

UNAPPROVED MINUTES

**Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
AUGUST 1st, 2019 at 7:30 P.M.
REGULAR MEETING MINUTES**

ATTENDANCE: Supervisors: Robert Sentner, Daniel Mohr; Township Manager, Edward Carter; Solicitor Marc Fisher; Planning Coordinator, Brian Miller; Secretary/Treasurer Jessi O'Donald Absent; Supervisor Joyce Moore

Meeting called to order at 7:30 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:

Sarah Taylor – Mink Estates – She is concerned about getting rid of the Knotweed in her storm water basin. There was a brief discussion about how the Joint EAC removed the Knotweed at the Emmaus Public Library and Secretary O'Donald offered to forward information to Ms. Taylor on the removal of knotweed.

ACCEPTANCE OF MINUTES:

Approval of the July 18th 2019 Workshop and Regular meeting minutes.

MOTION: Supervisor Mohr made a motion to accept the minutes as presented.
Supervisor Sentner 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. **18622 to 18654** in the amount of **\$87,995.51**

MOTION: Supervisor Mohr made a motion to pay the bills as read except for check number 18645 to Site Specific Design. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Appointment of additional Assistant Zoning Officer
 - a. Memo from Manager Carter

Currently Alan Brokate is appointed Zoning Officer and I, Manager Carter am appointed Assistant Zoning Officer. At this point I would like to recommend the Board of

Supervisors appoint Office Assistant, Kyle Walbert as an additional Assistant Zoning Officer to help Mr. Brokate with the influx of calls for residents' complaints. With this appointment, I also ask the Board to approve a monetary increase in pay of \$1.00 per hour.

MOTION: Supervisor Mohr made a motion to appoint Kyle Walbert as an additional Assistant Zoning Officer with an added \$1.00 per hour wage increase. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, motion carried.

SOLICITOR'S REPORT: - No Report

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: -

- 1.) Moore/Fields lot Line Adjustment
 - a. Letter from Planning Coordinator Brian Miller

The Township Staff and Planning Commission have reviewed the Joyce K. Moore & Deborah M. Field lot line adjustment dated 5/21/19. The Planning Commission made a recommendation to approve the lot line adjustment contingent on receiving a favorable review from the Lehigh Valley Planning Commission. The Lot Line Adjustment plan will amend the previous Vincent DiRenzo Subdivision Plan that created a separate property that was restricted by a note on the plan to remain under ownership of the adjoining property owner Vincent DiRenzo (now owned by Deborah Fields), this lot is now being split and added to two adjoining lots effectively turning the 3 properties into 2 properties.

MOTION: Supervisor Sentner made a motion to approve the Moore/Fields Lot line adjustment as noted in Planning Coordinator Brian Miller's letter dated July 31st, 2019. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: -

- 1.) Approval – Release of Credit for New Tripoli Bank
 - a. Letter from Township Engineer Jeffery Ott

Township Engineer Jeffery Ott's letter to Alan Brokate dated July 18, 2019, I mentioned the 18-month maintenance period. Considering public improvements will not be offered for dedication to the Township for this project, it is my opinion a maintenance agreement is not needed. In addition, we support the release of the current balance of \$239,486.73 from the irrevocable letter of credit. The irrevocable letter of credit may be terminated.

MOTION: Supervisor Sentner made a motion to approve the release of New Tripoli Bank's letter of irrevocable credit for the land development on Buckeye Rd per Township Engineer Jeffery Ott's Letter dated July 29th, 2019. 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: The next meeting is scheduled for September 18 as to not interfere with the Vera Cruz Halloween Parade.

Township Emergency Management Coordinator:

James Krippe: Mr. Krippe had a meeting with the fire companies to discuss some issues with an event having so many calls. He felt it was a productive meeting.

Emergency Services Call Report: No Report

Fire Companies: No Reports

Emmaus Library: The Harry Potter Birthday Party was in the Morning Call. There are Science Programs during the month of August, Community Hero's Day is September 5th and the Autumn Social is Friday September 27th.

Recreation Commission: The recreation committee is soliciting name suggestions for the new Park in the Fields at Jasper ridge Subdivision. Please submit ideas to the Township Office.

Supervisors:

Daniel Mohr – Vera Cruz Homecoming is looking for volunteers for August 18th. The Vera Cruz Community Association is looking for volunteers to help clean up that evening and to participate in the association in general. This year there are two music groups. The main Act is the Large Flowerheads.

Joyce Moore – Absent

Robert Sentner – Supervisor Sentner asked about the PennDOT Funding and the Article that talked about turn lanes at the Trivet. Manager Carter did have a meeting with PennDOT and gave them suggestions on what was needed.

He asked about the gully behind the pavement on 29 when they tried to fix the water concerns. Also mentioned that Kay Builders that purchased his old property is out of control. There is lumber flying down the road during storms and there is too much in the right of way.

At the Fire Company meeting the concerns were discussed about using the trucks and manpower better, also to start using the Emergency Management Coordinator to control situations a bit better. They also talked about being able to access Public Works better in those situations. This was not a complaint just a question on how to get ahold of public works. Manager noted that the County Dispatch can contact Public Works whenever they are needed. Comments were made on how the County is working through growing pains now that they merged the call centers. He also talked about getting the Emergency management coordinator that would have all of Upper Milford Township channels in it to start working better together. The Fire Company's would also like to access Public Works better for some calls for trees and such. It was discussed that County can dispatch Public Works.

Township Manager:

Bud Carter – No Report

EXECUTIVE SESSION: -If Needed

ADJOURNMENT: Meeting was adjourned at 7:52 pm.

Chairman Robert Sentner

08/15/2019
Date

Secretary Jessi O'Donald