

UPPER MILFORD TOWNSHIP  
BOARD OF SUPERVISORS  
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 18068  
MAY 17, 2012 AT 7:00 P.M.  
WORKSHOP MEETING MINUTES

**ATTENDANCE:** Supervisors; Daniel Mohr, Robert Sentner, George DeVault; Manager, Daniel DeLong; Solicitor Marc Fisher; Administrative Assistant, Cynthia Kuhns

**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. Sale of old truck no. 5 (discussion)(on regular agenda)

Manager DeLong said that Old Truck No. 5 was replaced by a 2011 New Truck No. 5. Old Truck No. 5 was put on Municibid for sale and bids were received up to 8:07 P.M. on May 14, 2012 and the Township ended up with a bid of \$6,501.00. Manager DeLong said that he estimated that the Township would get \$5,000.00 for the truck. Manager DeLong said it would be his recommendation that the Board of Supervisors award the sale of the truck to the highest bidder. There was no further discussion.

**NEW BUSINESS:**

1. Farmer's Market Association request for authorization to conduct business on Holiday's that fall on a Monday.
  - a. Memo from Cynthia Kuhns

**MOTION:**

Supervisor DeVault made the motion to approve the Farmer's Market Association request to operate the Farmer's Market on holiday's that fall on a Monday throughout the Farmer's Market season. Supervisor Mohr seconded the motion. Any questions or comments, there were two votes in favor, Supervisor Sentner abstained from voting, and the motion carried.

2. Real Estate Tax Collection Partnership with East Penn School District  
(discussion)

Manager DeLong said in 2004 the County notified all the municipalities that they were no longer going to prepare the real estate tax bills that the municipalities would have to make their own arrangements. The County did say that they would maintain their software for a few years and that if any municipality wanted the County to continue to prepare their tax bills the County would prepare the municipalities tax bills for a fee. At that time, the Township had discussions with the East Penn School District about mailing out the real estate tax bill with the East Penn School District tax bill. The Board of Supervisors went along with that plan and the real estate tax bills are sent out with the East Penn School District tax bill at half the cost, a cost savings to both the Township and the East Penn School District. The school tax bill and the real estate tax bill are on the same bill which makes it easier for the Township Tax Collector to keep track of everything. In 2006 there was a regulation passed that required any one in the Homestead Act to be able to pay their taxes in three installments, and that worked out fairly well for the Township because our tax bill was piggy backed on the school districts tax bill. Now the regulations have changed to mandate that small businesses are allowed to pay their taxes under the installment plan, but the new regulation did not include the definition of a small business. The school districts basically decided that this pertains to everybody so the school districts have been adopting resolutions to allow everybody to pay under the installment plan. At this point in time the Township needs to do something to stay in the piggy back mode with the school district. Manager DeLong said that the Board of Supervisors needs direction from the Township Solicitor to be able to do this. Manager DeLong said that this is a good thing.

Solicitor Fisher explained what he would need from the Supervisors in order to draw up a resolution.

**MOTION:**

Supervisor Sentner made the motion to authorize Solicitor Fisher to draw up a resolution to permit the installment collection of real estate taxes, street light assessments, and fire hydrant assessments in accordance with the school districts resolution. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

**ANY OTHER BUSINESS:**

1. Vera Cruz Sewer Project update

Manager DeLong said that letters to connect from Lehigh County Authority were sent out to residents in Phase 3 of the project today. Manager DeLong said he did not see a copy of the letter and does not know exactly what the wording was. Supervisor DeVault said that the Phase 3 residents have until July 13, 2012 to hook up, and everyone has received their grinder pump. Manager DeLong said that in Phase 1 we are down to one connection that has not taken place yet, and he thinks that it is working its way towards a resolution with out any legal action being needed. Phase 2 he believed that there were 89 properties that were required to connect, at this time all but 14 properties have taken action to make the connection, and Phase 2 is moving along very well. Manager DeLong said that we ran into a spell of bad weather that slowed things down a lot and may have brought out some problems that may need to be repaired.

2. Referendum for Library Tax

Manager DeLong said that last year during budget discussions the Township was talking about a referendum for the library tax. Manager DeLong said he did not know if the Board of Supervisors wants to bring that to the surface again or whether the Board of Supervisors wants to wait to bring it to the surface or discuss it. Supervisor Sentner said that he would recommend that the Board of Supervisors direct staff and Francis Larish of the Emmaus Library to get together to see what the library is looking for. Supervisor Sentner said he thought that the Board of Supervisors, earlier in the year, agreed to put this to a referendum vote. Solicitor Fisher said his recollection was that there was no authorization for a referendum, but to look into it. Solicitor Fisher said it would be prudent if the Board of Supervisors were considering it to look into it because the Township would need to set aside a certain mileage pursuant to the question.

**EXECUTIVE SESSION:** - None

**ADJOURNMENT:** 7:16 P.M.

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Daniel J. Mohr, Chairman

Date \_\_\_\_\_

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Cynthia Kuhns, Administrative Assistant