

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
February 18<sup>th</sup> 2020 7pm  
REGULAR MEETING AGENDA**

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Call meeting to order.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

This meeting is being held on Zoom only due to weather. Please speak clearly and one person at a time in order to allow everyone to be heard.

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 February 4<sup>th</sup> Regular meeting minutes

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 20064 to 20095 in the amount of \$88,548.74

**STREET LIGHT FUND**

PLGIT XXXX7125 – Check No. 1363 in the amount of \$2,314.39

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfers No. 2021-001 to 2021-008

**SOLICITOR'S REPORT: -**

**OLD BUSINESS:**

- 1.) Discussion of Old Building Usage
  - a. Manager Carter

**NEW BUSINESS:**

- 1.) Appointment of Alice Boulrice to the Emmaus Public Library Board. Term ending 12/31/2023
  - a. Memo from Secretary O'Donald
- 2.) Appointment of Melissa Palmer to the Recreation Committee. Term ending 12/31/2021
  - a. Memo from Secretary O'Donald
- 3.) Appointment of Sarah Powell to the Zoning Hearing Board (Alternate) term ending 12/31/2023
  - a. Memo from Secretary O'Donald
- 4.) Part-time park help
  - a. Memo from Manager Carter

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

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

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Approval Time extension for Fields at Indian Creek Phase 1B &2 for 365 days until March 1, 2022
  - a. Letter from Richard Koze

**CORRESPONDENCE:** -

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies:

Emmaus Library:

Recreation Commission:

Township Manager:

Bud Carter –

Supervisors:

Robert Sentner –

Joyce Moore –

Daniel Mohr –

**EXECUTIVE SESSION:** -If Needed

**ADJOURNMENT:**

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**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:**

UNAPPROVED MINUTES

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
February 4<sup>th</sup> 2020 7pm  
REGULAR MEETING MINUTES

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**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 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:** None

**ACCEPTANCE OF MINUTES:**

Approval of January 21<sup>st</sup> 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. **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

**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:** -

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Approval of France, Anderson & Basile's Audit engagement Letter: 2020 Financial Audit

France Anderson and Basile were appointed at the re-organizational meeting to perform the Township's 2020 Audit. This engagement letter just allows them to start that audit.

**MOTION:** Supervisor Sentner made a motion to approve the engagement letter for France, Anderson & Basile to start the 2020 fiscal year audit. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Approval of Resolution 2021-021 – Snow Emergency Jan 31<sup>st</sup> – Feb 2<sup>nd</sup> 2021

**MOTION:** Supervisor Sentner made a motion to approve Resolution 2021-021 ratifying the snow emergency for January 31<sup>st</sup> to February 2<sup>nd</sup>, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Approval for Mower Purchase  
a. Memo from Manager Carter

Memo from Manager Carter states that within the 2021 budget are funds for the purchase of a new mower for the Township parks. After discussing this with Brent Fegley, we would like approval to purchase a John Deere Z960M Ztrak from Robert E. Littles of Zieglerville PA, For the amount of \$10,030.50.

Supervisor Sentner asked why the change from Xmark to John Deere. Manager Carter stated that one John Deere was purchased last time and the mower is more user friendly.

**MOTION:** Supervisor Sentner made a motion to approve the purchase of the John Deere Zero Turn Mower on the Costars contract per Manager Carter's memo dated January 26, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Approval to Advertise the 2003 Mack Ten-Wheeler for sale  
a. Memo from Manager Carter

After looking into the options for repairing the cracked frame rail on the 2003 Mack Ten-wheeler. Brent Fegley, and I believe it would be best to sell the 2003 Mack Ten-wheeler. I would like the Boards approval to list the 2003 Ten-wheeler on Muncibid for public auctions, with the Board approving the sale at an upcoming meeting.

**MOTION:** Supervisor Sentner made a motion to approve the 2003 Mack ten-wheeler to be listed on Muncibid with the Board to approve the sale at a later date per Manager Carter's memo dated February 4<sup>th</sup>, 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.) 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

**MOTION:** Supervisor Sentner made a motion to approve Special fire Police from Station #19 and #28 if willing and available for the dates and times listed in Sue Mohr's letter from the Vera Cruz Community association dated January 15<sup>th</sup>, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Request from BSA Troop 31 for use of the parking lot 3/27/2021
  - a. Email from Robin Yoder

Robin Yoder through email dated February 4<sup>th</sup>, 2021 requested permission to use the Township Municipal Building parking lot for Scout Troop 31 to hold a used Linens recycling drive on March 27<sup>th</sup>, 2021. The troop will have a few pick up trucks to collect used linen's and clothing that will be dropped off.

**MOTION:** Supervisor Sentner made a motion to approve the use of the Municipal Building Parking lot for the Scout Troop 31 recycling drive per Robin Yoder's email dated February 4<sup>th</sup>, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies: No Report

Emmaus Library: The library was opened today. Hoopla is a new online service for online movies, TV, audio books. Bean Stock is a new service for the Summer Reading program and classes. There has been a decrease in print material borrowing and an increase in digital due to the pandemic.

Recreation Commission: No Report

Township Manager:

Bud Carter – Thank you to Public Works. They've been working around the clock to clear the snow and have done a great job. The clean-up is still progressing.

Supervisors:

Robert Sentner – Public works did a great job. Thank you.

Joyce Moore – Thank you to Public Works for their efforts with the storm.

Daniel Mohr – Thank you Public Works.

**EXECUTIVE SESSION:** -The Board of Supervisors will held an Executive Session after the adjournment of the Regular Meeting with no decision to be made for Legal and Personnel matters.

**ADJOURNMENT:** Meeting adjourned at 7:15 pm.

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Chairman Daniel J. Mohr

02/18/2021  
Date

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Secretary Jessi O'Donald

**UMT-GENERAL FUND  
BOS Meeting AP Disbursements Report**

February 18, 2021

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - General Fund Ckg</b>			
02/18/2021	20064	AFLAC	-47.64
02/18/2021	20065	AmTrust North America	-12,329.00
02/18/2021	20066	AutoZone, Inc.	-82.16
02/18/2021	20067	DRIES DO IT CENTER	-25.81
02/18/2021	20068	FRANCE, ANDERSON, BASILE AND COMPANY	-2,380.00
02/18/2021	20069	KEYCODE INSPECTION AGENCY	-7,263.00
02/18/2021	20070	LOWE & MOYER GARAGE INC.	-51.38
02/18/2021	20071	M.A. YEAKEL SONS, INC.	-906.00
02/18/2021	20072	MASTER SUPPLY LINE	-63.28
02/18/2021	20073	MECHANICS PLUS TOWING & TRANSPORT INC.	-2,400.00
02/18/2021	20074	MICHELLE HINKLE	-630.00
02/18/2021	20075	Miller Municipal Supply, LLC	-162.30
02/18/2021	20076	New Enterprize Stone and Lime Co. Inc	-1,095.86
02/18/2021	20077	Ott Consulting Inc.	-10,925.23
02/18/2021	20078	PA Depart. of Environmental Protection	-500.00
02/18/2021	20079	PENTELEDATA	-99.95
02/18/2021	20080	PLASTERER EQUIPMENT CO. INC.	-899.14
02/18/2021	20081	PMHIC	-33,240.60
02/18/2021	20082	PPL ELECTRIC UTILITIES	-146.78
02/18/2021	20083	PRAXAIR	-17.14
02/18/2021	20084	Riverside Construction Materials, Inc	-8,820.81
02/18/2021	20085	Service Electric Cable TV Inc.	-205.10
02/18/2021	20086	SERVICE ELECTRIC TELEPHONE CO.	-155.34
02/18/2021	20087	STAVER HYDRAULICS CO., INC.	-11.39
02/18/2021	20088	Suburban Propane	-3,160.62
02/18/2021	20089	Triad Truck Equipment Inc	-44.00
02/18/2021	20090	unifirst	-206.07
02/18/2021	20091	VISA #6512 (BC)	-37.97
02/18/2021	20092	VISA#2958 (JO)	-1,116.81
02/18/2021	20093	VISA#2966 (BF)	-16.21
02/18/2021	20094	WB Mason	-110.95
02/18/2021	20095	WORTH, MAGEE & FISHER	-1,398.20
Total 100.01 · PLGIT - General Fund Ckg			-88,548.74
<b>TOTAL</b>			<b>-88,548.74</b>

**UMT-STREET LIGHT FUND  
BOS Meeting AP Disbursement Report**

February 18, 2021

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - Street Light Fund Ckg</b>			
02/18/2021	1363	PPL ELECTRIC UTILITIES	-2,314.39
Total 100.01 · PLGIT - Street Light Fund Ckg			-2,314.39
<b>TOTAL</b>			<b>-2,314.39</b>