

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
November 18th, 2021 7pm
REGULAR MEETING AGENDA

Call Meeting to Order

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:

ACCEPTANCE OF MINUTES:

Approval of October 21st Regular meeting minutes

PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 20786 to 20822 in the amount of \$30,200.84

OPEN SPACE FUND:

PLGIT XXXX7146 - Check No. XXXX in the amount of \$ 3,780.00

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No.'s 2021-064 & 2021-066

SOLICITOR'S REPORT: -

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Updated – Defined Benefit 2022 MMO
 - a. Memo from Manager Carter

- 2.) Acceptance of Agricultural Security Area Application for 4246 Main Road W.
 - a. Letter from Planning Coordinator Brian Miller

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: None

PLANNING COMMISSION – NEW BUSINESS:

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

- 1.) Request for Special Fire Police – Old Zionsville UCC on 12/24 2:30-3:15 pm & 7-7:45 pm
 - a. Letter from Kathy Latshaw
- 2.) Letter from Library Board Member– Jenny Kemps

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies:

Emmaus Library:

Recreation Commission:

Township Manager:

Bud Carter –

Supervisors:

John Zgura –

Joyce Moore –

Daniel Mohr –

EXECUTIVE SESSION: If Needed

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Indian Creek Industrial Park Subdivision:
2. Morrissey Property Concerns
3. Open Space Update
4. Zoning and SALDO Update
5. Krause Property Concerns
6. Indian Mill Creek Townhouses –completion
7. Indian Creek Rd - Truck Concerns

END AGENDA PART II:

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

12:40 PM

11/18/21

**UMT-GENERAL FUND
BOS Meeting AP Disbursements Report**

November 18, 2021

Date	Num	Name	Paid Amount
100.01 - PLGIT - General Fund Ckg			
11/18/2021	20786	AFLAC	-47.64
11/18/2021	20787	AmTrust North America	-6,155.00
11/18/2021	20788	Autoparts Warehouse	-129.74
11/18/2021	20789	AutoZone, Inc.	-177.44
11/18/2021	20790	Bailey, Jared - AP	-40.00
11/18/2021	20791	Batteries + Bulbs	-193.95
11/18/2021	20792	BECHTELSVILLE ASPHALT	-279.44
11/18/2021	20793	Colours 10	-42.52
11/18/2021	20794	Hanover Engineering Assoc., Inc.	-972.81
11/18/2021	20795	KEYCODE INSPECTION AGENCY	-11,711.42
11/18/2021	20796	MASTER SUPPLY LINE	-59.50
11/18/2021	20797	Miller Municipal Supply, LLC	-233.50
11/18/2021	20798	NAPA AUTO PARTS	-570.37
11/18/2021	20799	PA Depart of environmental Protection	-100.00
11/18/2021	20800	PA ONE CALL SYS.	-78.24
11/18/2021	20801	PASSMORE SERVICE CENTER	-566.99
11/18/2021	20802	PENTELEDATA	-125.95
11/18/2021	20803	PPL ELECTRIC UTILITIES	-91.39
11/18/2021	20804	RED HILL FORD (SANDS)	-315.33
11/18/2021	20805	Reliable Security Solutions	-364.00
11/18/2021	20806	Ringo Hill Farms Equipment Co. Inc.	-136.00
11/18/2021	20807	Service Electric Cable TV Inc.	-135.72
11/18/2021	20808	SERVICE TIRE TRUCK CENTER, INC.	-774.70
11/18/2021	20809	Shelton Hitch Co Inc	-83.28
11/18/2021	20810	SiteOne Landscape Supply	-142.92
11/18/2021	20811	Snyder Technologies	-3,025.00
11/18/2021	20812	STAVER HYDRAULICS CO., INC.	-261.78
11/18/2021	20813	Stephenson Equipment, Inc.	-355.05
11/18/2021	20814	TIMES NEWS (East Penn Press)	-66.02
11/18/2021	20815	UGI UTILITIES, INC.	-729.21
11/18/2021	20816	unifirst	-137.38
11/18/2021	20817	V & C ACCESSORIES INC.	-59.80
11/18/2021	20818	Verizon Wireless	-328.84
11/18/2021	20819	VISA #6512 (BC)	-165.23
11/18/2021	20820	VISA#2958 (JO)	-956.64
11/18/2021	20821	WB Mason	-128.24
11/18/2021	20822	Wehrung's Macungie LLC	-459.80
Total 100.01 - PLGIT - General Fund Ckg			-30,200.84
TOTAL			-30,200.84

12:19 PM

11/18/21

**OPEN SPACE REFERENDUM
BOS Disbursement**

November 18, 2021

Type	Date	Num	Name	Credit
Author A Swallow Associates LLC				
Bill Pmt -Check	11/18/2021	1018	Author A Swallow Associates LLC	3,780.00