

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
February 18<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 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

**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. 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

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

**SOLICITOR'S REPORT:** - No Report

## **OLD BUSINESS:**

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

Manager Carter asked if the Board would be agreeable to not renting the Old Office Facility again. The revenue was not included in the 2021 budget. Not renting the space would allow Public works to utilize the basement again as a garage facility and the offices for training and meeting purposes. All three Supervisors were agreeable to not renting the space and to allowing the use for Public Works.

All were agreeable to not renting the old office building any more.

## **NEW BUSINESS:**

- 1.) Appointment of Alice Boulrice to the Emmaus Public Library Board. Term ending 12/31/2023
  - a. Memo from Secretary O'Donald

Upper Milford Township holds two Board positions for the Emmaus Public Library. With the Lisa Marten not desiring a reappointment, we have been searching since December for another volunteer. Having exhausted several avenues, I reached out to the School District for help. The School district administration was very gracious in their allowance of a school district employee to have time to participate in the monthly Library Board meetings. We received 4 volunteer applications. After going through those applications with Supervisor Moore and the Library Board President, we recommend the appointment of Alice Boulrice of South Mountain Dr. for the Emmaus public Library Board to a 3 year term to expire December 31st, 2023. Alice's qualifications include; librarian at Lower Macungie Middle School and volunteering for the Emmaus public library used book sale. It is felt that this experience along with school aged children will bring a well-rounded thought process to guiding policy for the Public Library.

**MOTION:** Supervisor Sentner made a motion to appoint Alice Boulrice of South Mountain Dr. to the Emmaus Public Library Board for e term ending December 31, 2023 per Secretary O'Donald's memo dated February 18, 2021. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Appointment of Melissa Palmer to the Recreation Committee. Term ending 12/31/2021
  - a. Memo from Secretary O'Donald

With the resignation of Barry Williams, the Recreation committee had a vacancy. With the search for an Emmaus public Library Board member we received the volunteer application for Melissa Palmer of Vera Cruz Rd. Ms. Palmer has been a special needs teacher for 27 along with raising her family on Vera Cruz Rd. It is felt she would provide a unique perspective on the recreation committee. Ms. Palmer is interested in serving on the recreation committee. At this time we would like to recommend Melissa Palmer to the recreation committee to fill the remaining open term until December 31st 2021.

**MOTION:** Supervisor Moore made a motion to appoint Melissa Palmer of Vera Cruz road to the recreation Committee with term ending December 31, 2021. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Appointment of Sarah Powell to the Zoning Hearing Board (Alternate) term ending 12/31/2023
  - a. Memo from Secretary O'Donald

With the resignation of Raymond Leister, the Zoning hearing Board has a vacancy. We received the volunteer application for Sarah Powell of Shimerville Rd. Ms. Powell in her sixth year with her current law firm. Ms. Powell is interested in serving on the Zoning hearing Board to fill the Alternate vacancy. At this time we would like to recommend Sarah Powell to the Zoning Hearing Board to fill the open Alternate term until December 31<sup>st</sup> 2023.

**MOTION:** Supervisor Sentner made a motion at appoint Sarah Powel of Saint Peters Rd to the Zoning Hearing Board to fill the alternate term ending December 31<sup>st</sup>, 2023. Supervisor Moore seconded the motion. Hearing now questions or comments, all were in favor, motion carried.

- 4.) Part-time park help
  - a. Memo from Manager Carter

Within the 2021 budget there is funding for part time sessional park help. At this time I would ask the board to approve Connor Nissen to this positions at an hourly rate of \$12.00 per hour.

**MOTION:** Supervisor Sentner made a motion to hire C. Nissen per Manager Carter's memo dated February 18<sup>th</sup>, 2021 as summer park help for \$12.00 per hour. 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:**

- 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:** - None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

Robert Sentner – Asked for summer.

Joyce Moore – No Report

Daniel Mohr – Drive safe,

**EXECUTIVE SESSION:** -Not Needed

**ADJOURNMENT:** Meeting adjourned at 7:16 pm.

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Chairman Daniel J. Mohr

03/04/2021  
Date

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Secretary Jessi O'Donald