkinson stated that the township looked into this years ago upon Mr. Kawskis comments regarding the dog park, and the township discovered that it will cost more to the taxpayers to hire someone to administer the program to check ID's and collect fees than it would to let everyone enjoy the park. Mike Dwyer stated that with the closing of the Minisink, the parks are being used more but he is not a believer in closing parks as they are there for everyone to enjoy.

Mr. Fernando Perez and Mrs. Maria Roman-Perez addressed the Board on their application to use the Echo Lake Park for the 1st Multicultural Autumn Festival on October 8, 2016 (Columbus Day Weekend). They explained that this is a way to engage the community in celebrating cultural diversity with music, art and ethnic food.

Annette Atkinson noted that, the Perez's prior correspondence indicated that they would like to build a stage for the entertainment. She explained that the zoning officer would contact them as to which permits would be required.

Mr. Perez stated that they have experience in organizing festivals as they have previously organized festival at the Danbury Park in East Stroudsburg.

Mark Oney asked about attendance. Mr. Perez stated that since this is the first one it's hard to say but they have drawn over 3,000-4,000 at the Danbury Park. He also stated that they have seen the park and the parking area and have contacted the shopping mall owner in order to use their parking lot for overflow parking.

Annette Atkinson asked about traffic control. Mr. Perez stated that they would provide traffic control at the entrance but not on the road.

Attorney Gaul asked if they are asking for exclusive use of the park. Mr. Perez stated that it's an open festival, they would not be charging for entrance.

Ms. Perez stated they were visiting the area and when she saw the park she fell in love with the park. She did see that the parking is limited, but could that that area for people that need to park close. They are hopeful that the township will partner with them.

When asked about the attendance again, Mr. Perez stated that people trickle in; it's not all at once. Ms. Perez stated that their goal is to get sponsors from the business community.

The Supervisors thanked Mr. and Ms. Perez for explaining their application but told them a decision would not be made at this time as additional discussions with the zoning officer would be required.

Adjournment

Annette Atkinson made a motion to adjourn the meeting at 7:48 pm. Mike Dwyer seconded the motion. Motion passed 3-0.

Respectfully submitted,

Michele L. Clewell
Township Secretary

August 25, 2016

General fund

| Num | Name | Memo | Credit |
|------------|-------------------------------------|--|---------------|
| 14269 | Ace Trucking & Repairs, Inc | invs 10895 / 11066 / 11108 inspections | 150.00 |
| 14270 | Bergey's, Inc | inv ph541418r battery box | 521.90 |
| 14271 | Brodhead Watershed Association | inv 1075 Adopt a stream site steward | 500.00 |
| 14272 | Claude S. Cyphers, Inc | inv 648360 parts | 157.76 |
| 14273 | Cleveland Brothers | inv inpp1748290 parts | 269.19 |
| 14274 | Commonwealth Equipment | inv 12039 rubber decking | 1,283.43 |
| 14275 | Cramer's Home Center | inv 1386581 weed wacker string | 88.32 |
| 14276 | First Insurance Funding Corp | 900-2015857 | 8,476.46 |
| 14277 | Five Star Equipment | inv p25683 oil | 143.48 |
| 14278 | General Code, LLC | inv c0022208 laserfiche sw assurance plan | 961.00 |
| 14279 | Judith Acosta | reimburse for mileage | 29.04 |
| 14280 | Lewis True Value | a/c 1120 July | 162.61 |
| 14281 | Middle Smithfield Township 2012 GOB | 2012 GOB General Fund portion installment | 11,153.13 |
| 14282 | Miggys Five | a/c 15 kitchen supplies | 227.80 |
| 14283 | PMRS | 45-027-5N pension | 11,421.19 |
| 14284 | Ray Price Stroud Ford | invs 307804 / 307811 | 252.40 |
| 14285 | Robert Rengifo | reimburse for mileage | 10.80 |
| 14286 | Roy Squires | inv 1471 demolition of house on Mason Lane | 2,900.00 |
| 14287 | SFM Consulting LLC | bc-007 z-015 | 5,425.76 |
| 14288 | Super Heat, Inc | inv 1807-17476, 17680, 17681 a/c repairs | 1,626.01 |
| 14289 | Roy Squires | inv 1472 balance of demolition bill for Pocono Drive | 300.00 |
| 14290 | Super Heat, Inc | 1/3 pmt for 2 heat pump condensers | 2,175.00 |
| 14291 | Super Heat, Inc | 1/3 pmt ofr balancing air distribution | 430.00 |
| 14300 | Knights of Columbus. | return of deposit for 7/30 event | 50.00 |
| 14292 | Cassandra Webster | whispering pines deposit returned | 250.00 |
| 14293 | Alura Business Solutions LLC | computer support plan | 4,097.50 |
| 14294 | Francesca Alvarez | return of security deposit Echo lake rental | 50.00 |
| 14295 | American Legion | hole sponsorship | 50.00 |
| 14296 | American Legion | donation | 100.00 |
| 14297 | Pete Begley | memory Makers entertainment | 400.00 |
| 14298 | Robert Ciavatta | videographer & photographer for Memory Makers | 500.00 |
| 14299 | Pocono Mountain COG | COG golf tournament | 340.00 |
| 14301 | A & L Transmission | inv 11732 inspection | 34.00 |
| 14302 | Advance Auto Parts | 1872124821 | 546.47 |

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|-------|---|--|-----------|
| 14303 | AFLAC | inv 498260 insurance a/c y2051 | 384.26 |
| 14304 | Allstate Septic Systems, LLP | inv 273098 porta potties | 1,085.00 |
| 14305 | American United Life Insurance Company | policy G 0061299-0000-000 life insurance | 1,291.29 |
| 14306 | Artur Renda & Gabriela Breiffeller | 9/14c/5-5/50 tax assessment refund | 416.90 |
| 14307 | Bergey's, Inc | invs ph542617r /543427r/ 544143r parts | 367.36 |
| 14308 | Boucher & James, Inc | inv 78343 gateway project | 538.50 |
| 14309 | Claude S. Cyphers, Inc | inv 648832 ignition switch | 11.21 |
| 14310 | Cove Haven Entertainment Resorts | balance of memory makers lunch | 5,416.00 |
| 14311 | Cramer's Home Center | inv 1395433 mower blades | 104.46 |
| 14312 | David Manter | inv 1220 inspections | 200.00 |
| 14313 | East Stroudsburg Area School District | inv 1607-1 Ressica lease | 3,000.00 |
| 14314 | Family Of God Church. | security deposit refund | 50.00 |
| 14315 | Gilmore & Associates, Inc. | invs 155237 / 155238 engineering | 1,760.99 |
| 14316 | Grainger, Inc. | inv 843136102 | 26.16 |
| 14317 | Holly Freese. | reimburse for mileage expenses | 51.84 |
| 14318 | Home Depot Credit | 6035322502349651 | 1,422.80 |
| 14319 | Home Planet Media | inv mst 003 | 700.00 |
| 14320 | Keith & Judith Snyder | 9/110622 tax assessment refund | 171.06 |
| 14321 | King, Spry, Herman, Freund & Paul LLC | legal fees 11380-11389 | 9,101.11 |
| 14322 | Law Sound & Lighting, Inc. | inv 3 speaker brackets | 238.00 |
| 14323 | Lawson Products, Inc. | inv 9304270810 cable ties screws, washers | 328.14 |
| 14324 | Lehigh Valley Planning Commission | training courses | 275.00 |
| 14325 | Leon Clapper, Inc. | inv 22104 backflow test | 200.00 |
| 14326 | Leroy Lewis | contracted maintenance- dog park | 200.00 |
| 14327 | Mailfinance | inv n6081879 postage machine | 463.38 |
| 14328 | Matergia and Dunn | zoning hearing board | 165.00 |
| 14329 | NAPA Auto Parts | inv 38245656 / 805361 parts | 179.97 |
| 14330 | Neopost | 7900 0444 6025 7144 | 28.55 |
| 14331 | PA Municipal Health Insurance Cooperative | 10207571-72 health insurance | 40,672.64 |
| 14332 | Pennsylvania American Water | 1024210033478776 hydrants | 135.72 |
| 14333 | Penteledata | inv b2786775 emailboxes | 171.77 |
| 14334 | Pocono Record | statement # 104033 public notices | 142.20 |
| 14335 | Ray Price Stroud Ford | invs 191931 / 307834 | 438.18 |
| 14336 | Regina Farms | 2238920 mulch | 252.45 |
| 14337 | RICOH USA, Inc | inv 5043655838 copier additional images | 409.15 |
| 14338 | Robert Rengifo | reimburse for EDC meeting | 20.00 |
| 14339 | SFM Consulting LLC | inv z-016 zoning officer 8/2-8/12 | 1,365.00 |
| 14340 | Staples Advantage | invs 8040382612 / 8040486267 office supplies | 622.10 |
| 14341 | Stiff Oil Co. | inv 2472.48 diesel | 2,472.48 |
| 14342 | Sun Litho Print | invs 39072,73,74 supplies | 763.00 |
| 14343 | Sundance Networks Inc | inv 118357 consulting service | 835.50 |
| 14344 | Susan Kulick. | 16-198 photo memory makers | 25.00 |
| 14345 | Tulpehocken Spring Water | inv 13876 water | 69.30 |
| 14346 | UTRS, Inc | inv 41120 copies | 33.60 |
| 14347 | Verizon | 570223050340643y | 304.14 |

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|-------|-----------------------------------|--------------------------------|------------|
| 14348 | Met Ed | 100114051681 bark park | 20.84 |
| 14349 | Pennsylvania American Water | 1024220008909318 bark park | 20.12 |
| 14350 | Met Ed | 100059550028 Echo Lake | 27.89 |
| 14351 | Met Ed | 100069220836 River rd light | 18.05 |
| 14352 | Met Ed | 100036091245 bldg b | 518.74 |
| 14353 | Met Ed | 100016951467 bldg a | 1,226.77 |
| 14354 | Met Ed | 100016915751 Municipal light | 24.42 |
| 14355 | Met Ed | 100073577916 Sellerville light | 36.40 |
| 14356 | A.J. Smith Electric Motor Service | inv 36217 bearings for paver | 330.00 |
| 14357 | Ace Trucking & Repairs, Inc | invs 11229 / 11238 inspections | 100.00 |
| 14358 | Staples Advantage | inv 8040570903 office supplies | 27.00 |
| | | | <hr/> |
| | | | 134,342.69 |

Golf fund

| Num | Name | Memo | Amount |
|------------|----------------------------------|--|---------------|
| 3920 | LT Verrastro Beverage | beer | (121.46) |
| 3921 | Banko Beverage | beer | (15.42) |
| 3905 | Blue Ridge Communications | 0109950-03 internet | (49.95) |
| 3906 | Cutter & Buck | invs 93378509 / 93443725 pro shop merchandise | (760.45) |
| 3907 | Genesis Turfgrass Inc. | inv 59263 greens maint supplies | (421.10) |
| 3908 | Keith Buchman. | return of security deposit for 7/31 event | (250.00) |
| 3909 | Miggy's Corp 5 | clubhouse food | (230.08) |
| 3910 | MST 2012 G.O.B. | monthly installment for 2012 GOB 2013 payments | (863.02) |
| 3911 | Prime 570 Catering | Knights of Columbus outing food | (2,423.00) |
| 3912 | Red Arrow Markers | inv 1866 markers, divot tools, hat clips | (924.80) |
| 3913 | Super Heat, Inc | inv 1064-17355 hvac repairs | (549.90) |
| 3914 | Banko Beverage | beer | (144.00) |
| wt | Verizon | 570-223-8099 | (624.16) |
| 3915 | Kevin Dixon | reimburse for alcohol & food purchases | (616.95) |
| 3916 | Banko Beverage | beer | (265.40) |
| 3917 | LT Verrastro Beverage | beer | (113.05) |
| 3918 | Resort Beverage | beer | (225.71) |
| 3922 | Connoisseur Media | inv in-1160631273 radio ads | (504.00) |
| 3923 | Finch Services, Inc | inv b06648 converter kit | (114.86) |
| 3924 | Fisher & Son Co., Inc. | inv 164232-in greens maintenance supplies | (1,770.67) |
| 3925 | Genesis Turfgrass Inc. | inv 59263a / 59514 greens maint supplies | (605.00) |
| 3926 | Great Golf Magazine | inv 2502 half page ad | (475.00) |
| 3927 | PA American Water | 1024210033261244 big ridge | (360.26) |
| 3928 | Pocono Mountains Vacation Bureau | inv 58277 2016/17 membership dues | (1,100.00) |
| 3929 | Prime 570 Catering | food for event | (1,730.00) |
| 3930 | R&R Products | inv cd2045834 | (894.45) |
| 3931 | Sean Gilchrist | tablecloths | (150.00) |
| 3932 | Super Heat, Inc | invs 1064-17110 / 17958 / 17483 / 17770 hvac repairs | (2,009.32) |

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|------|-------------------------------|--------------------------------------|--------------------|
| 3933 | Superior Plus Energy Services | invs 583157 / 158/ /159 gas & deisel | (1,411.60) |
| 3934 | Turf Equipment & Supply Co. | inv 946389-00 header pipe | (279.12) |
| 3935 | Verizon | 570223814063192y | (51.80) |
| 3936 | Waste Management | iv 309281302039 maint bldg | (163.18) |
| 3937 | Met-Ed | 100081748855 pump house tomx rd | (668.79) |
| 3938 | Waste Management | inv 309281202031 clubhouse | (223.08) |
| 3939 | Met-Ed | 100104048101 pump house doral crt | (16.79) |
| 3940 | Met-Ed | 100081748848 clubhouse | (1,348.47) |
| 3941 | Met-Ed | 100081748863 maint bldg | (106.04) |
| 3942 | Met-Ed | 100081784231 big ridge drive | (55.07) |
| 3943 | Met-Ed | 100085171773 guard shack | (87.48) |
| | | | <u>(22,723.43)</u> |

Sewer fund

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Credit</u> |
|------------|--|--|---------------|
| 11782 | MET-ED | 100044863148 - WL Island View | 23.04 |
| 11783 | MET-ED | 100081035618 - Lift Station | 20.61 |
| 11784 | MET-ED | 100076523768 - WL Mtn Pass 100080916826 - PS#2 Fairway | 755.29 |
| 11785 | MET-ED | Villas | 44.62 |
| 11786 | MET-ED | 100080920901 - Tree Tops | 33.65 |
| 11787 | ALLSTATE SEPTIC SYSTEMS, LLP | 271619 | 1,085.00 |
| 11788 | Basic Power, Inc. KING SPRY HERMAN FREUND & FAUL | Payment for July & August | 412.00 |
| 11789 | | 111383 | 1,131.50 |
| 11790 | PENNSYLVANIA AMERICAN WATER | 1024210031497597 | 16.05 |
| 11791 | PROSSER LABORATORIES, INC. | | 33,029.11 |
| 11792 | STRAND | | 2,856.00 |
| 11793 | VERIZON | 570223102484027Y - PS#6 Sellersville | 37.88 |
| 11794 | VERIZON | 570223102584198Y - WL Island View | 37.27 |
| 11795 | VERIZON | 570223737828754Y Rt 209 | 208.73 |
| 11796 | VERIZON | 570223818989863Y - Oak Grove 100016914275 - PS#5 | 39.29 |
| 11798 | MET-ED | 209/Municipal | 303.26 |
| 11799 | MET-ED | 100018446334 - PS#3 McCole & 209 | 42.46 |
| 11800 | MET-ED | 100018440378 - PS#4 Maple Ln | 379.56 |
| 11801 | MET-ED | 100016867432 - PS#8 LOTP 100018442556 - PS#7 McCole & NP | 132.26 |
| 11802 | MET-ED | | 109.48 |
| 11803 | MET-ED | 100083606630 - PS#10 Oak Grove | 259.55 |
| 11804 | MET-ED | 100018448652 - Main STP | 5,046.81 |
| 11805 | MET-ED | 100089058661 Rt 209 | 16.63 |
| 11806 | MET-ED | 100016629691 Sleepy Hollow Fairway | 125.34 |
| 11807 | MET-ED | 100080913799 - Off Sleepy Hollow | 196.70 |
| 11808 | MET-ED | 100044877809 - WL Clubhouse Dr | 24.13 |

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|-------|--------|----------------------------------|-------------------------|
| 11809 | MET-ED | 100018353951 - PS#6 Sellersville | <u>306.12</u> |
| | | | <u>46,672.34</u> |
| | | | <u>46,672.34</u> |

Liquid Fuels fund

| Num | Name | Memo | Amount |
|------|-----------------------|---|-------------------|
| 2053 | Hanson Aggregates Inc | invs 2976776/2977798/8839/9758/2980850/1882/2900/3820 | -97,669.61 |
| 2054 | Paccar | 100-683-190-00006723290 2016 peterbuilt hook lift | <u>-48,995.84</u> |
| | | | - |
| | | | <u>146,665.45</u> |