

APPROVED MINUTES

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

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 was called to order at 7:35 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 – Suggested that the trees in front of the municipal Building be mulched.

Charlie Haas – Asked if there can be anything done about the weeds and site distance along the Rail Road track on Acorn Rd. Mr. Haas states that it's hard to see down the tracks.

- The Township can only cut along the Township right of way but it would be looked at to see what could be done.

Ken Debus – expressed concern about the construction vehicles being on Mink and Stole Rds. He asked if the Township was going to put construction signs to keep the trucks out of Mink Estates?

- The developer is responsible for the signs and it would be looked into.

ACCEPTANCE OF MINUTES:

Approval of the May 3rd, 2018 Workshop and Regular meeting minutes. (Sentner/Moore)

MOTION: Supervisor Moore made a motion to accept the May 3rd Workshop and Regular meeting minutes as presented. Supervisor Sentner seconded the motion. Any questions or comments, Supervisor Moore and Sentner were in favor, Supervisor Mohr abstained, motion carried.

Approval of the May 17th, 2018 Workshop and Regular meeting minutes. (Sentner/Mohr)

Jim Krippe asked for the minutes to reflect that he needs six classes for State certification. There is no municipal certification.

MOTION: Supervisor Sentner made a motion to accept the May 17th Workshop and Regular meeting minutes with the correction for Jim Krippe's comments. Supervisor Mohr seconded the motion. Any questions or comments, Supervisor Mohr and Sentner were in favor, Supervisor Moore abstained, motion carried.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. **17537 to 17586** in the amount of **\$168,933.10**

PAYROLL FUND

PLGIT XXXX7015 – Check No. **7368** in the amount of **\$192.33**

STREET LIGHT FUND

PLGIT XXXX7125 – Check No. **1324 and 1325** in the amount of **\$2,293.57**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No. 2018-042 through 2018-047

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.

SOLICITOR'S REPORT: - No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Approval to Hire Public Works Full time crew member.
 - a. Memo from Manager Bud Carter

Memo from Manger Carter recommended the hiring of Jared Bailey of Macungie for the Full Time Public Works position at a rate of \$20.00 per hour.

MOTION: Supervisor Sentner made a motion to approve the hiring of Jared Bailey at full time rate of \$20.00 per hour to the full time public works position. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 2.) Awarding of Road work bids- Seal Coat and Ultra-thin bonded wearing Course
 - a. Memo from Manager Bud Carter

Memo from Manager Carter recommended awarding the Road work bids to Asphalt Maintenance Solution, LLC from Center Valley PA. The Bituminous Seal Coat Bid for \$137,280.00 and Ultra-thin Bonded wearing course for \$100,170.00. Asphalt Maintenance Solutions, LLC from Center Valley was the only company to submit bids.

MOTION: Supervisor Sentner made a motion to award the road bids per Manager Carter's memo dated June 7th, 2018 as outlined above to Asphalt Maintenance Solutions, LLC. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 3.) Municipal Building Sign
 - a. Memo from Manger Bud Carter

Memo from Manager Carter outlined quotes received for LED signs for the Municipal Building. He recommended purchasing the sign from Stewart Signs out of Sarasota Florida for a total of \$18,584.00 as they had the best warranty and a local track record with a lasting product. They also needed less electric to run the sign than the other manufactures.

MOTION: Supervisor Moore made a motion to purchase the municipal Building LED sign from Stewart Signs for \$18,584.00. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 4.) Resolution 2018-029 Kohler Major
- 5.) Resolution 2018-030 Kohler Minor

Solicitor Fisher stated that Resolutions 2018-029 and 2018-030 were in an acceptable format agreed upon by the developer for the Major and Minor Subdivisions of the Kohler Tract none as The Fields at Jasper Ridge.

MOTION: Supervisor Moore made a motion to approve Resolution 2018-029 and Resolution 2018-030. Supervisor Mohr seconded the motion. Any questions or comments, Supervisor Moore and Mohr were in favor, Supervisor Sentner abstained, motion carried.

- 6.) Acceptance of the withdrawal of Field's at Indian Creek Preliminary Plan Phase 3, 4 and 5.
 - a. Letter from Lehigh Engineering Associates – Lewis Rauch

Lewis Rauch of Lehigh Engineering submitted a letter on behalf of Kay Builders withdrawing the subdivision plan for the Field's at Indian Creek Phases 3, 4 and 5.

MOTION: Supervisor Mohr made a motion to accept withdraw of Kay Builders Subdivision plan for the Field's at Indian Creek Phases 3, 4 and 5. Supervisor Moore seconded the motion. Any questions or comments, Supervisor Moore and Mohr were in favor, Supervisor Sentner abstained, motion carried.

- 7.) Authorization to close KeyBank General Fund Account
 - a. Memo from Secretary/Treasurer Jessi O'Donald

Memo from Secretary/Treasurer Jessi O'Donald asked for authorization to close the KeyBank Account. There has been no activity in it for several months.

MOTION: Supervisor Sentner made a motion to authorize the closure of the KeyBank account. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 8.) Acceptance of ASA application for the following Township Parcel:
640431549934 – 2280 Reinbold Rd – 11.247 acres – Ricci
 - a. Letter from Planning Coordinator Brian Miller

MOTION: Supervisor Sentner made a motion to accept the Agricultural Security Area for 2280 Reinbold Rd Emmaus. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS:

- 1.) Berryman/Lopez Lot Line Adjustment
 - a. Letter from Planning Coordinator Brian Miller

Planning Coordinator Brian Miller's memo dated June 7th, 2018 confirmed that the Planning Commission recommended Approval of the Berryman/Lopez lot line adjustment since the applicant's engineer has addressed all of the items in the Township Engineer's review letter.

MOTION: Supervisor Sentner made a motion to approve the Berryman/Lopez lot line adjustment as stated in the memo from Planning Coordinator Brian Miller Dated June 7th, 2018. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: - None

CORRESPONDENCE:

- 1.) Lower Milford Township request for Special Fire Police
 - a. Letter from Zachary Cooperman Lower Milford Assistant Township Manager

Letter from Lower Milford asked for the assistance of our Township's Special Fire Police for the Lower Milford Township Fire Company Carnival June 15th and 16th.

MOTION: Supervisor Sentner made a motion to allow stations #28 and #19 Special Fire Police to assist with the Lower Milford Township Fire Company Carnival June 15th and 16th if willing and available. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

EXECUTIVE SESSION: Not Needed

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: Next meeting Wednesday June 13th at 7pm.

Township Emergency Management Coordinator:

Deputy Jim Krippe - when asked if he will apply for Emergency Management Coordinator. He responded that he would apply in a couple of months when he would be in the area. That he has several trips coming up and didn't think it was right to apply and not be around.

Emergency Services Call Report: Report Posted on Website

Fire Companies: No Report

Emmaus Library: Summer Reading Program kickoff party will be Saturday June 16th from 11-3 on the lawn with games, music and food.

Recreation Commission: Not Present

Supervisors:

Robert Sentner – No Report

Joyce Moore – Reported that the Lehigh County Executive had approached her about the communication issues and asked if he had since contacted staff.

Daniel Mohr – No Report

Township Manager:

Bud Carter – No Report

ADJOURNMENT: Meeting was adjourned at 8:05pm

Chairman Daniel Mohr

June 21st, 2018
Date

Secretary/Treasurer Jessi O'Donald