

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
September 19<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; Secretary/Treasurer Jessi O'Donald

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.

The Upper Milford Township Board of Supervisors held an executive session to discuss legal and personnel matters prior to the start of this meeting.

**PUBLIC INPUT:**

Vicky Schwartz of 3926 Main Rd W. – Vicki has concerns over the large trucks that go past her house and have cracked the small bridge on Main Rd W. She feels that trucks are moving too fast as well as being over the posted length. Residents have trouble crossing the road to get the mail, walk to the bus stop at the tavern. They have seen and heard a truck hit the small bridge, only later to see that it cracked the side of the bridge. As a nurse she does things for prevention and doesn't understand why more isn't being done on this road to control the speed and truck size.

Ann Matlack of 3951 Main Rd W. – She has trouble crossing to get her mail.

Phil Casey - asked about the radar speed sign. (The Speed sign was delivered today and will be in use soon.)

Supervisor Sentner explained that with the new navigation maps they route based on the fastest route. It seems to be more of an enforcement issue based on the data the township had already collected on the roads. Manager Carter stated he checked the other streets and they don't have truck limit signs so he will look into that. Planning Coordinator Brian Miller went over the data that he had collected prior on the road and stated there is more of an enforcement issue. The Township has no control over the State Police. We can ask for enforcement. Residents can offer their driveway for State Police to park in. The State Police do go through a couple times a day.

Ms. Schwartz, Mr. and Mrs. Matlack expressed their thanks in the information and direction.

**ACCEPTANCE OF MINUTES:**

Approval of September 5<sup>th</sup>, 2019 Workshop and Regular meetings minutes

**MOTION:** Supervisor Moore made a motion to accept the September 5<sup>th</sup> workshop and Regular meeting minutes as presented. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **18752 to 18788** in the amount of **\$162,351.61**

**HIGHWAY AID FUND:**

PLGIT XXXX7112 – Check No. **2634** in the amount of **\$15,500.00**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No. **2019-073 to 2019-080**

**MOTION:** Supervisor Moore made a motion to pay the bills as read and acknowledge the bank transfers. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

**SOLICITOR'S REPORT:** -

**OLD BUSINESS:**

**NEW BUSINESS:**

- 1.) Fire Company request for Bounce House for Community Day
  - a. memo from Manager Carter

The Fire Companies are request the Board of Supervisor permission to use a bounce house at their Community day event on October 5th that is being held at the Upper Milford Township Municipal Building.

**MOTION:** Supervisor Moore made a motion to allow the Fire Companies to use a bounce house at the 2019 Community Day event. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

- 2.) Acknowledgement of 2020 MMO for the Defined Benefit Plan
- 3.) Acknowledgement of 2020 MMO for the Defined Contribution Plan

**MOTION:** Supervisor Moore made a motion to acknowledge the 2020 Municipal Minimum Contribution calculations for the Upper Milford township Defined Benefit and the Defined Contribution Pension Plans.. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

- 4.) Resolution 2019-028 4164 Tank Farm Rd Stormwater O&M

**MOTION:** Supervisor Sentner made a motion to accept O&M agreement for 4164 Tank Farm Road as presented. Supervisor Moore seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

- 5.) Resolutions 2019-029 and 2019-030 Rt/29 & Buckeye Rd/Colebrook Ave Traffic Lights

a. memo from Manager Carter

Along with the installation of the new traffic light at Allen Street and Chestnut Street. The timing of the existing traffic lights at Ramer Rd and Chestnut Street and Buckeye Road and Chestnut Street will need to be retimed. Before you are two Resolutions to retime the traffic lights at Ramer and Buckeye Roads.

**MOTION:** Supervisor Sentner made a motion to approve Resolutions 2019-029 and 2019-030 to re-time the traffic lights at Ramer and Colebrook Rd. Supervisor Moore seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Lot Line Adjustment for 2950 Keystone Ave
  - a. Letter from Planning Coordinator Brian Miller

The Township staff and Planning Commission have reviewed the Steve Gould lot line adjustment dated 5/28/19 Revised 9/11/19. The Planning Commission made a recommendation to approve the lot line adjustment contingent on approval from Salisbury Township. The Lot Line Adjustment plan conveys .44 acres of land from lot #2 (2950 Keystone Ave. Emmaus) to lot #1 (3011 N. 2nd St. Emmaus).

**MOTION:** Supervisor Sentner made a motion to approve the lot line adjustment for 2950 Keystone Ave per planning coordinator Brian Miller's letter dated September 19<sup>th</sup>, 2019. Supervisor Moore seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

**SUBDIVISIONS – IMPROVEMENTS:** -

**CORRESPONDENCE:** -

- 1.) Macungie Borough requesting use of East Macungie Road
  - a. Letter from Borough Manager Chris Boehm

The Borough of Macungie respectfully requests permission for the use of East Macungie Road in Upper Milford Township as a detour/alternate route during this year's Halloween Parade. The event will be held Saturday, October 26, 2019 from 06:30 PM to 09:30 PM. This year, there will be NO rain date scheduled.

**MOTION:** Supervisor Moore made a motion to approve Macungie Borough's request to use East Macungie Rd as a detour for the Halloween parade. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

- 2.) Macungie Borough requesting Station #28 special fire police
  - a. Letter from Borough Manager Chris Boehm

The Borough of Macungie respectfully requests permission for the use of Station #28 special fire police during this year's Halloween Parade. The event will be held Saturday, October 26, 2019 from 06:30 PM to 09:30 PM. This year, there will be NO rain date scheduled.

**MOTION:** Supervisor Mohr made a motion to allow Station #28 Special Fire Police in assisting Macungie Borough if willing and available. Supervisor Moore seconded the motion. Hearing no comments or questions, all were in favor, motion carried.

- 3.) Vera Cruz Traffic Concerns
  - a. Letter from Justin Simmons Office

It has recently come to my attention that residents of the village of Vera Cruz in Upper Milford Township are concerned about the speed and type of vehicles travelling through the village on Main Road. Since Main Road is a state-owned road (SR 2023), my office has contacted the Pennsylvania Department of Transportation to share these concerns with staff in PennDOT District 5-0, which is responsible for state-owned roads in Lehigh County. PennDOT District 5-0 has informed my office that a traffic study on the road in question would have to be completed prior to safety enhancing alterations being implemented. Further, such a traffic study must be requested by the municipality in which the area of concern lies. I understand that residents of the village of Vera Cruz intend to attend a meeting of the Upper Milford Township Board of Supervisors to request that the Township initiate the process of conducting a traffic study. As the decision to request that PennDOT conduct a traffic study is in the hands of Upper Milford Township, I am writing you today to express my support for the residents of Vera Cruz who are seeking the initiation of a traffic study. In closing, I thank you for your time and consideration; I trust that as fellow community servants you will reach a decision that is reasonable and fair to the concerned residents of Vera Cruz and the Township at large.

NOTE: This letter was discussed at the beginning of the meeting during Public Input with the residents of the village.

**OTHER ISSUES:** - None

**REPORTS:**

**Emergency Services Committee Report:**

- 1.) Radio Communications Concerns
  - a. memo from Chairman Jim Krippe

For the past several years emergency radio communication between the Lehigh County Communication Center and the fire departments has been very poor and sometimes non-existent. This places all parties in a very unsafe condition. A request was made to have someone from the Emergency Managements office attend the July 17, 2019 ESC meeting. Mr. Jonathan Al-Khal represented the county at the meeting. He was brought up to date what all the communication problems were. Mr. Al-Khal stated although he is not the county person in charge of resolving communication issues, he stated he brief the proper person and would contact the committee as to status of the problem and how the county intends to resolve it As of this date no one from the committee or either of the fire departments have been contacted as to how the county plans of fixing the problem. During a lengthy discussion the committee decide to get the supervisors involved in hope of getting a quicker resolution to the

communication problem. By copy of this memo the Emergency services committee is requesting the Upper Milford Township Board of Supervisors send a letter to The Lehigh Emergency Management Director, emergency management staff that would be responsible for resolution, and the Lehigh County Executive and Commissioners requesting a survey be completed throughout the Upper Milford Township area to determine where the poor communication spots are and how the problem will be solved. Along with the request for the survey the committee would like firm dates when the survey, solution, and repairs would be completed.

**MOTION:** Supervisor Sentner made a motion to have staff send a letter to the County expressing the concerns presented and asking for help in resolving the concerns. Supervisor Mohr seconded the motion. Hearing no comments or questions, all were in favor, motion carried

Township Emergency Management Coordinator:  
James Krippe: they discussed a lot.

Emergency Services Call Report: Report Posted on the Website (updated July & current Aug.)

Fire Companies: Community Day will be October 5<sup>th</sup> at the Township Building.

Emmaus Library: The Library's summer reading program ended with over a 1000 participants. Membership and usage is also continues to increase from last year.

Recreation Commission: No Report

Supervisors:

Daniel Mohr – No Report

Joyce Moore – She wanted to apologize in advance for the Bridge construction and aske everyone to be patient with the work crews and each other as everyone travels through that area.

Robert Sentner – No Report

Township Manager:

Bud Carter – The Jasper Park Playground is being installed.

**EXECUTIVE SESSION:** -Not Needed

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

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**Chairman Robert Sentner**

**10/03/2019**  
**Date**

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**Secretary/Treasurer Jessi O'Donald**