

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
December 6th, 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 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 Board of Supervisors Workshop and Regular Meetings for November 15th had been cancelled due to weather conditions.

Information for the January 21st Miller Keystone Blood Drive is listed on our website. Please schedule your appointment and help us reach our donation goal of 16 pints.

PUBLIC INPUT: None

ACCEPTANCE OF MINUTES:

Approval of the November 1st, 2018 Workshop and Regular meeting minutes.

MOTION: Supervisor Sentner made a motion to approve the November 1st, 2018 regular and Workshop meeting minutes as presented. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

RATIFICATION OF PAYMENT OF BILLS FROM NOVEMBER 15th, 2018:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 17953 to 17986 in the amount of \$43,282.29

PAYROLL FUND

PLGIT XXXX7015 – Check No. 7378 in the amount of \$71.46

STREET LIGHT FUND

PLGIT XXXX7125 – Check No. 1330 in the amount of \$2,277.64

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No. 2018-076 to 2018-082

MOTION: Supervisor Sentner made a motion to ratify the payment of bills as read and acknowledge the bank transfers. Supervisor Moore 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. **17987 to 18029** in the amount of **\$67,767.23**

PAYROLL FUND

PLGIT XXXX7015 – Check No. **7379** in the amount of **\$128.22**

STREETLIGHT FUND

PLGIT XXXX7125 – Check No. **1331** in the amount of **\$2,357.72**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No. 2018-083 to 2018-083 to 2018-090

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.

OLD BUSINESS: None

NEW BUSINESS:

1.) Adoption of 2019 Budget

The 2019 Budget was advertised for the required 20 days and no comments were received.

Public Comment this evening was from James Krippe on the mowing contract. He asked why it wasn't bid and stated that another company in the Township might like that business since they devote volunteer time to the Township. Manager Carter acknowledged Mr. Krippe's comment and reported that the price paid is below bidding requirements.

MOTION: Supervisor Sentner made a motion to approve the Budget as advertised. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

2.) Adoption of Resolution 2018-041 –Real Estate Tax Millage

Resolution 2018-041 sets the Millage rate at 0.45 mills for Real Property Tax.

MOTION: Supervisor Sentner made a motion to approve Resolution 2018-041. Supervisor Moore seconded the motion. Any comments or questions, all were in favor, motion carried.

3.) Emmaus Public Library Agreement for 2019

Emmaus Public Library agreement allows for Upper Milford residents to have access to all Emmaus Public Library offerings for 2019.

MOTION: Supervisor Sentner made a motion to approve the Library Agreement for 2019 as presented. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 4.) Approval to Start Hiring Process for Additional Public Works Employee
 - a. Memo from Manager Bud Carter.

The Board of Supervisors gave direction to staff to start the hiring process.

- 5.) Authorization of Application for Traffic Signal Approval - Resolution 2018-039
 - A. Memo from Manager Bud Carter

Resolution 2018-039 is the Resolution of Authorization for application for the Traffic signal at Allen and Chestnut St. This is part of Kay Builders Highway Occupancy requirements for the Fields at Indian Creek Development.

MOTION: Supervisor Sentner made a motion to approve resolution 2018-039 for the traffic signal application for the light at Allen St. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 6.) Approval of Resolution 2018-042 – Conservation Easement agreement with County
 - a. Letter from Brian Miller

Resolution 2018-042 is a pledge to partner with Lehigh County Farmland Preservation for the amount of \$213,920.00 plus appraisal fees to secure State funding for preservation of two Upper Milford Township farms for this funding round.

MOTION: Supervisor Moore made a motion to approve Resolution 2018-042 partnership with Lehigh County Farm preservation as presented. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

SOLICITOR'S REPORT: -

- 1.) Adoption of Ordinance No. 158

Ordinance No. 158 repeals all other ordinances for Occupational Privilege Tax and Local Services tax with a corrected Local Services Tax and new tax amount of \$52.00 as allowable by state law.

MOTION: Supervisor Sentner made a motion to adopt Ordinance No. 158. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 2.) Adoption of Ordinance No. 159

Ordinance No. 159 repeals Ordinance No. 157 and enters into the new inter-municipal agreement between the Southwest Comprehensive Plan partners for the 2018 Southwestern Lehigh County Comprehensive plan update. As of this date all Borough plan partners have adopted the inter-municipal agreement.

MOTION: Supervisor Sentner made a motion to adopt Ordinance No. 159 and to enter into the inter-municipal agreement for the Southwestern Lehigh Comprehensive Plan. Supervisor Moore seconded the motion. Any question or comments, all were in favor, motion carried.

3.) Adoption of Resolution 2018-040 – Dedication of Tranquil Lane

4.) Approval of Maintenance Agreement for Tranquil Lane

Dedication of Tranquil lane and the connection of Bleiler road along with the Maintenance Agreement for Tranquil and Bleiler are presented and signed by the Weber's. Resolution 2018-040 allows for the recording of the deed for the roadway into Township Maintenance.

MOTION: Supervisor Sentner made a motion to approve Resolution 2018-040 and enter into the Maintenance Agreement for Tranquil Lane and the connection to Bleiler Road. 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: -

- 1.) Millbrook Farms SALDO Waiver request and Contingent Final Plan Approval
 - a. Letter from Planning Coordinator Brian Miller

Letter from Planning Coordinator stated at their meeting on 10/29/18 the Planning Commission recommended granting a waiver to SALDO Section 1015.D.2 as requested in the attached letter from Ana S. Martins, P.E. of Van Cleef Engineering Associates dated 10/26/18. The Planning Commission also recommended approval of the Final Subdivision plan contingent on addressing all comments in Jeff Ott's review letter dated 10/24/18, and payment of any outstanding fees.

MOTION: Supervisor Sentner made a motion to grant the SALDO waiver for section 1015.D.2 as requested and grant Contingent Final Plan Approval as recommended in Planning Coordinator Brian Miller's letter dated December 5th, 2018. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

- 2.) Time Extension Approvals
 - a. Letter from Planning Coordinator Brian Miller

At their meeting held December 3rd, 2018 the Planning Commission recommended granting 180 day time extensions as requested for the following applications:

Goldstein Subdivision, expires 12/31/2018

Indian Creek Industrial Park Subdivision, expires 12/31/2018

Indian Creek Industrial Park Lot #10 Land development, expires 12/31/2018

4054 Chestnut St. Land Development, 12/31/2018

6244 & 6274 Sweetwood Dr. Lot line adjustment, expires 12/31/2018

Estates at Maple Ridge Subdivision, expires 12/31/2018

Boyko Automotive Land Development, expires 12/31/2018

Also as requested by the applicant the Planning Commission Recommended granting a time extension to expire 2/28/19 for the Following:

Fields at Indian Creek Phase 4 & 5 Final Plan, expires 1/27/18

MOTION: Supervisor Sentner made a motion to grant the Time Extensions as requested in Brian Miller's Letter dated December 4th, 2018. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: -

CORRESPONDENCE: -

- 1.) Request for Special Fire Police for Old Zionsville UCC Christmas Eve service
 - a. Letter from Robin Yoder

Zionsville UCC requested Special Fire Police from Station #19 for their Christmas Eve service.

MOTION: Supervisor Sentner made a motion to allow Station #19 Special Fire Police to assist with Christmas Eve Service as requested in Ms. Yoder's Letter if willing and available. Supervisor Moore seconded the motion. Any question or concerns, all were in favor, motion carried.

OTHER ISSUES: -

REPORTS:

Emergency Services Committee Report: No report. Next meeting on January 16th, 2019.

Township Emergency Management Coordinator: James Krippe reported that his paperwork is still in progress. He has been attending trainings. He also thought it would be good to have a meeting of EMS prior to the Rt 29 railroad crossing bridge replacement so everyone understands the EMS detour route.

Emergency Services Call Report: October Report Posted to Website

Fire Companies: No report

Emmaus Library: Library Expansion is beautiful. There is a dedicated teen area and an adult reading lounge. Saturdays December 8th through January 26th there is STEM fun at the Library. Explore Science and math through projects and friendly competition.

Recreation Commission: No Report

Supervisors:

Robert Sentner – Mr. Sentner would like staff to reach out to the State Representative and PennDOT to discuss the concerns of State Road conditions throughout the Township.

Joyce Moore – Joyce went to a Stormwater conference and learned a lot. She wanted to Thank Manager Carter for his patience in helping her understand the terminology used that day.

Daniel Mohr – Dan also wanted to express that PennDOT hasn't done any maintenance where the water issues are on Main Road and South 5th St.

Township Manager:

Bud Carter – No Report

EXECUTIVE SESSION: -The Board of Supervisors held an executive session from 8:17 pm until 8:36 pm to discuss Legal and Security matters.

ADJOURNMENT: Meeting adjourned at 8:37 pm.

Chairman Daniel Mohr

12/20/2018
Date

Secretary Jessi O'Donald