

**Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
January 16th, 2020 Immediately following Workshop
REGULAR MEETING MINUTES**

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

Meeting call to order at 7:02 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 for legal and personnel immediately prior to the start of this meeting. (No meeting held prior)~~

PUBLIC INPUT:

Jim Krippe wanted to make the Township aware of his neighbor parking near the edge close to his property. He stated that the car there makes it difficult to plow. He had been taking care of the snow there himself but is not going to be doing that this year.

ACCEPTANCE OF MINUTES:

Approval of January 6th Re-organization and Regular meeting minutes

MOTION: Supervisor Sentner made a motion to accept the minutes for the January 6th, 2020 Re-Organization and Regular meeting as presented. Supervisor Mohr 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. **19064 to 19088** in the amount of **\$54,015.41**

STREETLIGHT FUND

PLGIT XXXX7125 – Check No. **1346** in the amount of **\$2,492.61**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No. **2020-001 to 2020-005**

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

SOLICITOR'S REPORT: - No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Approval Large purchases for 2020
 - a. Memo from Manager Carter

Within the 2020 budget there are funds to purchase the following equipment, a pick-up truck, a compact exacter, and the lease purchase of a dump truck with a body and snow plow. After reviewing the items with Public Works Forman Brent Fegley and staff I would like the board to approve the following purchases. 1 Ford F-350 4x4 pick-up truck from Red Hill Ford for \$33,398, 1 John Deere 50G compact excavator from Littles John Deere for\$61,779, 1 Dump body, plow, and hydraulics for the new Mack dump truck from E. M. Kutz for \$78, 161. All of the purchase are through Costars contracts.

MOTION: Supervisor Sentner made a motion to approve the Costars purchases as approved in the 2020 budget and listed in Manager Carter’s memo dated 1/14/2020. Supervisor Mohr seconded the motion. There were no questions or comments, motion carried.

- 2.) Approval to advertise for Seal Coat Bids
 - a. memo from Manager Carter

Manager Carter’s memo stated he would like to ask the Boards permission to advertise and received bids for the 2020 road work contracts of sealcoat single and double application, and Ultra-Thin Bonded Wearing Course.

MOTION: Supervisor Sentner made a motion for staff to advertise as requested for seal Roadwork bids per Manager Carter’s memo dated January 14th, 2020. Supervisor Mohr seconded the motion. There were no questions or comments, all were in favor, motion carried.

- 3.) Approval for Library Agreement

The 2020 Emmaus Public Library Agreement states that Upper Milford Township will make one payment of \$44,452 to the Emmaus Public Library, payable prior to April 1, 2020 (or four quarterly payments of \$11,113). In return our residents will receive full Library Car benefits and may appoint two representatives to the Library Board.

MOTION: Supervisor Mohr made a motion to approve the Emmaus Public Library Agreement for 2020. Supervisor Sentner seconded the motion. There were no questions or comments, all were in favor, motion carried.

- 4.) Sweetwood Dr. O&M Resolution 2020-019

MOTION: Supervisor Sentner made a motion to approve Resolution 2020-019. Supervisor Mohr seconded the motion. There were not questions or comments, all were in favor, motion carried.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: -

2.) Turfpro Waivers and Plan Approval
a. Letter from Planning Coordinator Brian Miller

Planning Coordinator Brian Miller's Letter dated January 16th, 2020: At their meeting on 11/4/19 the Planning Commission recommended granting waivers as requested in the attached letter from Darrin Heckman of Keystone Consulting Engineers for the following SALDO Sections: Section 503.C.C.4 & 603. C.C.4 - Depicting physical features within 150' of the property. Section 503.C.C.5 & 603.C.C.5 - Future right of way dedication notation requirement. Section 1004.C.2 - Street widening. Section 1004. E.1 - Access management, Section 1004.L - Transportation improvements. Section 1004.F.1-2 - Street design standards, Section 602.A - Submission of a Preliminary/Final Plan. The Planning Commission also recommended deferral of the street tree requirements if the applicant agrees to put the allotted cost of the trees and installation into a stream buffer project to enhance the quality of the stream. The Planning Commission also recommended contingent approval of the land development plan after an internal review from Township staff and Township Engineer based on the revisions to address the items discussed at their meeting and addressing the comments in Jeff Ott's review letter. At this time the Applicant has revised the plan and the revisions have been reviewed by the Township Staff and Township Engineer, a new review letter from Ott Consulting is attached dated 1/10/2020. The applicant is also working with the Fire Company to address their review comments. Contingent approval may be made requiring the following items are addressed prior to recording the plan: 1. addressing all items in The Township Engineers review letter dated 1/10/2020 to the satisfaction of the Township Engineer. 2. All required outside agency approvals. 3. Approval of the above mentioned Waivers. 4. Approval of the deferral of installation of street trees if the applicant agrees to put the allocated cost of trees and installation into a stream buffer project (an agreement may be required due to time frame constraints for working on a stream buffer project). 5. Addressing all Fire Company review comments to the satisfaction of the Fire Chief. 6. Payment of any outstanding fees and any additional fees incurred to address the items.

Supervisor Sentner asked about the cross easement on the plan and if there was a note of the plan for the bridge.

Daren Heckman from Keystone Consulting The property is two tracts of land. They were told to file one application. There have been a few things addressed already. The bridge on the nursery parcel has been gated to limit the movement across that bridge to just lawn maintenance and pedestrians. They did not feel that they needed to give themselves a cross easement. If he were to ever sell one parcel then he would have to re-visit the easement need at that time. Planning Coordinator Brian Miller explained that the parcels are separate but the south parcel is remaining in the same use and the North parcel is the land development. Solicitor Fisher asked if there could be a note listed on the plan for future reference for the cross easement. They agreed to allow the Solicitor to comment in the future.

MOTION: Supervisor Sentner made a motion to approve waivers as recommended by the Planning Commission in Planning Coordinator Brian Miller's letter dated January 16th, 2020. Supervisor Mohr seconded the motion. There were no questions or comments, all were in favor, motion carried.

Darin Heckman then asked to discuss the utilities. Right now the Ordinance states new utilities need to be underground. PPL gave them a plan for the proposed service being continued overhead due to the creek. He showed the Board a plan from PPL.

MOTION: Supervisor Sentner made a motion to grant waiver for section 1011.A for the continuance of the overhead Utilities to be added to Brian Miller's letter and to the Plan. Supervisor Mohr seconded the motion. There were no questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: - None

CORRESPONDENCE: - none

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: The ESC meeting was last night. Joint training starts with both fire departments next month. There is a need to update the by-laws for the lack of the Emergency Management Coordinators. There was also an extended conversation with the ambulance corps. Macungie Ambulance ran 3800 calls with 10% being in Upper Milford Township. Upper Milford Township is the largest contributor, along with the Borough of Emmaus. They talked about a way to reach out and be educational for the public as to how the emergency service are funded. Supervisor Sentner suggested an emergency services newsletter. Concerns that were expressed is getting the emergency services to contribute enough content. It was also suggested that it goes out in the fall to coordinate with Community Day and their mailers.

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies: No Report

Emmaus Library: The new Art workshops are filling up. There will be a 2 hour SAT prep session. Please check the Library website calendar for details.

Recreation Commission: No Report

Supervisors:

Daniel Mohr – No Report

Joyce Moore – No Report

Robert Sentner – The 2021 TIP came out. He is not happy about what he is reading. His concern is that they have come up with numbers without ever having talked to the Township the roads effect. He also questions the Buckeye Road intersection is included in 2021.

Brian Miller and Bud Carter answered that the Buckeye Road intersection is included in the Shimerville section safety improvements. Bud did meet with PennDOT for the overlay project.

Township Manager:

Bud Carter – Public Works is ready for whatever weather the weekend brings.

Jim Krippe questioned if the contractor building the new bridge is responsible for repair of John St when the bridge is finished. There was a brief discussion about the road direction. Manager Carter said he would keep an eye on it. There is repair work covered in the contract. They just have to see how much. The situation will be monitored

ADJOURNMENT: The Executive Session will have no reportable information after so the Regular meeting was adjourned at 7:44 pm.

EXECUTIVE SESSION: -The Board held an executive session for Legal and personnel Matters from 7:44pm until 8:01 pm.

Chairperson Joyce K. Moore

02/06/2020
Date

Secretary Jessi O'Donald