

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
November 1st, 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 7:38 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:**

Nathan Brown – County Commissioner introduced himself. He apologized that he was not able to get to a meeting sooner. He explained about the possibility of the \$5.00 surcharge for vehicle registrations and that the County Bridges would be repaired the first year. After that the money would be split between the County and local municipalities. The money would go toward bridge and culvert repairs. He stated that how the money would be allotted was still being worked on, however preliminary thoughts are that it would be given out like a grant.

The Board thanked him for the information and introduction. Supervisor Sentner expressed that he didn't feel the vehicle registration fee allotted like grant money is the fairest way to proceed since that would mean Upper Milford residents would likely only fund repairs in the northern part of the county and not see any money come back to the Township. He felt that listing all of the bridges and culverts in the County in the order of most needed repairs to least and fix them in that order would be a better show of good faith with the surcharge so residents can see what is needed where. The residents in the audience asked if Farm Vehicles, low income and Military Vets would be exempt. Mr. Brown said he would have to look into that, as he only remembered language in the legislation about an income threshold. It was suggested that the County tie the threshold to an index to make it fair.

**ACCEPTANCE OF MINUTES:**

Approval of the October 18th, 2018 Workshop and Regular meeting minutes.

**MOTION:** Supervisor Sentner made a motion to approve the October 18<sup>th</sup>, 2018 regular and Workshop meeting minutes as presented. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **17922 to 17952** in the amount of **\$71,561.32**

**PAYROLL FUND**

PLGIT XXXX7015 – Check No. **7877** in the amount of **\$192.33**

**ESCROW FUND**

PLGIT XXXX7109 – Check No. **144** in the amount of **\$2,000.00**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No. 2018-072 to 2018-075

**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.

**SOLICITOR’S REPORT:** - No Report

**EXECUTIVE SESSION:** -Held at the end of the meeting.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Proposed Budget – Approval for advertisement

The 2019 draft Budget was presented by staff as directed by the Board of Supervisors at the October 18<sup>th</sup>, 2018 meeting showing the increase in Local Services Tax and Local Real Estate Tax.

**MOTION:** Supervisor Sentner made a motion to direct staff to advertise the budget as presented for adoption at the December 6<sup>th</sup> Meeting. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

**MOTION:** Supervisor Sentner made a motion to direct Staff and Solicitor to draft the necessary Ordinance Amendment for the increase in the Local Services Tax. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 2.) Resolution 2018-038 – Lehigh County Hazard Mitigation Plan

Resolution 2018-038 is for the adoption of the Hazard Mitigation Plan developed by Committee and LVPC. This plan is necessary to have in place to be eligible to receive FEMA and PEMA money in the event of an emergency.

**MOTION:** Supervisor Sentner made a motion to approve Resolution 2018-038 to adopt the Hazard Mitigation plan. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 3.) End of Year and 2019 Meeting Dates

The Notice of December and 2019 meetings suggested that the July 4<sup>th</sup> BOS meetings be cancelled and the Typical Year of Year meeting normally schedule for the last Thursday in December be cancelled since the budget was already before the BOS and will be ready for adoption the First meeting in December. It was also suggested that the Re-Organization meeting start at 7:00 pm.

**MOTION:** Supervisor Sentner made a motion to direct staff to advertise the meetings with the suggested changes per the schedule given them this evening. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

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

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

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

**SUBDIVISIONS – IMPROVEMENTS:** -

- 1.) Approval of Credit Release No. 2 for the Fields at Jasper Ridge
  - a. Letter from Township Engineer Jeffery Ott

Letter from Township Engineer Jeffery Ott certified that the improvements were completed enough for the Fields at Jasper Ridge development to release \$749,512.59 from the irrevocable letter of credit for Kay Builders.

**MOTION:** Supervisor Sentner made a motion to approve release number two for the Fields at Jasper Ridge in the amount of \$749,512.59 certified by Township Engineer Jeffery Ott's letter dated October 24<sup>th</sup>, 2018. Supervisor Moore seconded the motion. Any questions, or comments, all were in favor, motion carried.

**CORRESPONDENCE:** - None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: Jim Krippe reported that he is now certified to fill out Damage assessment paperwork for PEMA.

Emergency Services Call Report: No Report

Fire Companies: Jason Tapler reported that the Buckeye training went well and they will be going in the Macungie Halloween Parade on Saturday.

Supervisor Sentner reported that Breakfast is Sunday morning.

Emmaus Library:

Recreation Commission:

Supervisors:

Robert Sentner – He would like a policy for Employees leaving the Township during work hours. He would also like the ESC to start the conversation about Box Layouts to have the Township Fire Companies responding to Township mutual aid calls.

Joyce Moore – She has completed the LVPC Zoning Class and learned a lot.

Daniel Mohr – No Report

Township Manager:  
Bud Carter – No Report

**EXECUTIVE SESSION:** The Upper Milford Township Board of Supervisors held an executive session from 8:07 pm until 8:16 pm to discuss a legal matter.

**ADJOURNMENT:** Meeting was adjourned at 8:17 pm.

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Chairman Daniel Mohr

11/15/2018  
Date

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Secretary Jessi O'Donald