

UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 18068
APRIL, 5, 2012 AT 7:00 P.M.
WORKSHOP MEETING MINUTES

ATTENDANCE: Supervisors; Daniel Mohr, Robert Sentner, George DeVault; Manager, Daniel DeLong; Solicitor, Marc Fisher; Secretary / Treasurer, AnnaMarie Zeravsky

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. Township Athletic Field Use Policy – Ordinance No. 133
 - a. Memo from Manager DeLong dated 3/29/2012

Manager DeLong said that the Board of Supervisors a few months ago requested that Township staff, and Solicitor with the assistance of the Recreation Commission develop Park Rule and Regulations specifically dealing with the use of the athletic field facilities. He said that staff came up with a draft and ran it by the Recreation Commission and the Solicitor prepared the Ordinance and advertised and in the interim the Recreation Commission took another look at the proposed ordinance and concluded that they would like to see all groups treated equally, and the group that was not treated equally was the Salem Bible Church School. The Salem Bible Church School was using the Township's Park athletic fields in the past at no charge, and it was the Recreation Commission's first thought that they wanted Salem Bible Church School to continue to use the fields at no cost. At this point, the Recreation Commission wants the verbiage changed to that would require Salem Bible Church School to pay the same going rate as any other non-affiliated UMYA Organization. He said he spoke with the Township Solicitor and that since this is only a minor change the Township would not have to readvertise to do that and that if the Board of Supervisors is so inclined to go along with the Recreation Commission's wishes that it could be adopted with the provision that those two paragraphs could be combined to read as the Recreation Commission suggested. The other thing that he said that he

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would like to add is that when the Township was still operating out of the old Township Building the Township never charged a fee to anyone for the use of the room facilities. Manager DeLong said that when the Township offices moved up to our current location we grandfather those groups who used the old Township Building facility at no charge so that they would be able to use the meeting room at their same time slot at no charge. Manager DeLong said this is something for the Board of Supervisors to consider. Supervisor Sentner asked how long Salem Bible Church School has been using the athletic fields at the Township Parks. Manager DeLong replied for a long time, and generally they use the fields in the afternoon from 12:00 P.M. to 3:00 P.M. Supervisor Sentner asked if Salem Bible Church caused damage to the field. Phil Vanim, Recreation Commission Chairman, replied not to his knowledge and that Salem Bible Church School was not singled out as one of the groups who damaged the fields. Phil Vanim said that Barry Williams, field use coordinator, brought the damage issue to the attention of the Recreation Commission Members. Phil Vanim said that grandfathering Salem Bible Church School so as not to make them pay for the use of the fields was not a unanimous decision amongst the Recreation Commission Members; however the vote was that the Recreation Commission suggests that Township combine that because there is really no need for an exception. Phil Vanim said that the fee for usage in his view is to cover the cost of the Township employees, and Recreation Commission Members, and Youth Association Members who care for the fields. Supervisor Sentner asked if anyone ever approached the groups to help with the maintenance of the fields. Phil Vanim said to him it is a better policy to have everyone treated equally with regards to the fact that they have to pay for usage of the fields if they are not directly associated with the Youth Association. Supervisor Sentner asked if there were groups like Salem Bible Church School who have been using the fields at no cost. Supervisor Sentner said in his opinion the Township should leave it the way it is. Supervisor Mohr asked what exactly is the Youth Associations affiliation with the Township is it part of the Township or is it a separate organization. Phil Vanim replied that UMYA is a separate non-profit organization. Phil Vanim said it was his understanding from days gone by that the Township had the responsibility to provide for these types of activities. Phil Vanim said the UMYA is a non-profit organization run by Township people for the Township residents primarily. Phil Vanim said the residents pay a fee to have their children participate in UMYA sporting events, and the UMYA parents and coaches actively maintained the fields over the years. Phil Vanim said the UMYA built the first refreshment stand at Lenape Park. Phil Vanim said there is a stronger tie between the UMYA and Upper Milford Township as far back as the 1960's and 1970's. Supervisor Sentner asked if the UYMA took on the responsibility of taking care of the parks over the year. Supervisor Sentner said he feels that the Township should not charge Salem Bible Church School for the use of the fields; however they should be asked to help maintain the fields.

2. Sewer Connection Enforcement Request Discussion

Manager DeLong said that this is back on the Agenda because the Township is quickly approaching the deadline and had one of the parties not taking any action to the point of supplying information and that happened late this afternoon so he will again say at this point it seems like there is intention to move forward and connect. The proof of the pudding will be when a contractor shows up and makes the connection. Manager DeLong said that the hang up was with providing the County of Lehigh with information. Manager DeLong said it seems like everything is in order at this point to move forward. Supervisor Mohr said that at this time the Supervisors will table this and leave it on the agenda until the party is connected to the sewer system. Supervisor DeVault said he remembered reading something about a sewer malfunction adjacent to the ball field at Lenape Park. Manager DeLong said that Brian Miller, Township Sewage Enforcement Officer is investigating this, and he took samples for the purpose of confirming whether or not this is sewage effluent , and not black water.

3. Lease Purchase Contract Street Sweeper – Resolution 2012-022

Manager DeLong said that this is on the Regular Agenda and that everything is shaping up to be in order.

4. Insurance RFP – Update and Discussion

Manager DeLong said that he was directed by the Board of Supervisors to go out for RFP's for Insurance Proposals and the Township received three proposals all from known agents that provide municipal broker services for adjacent municipalities. Manager DeLong said it is like comparing apples, oranges, and fish and he is still sorting through them. Manager DeLong said that one thing that came to his immediate attention is that the lowest price quote cuts the Township's coverage's in half which might not be acceptable and he said this is something he needs the Solicitor's help on. Manager DeLong said that the Board of Supervisors should schedule a Special Meeting next week to discuss this and go over the proposals received. Manager DeLong said he will set up a meeting for next Wednesday, April 11, 2012 at 7:00 P.M. to further discuss this issue. (Note the meeting was not scheduled due to a problem with the Morning Call being able to meet the legal advertising requirement due to the holiday weekend.)

NEW BUSINESS:

1. Lenape Park Lower Field Temporary Out Field Fencing UMYA Project Discussion

Manager DeLong said that the Upper Milford Youth Association would like to erect a specification fence specifically for the baseball outfield and it is temporary fencing and it would be located on the lower field at a radius 200 feet from home plate. The fencing is plastic fencing with rubber posts more or less to make it look like a real ball field, but not shut the field down that it could not be used later on. The fencing would be taken down at the end of the season. Manager DeLong said he felt that the Supervisors should discuss this before he gave Barry Williams the go ahead to purchase the fencing. Supervisor Mohr asked if this required a motion. Manager DeLong replied no.

2. Mill Rd. / Shimerville Rd. intersection discussion

Manager DeLong said this is the area where the Township purchased the house from David Keiser and Matthew Reitnauer to improve the site distance, and also with the provision that at some point in time the Township was going to open the intersection to make the turning radius better. The public works department wants to wait until the work on the sewer project in this area is completed and the sewer contractors are out of the way. Manager DeLong said that Shimerville Road as it exists now needs some work. Some of the work will be the responsibility of the sewer contractor and some of the work will need to be taken care of by the Township. Manager DeLong said that over the past several years the Township did hold off on doing any repairs to Shimerville Road because of anticipation of the sewer project. Supervisor Mohr said that the Township's primary goal when purchasing the property was the site distance at that intersection, and if the Township did not purchase the property when they did and someone else purchased the property and put a large amount of money into fixing up the property it would have cost the Township a phenomenal amount of money to kick someone out and buy the property to improve the intersection. Supervisor Mohr said he did not know that the Township was in a rush to improve the intersection but if there is anything that can be done without getting into a huge project he said he would at least wait until the sewer contractors finish their repairs to the road. Supervisor Sentner said that he spoke with Steve Ackerman, Public Works Coordinator, about this earlier, and he said he was under the impression that Steve Ackerman has a meeting set up with the sewer contractors next week to see what it going on. Steve Ackerman said that he has a meeting next Wednesday with the sewer contractors to mark out where the cuts are and the paver is going to start restoration work on April 16, 2012. Supervisor Sentner said he hoped that the contractor does overlay work on certain sections of Shimerville Road where it is real bad. Supervisor Sentner said the Township's original intent was to get better sight distance and straighten the intersection out where the Township purchased the property and demolished the home on the corner of Shimerville Road and Mill Road. Supervisor Sentner said his recommendation would be to have Steve Ackerman and Manager DeLong meet with Lehigh County Authority to see what they are going to do and

come up with some type of plan as to what it would cost to do some upgrades in that area of Shimerville Road and Mill Road and come back to the Supervisors with what the plan actually is. Supervisor DeVault asked if there was ever any talk about the other place where Mill Road comes into Shimerville Road where it is a real tight turn and lots of bushes and the line of sight is not as good as it could be. Supervisor wondered if it presented any special liability exposure to the Township with the large rock being in the right-of-way. Manager DeLong said if you look close there is curbing there, and that is another situation where the Township would need to purchase some property to gain some right-of-way, and also another part of the problem is the utility pole. Supervisor DeVault said that is a tight intersection especially in a fire truck. Supervisor Sentner said one of the concerns that he has is that if the contractor does overlay Shimerville Road and makes it smoother it will increase the speed of motorist traveling on that stretch of roadway and it will not be good for the residents in that area. Steve Ackerman said that the contractor is not planning on overlaying Shimerville Road, they are going to cut and patch the road to bring it up to the correct level. Supervisor Sentner asked if the repair work to Shimerville Road done by the sewer contractor would be something that the Supervisors would need to accept. Manager DeLong replied yes, the Supervisors agreed that on the local roads that the Township would take care of the final surfacing as long as the contractor brought the bases back to the flush surfaces. Manager DeLong said that there may be portions where the contractor does hand work verses using a machine. Manager DeLong said that is the purpose of Steve Ackerman meeting with the contractor to go over what the final game plan is. Supervisor Sentner asked Steve Ackerman if Shimerville Road was on the list for oil and chipping. Steve Ackerman said Shimerville Road is on his plan to do work within the next two or three years. Manager DeLong said Shimerville Road will need more work than just paving, it will need gutter work and storm sewer work.

ANY OTHER BUSINESS: - None

EXECUTIVE SESSION: - None

ADJOURNMENT: 7:31 P.M.

Daniel J. Mohr, Chairman

Date

Daniel DeLong, Township Manager