

**UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 7:30 P.M.
REORGANIZATION MEETING AGENDA
JANUARY 3rd, 2017**

Call meeting to order.

Pledge of allegiance to the flag.

ANNOUNCEMENTS: This 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 November 23th, 2016.

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: (Board Action Required)

TEMPORARY CHAIRMAN'S AGENDA:

1. Nomination of Chairman of the Board of Supervisors for 2017:
2. Nomination of Vice-Chairman of the Board of Supervisors for 2017:

(2017 CHAIRMAN IS SEATED)

RE-ORGANIZATIONAL MEETING 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.

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE: To the Agricultural Security Board. Current Designee is Supervisor DeVault.

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 Francis Caputo and Phil Hartranft to the Open Space Committee. Their new term will expire on 1st Monday in January 1, 2020.
 - b. Appoint Wendy Ashby as the Recreation Committee member to the Open Space requested by the Recreation committee. Term will expire December 31, 2019.
2. Zoning Hearing Board
 - a. Zoning Hearing Board; Reappointment of Francis Caputo to the Zoning Hearing Board. New term will expire December 31, 2021.
3. Zoning Hearing Board Alternate; Reappointment of Lawrence Butler as an alternate to the Zoning Hearing Board. New term will expire December 31, 2020

4. Recreation Commission
 - a. Reappointment of Robert Parry to the Recreation Commission; term to expire December 31, 2020.

5. Vacancy Board
 - a. Appoint Mr. John Hayes to the vacancy board for the prescribed annual term.

6. Emmaus/Upper Milford Township Joint Environmental Advisory Council:
 - a. Reappointment of Lisa Haas and Joyce Moore to the EAC term will expire on the first Monday of January 2020.

CORRESPONDENCE:

EXECUTIVE SESSION: If Needed.

RESOLUTIONS:

1. Re-appointment and setting of wages of Township Officials for 2017 (Resolution No. 2017-001).
2. Re-appointment of Township Solicitor (Resolution No. 2017-002).
3. Hourly Employee Wage Schedule (Resolution No. 2017-003).
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter (Resolution No. 2017-004).
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives (Resolution No. 2017-005).
6. Appointment of Township Engineer (Resolution No. 2017-006).
7. Re-appointment of Address Assignment Consultant (Resolution No. 2017-007).
8. Re-appointment of Township Accounting Service Consultant (Resolution No. 2017-008).
9. Re-Appointing a third party electrical and construction code agency (Resolution No. 2017-009).
10. Re-appointment of Engineering firm to perform Tower Inspections (Resolution No. 2017-010).
11. Setting Bonding for Treasurer and Township Manager (Resolution No. 2017-011).
12. PLGIT Authorized Signers (Resolution No. 2017-012).
13. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2017-013).
14. Setting Fee Schedule – Building Permits (Resolution No. 2017-014).
15. Setting subdivision and land development application and escrow fees (Resolution No. 2017-015).
16. KeyBank Authorized Signers (Resolution No. 2017-016).

MOTION TO APPROVE RESOLUTIONS:

SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2017:

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 19, 2017 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:

PSATS CONVENTION

The Board of Supervisors must approve, if so desired, the attendance of all Supervisors, Township Secretary, Township Treasurer; Township Manager, Assistant Manager, Employee Personnel and Township Solicitor to the PSATS Convention, 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:

Township Supervisors, Staff and Solicitor are approved to attend the annual PSATS Convention held April 23-26, 2017; and _____ is designated as the official voting delegate to the PSATS Convention.

APPROVAL AND ACCEPTANCE OF REORGANIZATION MEETING ACTIONS:

Motion for the approval and acceptance of the Reorganization Meeting: all of the foregoing has been accepted and approved as presented. All open bills for 2016 are approved for payment.

REGULAR MEETING BUSINESS:

ANNOUNCEMENT: The Elected Auditor’s Meeting will be held on Wednesday, January 4th, 2016 at 6:00 p.m.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES: December 29, 2016; Year-end meeting.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 – Check No’s 16199 to 162xx in the amount of \$

OLD BUSINESS:

NEW BUSINESS:

- 1.) Financial Audit; motion to approve and sign letter of engagement for FY 2016 auditing services with France, Anderson and Basile Co.
- 2.) Resolution No. 2017-017 Elected Tax Collector Compensation Rate Schedule for 2018-2022

- 3.) Resolution No. 2017-018 Disposition of Township Documents and Tax Collection Records.
 - a. Memo from Treasurer, Jessi O'Donald

SOLICITOR'S REPORT:

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION NEW BUSINESS: -None

SUBDIVISIONS – IMPROVMENTS: -None

CORRESPONDENCE:

OTHER ISSUES:

REPORTS:

Emmaus Library:

Fire Companies:

Recreation Commission:

Supervisors:

George DeVault –
Daniel Mohr –
Robert Sentner –

Township Manager:

Dan DeLong –

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Indian Creek Industrial Park Subdivision:
 - a. Letter dated 01/31/07 from the Planning Commission recommending Preliminary Plan Approval contingent upon Township Engineer comments in their review letter dated 01/25/07. (This approval is granted an extension until June 30, 2017)
2. Estates at Maple Ridge Subdivision:
 - a. Contingent Preliminary Plan approval will expire 8/7/2018. (Contact developer 4/1/2018.)
3. Fields at Indian Creek Contingent Preliminary Plan Approval.
4. Fields at Indian Creek Phase 1 Contingent Final Plan Approval.

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5. Recreation Commission request to update the 2004 UMT Park, Recreation, Open Space, & Environmental Plan; Survey.
7. Seedway Improvements Agreement

END AGENDA PART II: