

UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING
OCTOBER 3, 2013 AT 7:30 P.M.
REGULAR MEETING MINUTES

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

Meeting called to order at 7:39 P.M.

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 his or her name for the record and address the Board of Supervisors.

PUBLIC INPUT: None

ACCEPTANCE OF MINUTES: -

September 19, 2013 Workshop and Regular Meeting Minutes

MOTION:

Supervisor Sentner made the motion to approve all minutes. Supervisor Mohr seconded the motion. Any questions or comments, both were in favor, and the motion carried.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 13265 to 13311 in the amount of \$142,580.61
Check No. 13298 was voided and replaced with check No. 13311

STATE LIQUID FUELS FUND:

PLGIT XXXX7112 – Check No. 2607 the amount of \$14,901.69

ACKNOWLEDGEMENT OF BANK TRANSFER:

Transfer # 2013-38 – 2013-40

MOTION:

Supervisor Sentner made the motion to approve the payment of the bills as submitted and acknowledge bank transfers 2013-38 to 2013-40. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

OLD BUSINESS: -

1. Local Service Tax Collector Changes
 - a. Resolution 2013-022, Local Services Tax Appointment
 - b. Resolution 2013-023, Imposition of Cost, LST
 - c. Resolution 2013-024, Tax Hearing Appointment, LST
 - d. Resolution 2013-025, Confidentiality, LST

Manager DeLong explained that Resolution 2013-022, Local Services Tax Appointment is to appoint a Tax Collector for the Local Services tax for Upper Milford Township (HA Berkheimer). Resolution 2013-023, Imposition of Cost, is to authorize HA Berkheimer to collect delinquent Local Services Taxes and imposes a cost to do so. Resolution 2013-024, Tax Hearing Appointment is to appoint HA Berkheimer as the Township's Hearing Officer to hear any appeals and adopt the Tax Payers Bill of Rights. Resolution 2013-025, Confidentiality, is to appoint a contact person for the Local Services Tax with HA Berkheimer (Township Secretary/Treasurer and in his/her absence, the Township Manager). He also mentioned that the current Tax Collector gets 4 percent plus cost to collect the Local Services Taxes but HA Berkheimer agreed to collect the Local Services Taxes for 2.25 percent plus cost.

Resident Phil Casey questioned how much the Township brings in for the Local Services Tax and how much it costs to collect the tax. Manager DeLong explained that the Township collects around \$17,000 per year. Mr. Casey also noted that he feels it is a conflict of interest to have a Township Employee as the internal auditor of the Local Services Tax. Solicitor Fisher explained that required by law, there must be a contact between HA Berkheimer and Upper Milford Township but it in no way provides the Township employee with resident's income.

MOTION:

Supervisor Sentner made the motion to approve Resolution 2013-022, 2013-023, 2013-024, and 2013-025. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

SOLICITOR'S REPORT: - None

NEW BUSINESS: - None

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: -

1. Borough of Macungie Zoning Ordinance Proposal

Supervisor Mohr read a letter from Planning Coordinator, Brian Miller explaining that the Planning Commission recommends thanking Macungie Borough for a chance to review the above mentioned items and inform them that Upper Milford

Township has no comments on the Ordinance or Map Amendments at this time. Mr. Miller attached correspondence to Macungie Borough to be sent if approved.

MOTION:

Supervisor Sentner made the motion to send the letter drafted by Planning Coordinator, Brian Miller, thanking Macungie Borough. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, and the motion carried.

SUBDIVISIONS – IMPROVEMENTS: -

1. Omega Homes Lot #17 Release

This item was tabled until further information is received.

CORRESPONDENCE: -

1. Macungie Halloween Parade Detour Request

Supervisor Mohr read a letter from Macungie Chief of Police, Edward A Harry Jr. requesting the use of East Macungie Road as a detour route during the 2013 Macungie Halloween Parade on Saturday, October 26, 2013 (rain date November 9, 2013).

MOTION:

Supervisor DeVault made the motion to approve the Borough of Macungie's request to use East Macungie Road in Upper Milford Township as a detour route during the Halloween Parade to be held on Saturday, October 26, 2013, with a rain date of Saturday, November 9, 2013. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, and the motion carried.

2. Ladies Auxiliary of Upper Milford Eastern District Fire Company request use of Township Property

Supervisor Mohr read a letter from Emily Fair, Member of the Ladies Auxiliary of Upper Milford Eastern District. The letter requests permission to use the Township Property located across the street from the Fire Company's Engine Room, for the purpose of parking vehicles during the Craft and Vendor Fundraiser. The Craft and Vendor Fundraiser is to be held on Saturday October 12, 2013 from 9:00am to 2:00pm.

MOTION:

Supervisor DeVault made the motion to approve the Ladies Auxiliary of Upper Milford Eastern District's request to use the Township property for parking on October 12, 2013. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, and the motion carried.

EXECUTIVE SESSION: –

The Board of Supervisors held an executive session from 8:05 PM until 8:40 PM for legal and personnel issues.

OTHER ISSUES: – None

REPORTS:

Emmaus Library:

The Heritage Quest, which is an online genealogical based site, is now available through the Emmaus Library's website. Story time for children has begun at the Library, as well.

Township Emergency Management Coordinator:

Bill Stahler – Mr. Stahler announced that the October meeting for the Lehigh County Emergency Management is to be held on Thursday, October 10. The subject will be the Limerick Generator Station. He also noted that the Upper Milford Township Board of Supervisors is always invited to attend these meetings.

Recreation Commission:

No Report

Supervisors:

Daniel Mohr – Supervisor Mohr commended Manager DeLong and Secretary Zeravsky for their work on the Emergency Operation Plan draft. He also noted that the Vera Cruz Halloween will be on Wednesday, October 16 at 7:00pm.

Robert Sentner – None

George DeVault – None

Township Manager

Daniel DeLong – None

ADJOURNMENT: 8:44 P.M.

Daniel J. Mohr, Vice-Chairman

Date

AnnaMarie L. Zeravsky, Secretary/Treasurer