

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
November 4th, 2021 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors; Daniel Mohr, Joyce Moore, John Zgura; Manager Edward Carter, Planning Coordinator Brian Miller; Solicitor Brian Collins, Secretary/treasurer Jessi O'Donald

Meeting called to order at 7:00 pm.

Pledge of Allegiance to the flag.

ANNOUNCEMENTS:

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, will each person wanting to give any comments during this meeting, please state your name for the record and address the Board of Supervisors.

PUBLIC INPUT:

Jim Krippe asked for clarification of the Federal recovery money he questioned at the prior meeting. Mr. Krippe states he had been questioning the ARPA Funding money and wondering if the Supervisors knew if it was received. Supervisor Moore stated it was held in a separate fund. Treasurer Jessi O'Donald responded that the CARES Act money was approximately \$110,000.00 and the ARPA Funding was received at ½ of approximately \$804,000.00 in June and also held in a separate account. The other half will be received in June 2022.

*Note CARES ACT total: \$110,015.64 and ARPA received in 2021: \$416,060.12.

ACCEPTANCE OF MINUTES:

Approval of October 21st Regular meeting minutes

MOTION: Supervisor Moore made a motion to approve the minutes as presented for the October 21st Supervisors meeting. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 20755 to 20785 in the amount of \$ 70,571.87

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. 1372 in the amount of \$ 2,274.68

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No.'s 2021-061 to 2021-063

MOTION: Supervisor Moore made a motion to approve the bills as read and acknowledge the bank transfers. Supervisor Zgura 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.) Adoption of Tentative 2022 Budget
 - a. Memo from Secretary/Treasurer O'Donald

Before you this evening is the 2022 proposed budget. Since receiving the Draft Budget on October 21st, there have been two minor adjustments. First adjustment was notification from PSATS-UC Trust that due to 2020 UC Claims our rate of contribution will be increase from .09 to 3.75 for 2022. The second adjustment was to cover a possible MMO change for the PASB-MRT Defined Benefit Pension Plan. We received notification from Byer-Barber with a recommendation to adjust the MMO for the PSAB-MRT Defined Benefit Plan for the 2022 plan valuation. This has been sent to the Pension committee and we are waiting on a few questions to be answered before making a recommendation to the Board. Since there was not time to make a full recommendation to the Supervisors on the MMO prior to finalizing the budget we thought it prudent to include the expense. If the MMO for the Defined Benefit Plan is adjusted the Board will have to acknowledge that adjustment through a motion at a later date. Both of these increases were adjusted from the MS4 expense line item.

Supervisor Moore questioned how the referendum for Open Space worked and if it expired for 2023. There was a brief discussion and Staff will verify the workings of the Referendum and report next meeting.

MOTION: Supervisor Moore made a motion to approve the tentative Budget and Advertise for Public Review. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) 2022 Lehigh County Humane Society Contract
 - a. Memo from Secretary/Treasurer O'Donald

The contract for 2021 has been a good partnership between the Lehigh County Humane Society and the Township. Residents have been able to TNR (Trap/Neuter/Release) 20 feral cats from colonies within the Township. This helps keep the feral cat population under control. Residents have also had a place to take stray dogs and friendly cats to have help in finding their current owners or new homes. For 2022 the LCHS has offered a 3 year contract for \$825.00 per year. This is just a \$25.00 increase from 2021. The contract allows for the intake of all stray and relinquished dogs as well as 20 friendly cats into the shelter and the TNR of an additional 20 cats for the control of feral populations. Approval of this contract also allows the resident of Upper Milford Township access to the community veterinary clinic at contract prices. The contract is included in the proposed 2022 budget and is presented tonight with a recommendation to approve if the Board is in agreement.

MOTION: Supervisor Zgura made a motion to approve the three year contract with the Lehigh County Humane Society for \$825.00 per year as stated in Jessi O’Donald’s memo dated November 4th, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: No Report

PLANNING COMMISSION – NEW BUSINESS:

- 1.) Engleman Tract Zoning Change Request
 - a. letter from Planning Coordinator Brian Miller

At their meeting on November 1st, 2021 the Planning Commission re-reviewed the 4650 Indian Creek Road Zoning Change Request to change the Zoning District from Industrial to Suburban Residential. After discussion the Planning Commission recommended having Township staff begin the process to create a Coordinated Zoning Overlay District to create standards for allowing a planned residential use on Industrial zoned property for the purpose reducing conflicting land uses at 4650 Indian Creek Rd.

Supervisor Zgura stated that felt the PC meeting went well and everyone was able to have a conversation this time around. He was glad the Board had been able to meet with the PC and have a discussion.

MOTION: Supervisor Moore made a motion to direct staff to start the Zoning overlay process. 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: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies: No Report

Emmaus Library: Secretary O'Donald reported that she took a call from Jenny Kemps this afternoon and Jenny will not be accepting another term for the Library Board. If anyone is interested please have them fill out a volunteer application.

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

John Zgura – John Thanked everyone for coming out to vote. He stated that the turnout for Upper Milford Township was close to 40% which was high as the average across Lehigh County was 30%.

Joyce Moore – Joyce asked if we received any donations for the Food Pantry. {There is a recycling bin full}

Daniel Mohr – Dan was glad people came out to vote.

EXECUTIVE SESSION: Not Needed

ADJOURNMENT: Meeting was adjourned at 7:19 pm.

Chairman Daniel J. Mohr

November 18th, 2021
Date

Secretary/Treasurer Jessi O'Donald