

**Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
January 21st, 2020 7pm
REGULAR MEETING AGENDA**

Call meeting to order.

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.

Upper Milford Board of Supervisors held an Executive Session for a Legal Matter prior to this meeting at 6:30 pm.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of January 4th Re-Organization and Regular meeting minutes

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 19981 to 20025 in the amount of \$99,613.93

ESCROW FUND

PLGIT XXXX7109 – Check No. 158 & 159 in the amount of \$4,400.00

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

SOLICITOR'S REPORT: -

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Update on Rt. 29 Bridge Construction
 - a. HRI Inc Letter
- 2.) 2021-019 Alternate Zoning Officer Appointment
 - a. memo from Secretary O'Donald
- 3.) 2021-020 – Updated Keycode Appointment
 - a. Memo from Secretary O'Donald
- 4.) Authorization to advertise for Road Work Bids.
 - a. Memo from manager Carter

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS: - None

CORRESPONDENCE: -

- 1.) Resignation of Raymond Leister from the Zoning Hearing Board.
 - a. Email from Raymond Leister

- 2.) Letter from UMYA

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Call Report Posted on Website

Fire Companies:

Emmaus Library:

Recreation Commission:

Township Manager:

Bud Carter –

Supervisors:

Robert Sentner –

Joyce Moore –

Daniel Mohr –

EXECUTIVE SESSION: -If Needed

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Indian Creek Industrial Park Subdivision:

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, 2019)

Estates at Maple Ridge Subdivision:

Contingent Preliminary Plan approval will expire 8/7/2019. (Contact developer 4/1/2019.)

3. Kohler contingent final approval granted June 7, 2018
4. Morrissey Property Concerns
5. Millbrook Farms sec. VI contingent approval granted
6. Open Space Update
7. Zoning and SALDO Update
8. Krause Property Concerns
9. Indian Mill Creek –completion

END AGENDA PART II:

UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
OLD ZIONSVILLE, PA 7:00 P.M.
REORGANIZATION MEETING AGENDA
JANUARY 4th, 2021

ATTENDANCE: **ATTENDANCE:** Supervisors: Daniel J. Mohr, Robert C. Sentner, Joyce K. Moore; Manager: Edward Carter; Planning Coordinator Brian Miller; Solicitor Marc Fisher; Secretary Jessi O'Donald

Meeting called to order at 7:00 pm.

Pledge of allegiance to the flag.

ANNOUNCEMENTS: This meeting is being held via ZOOM and 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 December 23rd, 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 CHAIRPERSON: (Board Action Required)

MOTION: Supervisor Sentner Nominated Supervisor Mohr as Temporary Chair. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

TEMPORARY CHAIRPERSON'S AGENDA:

1. Nomination of Chairperson of the Board of Supervisors for 2021:

MOTION: Supervisor Sentner nominated Supervisor Mohr as Chair. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

2. Nomination of Vice-Chairperson of the Board of Supervisors for 2021:

MOTION: Supervisor Moore nominated Supervisor Sentner as Vice Chair. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

(2021 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)

MOTION: Supervisor Mohr nominated Supervisor Sentner to the appointment of Board representative to Lehigh County Authority Business meetings to serve as alternate to the Manager for voting purposes for 2021. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

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

MOTION: Supervisor Sentner nominated Supervisor Moore as the board designee to the Agricultural Security Board for 2021. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

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 Anne Meltzer, Jessamy Killingsworth, and Houstin Lichtenwalner to the Open Space Committee. Their new terms will expire on January 2th, 2024.
2. Zoning Hearing Board;
 - a. Reappoint Thomas Roland (Member) to the Zoning Hearing Board term to expire December 31st, 2025
 - b. Reappoint Raymond Leister (alternate) to the Zoning Hearing Board term to expire December 31st, 2023
3. Vacancy Board
 - a. Reappoint Mr. John Hayes to the vacancy board for the prescribed annual term.
4. Emergency Services Committee
 - a. Joseph Terrible to the Emergency Services Committee, term expire on December 31, 2023.
5. Recreation Committee
 - a. Reappoint Robert Parry and Randy Faurl to the Recreation committee, term to expire December 31st, 2025.

MOTION: Supervisor Sentner made a motion to reappoint/appoint as written the committee, Board and Council members as listed in the agenda. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

CORRESPONDENCE: None

EXECUTIVE SESSION: Not Needed.

RESOLUTIONS:

1. Re-appointment and setting of wages of Township Officials for 2021 (Resolution No. 2021-001).
2. Re-appointment of Township Solicitor (Resolution No. 2021-002).
3. Hourly Employee Wage Schedule (Resolution No. 2021-003).
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter (Resolution No. 2021-004).
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives (Resolution No. 2021-005).

6. Re-appointment of Township Engineer (Resolution No. 2021-006).
7. Re-appointment of Address Assignment Consultant (Resolution No. 2021-007).
8. Re-appointment of Township Accounting Service Consultant (Resolution No. 2021-008).
9. Re-Appointing a third party electrical and construction code agency (Resolution No. 2021-009).
10. Setting Bonding for Treasurer, Township Manager and Assistant Manager (Resolution No. 2021-010).
11. PLGIT Authorized Signers (Resolution No. 2021-011).
12. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2021-012).
13. Setting Fee Schedule – Building Permits (Resolution No. 2021-013).
14. Setting subdivision and land development application and escrow fees (Resolution No. 2021-014).
15. New Tripoli Bank Authorized Signers (Resolution No. 2021-015).
16. Destruction of Township Records Authorization (Resolution No. 2021-016)
17. Re-appointment of Alternate SEO (Resolution No. 2021-017)
18. Appointment of Alternate Zoning Officer (Resolution No. 2021-018)

MOTION TO APPROVE RESOLUTIONS: Supervisor Moore made a motion to approve Resolutions 2021-001 through 2021-018 as read in the agenda. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, motion carried

SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2021:

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 meetings will be scheduled and advertised as needed. Regular meetings will begin at 7:00 pm, 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 21st, 2021 at 7:00 pm. 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: Supervisor Sentner made a motion to approve the Board of Supervisors Meeting schedule for 2021 as listed in the agenda. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

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:

MOTION: Supervisor Sentner made a motion to approve Township Supervisors, Staff and Solicitor to attend the annual PSATS Convention held April 18th – 20th, 2021 and Daniel Mohr is designated as the official voting delegate to the PSATS Convention. Supervisor Moore seconded the motion. Any questions or comments, all were in favor, motion carried.

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 2021 are approved for payment.

MOTION: Supervisor Sentner made a motion that all of the foregoing has been accepted and approved as presented and pay all open bills for 2020. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried.

REGULAR MEETING BUSINESS:

ANNOUNCEMENT: The Elected Auditor's Meeting will be held on Tuesday, January 5th, 2021 at 3:00 p.m.

PUBLIC INPUT: No input

ACCEPTANCE OF MINUTES: Acceptance of the December 17th, 2020; Regular meeting minutes.

MOTION: Supervisor Sentner made a motion to accept the minutes as presented. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried

APPROVAL OF PAYMENT OF 2020 BILLS:

GENERAL FUND:

PLGIT XXXX7096 – Check No's 19943 to 19971 in the amount of \$36,211.61

APPROVAL OF PAYMENT OF 2021 BILLS:

General Fund

PLGIT XXXX7096 – Check No. 19972 to 19980 in the amount of \$1,799.51

Escrow Fund

PLGIT XXXX7109 – Check No. 157 in the amount of \$4,400.00

Street Light Fund

PLGIT XXXX7125 – Check No. 1361 in the amount of \$2,210.74

MOTION: Supervisor Sentner made a motion to approve the bills as read. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Petition from South Mountain Dr.
 - a. Letter from residents

Manager Carter explained that Kyle had put the speed sign on South Mountain Dr. after a concerned was phoned in. The letter from Ms. Boulrice asks for additional signage for South Mountain Dr.

All Board members were in favor of staff researching what would be the best solution and/or option for additional signage.

SOLICITOR'S REPORT:

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION NEW BUSINESS: - None

SUBDIVISIONS – IMPROVMENTS: -

- 1.) Credit Release #4 FIC Phase III - \$67,419.55
 - a. Letter from Township Engineer Jeffery Ott

MOTION: Supervisor Sentner made a motion to approve Credit Release number 4 for the Fields at Indian Creek Phase III for \$67,419.55 per Township Engineer Jeffery Ott's letter dated January 4th, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Credit Release #6 FIC Phase 1 - \$61,590.51
 - a. Letter from Township Engineer Jeffery Ott

MOTION: Supervisor Sentner made a motion to approve Credit Release number 4 for the Fields at Indian Creek Phase 1 for \$61,590.51 per Township Engineer Jeffery Ott's letter dated January 4th, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Credit Release #3 FIC Phase IV & V - \$59,205.13
 - a. Letter from Township Engineer Jeffery Ott

MOTION: Supervisor Sentner made a motion to approve Credit Release number 4 for the Fields at Indian Creek Phase IV & V for \$59,205.13 per Township Engineer Jeffery Ott's letter dated January 4th, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Credit release # 2 FIC Phase 2 - \$33,167.66
Letter from Township Engineer Jeffery Ott

MOTION: Supervisor Sentner made a motion to approve Credit Release number 4 for the Fields at Indian Creek Phase 2 for \$33,167.66 per Township Engineer Jeffery Ott's letter dated January 4th, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

CORRESPONDENCE: None

OTHER ISSUES: None

REPORTS:

Emmaus Library: No Report

Fire Companies: No Report

Recreation Commission: No Report

Supervisors:

Daniel Mohr – No Report
Robert Sentner – No Report
Joyce Moore –No Report

Township Manager: No Report

EXECUTIVE SESSION: Not Needed

ADJOURNMENT: Meeting was adjourned at 6:23 pm.

Chairperson Daniel J. Mohr

01/21/2021
Date

Secretary Jessi O'Donald

UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
 January 21, 2021

Date	Num	Name	Paid Amount
100.01 - PLGIT - General Fund Ckg			
01/21/2021	19981	AFLAC	-47.64
01/21/2021	19982	ALAN BROKATE - AP	-150.20
01/21/2021	19983	American United Life Insurance Comp	-425.75
01/21/2021	19984	AMERICAN UNITED LIFE INSURANCE COMPANY	-254.52
01/21/2021	19985	Autoparts Warehouse	-8.23
01/21/2021	19986	Bergey's Tire & Service Center	-81.00
01/21/2021	19987	CHRIN HAULING, INC.	-193.90
01/21/2021	19988	CITIZEN'S FIRE COMPANY - Donations	-17,450.00
01/21/2021	19989	DRIES DO IT CENTER	-210.44
01/21/2021	19990	East Penn Chamber Of Commerce	-400.00
01/21/2021	19991	EM KUTZ, INC.	-432.00
01/21/2021	19992	Emmaus Ambulance Corp.	-8,500.00
01/21/2021	19993	EMMAUS PUBLIC LIBRARY - Membership	-11,113.00
01/21/2021	19994	Greater Lehigh Valley Visiting Nurse Asso	-150.00
01/21/2021	19995	Hoover Steel Inc	-126.00
01/21/2021	19996	John R Young & Co.	-47.76
01/21/2021	19997	KEYCODE INSPECTION AGENCY	-5,240.00
01/21/2021	19998	Lehigh County Humane Society	-800.00
01/21/2021	19999	Lehigh County Meals on Wheels	-1,000.00
01/21/2021	20000	Lehigh County Senior Citizen Center	-650.00
01/21/2021	20001	Macungie Ambulance Corp.	-8,500.00
01/21/2021	20002	Malkames Law Offices	-825.00
01/21/2021	20003	Ott Consulting Inc.	-11,139.95
01/21/2021	20004	PA CHAPTER OF THE APA	-112.00
01/21/2021	20005	PA ONE CALL SYS.	-59.80
01/21/2021	20006	PENTELEDATA	-99.95
01/21/2021	20007	Perkiomen Valley Watershed Cons.	-150.00
01/21/2021	20008	PMRS	-160.00
01/21/2021	20009	PPL ELECTRIC UTILITIES	-815.92
01/21/2021	20010	PRAXAIR	-16.59
01/21/2021	20011	PSATS	-60.00
01/21/2021	20012	Service Electric Cable TV Inc.	-133.86
01/21/2021	20013	SERVICE ELECTRIC TELEPHONE CO.	-158.19
01/21/2021	20014	sherwin williams	-271.54
01/21/2021	20015	Snyder Technologies	-1,914.00
01/21/2021	20016	TOSHIBA FINANCIAL SERVICES	-255.12
01/21/2021	20017	unifirst	-206.07
01/21/2021	20018	Upper Milford Youth Association	-5,000.00
01/21/2021	20019	V & C ACCESSORIES INC.	-90.39
01/21/2021	20020	Vera Cruz Senior Citizens	-600.00
01/21/2021	20021	VISA #6512 (BC)	-1,539.48
01/21/2021	20022	VISA#2958 (JO)	-2,094.32
01/21/2021	20023	WB Mason	-190.31
01/21/2021	20024	WESTERN DISTRICT FIRE CO - Donations	-17,450.00
01/21/2021	20025	Wetzel Enterprises Inc	-491.00
Total 100.01 - PLGIT - General Fund Ckg			-99,613.93
TOTAL			-99,613.93

UMT - ESCROW FUND
BOS escrow release report
 January 21, 2021

Type	Date	Num	Account	Credit
Corkery & Almonti				
Bill Pmt -Check	01/21/2021	158	100.474 - FIC Easements - Allen St	900.00
Frances Catino				
Bill Pmt -Check	01/21/2021	159	100.474 - FIC Easements - Allen St	3,500.00