

**Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
January 18, 2018 at 7:30 P.M.
REGULAR MEETING MINUTES**

ATTENDANCE: Supervisors: Daniel Mohr, Robert Sentner, Joyce Moore; Manager Bud Carter; Assistant Manager Daniel DeLong; Planning Coordinator Brian Miller; Secretary/Treasurer Jessi O'Donald; Township Engineer Jeffery Ott; Solicitor Marc Fisher

Meeting was called to order at 7:30 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 their name for the record and address the Board of Supervisors.

Acknowledgement of Daniel DeLong's 37 years of dedication to Upper Milford Township

Chairman Mohr presented Daniel DeLong with a proclamation and plaque from the Township.

Daniel DeLong thanked the many people present, including his family for the support prior to and during his tenure with Upper Milford Township.

Senator Browne's Office – Matt Szuchyt

Matt Szuchyt presented Daniel DeLong with an acknowledgement from the Pennsylvania Senator Patrick Browne's office.

Representative Simmons' Office – Dustan Raines

Dustan Raines presented Dan with an acknowledgement from Pennsylvania Representative Justin Simmons's Office.

Brief Recess (You are welcome to stay for the business portion of our meeting or you may move over to the Auditorium and enjoy refreshments with our guest of honor this evening)

Meeting resumed at 7:42 pm.

PUBLIC INPUT:

Phil Casey spoke about the salt contamination of the roads. He wondered what the alternatives are, since there is a concern about breathing in the salt that flakes and mists off of the road from the brine.

Chairman Mohr said they would look into alternatives as they did in the past with the suggestion of beet and potatoes juices.

ACCEPTANCE OF MINUTES:

Acceptance of January 2nd, 2018 Reorganization meeting minutes.

MOTION: Supervisor Sentner made a motion to approve the minutes as presented. Supervisor Moore 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. 17155 to 17199 in the amount of **\$55,802.57**

STREET LIGHT FUND

PLGIT XXXX7125 – Check No's 1314 and 1315 in the amount of **\$2,461.61**

PAYROLL FUND

PLGIT XXXX7015 – Check No. 7359 in the amount of **\$47.64**

ACKNOWLEDGEMENT OF BANK TRANSFER:

Transfer No **2018-001**

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

SOLICITOR'S REPORT: - No Report

OLD BUSINESS: - None

NEW BUSINESS:

- 1) Approval of Tax Collector Deputy.
 - a. Letter from Deborah Siebert-Shevets

Tax Collector Deborah Siebert-Shevets requested in her letter to the Board of Supervisors to approve Cindy Hartzell, Tax Collector for Macungie Borough, as her deputy Tax Collector.

MOTION: Supervisor Sentner made a motion to approve Cynthia Hartzell as the Upper Milford Township Tax Collector Deputy per letter from Deborah Siebert-Shevets. Supervisor Moore seconded the motion. Any comments or questions, all were in favor, motion carried unanimously.

- 2.) Letter of support for Western District Fire Company Grant Proposal
 - a. Manager Bud Carter

Manager Carter drafted a letter of support for Upper Milford Western District Fire Company Grant Proposal and has presented it to the Board of Supervisors for approval to send.

MOTION: Supervisor Moore made a motion to approve Manager Carter's letter of support for the Upper Milford Western District Fire Company FEMA grant application for a cascade system. Supervisor Mohr seconded the motion. Any questions or comments, Supervisor Moore and Mohr were in favor, Supervisor Sentner abstained, motion carried.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: -

- 1.) Approval “The Fields at Indian Creek” Revised Phase 3, 4 and 5 Preliminary Plan Time Extension
 - a. Planning Coordinator Brian Miller

Letter from Planning Coordinator Brian Miller relayed that Kay Builders was granting the Township a time extension for the Field’s at Indian Creek preliminary plan phase 3, 4 and 5 until March 2nd, 2018.

MOTION: Supervisor Sentner made a motion to approve the time extension until March 2nd, 2018 for the Fields at Indian Creek phase 3,4 and 5 preliminary plan. Supervisor Moore seconded the motion. Any comments or questions, all were in favor, motion carried unanimously.

SUBDIVISIONS – IMPROVEMENTS: - None

CORRESPONDENCE: -

- 1.) Lehigh Valley Planning Commission-
Formalization- of the Lehigh Valley General Assembly

Supervisor Sentner directed staff to postpone the Traffic Meeting that was scheduled at the Upper Milford Township Municipal Building on January 30th. He stated it would be better to see what comes out of the discussion of the LVPC General Assembly prior to rescheduling the Traffic meeting here.

Solicitor Fisher confirmed that all supervisors could attend the meeting as it was for informational purposes.

EXECUTIVE SESSION: If Needed

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: Jim Krippe stated that the Meeting on January 17th was productive. Manager Carter was going to be looking into detour signs for St. Peter’s Road. The Committee was also going to be recommending the Township acquire Nixle Program.

Supervisor Sentner asked when the Emergency Management Plan would be updated.

Secretary/Treasurer Jessi O’Donald responded that the updated sheets would go out to plan holders as soon as the Fire Companies held their officer elections so the rosters could be updated.

Township Emergency Management Coordinator:

Deputy Jim Krippe - reported that everything is quiet right now.

Emergency Services Call Report: Posted on Website

Fire Companies: Jason Tapler no report. He did want to thank the Township Road crew for taking care of the parking lot and the roads.

Emily Fair stated they were applying for a grant to purchase new turnout gear.

Supervisor Sentner reported for Station #19. It has been quiet and they didn't have anyone going for Fire 1 this time.

Emmaus Library: Lisa Marten reported that construction on the Children's wing of the Library will be started by the end of February.

Recreation Commission: Barry Williams reported that the Recreation Committee had wanted to have the Updated Plan done by the end of the year but they are still working on it and hope to have it completed by their meeting at the end of January.

Supervisors:

Daniel Mohr – No Report but be safe on the roads.
Robert Sentner – No Report
Joyce Moore – No Report

Township Manager:

Bud Carter – No Report but the thank Daniel DeLong.

Assistant Manager:

Daniel DeLong – No Report

ADJOURNMENT: Meeting was adjourned at 7:58 pm.

**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 Dec. 31, 2017)
2. Estates at Maple Ridge Subdivision:
 - a. Contingent Preliminary Plan approval will expire 8/7/2018. (Contact developer 4/1/2018.)
3. Seedway Improvements Agreement
4. FIC Phase 1B and 2 Contingent Approval granted 02/16/2017 Resolution 2017-020
5. Tranquil Acres time extension expires April 17, 2018
6. FIC contingent Lot Line Adjustment granted 03/02/2017
7. Kohler Tract Preliminary Approval granted 09/07/2017
8. Morrissey Property Concerns
9. The Fields at Indian Creek phase 3, 4, and 5 time extension until 03/02/2018

END AGENDA PART II: