

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
November 5<sup>th</sup>, 2020 Immediately following the Workshop Meeting  
**REGULAR MEETING MINUTES**

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**ATTENDANCE:** Supervisors: Joyce K. Moore, Daniel J. Mohr, Robert C. Sentner; Manager: Edward Carter; Solicitor Marc Fisher; Secretary Jessi O'Donald

Meeting called to order at 7:01 pm.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

This meeting is being broadcast over Zoom and the recording will aid in the preparation of minutes and for other such purposes as the Board sees fit. All virtual participants of this meeting have been muted except for the Board of Supervisors and Township Staff.

There was an opportunity to submit public input via email or phone prior to 4 pm this afternoon. For those joining us in person this evening we ask that anyone who would like to speak, state their name and address the Board of Supervisors. We ask that one person speak at a time slowly and clearly to allow those joining us through zoom the ability to hear the proceedings.

**PUBLIC INPUT:** No Public Input

**ACCEPTANCE OF MINUTES:**

Approval of October 15<sup>th</sup> 2020 Workshop and Regular meeting minutes.

**MOTION:** Supervisor Sentner made a motion to accept the minutes as presented. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 19800 to 19842 in the amount of \$25,885.17

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. 1358 in the amount of \$2,146.97

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No. ~~4358~~ [1003] in the amount of \$1,766.02

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No Bank Transfers

**MOTION:** Supervisor Mohr made a motion to approve the bills as read. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SOLICITOR'S REPORT:** - No Report

**OLD BUSINESS:** None

**NEW BUSINESS:**

1.) 2021 Tentative Budget Adoption

**MOTION:** Supervisor Sentner made a motion to approve and advertise the tentative 2021 Budget. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Chairperson Moore notated that the 2021 proposed budget is balanced with no tax increase.

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Time Extension for Fields at Indian Creek Lot Consolidation Plan – until 2/2021
  - a. Letter from Lewis Rauch
  
- 2.) Time Extension for Fields at Indian Creek “The Annex” – until 02/2021
  - a. Letter from Lewis Rauch

**MOTION:** Supervisor Sentner made a motion to approve the time extensions for Fields at Indian Creek lot line consolidation and Annex as requested by Lewis Rauch of Lehigh Engineering until February 5, 2021. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SUBDIVISIONS – IMPROVEMENTS:** None

**CORRESPONDENCE:** None

**OTHER ISSUES:** - None

**REPORTS:**

**Emergency Services Committee Report:**

- 1.) Letter from ESC – EMC

Emergency Services Committee is questioning who the Emergency Management Coordinator is at this point as there is no one appointed.

Manager Carter stated that by current rules he is the Emergency Management Coordinator by default.

- 2.) Letter from ESC – Fire Hydrants

Emergency Services committee is questioning the maintenance on the Fire Hydrants. Vera Cruz Fire Company had concerns about fire hydrants within the Little Lehigh Acres development. There was one in particular that was unable to be easily opened. They would like to know what maintenance LCA performs on the hydrants and if there is a record of that as LCA charges a fee for the Hydrants to the Township.

Manager Carter stated that due to the nature of the question, he had already sent the letter to LCA. The contact at LCA said he was busy at the moment but will get an answer for these questions. The one particular hydrant had been reported to LCA by Brian Miller when the Fire Company found it not working properly.

**MOTION:** Supervisor Sentner made a motion to have staff work with Lehigh County Authority to determine what maintenance is done and receive reports to the fact and share with the Emergency Services Committee. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies:

- 1.) Letter from Vera Cruz Fire Company Chief Joseph Sherman

Manager Carter and Supervisor Sentner summarized the letter from Chief Sherman. Chief Sherman explained a fire call event to a multifamily housing unit. He had concerns over the conditions of the building. He ended up calling UGI to check on the Range appliance. The UGI representative Red tagged the range and wall heater that had furniture in front of it. The gas for both units were turned off until they could be serviced by a qualified technician. The upstairs bedroom had electric heat or the Red Cross would have had to be called to house the families in the apartment until the concerns could be repaired. Chief Sherman is asking for the possibility of having the Township perform rental safety inspections. He stated that this was the second Multifamily building the Fire Company responded to this year and is concerned that there are more with safety concerns.

There was a brief discussion between Staff, the Board of Supervisors and the Solicitor. The Board of Supervisors Directed Staff to determine the feasibility of such a request.

Emmaus Library: On behalf of the Library staff, Lisa Marten wanted to relay the thanks of the Library patrons. The Library is glad to be open and providing a valuable service for residents. With more students being home schooled and residents being at home in general there are families using the services and loaning materials for further educations opportunities.

Recreation Commission: No Report

Supervisors:

Daniel Mohr – He is grateful for the lines being painted on the State Roads as he understands how hard it was to see the road edges in the dark with the time change.

Robert Sentner – He thanked the Churches for hosting the polls for the election and acknowledged the unprecedented numbers of voters that turned out for the election on Tuesday. He thanked the poll workers for their hard work.

Joyce Moore – COVID is real and increasing. Please be careful. Wear your mask, wash your hands and remember your distancing.

**MOTION:** Supervisor Sentner made a motion to give the Zions Lutheran Church of Old Zionsville and the Holy Spirit Lutheran Church in Emmaus each a one-time \$500.00 donation from the Township to defray the cost of having their doors open and so many voters through their buildings for the Election. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Solicitor Fisher confirmed that this is an acceptable use of funds as this is to defray the cost of electric, heat and water for having their building open for so many voters as to not having to host a polling location at the Township Building.

Township Manager:

Bud Carter – On October 27<sup>th</sup> Manager Carter had a field meeting with the Turnpike Commission about the Indian Creek Rd Bridge and the Vera Cruz Bridge. The Turnpike hopes to have some sort of Virtual Meeting or informational presentation in the spring. The Indian Creek Rd Bridge will start in 2023 and be a two year project. The emergency ramps will remain and traffic will be at least to one lane. The Vera Cruz Bridge will be a full closure for Vera Cruz Rd and they will reach out to emergency services closer to the time starting the construction.

**EXECUTIVE SESSION:** - Not Needed

**ADJOURNMENT:** Meeting was adjourned at 7:23 pm.

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Chairperson Joyce K. Moore

11/19/2020  
Date

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Secretary Jessi O'Donald