

**UNAPPROVED MINUTES**

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
July 20, 2017 at 7:30 P.M.  
REGULAR MEETING MINUTES**

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**ATTENDANCE:** Supervisors, George DeVault, Daniel Mohr, Robert Sentner; Manager, Daniel DeLong; Secretary/Treasurer, Jessi O'Donald; Planning Coordinator, Brian Miller; Township Engineer, Jeffery Ott

Meeting called to order at 7:59 pm

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 your name for the record and address the Board of Supervisors.

Please join us in a moment of silence to honor the passing of Zoning Hearing Board member and longtime Township resident Edward Martin who passed away this past week.

**PUBLIC INPUT:** None

**ACCEPTANCE OF MINUTES:**

Acceptance of July 6, 2017 workshop and regular meeting minutes.

**MOTION:** Supervisor Sentner made a motion to accept the workshop and regular meeting minutes as presented. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No.'s. 16695 to 16736 in the amount of \$28,420.18

**PAYROLL FUND:**

PLGIT XXXX7015 – Check No. 7351 in the amount of \$47.64

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No.'s 2017-041 to 2017-046

**MOTION:** Supervisor Mohr made a motion to pay the bills as read and acknowledge the bank transfers. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**OLD BUSINESS:** -

- 1.) Shimerville Road Property – No Bids – Discussion

No bids were received for the Mill Road Property. The question asked of Solicitor Fisher was, "what are we allowed to do next". The Township is allowed to re-bid for sale, or see if the adjoining property owners would be interested in purchasing part of or all of the lot.

**MOTION:** Supervisor Sentner made a motion to direct staff to seek out a purchaser for the sale of 4245 Shimerville Road. Supervisor DeVault seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**SOLICITOR'S REPORT:**

1.) Ordinance No. 152 Approval- Service Electric Cable TV Contract

The Service Electric Cable contract gives the Township a 5% franchise fee to utilize the Township right of way to provide cable TV service to residents throughout the Township. This new agreement runs September 5, 2017 through September 4, 2032.

Supervisor Sentner questioned if RCN had responded to the Township's request to enter into an agreement.

Solicitor Fisher stated that RCN had been sent a cease and desist order. Their response in writing was that they were only providing telephone and internet services and were not interested in an agreement to provide cable TV into Upper Milford Township.

Tim Himmelwright of Service Electric Cable stated he was unhappy with the response as it is unfair that Service Electric has to abide by the contract and he feels that if RCN doesn't have a contract that they can just do whatever they want without ramification.

Solicitor Fisher stated that until there is proof of RCN providing cable TV contracts. The law does not enforce a need for a contract between RCN and Upper Milford Township unless they are providing Cable TV service.

**MOTION:** Supervisor Sentner made a motion to approve Ordinance No. 152, contract with Service Electric Cable TV. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

2.) Ordinance No. 154 Sewer & Industrial Waste Ordinance Revisions Discussion

Solicitor Fisher stated this was on the agenda for informational purposes. This Ordinance will be before the Board in August. There are Ordinances that state when the city of Allentown has to amend their ordinance, the Township has to adopt an amended Ordinance.

**NEW BUSINESS:**

2.) Pension Recommendation  
a. Memo from Manager Daniel DeLong

Township Actuary Beyer-Barber compiled an interest rate assumption study in June for the Pension Committee. The Pension Committee met in July to discuss the findings. The committee then recommended the interest rate assumption be lowered a quarter percent from 7.25% to 7.00% for the January 1, 2018 Defined Benefit Plan Reporting.

**MOTION:** Supervisor DeVault made a motion to follow the pension committee's recommendation to direct Beyer-Barber to lower the interest rate assumption from 7.25% to 7.00% for the January 1, 2018 Defined Benefit Plan reporting. Supervisor Mohr seconded the motion. Any questions or comments, Supervisor Mohr and DeVault were in favor, Supervisor Sentner abstained from voting, motion carried.

**DEP MODULES / SEWAGE PLANNING:** - None

**PLANNING COMMISSION – OLD BUSINESS:** - None

**PLANNING COMMISSION – NEW BUSINESS:** - None

**SUBDIVISIONS – IMPROVEMENTS:** -

- 1.) Stone Ridge Estates; Improvements Agreement security release No. 1 approval
  - a. communication from Township Engineer Jeff Ott

Township Engineer, Jeffery Ott communicated that Stone Ridge Estates improvements agreement security release no. 1 is in order and can be approved by the Board of Supervisors.

**MOTION:** Supervisor Sentner made a motion to approve Stone Ridge Estates Improvements Agreement security release no. 1 as per Township Engineers communication dated July 17, 2017. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**CORRESPONDENCE:** -

- 1.) Letter from Jennifer Makoul

Jennifer's letter asked if it would be possible to get Neighborhood Watch Signs installed in the Brookshire Development in light of vehicle break ins.

The Board directed staff to reach out to Ms. Makoul and ask her what her thoughts are and if they have started a crime watch.

**EXECUTIVE SESSION:** The Board of Supervisors held an executive session from 8:30 pm to 8:38 pm to discuss Real Estate Matters.

**MOTION:** Supervisor Sentner made a motion in the regular meeting to direct staff to advertise for a new tenant for the old administration office space that is currently occupied by Applied PC Solutions to be available September 1, 2017. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**OTHER ISSUES:** -

Planning Coordinator Brian Miller presented a request from William Harrison to withdraw his subdivision plans for his Walnut St. property. Mr. Harrison has chosen to pursue preservation of the property instead of development.

**MOTION:** Supervisor Sentner made a motion to acknowledge the withdrawing of subdivision plans for William Harrison's Walnut St. Subdivision. Supervisor DeVault

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

**REPORTS:**

Emergency Services Report: June report is posted on the website.

FIRE COMPANIES: No report

Emmaus Library: Absent

Township Emergency Management Coordinator:

Bill Stahler – Absent

James Krippe-Deputy- Absent

Recreation Commission: Barry Williams reported that the recreation committee is going through the Park and Recreation plan and is in the process of proposing updates.

Supervisors:

Daniel Mohr – Vera Cruz Homecoming is August 20<sup>th</sup>. There will be crafts, vendors and music. Fire Companies will be there to help celebrate their 75<sup>th</sup> Anniversary.

Robert Sentner – Fire Companies have their 75<sup>th</sup> anniversary t-shirts available for sale. You may get them at either of the stations. Best time would be training/meeting nights.

George DeVault – The Fire Companies were formed in 1942 and are celebrating their 75<sup>th</sup> anniversary this year. Station 28 is restoring their oldest truck a 1962 GMC and could use support toward that along with the purchase of t-shirts from both companies.

Township Manager:

Dan DeLong – No report

Assistant Manager:

Bud Carter -- Absent

**ADJOURNMENT:** Meeting adjourned at 8:45 pm

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Chairman George DeVault

**August 3, 2017**

Date

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Secretary/Treasurer Jessi O'Donald