

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
February 3rd, 2022, 7pm
REGULAR MEETING MINUTES

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

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 beginning at 6:30 pm prior to the start of this meeting to discuss a Personnel Matter and Legal.

PUBLIC INPUT:

Jim Krippe – Mill Rd -- Mr. Krippe wanted to know why the memos and resolutions are read or given to the public.

Supervisor Mohr stated the memos are always read, sometimes summarized by those who have written them and the Resolutions are read or Solicitor Fisher will give a summary. The items are also available by Right to know during office hours.

Note: Memos are also placed within the minutes of each meeting. Ordinances and Resolutions are also within the codification which is updated yearly online at American Legal Publishing through a link under the ordinance tab on the Township website.

ACCEPTANCE OF MINUTES:

Approval of January 20th, 2022 regular meeting minutes.

MOTION: Supervisor Moore made a motion to approve the January 20th re-organizational and regular meeting minutes as presented. Supervisor Zgura seconded the motion. Hearing no further questions or comments, all were in favor, motion passed.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 20960 to 21012 in the amount of \$ 130,681.82

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

MOTION: Supervisor Moore made a motion to pay the bills as read. Supervisor Zgura seconded the motion. Hearing no further questions or comments, all were in favor, motion passed.

SOLICITOR'S REPORT: No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Authorization to Advertise Road Work Bids
 - a. Memo from Manager Carter

In preparation for this year's road work, I would like to ask the Board for approval, in a motion, to advertise for Bituminous Seal Coat (oil & chip) for this year.

MOTION: Supervisor Moore made a motion to approve for advertising the Road work bids as requested in Manager Carter's memo dated February 3, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Emergency Responder Employee Policy
 - a. Memo from Manager Carter

I would like to make the following additional requirements to the Voluntary Emergency Workers Leave. When an employee is responding to an emergency call during working hours, that employee must return to work as soon as all duties associated with that emergency call are completed, unless the employee's regular work day has ended. Documentation will be given to the Township Secretary/Treasurer at the end of the pay period. Those documents must include the following: •The County Rip and Run Report from the call. •Written confirmation from the Fire Chief. If the Fire Chief is the employee, or if the Fire Chief is not on the call, then the written confirmation shall come from the next highest ranking officer on scene of the Emergency call. •Written confirmation from the employee's direct supervisor, unless that direct supervisor is related. If related, confirmation will be needed from the most senior employee present that day, on what time the employee returned to work. This form will be provided by the Township.

MOTION: Supervisor Moore made a motion to approve Voluntary Emergency Workers Leave Policy as written in Manager Carter's memo dated February 2, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Discussion of ARPA Funds Small Business Grant

Supervisor Zgura, Manager Carter and Secretary/Treasurer O'Donald had a phone meeting with the Chamber of Commerce to discuss how they work on other local grants for small businesses. Supervisor Zgura stated that he realized there was more to this than he thought. He would like to know what the other Board members think of using some of the ARPA funding to provide grant relief to small businesses within Upper Milford Township. Both Supervisor Moore and Mohr were in favor of staff proceeding with coming up with a plan for small business grants. The Chamber would do all of the leg work and be the third party to make sure all applications were complete. They also charge a percentage for this service. That fee goes back into their grant money account to fund other small business grants through the Chamber. There was a brief discussion over commercial use permits and eligibility for grant money. Staff was given direction to continue to work out the details of the grants.

4.) Authorization to purchase a bucket for loader

I would like the board's approval to purchase a new grapple bucket for the wheel loader. This bucket is meant to help with the moving of the yard waste to the tub grinder during the grinding process. The cost of the bucket is \$16,100 from Plasterer Equipment Company and is on Co-stars contract.

MOTION: Supervisor Moore made a motion to approve the purchase of the Loader bucket on COSTARS (Contract 4400011444) per manager Carter's memo dated February 1, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

5.) ASA application acceptance for 4768 Wendi Dr. PIN 549219460657-1 for 10.285 acres

MOTION: Supervisor Moore made a motion to accept the ASA Application for 4768 Wendi Dr PIN: 549219460657-1 for 10.285 acres. Supervisor Zgura 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.) Fields at Indian Creek Phase 1B & 2 - 365 Day Time extension until – 03/01/2023
 - a. Letter from Richard Koze

Please accept this request for a 365 day time extension for the Improvements Agreement for the Indian Creek Major Subdivision Phase 1B & 2 to allow time to complete the necessary improvements. Key Builders will ensure that Irrevocable Letter of Credit No. 1350000660209 and Letter of Credit No. 1350000660210 with People's Security Bank and Trust will be extended to a date beyond the new expiration date of the Improvements Agreement.

MOTION: Supervisor Moore to approve the time extension request for the Fields at Indian Creek Phase 1B & 2 for 365 days until March 1st, 2023 as requested in the letter from Rick Koze dated January 18th, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

CORRESPONDENCE: None

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies: Station #19 thanked everyone for the help that was received for the grant support. Along with the Township's letter, Rep. Susan Wild supply a letter and the Fire Company has a meeting with Senator Bob Casey for his office to supply a letter. Supervisor Moore was thanked for her help in facilitating those contacts.

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

John D. Zgura – I was voted into this position as supervisor and work for the taxpayers. I will always try to do my best to get answers, to questions and concerns that are brought up at the meeting or throughout the township. Last meeting there were concerns from a taxpayer about Fire Station 28's ability to give our citizens adequate safety coverage. I listened to Mr. Tapler's public comment and took it upon myself to decide what I felt was hear say, things that happened in the past, just being upset with Station 28 and what I felt where valid concerns. I picked 2 items as of now that I looked into and discussed with my staff, fire personnel and friends that either belong or belonged to fire departments in the area. I will discuss the two concerns, one being emergency response paid time and the other qualifications. 1. Paid time for emergency response as you heard tonight is in the works of being changed and will give us a better a way to document our employees returning to work after an emergency response. This was I felt a valid concern in which deserved my time and the staffs time to come up with a proper resolution. 2. Chief Fegley and Chief Kline as per conversation and information provided have what they need to be Chiefs of their respected Fire departments. By laws are created within the fire departments to help with the decision making of the officers and day to day operations. As long as their bylaws are followed the decision should be respected, whether you agree with it or not. As far as I know they are working together with coverage's and information. I will work with both Chiefs in getting them and their men more certifications which I might add, are not needed to be Chief and or firefighters in either Upper Milford Fire Department. I will work with both fire departments to help with attracting more volunteers and help in keeping the ones that we have since their volunteerism is much appreciated throughout the township. In a time where it is hard to get anyone to volunteer for anything we have got to work together to make it work for the safety of citizens of Upper Milford Township. I feel that our Chiefs need to know that we support them so that they may to the best of their ability do the best job possible. If at any time the Board feels that this is not happening we will address the problem as a Board. These are my opinions about the concerns that were brought in front of the Board. My opinions may or may not be the opinions of my fellow Board members. As I said in the beginning of the report I will always try to answer questions and concerns to the best of my ability while keeping a fair and open mind about what is being discussed.

Joyce K. Moore – No Report

Daniel J. Mohr – No Report

EXECUTIVE SESSION: - If needed

ADJOURNMENT: Meeting was adjourned at 7:28 pm.

Chairman Daniel J. Mohr

02/17/2022
Date

Secretary/Treasurer Jessi O'Donald