

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
February 7<sup>th</sup>, 2019 at 7:30 P.M.  
REGULAR MEETING MINUTES

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

Meeting was called to order at 7:37 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.

The January 21<sup>st</sup> Miller Keystone Blood Drive was rescheduled to February 11<sup>th</sup> information is listed on our website. Please schedule your appointment and help us reach our donation goal of 16 pints.

**PUBLIC INPUT:** No Input

**ACCEPTANCE OF MINUTES:**

Approval of the January 17th Workshop and Regular meeting minutes.

**MOTION:** Supervisor Moore made a motion to accept the Workshop and regular Meeting Minutes from January 17<sup>th</sup>, 2019. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

**APPROVAL OF PAYMENT OF BILLS:**

**Request letter from Citizens Fire Company**

**MOTION:** Supervisor Sentner made a motion to approve the Citizen's Fire Company request for \$20,000.00 from their Major Fire Fighting Account. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **18136 to 18194** in the amount of **\$81,015.88**  
(Includes Citizens Fire Company Requested amount - check #18150 \$20,000.00)

**STREET LIGHT FUND**

PLGIT XXXX7125 – Check No. **1344** in the amount of **\$2,047.57**

**ESCROW FUND**

PLGIT XXXX7109 – Check No. **145** in the amount of **\$3,211.04**

**OPEN SPACE REFERENDUM FUND**

PLGIT XXXX7146 – Check No. **1006** in the amount of **\$1,700.00**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No. **2019-003 to 2019-011**

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

**SOLICITOR’S REPORT:** - No Report

**OLD BUSINESS:** None

**NEW BUSINESS:**

1.) Timber Harvest Ordinance No. 161 – Discussion only

Supervisors were presented with a draft of Ordinance No. 161. Planning Coordinator Brian Miller explained to the Board that Mr. Nissen from DCNR was in the audience. Mr. Nissen had gotten a chance to look at the Ordinance and provide feedback. At this time Brian Miller feels that what is presented in Ordinance No. 161 is the best guidance for Timber Harvest within the Township that can be put together to abide by the State regulations.

The Board of Supervisors was in favor of moving the process forward for this Ordinance.

2.) Contingent approval for Fields at Indian Creek Phases IV & V (Resolution No. 2019-019)  
a. Letter from Planning Coordinator Brian Miller

At their meeting on October 29th 2018 the Planning Commission reviewed the Fields at Indian Creek Final Plan for Phase 4 & 5. The Planning Commission recommended final Plan approval Contingent on addressing all items in the Township Engineers review letter dated October 25, 2018, supplying the metes and bounds for the Schmidt access easement, approval from all required outside agencies and the payment of any outstanding fees.

**MOTION:** Supervisor Sentner made a motion approve Resolution 2019-019 Fields at Indian Creek Phase IV & V per Planning Coordinator Brian Miller’s letter dated February 7<sup>th</sup>, 2019. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

3.) Appointment of Bailey Myers to the Recreation Committee  
a. Memo from Secretary/Treasurer Jessi O’Donald

At their January 21<sup>st</sup>, 2019 Recreation Committee meeting, Wendy Ashby introduced Bailey Myers as a candidate for the vacancy left by Terry Schmeltzle’s resignation. Mr. Myers has grown up here in the Township. He has recently graduated from Loyola University in Baltimore and is looking to volunteer and give back to his community. After a brief discussion with Mr. Myers, the committee was unanimously in favor of recommending him to the Board of Supervisors for appointment.

At this point if the Board of Supervisors is in agreement to approve this appointment please appoint Mr. Bailey Myers to the Recreation Committee with a term to expire December 31<sup>st</sup>, 2019.

**MOTION:** Supervisor Moore made a motion to appoint Bailey Myers to the Recreation Committee with a term to expire December 31<sup>st</sup>, 2019. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

- 4.) Approval to advertise for 2019 Road Work Bids
  - a. Memo from Manage Bud Carter

At this time I would request approval from the Board to advertise for the upcoming Road Work for 2019 that would include the following. 1. Seal Coat both single and double coat, 2. Ultra-Thin Bonded Wearing Course, 3. Line Painting

Supervisors agreed to move forward with the bid advertisements.

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Approval to send Thank you letter to Lower Macungie Township
  - a. Letter from Planning Coordinator Brian Miller

At their meeting on February 4th the Planning Commission reviewed the Proposed Lower Macungie Zoning Ordinance Amendment that is intended to address new small wireless technology (5G) as per the Southwest Lehigh County Comprehensive Plan Agreement. The Planning Commission recommends thanking Lower Macungie Township for the chance to review the amendment and acknowledging that we have no comment at this time. If you agree I will gladly send that response to Lower Macungie Township.

Supervisors agreed that a Thank you Letter should be sent.

**SUBDIVISIONS – IMPROVEMENTS:** - None

**CORRESPONDENCE:** - None

**OTHER ISSUES:** - None

**REPORTS:**

**Emergency Services Committee Report:** Reorganization meeting was held and the next meeting is to discuss the Bylaws on February 20<sup>th</sup>, 2019.

**Township Emergency Management Coordinator:**

James Krippe: January 17<sup>th</sup> was training with the County for the updated program for monitoring emergencies.

Emergency Services Call Report: No Report

Fire Companies:

Emmaus Library:

Recreation Commission: No Report

Supervisors:

Daniel Mohr – No Report  
Joyce Moore – No Report  
Robert Sentner – No Report

Township Manager:

Bud Carter – Manager Carter asked the Board to change the Comp time policy for employees up to their 6th year of employment with the Township to be able to accrue up to 80 hours instead of the current 40 hours and used within the same calendar year as long as staffing requirements are met.

**MOTION:** Supervisor Moore made a motion to approve the Comp Time change per Manager Carter's memo dated February 7<sup>th</sup>, 2019. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

**EXECUTIVE SESSION:** -Not Needed

Salem Ridge Development concerns.

Joseph Iannetta – 4190 Newport Dr. He asked for an update on the issue with the Kohler Tract retention pond rupture. Kay Builders is now repairing the retention pond and the property damage was going to be cleaned up when the weather breaks. Their insurance company was not forthcoming it regards to the damages from the pond breach. He asked if they need to be concerned with any other things. He asked if there was something in place to correct these damages if this happens in the future. The Insurance Company for Kay Builders told him the township should be on the hook for this.

Solicitor Fisher explained that the Township is not responsible. The Township is on the side of holding Kay Builders accountable for the engineering and clean up.

Ed DeLillo told Brian Miller that Kay Builders is going to clean up the damages that occurred.

Phil Casey asked about the amount of storm water from the property. He remembered a presentation from the builder's engineer saying there would be less storm water than prior to development.

Jim Krippe asked if the Geotech engineer is giving a report to the Township engineer.

Township engineer Jeffery Ott explained that his firm is out there every day. His firm is the Construction Observer. The engineer on site is monitoring how they build. The geotechnical engineer for Kay Builders is working on the reconstruction. Last year was a very wet year. Wet

soils impact compaction but the soil might have been dry when compacted. He does receive a Geotech report after it goes to kay Builders.

**ADJOURNMENT**: Meeting was adjourned at 8:00 pm.

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Chairman Robert C Sentner

**02/21/2019**  
Date

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Secretary/Treasurer Jessi O'Donald