

**UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
TOWNSHIP BUILDING, OLD ZIONSVILLE, PA 7:00 P.M.
REORGANIZATION MEETING AGENDA
JANUARY 6th, 2020**

Call meeting to order.

Pledge of allegiance to the flag.

ANNOUNCEMENTS: This meeting is being recorded to aid in the preparation of minutes and for such other purposes as the Board sees fit.

This meeting was advertised in The East Penn Press on January 1st, 2020.

The purpose of this meeting is to elect a temporary chairman and proceed with the normal procedures required of a reorganization meeting.

NOMINATION AND ELECTION OF TEMPORARY CHAIRMAN: (Board Action Required)

TEMPORARY CHAIRMAN'S AGENDA:

1. Nomination of Chairman of the Board of Supervisors for 2020:
2. Nomination of Vice-Chairman of the Board of Supervisors for 2020:

(2020 CHAIRMAN IS SEATED)

RE-ORGANIZATIONAL MEETING ACTIONS:

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE: To attend Lehigh County Authority Business meetings and serve as alternate to Township Manager on voting matters. Current Designee is Supervisor Sentner.

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE: To the Agricultural Security Board. Current Designee was Supervisor Moore.

BOARDS, COMMITTEES, REPRESENTATIVES:

The Board of Supervisors state that as each term expires for members of all bodies, the Board of Supervisors at that time will act as necessary for the reappointment or new appointment of members as required.

1. Open Space Committee
 - a. Reappointment of Phil Hartranft and Wendy Ashby to the Open Space Committee. Their new terms will expire on January 9th, 2023.
2. Zoning Hearing Board;
 - a. Reappoint John Zgura (Member) to the Zoning Hearing Board term to expire December 31st, 2024
 - b. Reappoint Samuel Cohen (alternate) to the Zoning Hearing Board term to expire December 31st, 2022
3. Vacancy Board
 - a. Reappoint Mr. John Hayes to the vacancy board for the prescribed annual term.
4. Emmaus/Upper Milford Township Joint Environmental Advisory Council:
 - a. Appoint Lisa Haus and Kyle Wagner to the EAC term will expire on, January 9th, 2023.

5. Emergency Services Committee
 - a. Reappoint Thomas Carl to the Emergency Services Committee, term expire on December 31, 2022.
6. Recreation Committee
 - a. Appoint Bailey Myers to the Recreation Committee, terms to expire December 31st, 2023.
 - b. Reappoint Wendy Ashby to the Recreation committee, term to expire December 31st, 2024

CORRESPONDENCE: None

EXECUTIVE SESSION: If Needed.

RESOLUTIONS:

1. Re-appointment and setting of wages of Township Officials for 2020 (Resolution No. 2020-001).
2. Re-appointment of Township Solicitor (Resolution No. 2020-002).
3. Hourly Employee Wage Schedule (Resolution No. 2020-003).
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter (Resolution No. 2020-004).
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives (Resolution No. 2020-005).
6. Re-appointment of Township Engineer (Resolution No. 2020-006).
7. Re-appointment of Address Assignment Consultant (Resolution No. 2020-007).
8. Re-appointment of Township Accounting Service Consultant (Resolution No. 2020-008).
9. Re-Appointing a third party electrical and construction code agency (Resolution No. 2020-009).
10. Setting Bonding for Treasurer, Township Manager and Assistant Manager (Resolution No. 2020-010).
11. PLGIT Authorized Signers (Resolution No. 2020-011).
12. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2020-012).
13. Setting Fee Schedule – Building Permits (Resolution No. 2020-013).
14. Setting subdivision and land development application and escrow fees (Resolution No. 2020-014).
15. New Tripoli Bank Authorized Signers (Resolution No. 2020-015).
16. Destruction of Township Records Authorization (Resolution No. 2020-016)
17. Re-appointment of Alternate SEO (Resolution No. 2020-017)

18. Appointment of Alternate Zoning Officer (Resolution No. 2020-018)

MOTION TO APPROVE RESOLUTIONS:

SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2020:

The Board of Supervisors hereby establish the first and the third Thursday of each month from February through December as the stated meetings, the Workshop meeting will begin at 7:00 pm immediately followed by the Regular meeting, except as such times may conflict with holidays or other business, in which case a suitable alternate date will be fixed and proper notice will be given. The next scheduled Board of Supervisors Meeting is on Thursday, January 16, 2020 at 7:00 pm with the Regular meeting immediately following the Workshop. A special meeting may be held when the business load is excessive for a particular meeting as determined by the Board of Supervisors.

MOTION TO APPROVE MEETING SCHEDULE:

PSATS CONVENTION

The Board of Supervisors must approve, if so desired, the attendance of all Supervisors, Township Secretary, Township Treasurer; Township Manager, Assistant Manager, Employee Personnel and Township Solicitor to the PSATS Convention, under the same procedure, with expenses reimbursed as specified by the Pennsylvania State Association of Township Supervisors and Act of the Legislature.

Motion to approve attendance to the PSATS Convention and designate a voting delegate:

Township Supervisors, Staff and Solicitor are approved to attend the annual PSATS Convention held May 3-6, 2020 and _____ is designated as the official voting delegate to the PSATS Convention.

APPROVAL AND ACCEPTANCE OF REORGANIZATION MEETING ACTIONS:

Motion for the approval and acceptance of the Reorganization Meeting: all of the foregoing has been accepted and approved as presented. All open bills for 2019 are approved for payment.

REGULAR MEETING BUSINESS:

ANNOUNCEMENT: The Elected Auditor's Meeting will be held on Tuesday, January 7th, 2020 at 3:00 p.m.

Honoring the Volunteer Efforts of Susan J. Smith

- a. Township Proclamation
- b. Guest Speaker

PUBLIC INPUT:

ACCEPTANCE OF MINUTES: Acceptance of the December 19th, 2019; Year-end meeting minutes.

APPROVAL OF PAYMENT OF 2019 BILLS:

GENERAL FUND:

PLGIT XXXX7096 – Check No's **19028 to 19042** in the amount of **\$30,037.28**

Acknowledgement of Bank Transfer:

Transfer No. 2019-107

APPROVAL OF PAYMENT OF 2020 BILLS:

General Fund

PLGIT XXXX7096 – Check No. **1332 and 1333** in the amount of **\$2,598.94**

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Financial Audit; motion to approve and sign letter of engagement for Year 2019 auditing services with France, Anderson and Basile Co.
- 2.) Approval – Contract with The Sanctuary at Haafsville for TNR and stray pet recovery.
- 3.) Muncibid – Bids Awards

SOLICITOR'S REPORT:

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION NEW BUSINESS: -

SUBDIVISIONS – IMPROVMENTS: -

CORRESPONDENCE:

OTHER ISSUES:

REPORTS:

Emmaus Library:

Fire Companies:

Recreation Commission:

Supervisors:

Daniel Mohr –
Robert Sentner –
Joyce Moore -

Township Manager:

Assistant Manager:

ADJOURNMENT:

**AGENDA PART II:
UNFINISHED BUSINESS (NO ACTION ANTICIPATED):**

OLD BUSINESS:

1. Indian Creek Industrial Park Subdivision:
 - a. Letter dated 01/31/07 from the Planning Commission recommending Preliminary Plan Approval contingent upon Township Engineer comments in their review letter dated 01/25/07. (This approval is granted an extension until Dec. 31, 2017)
2. Estates at Maple Ridge Subdivision:
 - a. Contingent Preliminary Plan approval will expire 8/7/2018. (Contact developer 4/1/2018.)
3. Seedway Improvements Agreement
4. Morrissey Property Concerns
5. The Fields at Indian Creek phase 3, 4, and 5 time extension until 02/16/2018
6. Krause Property

END AGENDA PART II: