

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
November 4<sup>th</sup>, 2021 7pm  
REGULAR MEETING AGENDA**

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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 October 21<sup>st</sup> Regular meeting minutes

**PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No.'s. 20755 to 20785 in the amount of \$ 70,571.87

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. 1372 in the amount of \$ 2,274.68

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No.'s 2021-061 to 2021-063

**SOLICITOR'S REPORT:** -

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Adoption of Tentative 2022 Budget
  - a. Memo from Secretary/Treasurer O'Donald
- 2.) 2022 Lehigh County Humane Society Contract
  - a. Memo from Secretary/Treasurer O'Donald

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

**PLANNING COMMISSION – OLD BUSINESS:** None

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Engleman Tract Zoning Change Request
  - a. letter from Planning Coordinator Brian Miller

**SUBDIVISIONS – IMPROVEMENTS:** None

**CORRESPONDENCE:** None

**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:

John Zgura –

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:
2. **Morrissey Property Concerns**
3. **Open Space Update**
4. **Zoning and SALDO Update**
5. **Krause Property Concerns**
6. **Indian Mill Creek Townhouses –completion**
7. **Indian Creek Rd - Truck Concerns**

**END AGENDA PART II:**

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
October 21<sup>st</sup>, 2021 7pm  
REGULAR MEETING MINUTES

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**ATTENDANCE:** Supervisors; Daniel Mohr, Joyce Moore, John Zgura; Manager Edward Carter, Planning Coordinator Brian Miller; Solicitor Marc Fisher, Secretary/treasurer 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 October 7<sup>th</sup> Regular meeting minutes

**MOTION:** Supervisor Moore made a motion to approve the minutes as presented for the October 7th Supervisors meeting. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **20725 to 20754** in the amount of **\$ 42,708.81**

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No's. **1007** in the amount of **\$ 2,041.87**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

**NO Transfers**

**MOTION:** Supervisor Moore made a motion to approve the bills as read. Supervisor Zgura 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.) Appointment to Joint Building Board of Appeals – A. Koneski Jr.
  - a. Memo from Manager Carter

The Joint Building Board of Appeals is made up with one member each, from the Boroughs of Macungie and Alburtis and the Townships of Lower Milford and Upper Milford. Currently Upper Milford Townships does not

have a member to serve on the Joint Building Board of Appeals. Anthony Koneski Jr. has showed interest in severing as Upper Milford member. Mr. Koneski has over 50 years of experience as a general contractor. I would like to ask the Board to appoint Mr. Koneski to the Joint Building Board of Appeals.

**MOTION:** Supervisor Moore made a motion to appoint A. Koneski Jr. as the Upper Milford Township Member of the Joint Building Board of Appeals. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2.) Resolution 2021-034 – Stormwater O&M for 7002 St. Peters Rd

**MOTION:** Supervisor Moore made a motion to approve Resolution 2021-034 Operations and Maintenance Agreement for the Stormwater plan for 7002 Saint Peters Rd. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Resolution 2021-035 - Pre Construction Agreement for the Annex at FIC

This is the normal pre-construction agreement that states Kay Builders is assuming the responsibility and escrowed money while they start the Annex at the fields at Indian Creek. Kay Builders still must meet all zoning and SALDO requirements and will need to make any corrections if necessary.

**MOTION:** Supervisor Moore made a motion to approve Resolution 2021-035 Pre-Construction agreement with kay Builders for the Annex at the Fields at Indian Creek. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

4.) Arrowhead Park Playground Proposal  
a. Memo from Kyle Walbert

With the recreation fee provided to us by Kay Builders for the Jasper Ridge Development and the construction of the homes in that development nearing the end. The Upper Milford Township Recreation committee, at their meeting on 10/18/2021, made a motion recommending to the Board of Supervisors to purchase the playground equipment for Arrowhead Park so that Public Works can install the equipment for the summer of 2022. The quote for the park in its entirety, including tables, benches, play equipment, and other amenities, comes to a total of \$96,018.99. The quote comes to us from Boyce Associates on a Sourcewell contract and Costars contract.

There was a brief discussion on inclusive access and fee in lieu of recreation money.

**MOTION:** Supervisor Moore made a motion to approve the purchase of the equipment as presented for the Arrowhead Park Playground per Kyle Walbert's memo dated October 21<sup>st</sup>, 2021. Supervisor Mohr seconded the motion. Hearing no further questions or comments, all were in favor, motion carried.

4.) Draft Budget

Manager Carter presented the draft budget to the Board. The budget has no tax increase and includes the Yard waste fence and employee costs asked for, as well as replacement for the backstop on the ballfield at Lenape Park.

That Board thanked staff and will go through and ask questions for the next meeting.

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

**PLANNING COMMISSION – OLD BUSINESS:** None

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:** None

**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 – Community Day had a good turn out and the ESC will revisit scheduling of Community Day for next year in January.

Supervisors:

John Zgura – Supervisor Zgura stated that the Community Day was nice and had a good turnout.

Joyce Moore – Supervisor Moore had spoken to the food pantry to see if they needed anything. They said they could use Personal Care and Laundry items. It was decided the Township could be a drop off point for those items. Secretary O’Donald will get that posted and the bins set out.

Daniel Mohr – Supervisor Mohr stated the Halloween Parade had a lot of individual participation this year. Next year they will try to communicate with UMYA to make sure Practice at Jasper Park is not held up with the road closure.

**EXECUTIVE SESSION:** Not Needed

**Jim Krippe** asked about the Stimulus Money. He thought the Township received \$190,000.00.

Secretary/Treasurer O’Donald explained that the Township Received \$110,000.00 from the CARES Act and that money was used for PPE, Training Tech upgrades for the Fire Companies, Public Work and the Township Office as well as file scanning and refrigeration units and shelving upgrades for the Food Pantry.

**ANNOUCEMENT:** The Board held an Executive session on October 15<sup>th</sup> from 8-1 for employee reviews

**ADJOURNMENT:** Meeting was adjourned at 7:31 pm

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Chairman Daniel J. Mohr

11/04/2021  
Date

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Secretary Jessi O’Donald

**UMT-GENERAL FUND**  
**BOS Meeting AP Disbursements Report**  
 November 4, 2021

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - General Fund Ckg</b>			
11/04/2021	20755	AFLAC	-71.46
11/04/2021	20756	American United Life Insurance Comp	-425.75
11/04/2021	20757	AMERICAN UNITED LIFE INSURANCE COMPANY	-254.52
11/04/2021	20758	Analytical Laboratories, Inc.	-95.00
11/04/2021	20759	AutoZone, Inc.	-68.28
11/04/2021	20760	CHRIN HAULING, INC.	-215.29
11/04/2021	20761	Crystal Springs	-64.62
11/04/2021	20762	LANGAN CONTRACTING	-1,000.00
11/04/2021	20763	Linde Gas & Equipment Inc	-16.59
11/04/2021	20764	LONGLEY INSURANCE AGENCY, INC.	-9,910.00
11/04/2021	20765	LOWE & MOYER GARAGE INC.	-54.78
11/04/2021	20766	MASTER SUPPLY LINE	-56.26
11/04/2021	20767	MICHELLE HINKLE	-697.50
11/04/2021	20768	Miller Municipal Supply, LLC	-481.60
11/04/2021	20769	Ott Consulting Inc.	-12,229.71
11/04/2021	20770	PMHIC	-34,931.00
11/04/2021	20771	PMRS	-2,901.05
11/04/2021	20772	PPL ELECTRIC UTILITIES	-1,114.30
11/04/2021	20773	PSATS	-41.00
11/04/2021	20774	SAYLOR'S LAWN & LANDSCAPE INC.	-1,268.00
11/04/2021	20775	Shred-it, c/o Stericycle, Inc	-67.15
11/04/2021	20776	Stoney Creek Rentals	-312.82
11/04/2021	20777	Sunoco Universal	-984.29
11/04/2021	20778	TIMES NEWS (East Penn Press)	-46.34
11/04/2021	20779	TOSHIBA FINANCIAL SERVICES	-262.99
11/04/2021	20780	TRACTOR SUPPLY CO.	-113.97
11/04/2021	20781	unifirst	-137.38
11/04/2021	20782	V & C ACCESSORIES INC.	-16.87
11/04/2021	20783	WB Mason	-449.67
11/04/2021	20784	Wehrung's Macungie LLC	-39.56
11/04/2021	20785	WORTH, MAGEE & FISHER	-2,244.12
Total 100.01 - PLGIT - General Fund Ckg			-70,571.87
<b>TOTAL</b>			<b>-70,571.87</b>

**UMT-STREET LIGHT FUND**  
**BOS Meeting AP Disbursement Report**  
 November 4, 2021

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - Street Light Fund Ckg</b>			
11/04/2021	1372	PPL ELECTRIC UTILITIES	-2,274.68
Total 100.01 - PLGIT - Street Light Fund Ckg			-2,274.68
<b>TOTAL</b>			<b>-2,274.68</b>