

UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 18068
FEBRUARY 2, 2012 AT 7:00 P.M.
WORKSHOP MEETING MINUTES

ATTENDANCE: Supervisors; Daniel Mohr, Robert Sentner, George DeVault; Manager, Daniel DeLong; Solicitor, Marc Fisher; Administrative Assistant, Cynthia Kuhns

CALL TO ORDER: 7:00 P.M.

ANNOUNCEMENTS:

Supervisor Mohr announced that the meeting was being recorded to principally aid in the preparation of Minutes and for such other purposes as the Board saw fit. For that reason, any person wanting to give any comments during the meeting should please state his or her name for the record and address the Board of Supervisors.

PUBLIC INPUT: - None

OLD BUSINESS:

1. 4WD Truck Lease Purchase Contract Resolution No. 2012-020 (discussion)

Manager DeLong said that in order to fulfill all the requirements of the Lease / Purchase Contract the Township needs to approve entering into a government obligation contract. Solicitor Fisher said everything is in proper order for the Board of Supervisors to act upon. Manager DeLong said this is on the regular meeting agenda for approval.

2. PA Office of Radio Services (discussion)

Manager DeLong said that this was discussed at last months meeting, and the Supervisors had a couple of concerns, one was the ability to get a lease payment for having the pole on the Township property, and the other was if there was any way that would benefit the fire company's, and their inability to get signal somewhere. Manager DeLong said that PA Office of Radio Services have offered that they would provide the Township with a yearly payment of \$2,000.00. They also asked if the Township could get by with a smaller generator to avoid the need to have the larger propane tank which is required. Public Works Coordinator Ackerman and Manager DeLong discussed this and their immediate concerns for the power for this building was to keep the communication systems going and the security systems going. Manager DeLong asked if the Board of Supervisors was comfortable with the \$2,000.00 payment. Supervisor DeVault said in talking about the Fire Company's ability to gain any benefit from this tower

it seems like it would be a long stretch. Manager DeLong said Board of Supervisors are in a position to have PA Office of Radio Services prepare a document that has what he feels the Township wants in it. All three Board of Supervisors were in agreement with this. Manager DeLong said he will contact PA Office of Radio Services and have them draft up a document. Supervisor Sentner said he would like to see a fence around the site of the tower and equipment cabinet. Manager DeLong said just for security reasons there needs to be a fence around the site.

NEW BUSINESS:

1. Recreation Commission Correspondence – various Park issues (discussion)

The Board of Supervisors and members Philip Vanim and Barry Williams of the Recreation Commission discussed the following five items that require some type of action by the Township office staff and Public Works Department:

1. A field use policy for township parks
2. A water fountain at Lenape Park
3. Safety standards for playground equipment
4. A flag pole at a different location at Lenape Park
5. No parking signs on the road into Lenape Park

Manager DeLong said that the Public Works Department will take care of items “2”, “3”, “4”, and “5” above before the parks are open this spring. Manager DeLong said he and Administrative Assistant Kuhns would take care of item “1” on the Recreation Commission letter dated January 17, 2012. Manager DeLong said that he will work the details out with the Township’s Insurance Company regarding the Field Use Policy and what they are looking for then turn it over to the Township Solicitor to make sure that everything is in order then bring it back before the Board of Supervisors.

Supervisor Sentner suggested that since a member from the Recreation Commission is present at the Board of Supervisors meetings that they provide the Board of Supervisors with a bi-weekly report.

2. Insurance Policies (discussion)

Manager DeLong said that the Township’s Policies run from May to May and said that if the Board of Supervisors wanted to put out Request for Proposals (RFP’s) for quotes now would be the time to do so. The Township is not required to put out RFP’s seeking a new Insurance Agent. The Township currently receives return premiums for our performance. The Township currently has an A+ insurance rating right now. The Township’s current agent has treated the Township well for many years. Manager DeLong said he is open to any suggestions that the Board of Supervisors may have.

All three Supervisors recommended putting out an RFP for insurance quotes.

Motion: Supervisor Sentner made the motion to authorize staff and Solicitor Fisher to do an RFP for Insurance proposals. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

ANY OTHER BUSINESS: - None

EXECUTIVE SESSION:

Supervisors Mohr announced that the Board of Supervisors held an executive session to discuss personnel issues from 7:58 P.M. till 8:29 P.M.

ADJOURNMENT: 8:29 P.M.

Daniel J. Mohr, Chairman

Date

Cynthia Kuhns, Administrative Assistant