

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
November 10, 2011 at 7:00 P.M.  
SPECIAL WORKSHOP MEETING MINUTES**

APPROVED  
12/01/2011

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**ATTENDANCE:** Supervisors; Steve Ackerman, Dan Mohr, Rob Sentner, Manager; Dan DeLong, Solicitor; Marc Fisher, and Secretary/Treasurer; Joni McPike.

**CALL TO ORDER:** 7:00 p.m.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

Supervisor Ackerman informed the audience that this meeting is being recorded principally to aid in the preparation of Minutes and for such other purposes as the Board sees fit. For that reason, each person wanting to give any comments during this meeting, please state his or her name and address for the record, and address your comments to the Board of Supervisors.

**PUBLIC INPUT:** - None

**OLD BUSINESS**

**1. 2012 Budget Review;**

Supervisor Ackerman stated that from the directions made to Staff from the previous meeting to make the changes to the budget as discussed, Manger DeLong has brought those revisions before the Board for review; Manger DeLong stated that the revenues have been projected to increase by \$15,000.00 based on some information recently obtained; the cash fund balance forward is a strong number unless we get a extremely serious storm that would possibly wipe out those funds; the revenues are pretty much straight forward. The expenses have been edited to reflect no wage increases; eliminating the contribution to the Open Space Reserve Fund of \$20,000.00; and does not reflect the Yeakel's Mill Road Bridge Rehabilitation project, which Manager DeLong recommends that we do not replace the deck on the Yeakel's Mill Bridge for \$153,000.00 and further states this item will be addressed at the next Board meeting. This item has been adjusted to \$3,000.00 to do additional guide rail work. Manager DeLong also stated that he has some outstanding issues that need to be addressed; the possible closure of the parks in January, February, March and December, which would save about \$4,000.00; to supplement the budget with funds from the capital reserve fund; the possibility of eliminating six (6) Board of Supervisors meetings throughout the year; eliminating the upgrade to the traffic signal lights, instead use the portable generators and stop signs which would be a savings of \$4,000.00, and if the upgrade work is going to be done, do it when we have to upgrade the traffic signals instead of refitting old signals; also in saving some expenses is looking at not mowing certain areas in our parks, which could save about \$4,000.00. With these revisions we still have a budget deficit of \$8,135.00. Discussion was held regarding eliminating the Board meetings, which were not favorable due to paying bills, and signing of checks; the Board decided to keep the parks open but eliminate the portable bathrooms for this Budget year; the parks will be plowed for Township accessibility; additional concerns were discussed relative to the portable generators for the Traffic signals and the possibility of them being stolen and or damaged, and maintenance and funding of the traffic signals; the Board discussed the Auditorium rental fees and procedures involved, Manager DeLong stated that the projected use rates are inline with surrounding Municipalities; additional discussion with audience members and the Board was held in regards to the rental rates for non-profit entities. The Board also discussed putting in place and/or updating its Capital Improvement Plans for long term projects of the Township; Regarding the Emmaus Library funding; the Board discussed and directed staff to investigate and report the details of putting a referendum on a future ballot for financial support for the Library. The Board continued to discuss certain adjustments to the budget items that seemed to have increased from the previous budget draft as well as taking out certain items; It is the Boards decision to put back in the wage increases and balance the budget with a contribution from the Capital Reserve Fund. Additional

comments from the Board where that they are in agreement to start putting the minutes and agendas and possibly the budget online in the future so the public can have better access to them.

**NEW BUSINESS:**

**1. Request to close North Second Street entrance onto Golf Circle Sunday night 11/13/11;**

Manger DeLong stated he was notified from Lower Macungie Township to close North Second Street Sunday night, for a memorial parade, and since this street is in Upper Milford Township, they need action from the Board for this request;

**MOTION:**

Supervisor Mohr made the motion to close North Second Street onto Golf Circle Sunday Night, 11/13/11 and direct staff to notify adjacent Municipalities Supervisor Sentner seconded the motion. All in favor, motion carried.

The Board congratulated George DeVault on his win in the recent elections, and directed Staff to start copying all Board of Supervisors correspondence and documents to Mr. DeVault, and put them in his bin in the main office where Mr. DeVault is welcome to come in anytime to pick them up.

**ANY OTHER BUSINESS:** - None

**EXECUTIVE SESSION:** - None

**ADJOURNMENT:** 8:07 p.m.

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Steve Ackerman, Chairman

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Date Approved

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Joni D. McPike, Secretary / Treasurer

Attest: