

UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING
JANUARY 5, 2015 AT 7:30 P.M.
REORGANIZATIONAL MEETING MINUTES

ATTENDANCE: Supervisors; Daniel Mohr, George DeVault, Robert Sentner; Manager, Daniel DeLong; Solicitor, Eric Strauss; Asst. Township Manager, Timothy Haas

Meeting called to order at 7:32 P.M.

ANNOUNCEMENTS:

Manager DeLong announced that the meeting is being recorded to aid in the preparation of minutes and for such other purposes as the Board sees fit. This meeting was advertised in The East Penn Press on December 10th, 2014. The purpose of this meeting is to elect a temporary chairman and proceed with the normal procedures required of a reorganization meeting.

NOMINATION AND ELECTION OF TEMPORARY CHAIRMAN:

MOTION:

Supervisor Sentner made the motion to nominate Supervisor DeVault as Temporary Chairman. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

TEMPORARY CHAIRMAN'S AGENDA:

1. Nomination of Chairman of the Board of Supervisors for 2015

MOTION:

Supervisor Sentner made the motion to nominate Supervisor DeVault as the Chairman of the Board of Supervisors for 2014. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

2. Nomination of Vice-Chairman of the Board of Supervisors for 2014

MOTION:

Supervisor Sentner made the motion to nominate Supervisor Mohr as Vice-Chairman of the Board of Supervisors for 2014. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

Pledge of Allegiance to the flag.

Introduction of Asst. Township Manager, Timothy Haas

Asst. Manager, Timothy Haas, gave a brief history of both his vocational and personal backgrounds.

RE-ORGANIZATIONAL ACTIONS:

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:

To attend Lehigh County Authority Business meetings and serve as alternate to Township Manager on voting matters. Current Designee is Supervisor Sentner.

MOTION:

Supervisor Mohr made the motion to designate Supervisor Sentner as the Board of Supervisors Representative to the Lehigh County Authority Business meetings and to serve as alternate to the Township Manager in voting matters. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:

To the Agricultural Security Board. Current Designee is Supervisor DeVault.

MOTION:

Supervisor Mohr made the motion to nominate Supervisor DeVault as the Board of Supervisors representative to the Agricultural Security Board. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

BOARDS, COMMITTEES, REPRESENTATIVES:

The Board of Supervisors state that as each term expires for members of all bodies, the Board of Supervisors at that time will act as necessary for the reappointment or new appointment of members as required.

1. Open Space Committee
 - a. Reappointment of Sara Whitney and Anne Meltzer to the Open Space Committee. Their new term will expire on 1st Monday in January, 2018.
2. Zoning Hearing Board
 - a. Zoning Hearing Board; Reappointment of Edward Martin to the Zoning Hearing Board. New term will expire December 31, 2019.
3. Recreation Committee
 - a. Reappointment of Wendy Ashby to the Recreation Committee; 5 year term to expire December 31, 2019.
4. Vacancy Board
 - a. Appoint Mr. John Hayes to the vacancy board for the prescribed annual term.
5. Emmaus/Upper Milford Township Joint Environmental Advisory Council
 - a. Reappointment of Alexandria Snyder to the EAC for a three (3) year term. New term will expire on January 2, 2018.

MOTION:

Supervisor Sentner made the motion to appoint the preceding said appointees to their respective committees for the prescribed annual term(s). Supervisor Mohr

seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

CORRESPONDENCE:

Letter of resignation from Guy Bieber; Alternate SEO

MOTION:

Supervisor Sentner made the motion to accept Guy Bieber's letter of resignation letter and thanked him for his service. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

EXECUTIVE SESSION: – The Board of Supervisors held an executive session from 7:38 PM to 7:48 PM for personnel matters.

RESOLUTIONS

1. Re-appointment and setting of wages of Township Officials for 2015. (Resolution No. 2015-001)
2. Re-appointment of Township Solicitor. (Resolution No. 2015-002)
3. Hourly Employee Wage Schedule. (Resolution No. 2015-003)
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter. (Resolution No. 2015-004)
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives. (Resolution No. 2015-005)
6. Appointment of Township Engineer. (Resolution No. 2015-006)
7. Re-appointment of Address Assignment Consultant. (Resolution No. 2015-007)
8. Re-appointment of Township Accounting Service Consultant. (Resolution No. 2015-008)
9. Re-Appointing a third party electrical and construction code agency. (Resolution No. 2015-009)
10. Re-appointment of engineering firm to perform Tower Inspections. (Resolution No. 2015-010)
11. Setting Bonding for Treasurer and Township Manager. (Resolution No. 2015-011)
12. PLGIT Authorized Signers (Resolution No. 2015-012)
13. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2015-013)
14. Setting Fee Schedule – Building Permits (Resolution No. 2015-014)

15. Setting subdivision and land development application and escrow fees (Resolution No. 2015-015)
16. First Niagara Authorized Signers (Resolution No. 2015-016)

MOTION TO APPROVE RESOLUTIONS:

MOTION:

Supervisor Mohr made the motion to approve the preceding Resolutions as read. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2015:

The Board of Supervisors hereby establish the first and the third Thursday of each month from February to November as the stated meetings, the regular meeting will begin at 7:30 PM preceded by a workshop meeting at 7:00 PM, except as such times may conflict with holidays or other business, in which case a suitable alternate date will be fixed and proper notice will be given. The next scheduled Board of Supervisors' Meeting is on Thursday, January 22nd, 2015 at 7:30 PM preceded by a 7:00 PM Workshop meeting. A special meeting may be held when the business load is excessive for a particular meeting as determined by the Board of Supervisors.

MOTION TO APPROVE MEETING SCHEDULE:

MOTION:

Supervisor Sentner made the motion to adopt the meeting schedule as stated above. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

PSATS CONVENTION

The Board of Supervisors must approve, if so desired, the attendance of all Supervisors, Township Secretary, Township Treasurer, Township Manager, Asst. Township Manager, Employee Personnel and Township Solicitor, under the same procedure, with expenses reimbursed as specified by the Pennsylvania State Association of Township Supervisors and Act of the Legislature.

Motion to approve attendance to the PSATS Convention and designate a voting delegate:

MOTION:

Supervisor Sentner made the motion to authorize the Township Supervisors, Staff and Solicitor are approved to attend the annual PSATS Convention held April 19th – 22nd, 2015; and Supervisor Mohr is designated as the official voting delegate to the PSATS Convention. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

APPROVAL AND ACCEPTANCE OF REORGANIZATION MEETING ACTIONS:

Motion for the approval and acceptance of the Reorganization Meeting:

MOTION:

Supervisor Sentner made the motion for the acceptance of all the forgoing and approved as presented. All open bills for 2014 are approved for payment. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

REGULAR MEETING BUSINESS:

ANNOUNCEMENT: Supervisor DeVault announced that the Elected Auditor's Meeting will be held on Tuesday, January 16th, 2015 at 3:30 p.m.

PUBLIC INPUT: - None

ACCEPTANCE OF MINUTES: - December 30th, 2014; year-end meeting.

MOTION:

Supervisor Mohr made the motion for the acceptance of the December 30th, 2014; year-end meeting minutes. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor and the motion carried unanimously.

APPROVAL OF PAYMENT OF BILL(S):

GENERAL FUND:

PLGIT XXXX7096 - 14406 to 14421 in the amount of \$7,829.14

MOTION:

Supervisor Sentner made the motion to approve the payment of the bill(s) as submitted. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, and the motion carried unanimously.

OLD BUSINESS: - None

NEW BUSINESS: - None

SOLICITOR'S REPORT: - None apart from a clarification on the scheduling of the next regularly scheduled BOS meeting will be on January 22nd, 2015.

PLANNING COMMISSION: - None

CORRESPONDENCE: - None

OTHER ISSUES: – None

REPORTS: - None

ADJOURNMENT: 7:57 PM
Supervisor DeVault adjourned the meeting.

**BOARD OF SUPERVISORS
REGULAR MEETING OF
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APPROVED MINUTES

George DeVault, Chairman

Date

Timothy Haas, Asst. Township Manager/Secretary