



June 14, 2021

Lakeside Outing Club, Inc.  
Attn: All shareholders

Re: Act 537 Sewage Facilities Plan Update  
New Milford Borough and New Milford Township  
Susquehanna County, PA

To whom it may concern:

Milnes Engineering Inc. (MEI) has been retained by the New Milford Township Board of Supervisors to update the New Milford Township Act 537 Sewage Facilities Plan. The plan update is being undertaken to generally evaluate the present status of sewage disposal systems within the entirety of New Milford Township, and to identify any representative areas where there may be needs for improvements to existing sewage disposal methods.

As part of the current planning, MEI will perform a "Needs Survey" within the Page Lake area. As part of this survey, MEI will be conducting a door-to-door field assessment of the Page Lake community sewage disposal systems that are within New Milford Township. This will be a general overview of the type of disposal systems, their general age and condition (if known) and a field inspection (where possible) for any obvious issues with the systems. This will be a visual inspection only, and does not require any entrance into any residences or other facilities. MEI representatives will be conducting this survey, and will be seeking cooperation from lot owners to assist in this effort. More details related to this survey are provided below.

Included with this notification letter is a survey form and a general schematic document that we are asking each property owner to complete and have available for us on the days of the field survey. Please complete as much information as possible relative to what is requested on the form (and as depicted on the sample schematic). If you are not going to be available on the days of the survey and would like to provide this information to us, you may drop the form off at the Township office, mail the form back to us at Milnes Engineering, Inc., 12 Frear Hill Road, Tunkhannock, PA, 18657, or scan and e-mail this document to Kayla Saxon in our office at the following e-mail address: [ksaxon@milnescompanies.com](mailto:ksaxon@milnescompanies.com). Completion of this form prior to our visit will help to streamline the field evaluation, and limit our interference in any property owner's activities during the day of our visit. We will go over the survey questions with you on the day of the field visit, so you can add or amend the information as applicable.

In terms of the actual field survey the following is what you can expect:

Two MEI representatives will be present from the list below and will be wearing MEI attire when arriving to your property. The representatives will be in a company vehicle that will clearly identify who they are as they pull up to the property. Each representative will also provide a badge to identify themselves. Theresa White – New Milford Township's Sewage Enforcement Officer (SEO) may or may not accompany them during the assessment. The scheduled dates and times are also listed below, including the names of the MEI staff:



Milnes Representative Names	Date(s) of Survey	Time(s) of Survey
Kayla Saxon	7/2/2021, and 7/6/2021- 7/7/2021	From 8 am to 5 pm
Joe Reese		
Lawrence LaRue		
Gregory Ellsworth		
David Shoemaker		

We certainly appreciate your cooperation with this effort, and look forward to working with everyone to accomplish the goals of the survey and subsequent sewage planning. If you have any questions or concerns about the survey, please contact Kayla Saxon of our office at (570) 836-2145, or at the e-mail listed above.

Sincerely,



Michael P. Goodwin, P.E.

