

UPPER MILFORD TOWNSHIP  
BOARD OF SUPERVISORS  
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 18068  
AUGUST 20, 2015 AT 7:00 P.M.  
WORKSHOP MEETING MINUTES

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**ATTENDANCE:** Supervisors; George DeVault, Daniel Mohr, Robert Sentner; Township Manager, Daniel DeLong; Asst. Township Manager, Timothy Haas; Solicitor, Marc Fisher

**CALL TO ORDER:** 7:00 P.M.

**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:** None

**OLD BUSINESS:**

- 1.) Credit Card Payment Option for Delinquent Payments.
  - a. Memo from Township Treasurer, Jessi O'Donald.

Manager, DeLong summarized for the Board that the Township has researched additional payment options solely for customers that struggle to pay Township bills. On average, the Township has five (5) delinquent unpaid bills annually. Currently, the Township only operates on a cash and check payment basis. In research, Pay-pal, which is an online payment service used in payment processing, would be a beneficial payment option for customers with delinquent unpaid bills. The Pay-pal service does incur a service fee, which would be added to the unpaid bill amount. All money received into the Pay-pal account would be directly deposited to the Township's General Account. Discussions ensued regarding service fees, methods of receiving payments, and security risks.

**MOTION:**

Supervisor Sentner made the motion to direct staff to start a Pay-pal account per Jessi O'Donald's letter, dated August 20, 2015. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, and the motion carried unanimously.

**NEW BUSINESS:**

- 1.) Township Reimbursement for Firefighter Training Expenses (Discussion).

Supervisor Sentner summarized that he would like to propose reimbursement for

firefighter training costs. Under his proposal, the Township would pay for all or a fraction of the training costs. The reimbursement would contain a contract, establishing the regulations and rules for reimbursement.

Supervisor Mohr shared information that he learned regarding the topic at the PSATS' convention earlier this year.

Resident and Chief of Citizens' Fire Company, Joseph Sherman informed the Board that all new firefighters are on probation for six (6) months.

Resident and Citizens' Fire Company firefighter, Jason Marsch shared information regarding a Bucks County reimbursement program for firefighter training.

Chairman DeVault expressed that a firefighter can never have too much training and it is important to discover where there are training gaps within a fire department and remediate them.

The Board was in agreement to allow Township Staff and the Fire Company Steering Committee to move forward with researching reimbursement options.

**ANY OTHER BUSINESS:**

- 1.) Manager, DeLong updated the Board that PennDOT received the Township's comment letter regarding the proposed Norfolk Southern bridge replacement project. The Township has hired Benchmark Civil Engineering Services, Inc. to analyze the scope of the project and the potential to close off Indian Creek Road at Cedar Crest Boulevard. Planning Coordinator, Brian Miller is currently trying to organize a meeting between the Township, Lehigh Valley Planning Commission, and PennDOT. Once Benchmark Civil Engineering Services, Inc. has concluded their study the meeting will be scheduled.
- 2.) Chairman DeVault presented Citizens' Fire Company with a check for \$108.00 dollars, which was received from partial proceeds from the sale of his book, "Fire Call!" during the recent Vera Cruz Homecoming event.

**EXECUTIVE SESSION:** None

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

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George D. DeVault, Chairman

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Date

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Timothy A. Haas, Asst. Twp. Manager/Secretary