

UPPER MILFORD TOWNSHIP  
BOARD OF SUPERVISORS  
TOWNSHIP BUILDING  
JANUARY 6, 2014 AT 7:30 P.M.  
REORGANIZATIONAL MEETING MINUTES

**ATTENDANCE:** Supervisors; Daniel Mohr, George DeVault, Robert Sentner;  
Manager, Daniel DeLong; Solicitor, Eric Strauss;  
Secretary/Treasurer, AnnaMarie Zeravsky

Meeting called to order at 7:30P.M.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

Manager DeLong announced that the meeting is being recorded to aid in the preparation of minutes and for such other purposes as the Board sees fit. This meeting was advertised in The East Penn Press on December 11<sup>th</sup>, 2013. The purpose of this meeting is to elect a temporary chairman and proceed with the normal procedures required of a reorganization meeting.

**NOMINATION AND ELECTION OF TEMPORARY CHAIRMAN:**

**MOTION:**

Supervisor Mohr made the motion to nominate Supervisor DeVault as Temporary Chairman. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried.

**TEMPORARY CHAIRMAN'S AGENDA:**

1. Nomination of Chairman of the Board of Supervisors for 2014

**MOTION:**

Supervisor Mohr made the motion to nominate Supervisor Sentner as the Chairman of the Board of Supervisors for 2014. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

2. Nomination of Vice-Chairman of the Board of Supervisors for 2014

**MOTION:**

Supervisor Sentner made the motion to nominate Supervisor Mohr as Vice-Chairman of the Board of Supervisors for 2014. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

**RE-ORGANIZATIONAL ACTIONS:**

**DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:**

To attend Lehigh County Authority Business meetings and serve as alternate to Township Manager on voting matters. Current Designee is Supervisor Sentner.

**MOTION:**

Supervisor Mohr made the motion to designate Supervisor Sentner as the Board of Supervisors Representative to the Lehigh County Authority Business meetings and to serve as alternate to the Township Manager in voting matters. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

**DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:**

To the Agricultural Security Board. Current Designee is Supervisor DeVault

**MOTION:**

Supervisor Mohr made the motion to nominate Supervisor DeVault as the Board of Supervisors representative to the Agricultural Security Board. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried.

**BOARDS, COMMITTEES, REPRESENTATIVES:**

The Board of Supervisors state that as each term expires for members of all bodies, the Board of Supervisors at that time will act as necessary for the reappointment or new appointment of members as required.

1. Open Space Committee
  - a. Reappointment of Frances Caputo, Phil Vanim, and Phil Hartnraft to the Open Space Committee. Their new term will expire on 1<sup>st</sup> Monday in January 2017.

**MOTION:**

Supervisor Mohr made the motion to re-appoint Frances Caputo, Phil Vanim, and Phil Hartnraft to the Open Space Committee; their new terms will expire on the first Monday of 2017. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

2. Zoning Hearing Board
  - a. Zoning Hearing Board; Reappointment of Linda Fiertag to the Zoning Hearing Board. New term will expire December 31, 2018.

**MOTION:**

Supervisor Mohr made the motion to re-appoint Linda Fiertag to the Zoning Hearing Board, her new term will expire December 31, 2018. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

3. Recreation Commission
  - a. Reappointment of Rose Parry and Terry Schmeltzle to the Recreation Commission; 5 year term to expire 1<sup>st</sup> Monday in January 2019.

**MOTION:**

Supervisor DeVault made the motion to re-appoint Rose Parry and Terry Schmeltzle to the Recreation Commission, their new term will expire on the first Monday of 2019; Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried.

4. Vacancy Board
  - a. Appoint Mr. John Hayes to the vacancy board for the prescribed annual term.

**MOTION:**

Supervisor Mohr made the motion to appoint Mr. John Hayes to the vacancy board for the prescribed annual term. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried.

**EXECUTIVE SESSION:** – The Board of Supervisors held an executive session from 7:37 pm to 7:39 pm for personnel reasons.

**RESOLUTIONS**

1. Re-appointment and setting of wages of Township Officials for 2014. (Resolution No. 2014-001)
2. Re-appointment of Township Solicitor. (Resolution No. 2014-002)
3. Hourly Employee Wage Schedule. (Resolution No. 2014-003)
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter. (Resolution No. 2014-004)
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives. (Resolution No. 2014-005)
6. Appointment of Township Engineer. (Resolution No. 2014-006)
7. Re-appointment of Address Assignment Consultant. (Resolution No. 2014-007)
8. Re-appointment of Township Accounting Service Consultant. (Resolution No. 2014-008)
9. Re-Appointing a third party electrical and construction code agency. (Resolution No. 2014-009)
10. Re-appointment of Engineering firm to perform Tower Inspections. (Resolution No. 2014-010)
11. Setting Bonding for Treasurer and Township Manager. (Resolution No. 2014-011)
12. PLGIT Authorized Signers (Resolution No. 2014-012)
13. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2014-013)
14. Setting Fee Schedule – Building Permits (Resolution No. 2014-014)
15. Setting subdivision and land development application and escrow fees (Resolution No. 2014-015)
16. First Niagara Authorized Signers (Resolution No. 2014-016)

**MOTION TO APPROVE RESOLUTIONS:**

**MOTION:**

Supervisor DeVault made the motion to approve the Resolutions as read. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried.

**SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2014:**

The Board of Supervisors hereby establish the first and the third Thursday of each month from February to November as the stated meetings, the regular meeting will begin at 7:30 pm preceded by a workshop meeting at 7:00 pm, except as such times may conflict with holidays or other business, in which case a suitable alternate date will be fixed and proper notice will be given. The next scheduled Board of Supervisors Meeting is on Thursday, January 16<sup>th</sup>, 2014 at 7:30 pm preceded by a 7:00 pm Workshop meeting. A special meeting may be held when the business load is excessive for a particular meeting as determined by the Board of Supervisors.

**MOTION TO APPROVE MEETING SCHEDULE:**

**MOTION:**

Supervisor DeVault made the motion to adopt the meeting schedule as stated above.  
Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried.

**PSATS CONVENTION**

The Board of Supervisors must approve, if so desired, the attendance of all Supervisors, Township Secretary, Township Manager, Employee Personnel and Township Solicitor, under the same procedure, with expenses reimbursed as specified by the Pennsylvania State Association of Township Supervisors and Act of the Legislature.

**Motion to approve attendance to the PSATS Convention and designate a voting delegate:**

**MOTION:**

Supervisor DeVault made the motion to authorize the Township Supervisors, Staff and Solicitor are approved to attend the annual PSATS Convention held April 13<sup>th</sup> – 16<sup>th</sup>, 2014; and Supervisor Mohr is designated as the official voting delegate to the PSATS Convention. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried.

**APPROVAL AND ACCEPTANCE OF REORGANIZATION MEETING ACTIONS:**

**Motion for the approval and acceptance of the Reorganization Meeting:**

**MOTION:**

Supervisor DeVault made the motion for the acceptance of all the forgoing and approved as presented. All open bills for 2013 are approved for payment. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried.

**REGULAR MEETING BUSINESS:**

**ANNOUNCEMENT:** Supervisor Sentner announced that the Elected Auditor's Meeting will be held on Tuesday, January 7<sup>th</sup>, 2014 at 3:30 p.m.

**PUBLIC INPUT:** - None

**ACCEPTANCE OF MINUTES:** - None prepared at the time.

**APPROVAL OF PAYMENT OF BILLS:** None

**GENERAL FUND:**

PLGIT XXXX7096 - 13515 to 13531 in the amount of \$15,736.02

**STREETLIGHT FUND:**

PLGIT XXXX7125 - Check No. 1221 in the amount of \$2,301.06

**MOTION:**

Supervisor Mohr made the motion to approve the payment of the bills as submitted. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

**OLD BUSINESS:** - None

**NEW BUSINESS:** - None

**SOLICITOR'S REPORT:** - None

**DEP MODULES / SEWAGE PLANNING:** - None

**PLANNING COMMISSION – OLD BUSINESS:** - None

**PLANNING COMMISSION – NEW BUSINESS:** - None

**SUBDIVISIONS – IMPROVEMENTS:** - None

**CORRESPONDENCE:** - None

**EXECUTIVE SESSION:** – None

**OTHER ISSUES:** – None

**REPORTS:** - None

**ADJOURNMENT:** 7:44 P.M.

**MOTION:**

Supervisor Sentner made the motion to adjourn the meeting at 7:44 P.M. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

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Robert C. Sentner, Chairman

\_\_\_\_\_  
Date

\_\_\_\_\_  
AnnaMarie L. Zeravsky, Secretary/Treasurer