

## UNAPPROVED MINUTES

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
April 5<sup>th</sup>, 2018 at 7:30 P.M.  
REGULAR MEETING MINUTES**

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

Meeting called to order at 7:31 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.

### **PUBLIC INPUT:**

**Phil Casey** questioned the article in the Morning Call for preserved farm land.

**Brian Miller** said that the article addressed Act 319 tax reduction for Clean and Green. The Morning Call Article had a few inaccuracies.

**Solicitor Fisher** was asked what his thoughts were. **Solicitor Fisher** stated that private property was private property and that properties in Act 319 are not public open space.

**Supervisor Moore** stated there is a lot of talk in Harrisburg about amending Act 319.

**The Residents of South 7<sup>th</sup> St.:** John Wenzel, Ed Koller, Joan Koller, Steve Domitrowits, Kelly Nyemscek, Rich Timmerman, Howard Hoffman and Sue Reynolds, expressed concerns over the property located at 3320 South 7<sup>th</sup> St Ext. They are concerned over the number of cars parked on the street, trash and junk on the property. The lack of ability to drive through, along with concerns over the children in the home and how many people can live on the property. Some expressed concerns about the business that is being run out of the home and questioned permit approvals.

**The Board of Supervisors** sympathized with their situation and explained that some of their concerns were personal matters between neighbors and would need to be addressed through the State Police or the local Magistrate. The Board advised the residents to fill out complaint forms for Zoning Officer Alan Brokate to look at their concerns and see if there were zoning violation on that property.

### **ACCEPTANCE OF MINUTES:**

Approval of the March 15th, 2018 Workshop and Regular meeting minutes.

**MOTION:** Supervisor Sentner made a motion to accept the Workshop and Regular Meeting minutes as presented for March 15<sup>th</sup>, 2018. 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. **17353 to 17403** in the amount of **\$96,158.27**

**PAYROLL FUND**

PLGIT XXXX7015 – Check No. **7364** in the amount of **\$128.22**

**STREETLIGHT FUND**

PLGIT XXXX7125 – Check No.'s **1320 and 1321** in the amount of **\$2,361.92**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No. 2018-021 to 2018-025

**MOTION:** Supervisor Moore 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.

**SOLICITOR'S REPORT:** - No Report

**OLD BUSINESS:**

- 1.) Approval of Resolution 2018-025
  - a. Adoption of Park, Recreation and Environmental Plan 2018

**MOTION:** Supervisor Sentner made a motion to adopt the 2018 Park, Recreation and Environmental Plan with Resolution 2018-025. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**NEW BUSINESS:**

- 1.) Resolution No. 2018-026.
  - a. Ratification and Confirmation of Snow Emergency Declaration.

**MOTION:** Supervisor Sentner made a motion to approve Resolution 2018-026 snow emergency for March 21 to March 22, 2018. Supervisor Moore seconded the motion. Any questions of comments, all were in favor, motion carried unanimously.

- 2.) Lease agreement for Old Municipal Building Approval.
  - a. Memo from Secretary/Treasurer Jessi O'Donald

Memo from Secretary/Treasurer Jessi O'Donald recommended to the Board of Supervisors a month to month lease of the old Municipal Offices to Ott Consulting Inc. The Old Municipal Offices have been empty since Applied PC Solutions closed their doors in September 2017. There has been no interest in the space until now. Ott Consulting Inc. is looking for a temporary space to rent at this time since their lease in Emmaus has ended and they have not been able to purchase their desired location within a convenient time frame. They plan to rent the old municipal center offices for a period of six to twelve months.

**MOTION:** Supervisor Sentner made a motion to approval signing of Ott Consulting, Inc.'s month to month lease for \$1400.00 a month starting April 6<sup>th</sup>, 2018 for the old upper Milford Township Municipal Offices. Supervisor Moore seconded the motion. Any comments or questions, all were in favor, motion carried unanimously.

3.) Resolution 2018-027 FIC Pre-Construction Agreement Phase III

Resolution 2018-027 has been viewed and agreed upon by the developer, Township Staff, Engineer and Solicitor. The Developer agrees and understands they are proceeding at their own risk prior to approvals and permits they still must obtain.

**MOTION:** Supervisor Sentner made a motion to approve Resolution 2018-027 Field's at Indian Creek Phase 3 pre-construction agreement. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

4.) Acceptance of New Agricultural Security Area Applications for:

6569 Sigmund Rd., Pin# 548224213809, Total Acreage = 23.727  
6445 Tollgate Rd., Pin# 548224838556, Total Acreage = 10.038  
6481 Tollgate Rd., Pin# 548223798633, Total Acreage = 3.849  
6556 Sigmund Rd., Pin# 548223764036, Total Acreage = .562  
6574 Sigmund Rd., Pin# 548223448221, Total Acreage = 3.768

a. Memo from Planning Coordinator Brian Miller

Memo from Planning Coordinator Brian Miller asks for approval and acknowledgement of the Agricultural Security area inclusion contingent upon receiving a signed sales agreement and buyers signature, as the sales agreement is being sent to several siblings for the sale of this property and the buyer would like to apply prior to the June Deadline with the Leigh County for Agricultural Preservation.

**MOTION:** Supervisor Mohr made a motion to acknowledge the Agricultural Security Area Application and direct staff to proceed with the necessary items to move the application along the process. Supervisor Moore seconded the motion. Any questions or comments, Supervisor Mohr and Moore were in favor, Supervisor Sentner abstained, motion carried.

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

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

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

**SUBDIVISIONS – IMPROVEMENTS:** -

1.) Approval of Security Release No. 1 for FIC Phase II

a. Letter from Ott Consulting

Letter from Ott Consulting Inc, dated April 3<sup>rd</sup>, 2018 documents release number 1 of funds from Kay Builders of irrevocable letter for Phase II Final Plans of the Fields's at Indian Creek in the amount of \$415,662.28.

**MOTION:** Supervisor Sentner made a motion to approve the release of Funds for Kay Builders, Phase 2 Final Plan for the Field's at Indian Creek release number 1 per Ott

Consulting Inc.'s letter dated April 3<sup>rd</sup>, 2018. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

**CORRESPONDENCE:**

- 1.) Letter from Lower Macungie Township requesting a grant support letter.
- 2.) Letter from Wildlands requesting letter of support for DCNR grant proposal.

**EXECUTIVE SESSION:** Not Needed

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: Meeting is on April 18<sup>th</sup> at 7:00 pm

Township Emergency Management Coordinator:

Deputy Jim Krippe - Jim will be attending County Training on the new computer system.

Emergency Services Call Report: No Report

Fire Companies: Station #19 reported to a fire on Ridge Rd. There were 11 fire companies that responded. The house was saved and only 1400 gallons of water was used to put out the fire.

Emmaus Library: Not Present

Recreation Commission: Barry Williams reported that the Recreation Committee wanted to thank Jessi O'Donald for making the revisions that were discussed within the new Recreation Plan

Supervisors:

Daniel Mohr – Reported that the Vera Cruz Community Association's egg hunt went well. It was a perfect day and they had a good turn out.

Robert Sentner – No Report

Joyce Moore – No Report except to announce The Joint EAC's Earth Day will be held Saturday April 14<sup>th</sup> at Emmaus Community Park.

Township Manager:

Bud Carter – No Report

**ADJOURNMENT:** Meeting adjourned at 8:32 pm.

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Chairman Daniel J. Mohr

04/19/2018  
Date

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Secretary/Treasurer Jessi O'Donald