

Public Packet

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
May 20<sup>th</sup>, 2021 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.

The Upper Milford Board of Supervisors held an executive session for legal and Personnel at 6:00 pm this evening.

Please speak loudly and clearly so those joining us remotely can hear.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

Approval of May 6<sup>th</sup> Regular meeting minutes

**PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 20308 to 20348 in the amount of \$78,025.06

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No's. 20308 to 20348 in the amount of \$2,230.80

**HIGHWAY AID FUND:**

PLGIT XXXX7112 - Check No. 2639 in the amount of \$98,006.44

ACH Transfer KS STATE BANK in the amount of \$38,380.54

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No Transfers

**SOLICITOR'S REPORT: -**

**OLD BUSINESS:**

**NEW BUSINESS:**

- 1.) LCA Agreement for Easement and Escrow
  - a. Memo from Manager Carter
  
- 2.) Storm Water O&M for 6672 Saint Peters Rd – Approval Resolution 2021-025
  
- 3.) Authorization for additional Account at New Tripoli Bank – Approval Resolution 20201-026
  - a. Memo from Secretary O'Donald

4.) FIC Annex - Approval Resolution 2021-027

5.) ESC Mailer information  
a. Memo from Secretary O'Donald

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

**PLANNING COMMISSION – OLD BUSINESS:** None

**PLANNING COMMISSION – NEW BUSINESS:** None

1.) Lutheran Church of the Holy Spirit – Preliminary/Final Plan Approval with Waivers  
a. Letter from Planning Coordinator Brian Miller

**SUBDIVISIONS – IMPROVEMENTS:**

**CORRESPONDENCE:**

1.) Request for Special Fire Police for  
Truck show 6/18&19 - Das Awkscht Fest 8/6-8 - wheels of Time 8/17-29  
a. Letter from Macungie Borough

**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: No Report – Next meeting 6/21 7pm at Fulmer Preserve

Township Manager:

Bud Carter –

Supervisors:

Robert Sentner –

Joyce Moore –

Daniel Mohr –

**EXECUTIVE SESSION:** Not 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:**

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
May 6<sup>th</sup>, 2021 7pm  
REGULAR MEETING MINUTES

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

Meeting called to order at 7:03 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 Board of Supervisors held an executive session for legal and Personnel at 6:30 pm this evening.

Please speak loudly and clearly so those joining us remotely can hear.

The Rt. 29 Bridge replacement detour has started and will be in place for 109 calendar days.

**PUBLIC INPUT:**

1.) Chris Greb of Macungie Ambulance – 2020 report

Christopher Greb of Macungie Ambulance Corp was preset to go over their yearly report. During the early part of 2020 the call volume dropped drastically. During the last half of 2020 the call volume exploded to where they put a second ambulance on the road to cover peak times. They are also purchasing a new ambulance for \$170,000 and remounting their 2009 for the cost of \$130,000.

2.) Eagle Scout Proposal – Tentative

Eagle Scout Prospect Joshua Jones of Troop 71, presented his project to place trail markers and informational signage at the Fulmer Preserve.

**MOTION:** Supervisor Sentner made a motion to approve Joshua's project of trail markers and signage within the Fulmer Preserve and fund it up to \$500.00 after Joshua has done the fundraising his project requires. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Lehigh County Executive - Phil Armstrong

Phil Armstrong stated that he is making an appearance at all of the local municipal government meetings. He commended Joshua on his project presentation and thanked him for volunteering. Mr. Armstrong asked if anyone had any questions or concerns to bring to his attention. Supervisor Sentner asked if the County was looking into purchasing radios in bulk to help the local volunteer fire companies with reduced cost for replacement radios when the county dispatch goes to the new system. Mr. Armstrong said that he would take that back to the office and find out.

**ACCEPTANCE OF MINUTES:**

Approval of April 1<sup>st</sup> Regular meeting minutes

**MOTION:** Supervisor Moore made a motion to approve the minutes as presented for April 1<sup>st</sup>. Supervisor Sentner seconded the motion. Hearing no questions or comments, both were in favor, motion carried

**RATIFICATION OF PAYMENT OF BILLS from April 15<sup>th</sup>, 2021:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 20225 to 20258 in the amount of \$129,112.40

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. 1365 in the amount of \$2,245.63

**PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 20259 to 20307 in the amount of \$51,992.12

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No. 1005 in the amount of \$2,012.23

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfers No. 2021-022 to 2021-028

**MOTION:** Supervisor Moore made a motion to ratify the bills paid for April 15<sup>th</sup>, pay the bills as read for May 6<sup>th</sup> and acknowledge the bank transfers. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SOLICITOR'S REPORT:** -

- 1.) Letter from Attorney Preston – Re-zoning Request for the Engleman Tract

Solicitor Fisher received a letter dated April, 20, 2020 from Kay Builders asking to re-zone the Engleman Tract from Industrial to Suburban Residential. The letter was acknowledged and it was advised to have an informational meeting with the Township Staff and Kay Builders where a plan would be presented.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Re-appointment of Planning Commission Members, Angelika Forndran, Luke Lichtenwalner, Phil Hartranft with new terms ending April 30<sup>th</sup> 2025.

**MOTION:** Supervisor Sentner made a motion to re-appoint planning commission members as listed above to new terms ending April 30<sup>th</sup>, 2025. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Approval- Resolution 2021-023- ASA inclusion properties.  
PIN 548293416124 and 548293092813 Approx. 24 acres - 5502 & 5551 Geissinger Rd  
PIN 549279710756 Approx. 13.815 acres - Dillingersville Rd  
PIN 549342261895 Approx. 4.2964 acres – 5760 Vera Cruz Rd

**MOTION:** Supervisor Moore made a motion to approve Resolution 2021-023 for the parcel inclusions into the Agricultural Security Area as listed. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Approval – Resolution 2021-024 O&M 6464 Chestnut St.

Resolution 2021-024 is an Operations and maintenance agreement between the Township and owner of 6464 Chestnut Street for Maintenance of the Storm water BMP's for the land development.

**MOTION:** Supervisor Sentner made a motion to approve Resolution 2021-024 O&M Storm water agreement with 6464 Chestnut St. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

4.) Approval – Fire Hydrant installation for Mink and Farview Farms.  
a. Memo from Manager Carter

When both Mink Estates and Fairview Farms (Linda Lane) developments were designed, they were planned to have fire hydrants installed when adequate water flow could be provided to both of these developments. Now with the pumping station and the water line extensions to Jasper Ridge, these hydrants can be installed. In order for LCA to proceed with the installation of the Fire Hydrants, LCA needs the township to request that the fire hydrants be installed in both of these developments. I would like the board approval to request LCA to install the Fire Hydrants in Mink Estates and Fairview Farms.

**MOTION:** Supervisor Sentner made a motion for staff to request the installation of the Fire Hydrants as requested in Manager Carter's memo dated May 6<sup>th</sup>, 2021 within Mink Estates and Farview Farms asking for Storz fittings on the hydrants. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Supervisor Sentner also asked staff if training could be set up for any fire company that would come into these hydrants since the pressure is at 175 lbs. that personnel understand how to work safely with the hydrants.

~~5.) LCA Easement Agreement — (Tentative)  
a. Memo from Manager Carter~~

6.) Confirmation of Special Fire Police  
a. Memo from Secretary O'Donald

The Second Class Township code section 1914 Special Fire Police states the Board of Supervisors may confirm members of the Volunteer Fire Company as Special Fire Police. Under the act of June 18, 1941 (P.L. 137 No. 74). As of this time Chief Sherman of Vera Cruz Citizens Fire Company asks the Board of Supervisors to confirm the following individuals as Special Fire Police to perform Fire Police duties during events and emergency scenes. Omar Abdel-Fatah, Michael Edmonds, Karl Fegley, Brett Hamscher, Bryan Hamscher, Timothy Kline, Jamie Schoemaker, Tyler Stone, Joseph Tyson

**MOTION:** Supervisor Sentner made a motion to confirm the members as listed as Fire Police as requested in Secretary O'Donald's memo dated May 6<sup>th</sup>, 2021. Supervisor Moore seconded the motion.

Jason Tapler questioned if all of the members had the proper certifications to be fire police. He stated the Township should ask for certificates. Solicitor Fisher stated that the second class Township code doesn't specify certification just that members are confirmed as fire police.

Hearing no further questions or comments, all were in favor, motion carried.

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

**PLANNING COMMISSION – OLD BUSINESS:** None

**PLANNING COMMISSION – NEW BUSINESS:** None

1.) FIC Annex –

At their meeting on March 29th, 2021 the Planning Commission reviewed the Annex at the Fields at Indian Creek Preliminary Final Plan. The Planning Commission recommends that the Board of Supervisors grant approval of the Preliminary/Final Subdivision Plan contingent upon all items being addressed in the Township Engineer's review letter dated March 26, 2021 and all outside agency approvals being met. Appropriate notation on the plan dealing with the revisions to prior approved plans for the Fields at Indian Creek Subdivision and Lot line adjustments by the Annex at the Fields of Indian Creek shall be approved by the Township Solicitor, and payment of any outstanding fees.

**MOTION:** Supervisor Moore made a motion to approve the Kay Builder Fields at Indian Creek Annex preliminary/Final Plan in accordance with Planning Coordinator Brian Miller's letter dated May 5<sup>th</sup>, 2021. Supervisor Mohr seconded the motion. Hearing no questions or comments, Supervisors Moore and Mohr were in favor, Supervisor Sentner abstained, motion carried.

2.) Weaver - Lot Line Adjustment

At their meeting on March 29th, 2021 the Planning Commission reviewed the Ron Weaver Boundary Line Adjustment Plan. The Plan adjusts a lot line between two properties and fixes an error on a previous subdivision plan of the property dated 10/25/89. The Planning Commission recommended Plan approval contingent on the applicant addressing all township staff review comments. The Applicants Engineer has since revised the plan to address those comments and received a Lehigh Valley Planning Commission review letter. It would be customary to approve the Boundary Line Adjustment Plan at this time.

**MOTION:** Supervisor Sentner made a motion to approve the lot line adjustment per Planning Coordinator Brian Miller's letter dated May 5<sup>th</sup>, 2021 for the weaver property on Mill Road. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Approval –Brookshire Development until June 8, 2022  
a. Letter of request from Brookshire Partners LP

**MOTION:** Supervisor Moore made a motion to approve the time extension request from Brookshire Partners for extension of their improvements agreement until June 8<sup>th</sup>, 2022. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Approval – Stone Ridge Estates Development until June 15<sup>th</sup>, 2022  
a. Letter of request from Double D Lehigh LP

**MOTION:** Supervisor Moore made a motion to approve the time extension request from Double D Lehigh LP for extension of their improvements agreement until June 15<sup>th</sup>, 2022. Supervisor Sentner seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**CORRESPONDENCE:** - None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report:

1.) Discussion – Fall Newsletter, Update of preemption of Shimerville Light

There was a brief discussion on sending out a dedicated newsletter for EMS service within the township with tear off subscription forms. The Board directed staff to price out the cost of printing a mailer. Secretary O’Donald stated that the postage for the newsletter averages \$1,200.00.

2.) 5 year plan adopted

It was highlighted that recruitment and retention si there biggest concerns.

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies: No Report

Emmaus Library: Lisa Marten - April 23 & 24<sup>th</sup> had a Fun golfing fundraiser at the Library. May 8<sup>th</sup> is the Used Book sale and this year the Summer Reading will have a kickoff event on June 19<sup>th</sup> at 11 am.

Recreation Commission: No Report – Next meeting 5/17 7pm at Jasper Park

Township Manager:

Bud Carter – Ultra Thin Bonded course is done. Oil and chip will begin in June. Manager Carter asked the Board if they wanted to continue with zoom since the Governor is lifting the capacity orders the end of May.

Supervisor Sentner requested a continuance of the zoom broadcasts along with the in-person meetings to allow people to join over zoom if they choose. All were in favor.

Supervisors:

Robert Sentner – He again questioned the ability for LCA to give a report on the fire hydrants.

Joyce Moore – No Report

Daniel Mohr – the bridge detour began and at 6:30 that morning her received phone calls about the traffic on Allen and within the development bordering Allen Street. He said it seems to now have calmed down.

Jason Tapler suggested more signage.

**EXECUTIVE SESSION:** Not Needed

**ADJOURNMENT:** Meeting adjourned at 8:00 pm.

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Chairman Daniel J. Mohr

05/20/2021  
Date

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Secretary Jessi O’Donald



12:56 PM

05/20/21

**UMT-GENERAL FUND  
BOS Meeting AP Disbursements Report  
May 20, 2021**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - General Fund Ckg</b>			
05/20/2021	20308	AFLAC	-47.64
05/20/2021	20309	American Legal Publishing Corp	-263.89
05/20/2021	20310	AmTrust North America	-7,661.00
05/20/2021	20311	Analytical Laboratories, Inc.	-235.00
05/20/2021	20312	ASPHALT MAINTENANCE SOLUTIONS, LLC	-1,384.23
05/20/2021	20313	Autoparts Warehouse	-256.61
05/20/2021	20314	AutoZone, Inc.	-21.98
05/20/2021	20315	Batteries + Bulbs	-37.90
05/20/2021	20316	Bergey's Tire & Service Center	-1,444.08
05/20/2021	20317	Buss Paving and Excavating	-5,012.50
05/20/2021	20318	DRIES DO IT CENTER	-130.36
05/20/2021	20319	Foster & Foster Acutaries and Consultants	-200.00
05/20/2021	20320	Fry Communications, Inc	-87.00
05/20/2021	20321	Herbein's Garden Center, Inc.	-90.00
05/20/2021	20322	KEYCODE INSPECTION AGENCY	-7,180.00
05/20/2021	20323	Keystone Consulting Engineers, Inc.	-91.88
05/20/2021	20324	Marcy J. Janowski	-150.00
05/20/2021	20325	Martin Stone Quarries, Inc.	-274.28
05/20/2021	20326	MASTER SUPPLY LINE	-81.48
05/20/2021	20327	NAPA AUTO PARTS	-30.98
05/20/2021	20328	PA ONE CALL SYS.	-98.82
05/20/2021	20329	PENTELEDATA	-125.95
05/20/2021	20330	Petty Cash - Upper Milford Township	-57.20
05/20/2021	20331	PMHIC	-36,621.40
05/20/2021	20332	PPL ELECTRIC UTILITIES	-148.93
05/20/2021	20333	PSATS	-41.00
05/20/2021	20334	Robert E Little, Inc	-134.69
05/20/2021	20335	SAYLOR'S LAWN & LANDSCAPE INC.	-300.00
05/20/2021	20336	Service Electric Cable TV Inc.	-133.87
05/20/2021	20337	SERVICE ELECTRIC TELEPHONE CO.	-159.89
05/20/2021	20338	sherwin williams	-236.40
05/20/2021	20339	SIGNAL SERVICE	-4,850.00
05/20/2021	20340	Snyder Technologies	-5,930.00
05/20/2021	20341	Stephenson Equipment, Inc.	-108.76
05/20/2021	20342	TransEdge Truck Center	-69.04
05/20/2021	20343	unifirst	-137.38
05/20/2021	20344	VISA #6512 (BC)	-932.94
05/20/2021	20345	VISA#2958 (JO)	-2,689.49
05/20/2021	20346	VISA#2966 (BF)	-473.45
05/20/2021	20347	WB Mason	-45.04
05/20/2021	20348	Ronald E. Laub	-50.00

Total 100.01 · PLGIT - General Fund Ckg

-78,025.06

TOTAL

-78,025.06

**UMT-STREET LIGHT FUND  
BOS Meeting AP Disbursement Report  
May 20, 2021**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - Street Light Fund Ckg</b>			
05/20/2021	1366	PPL ELECTRIC UTILITIES	-2,230.80
Total 100.01 · PLGIT - Street Light Fund Ckg			-2,230.80
<b>TOTAL</b>			<b>-2,230.80</b>

12:47 PM

05/20/21

**UMT - HIGHWAY AID FUND  
BOS Meeting AP Disbursements Report  
May 20, 2021**

Date	Num	Name	Paid Amount
<b>100.001 · PLGIT-State Liq Fuels Fund Ckg</b>			
05/20/2021	2639	Asphalt Maintenance Solutions, LLC	-98,006.44
05/20/2021	ACH 5...	KS State Bank	-38,380.54
Total 100.001 · PLGIT-State Liq Fuels Fund Ckg			-136,386.98
<b>TOTAL</b>			<b>-136,386.98</b>

Submitted by: Jessi O'Donald Treasurer