

**Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
February 4th 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.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of January 21st Regular meeting minutes

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. **20026 to 20063** in the amount of **\$55,394.43**

STREET LIGHT FUND

PLGIT XXXX7125 – Check No. **1362** in the amount of **\$50.64**

FIRE HYDRANT FUND

PLGIT XXXX7154 – Check No. **1004** in the amount of **\$1,840.74**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

SOLICITOR'S REPORT: -

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Approval of France, Anderson & Basile's Audit engagement Letter: 2020 Financial Audit
- 2.) Approval of Resolution 2021-021 – Snow Emergency Jan 31st – Feb 2nd 2021
- 3.) Approval for Mower Purchase
 - a. Memo from Manager Carter
- 4.) Approval to Advertise the 2003 Mack Ten-Wheeler for sale
 - 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.) Vera Cruz Community Association request for Special Fire Police for:
April 3, 2021 at 1 pm Egg Hunt
August 15, 2021 from 12-8 pm Home Coming
October 13 2021 from 7-9 pm Halloween Parade
 - a. Letter from Susan Mohr
- 2.) Request from BSA Troop 31 for use of the parking lot 3/27/2021
 - a. Email from Robin Yoder

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

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
Township Building, Old Zionsville, PA 18068
January 21st, 2020 7pm
REGULAR MEETING MINUTES

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 was called to order at 7:00 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.

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

PUBLIC INPUT: None

ACCEPTANCE OF MINUTES:

Approval of January 4th 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 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

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.

SOLICITOR'S REPORT: - No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Update on Rt. 29 Bridge Construction
 - a. HRI Inc Letter

HRI Inc is the company constructing the Bridge replacement over the Norfolk Southern Rail Road on Rt 29. The Letter states they are on track for the intended March 2021 lane closure for South Bound Traffic along Rt 29 from Emmaus toward Upper Milford Township to complete the road Tie in. This was the plan that was given during bid award. They anticipate the detour to last 3.5 months. North Bound traffic will continue to be able to cross the area.

- 2.) 2021-019 Alternate Zoning Officer Appointment
 - a. memo from Secretary O'Donald

Keycode Consulting Agency's Zoning Officer has been appointed as an Alternate Zoning Officer. Keycode has informed us that their Zoning Officer has changed as the prior gentleman passed away. This Resolution updates the name of the Keycode's Alternate Zoning Officer.

MOTION: Supervisor Sentner made a motion to approve Resolution 2021-019. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) 2021-020 – Updated Keycode Appointment
 - a. Memo from Secretary O'Donald

There were a few changes that were on the Keycode fee schedule that had been missed in the transfer to the Current Resolution of appointment. Resolution 2021-020 corrects this. These changes will not affect the Upper Milford Fee Schedule for 2021.

MOTION: Supervisor Sentner made a motion to approve Resolution 2021-020. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Authorization to advertise for Road Work Bids.
 - a. Memo from manager Carter

MOTION: Supervisor Sentner made a motion to approve Authorize advertisement for the 2021 Road work per Manager Carter's memo dated January 21st 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

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

Raymond Leister sent an email resigning as an Alternate Zoning Hearing Board member.

MOTION: Supervisor Sentner made a motion to accept Raymond's resignation and thank him for his service. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Letter from UMYA

UMYA would like to thank the Board of Supervisors for the continued support and would like to start looking ahead at project goals and increased funding requests for Youth Sports Program. The UMYA would ultimately like to look ahead at a community Center with indoor soccer and basketball capacity. Their Board understands that they may be working now for something their grandchildren may use but they would like to start the process of looking ahead.

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Call Report Posted on Website

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – Ott Consulting Inc has moved into their new facility.

Supervisors:

Robert Sentner – Supervisor Sentner wanted to discuss the zoom meetings in general. He would like to again start holding in person meetings and anyone not comfortable can join via zoom. He is concerned since there has been technical difficulties for some attendees.

MOTION: Supervisor Sentner made a motion to resume in person and zoom meetings again. Supervisor Mohr seconded the motion. Hearing no questions or comments, Supervisors Sentner and Mohr were in favor, Supervisor Moore opposed adamantly stating she still sees the pandemic as a concern and would like to look after everyone's health, motion carried.

Joyce Moore –No Report

Daniel Mohr –No Report

EXECUTIVE SESSION: -Not Needed

ADJOURNMENT: Meeting adjourned at 7:15 pm.

Chairman Daniel J. Mohr

02/04/2021
Date

Secretary Jessi O'Donald

12:54 PM

02/04/21

UMT-GENERAL FUND BOS Meeting AP Disbursements Report

February 4, 2021

Date	Num	Name	Paid Amount
100.01 · PLGIT - General Fund Ckg			
02/04/2021	20026	5270 Elgen Dr	
02/04/2021	20027	American United Life Insurance Comp	-50.00
02/04/2021	20028	AMERICAN UNITED LIFE INSURANCE COMPANY	-425.75
02/04/2021	20029	Analytical Laboratories, Inc.	-254.52
02/04/2021	20030	AutoZone, Inc.	-35.00
02/04/2021	20031	Bailey, Jared - AP	-151.30
02/04/2021	20032	Carter, Edward	-40.00
02/04/2021	20033	CHRIN HAULING, INC.	-40.00
02/04/2021	20034	Crystal Springs	-389.62
02/04/2021	20035	DRIES DO IT CENTER	-18.89
02/04/2021	20036	EM KUTZ, INC.	-25.44
02/04/2021	20037	Fegley, Karl D - AP	-3,133.12
02/04/2021	20038	GrayBar	-40.00
02/04/2021	20039	HOME DEPOT CREDIT SERVICES	-15.29
02/04/2021	20040	Kuhns, Cynthia - AP	-29.66
02/04/2021	20041	Lagler, Todd - AP	-40.00
02/04/2021	20042	LOWE & MOYER GARAGE INC.	-40.00
02/04/2021	20043	Marks, Lee -ap	-104.80
02/04/2021	20044	MASTER SUPPLY LINE	-40.00
02/04/2021	20045	Miller Municipal Supply, LLC	-109.65
02/04/2021	20046	New Enterprize Stone and Lime Co. Inc	-333.40
02/04/2021	20047	O'Donald, Jessi L - AP	-2,038.20
02/04/2021	20048	PLASTERER EQUIPMENT CO. INC.	-40.00
02/04/2021	20049	PMHIC	-96.09
02/04/2021	20050	PMRS	-33,240.60
02/04/2021	20051	PPL ELECTRIC UTILITIES	-2,014.90
02/04/2021	20052	RED HILL FORD (SANDS)	-1,104.05
02/04/2021	20053	Riverside Construction Materials, Inc	-70.23
02/04/2021	20054	Schmeltze, Robert C. Jr. - AP	-4,943.20
02/04/2021	20055	Shred-it	-40.00
02/04/2021	20056	Suburban Propane	-221.41
02/04/2021	20057	Sunoco Universal	-2,816.53
02/04/2021	20058	TOSHIBA FINANCIAL SERVICES	-466.88
02/04/2021		TransEdge Truck Center	-255.12
02/04/2021	20059	UGI UTILITIES, INC.	0.00
02/04/2021	20060	unifirst	-2,513.25
02/04/2021	20061	V & C ACCESSORIES INC.	-68.69
02/04/2021	20062	Walbert, Kyle - Ap	-26.11
02/04/2021	20063	WB Mason	-40.00
			-82.73
Total 100.01 · PLGIT - General Fund Ckg			-55,394.43
TOTAL			-55,394.43

UMT-STREET LIGHT FUND BOS Meeting AP Disbursement Report

February 4, 2021

Date	Num	Name	Paid Amount
100.01 · PLGIT - Street Light Fund Ckg			
02/04/2021	1362	PPL ELECTRIC UTILITIES	-50.64
Total 100.01 · PLGIT - Street Light Fund Ckg			-50.64
TOTAL			-50.64

12:37 PM

02/04/21

UMT - FIRE HYDRANT FUND BOS Disbursement Report

February 4, 2021

Type	Date	Num	Account	Credit
Lehigh County Authority Bill Pmt - Check	02/04/2021	1004	100.01 · PLGIT Fire Hydrant Fund	1,840.74