

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
April 21st, 2022, 7pm
REGULAR MEETING AGENDA

Public Packet

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 April 7th, 2022 regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 21181 to 21209 in the amount of \$31,106.72

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

SOLICITOR'S REPORT:

OLD BUSINESS:

- 1.) Buckeye Partners LP, Buckeye Macungie Solar LLC
 - a. Letter from Planning Coordinator Brian Miller

NEW BUSINESS:

- 1.) Zoning Hearing Board Appointments
 - a. Memo from Manager Carter
- 2.) Zoning Overlay District – Engelman Tract
 - a. Letter from Planning Coordinator Brian Miller
- 3.) Vera Cruz Fire Company Request
 - a. Letter from Vera Cruz Fire Company President

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS:

- 1.) **Brookshire Time Extension** -365 days until 06/08/2023
 - a. Letter From
- 2.) **Stone Ridge Estates Time Extension** – 365 days until 06/15/2023
 - a. Letter From
- 3.) **O’Rourke Credit Release No. 2** in the amount of **\$70,350.27**
 - a. Letter from Township Engineer Jeffery Ott
 - b. Approval for Escrow Account PLGIT7109 Check Number **163** for **\$70,350.27**
- 4.) **Fields at Jasper Ridge Credit Release No. 7** in the amount of **\$22, 325.35**
 - a. Letter from Township Engineer Jeffery Ott

CORRESPONDENCE:

- 1.) Resignation of W. Ashby from Recreation and Open Space Committees
 - a. Emails from W. Ashby
- 2.) Scout Troop 31 request to use parking lot under trees to hold used clothing drive.
 - a. Email from Kelly Fegley

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:

Township Manager:

Bud Carter –

Supervisors:

John D. Zgura –

Joyce K. Moore –

Daniel J. Mohr –

EXECUTIVE SESSION: - If needed

ADJOURNMENT:

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, 2020)

2. Morrissey Property Concerns
3. Open Space Update
4. Zoning and SALDO Update
5. Krause Property Concerns
6. Indian Mill Creek –completion

END AGENDA PART II:

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
April 7th, 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 6:45 pm prior to the start of this meeting to discuss real estate, a personnel matter.

PUBLIC INPUT:

Macungie Ambulance: Chief Greb thanked the community and the Township for the support of the corp. He went over some of their statistics that were sent out in their Vital Signs Newsletter.

Jim Krippe – Jim expressed his views on the township minutes and how he feels they are one sided.

Phil Casey – Phil's concern is still the truck traffic on Main Rd and Acorn due to the detour for the bridge work on Vera Cruz Rd.

There was a brief discussion on this issue and recent accident in the area. Supervisors directed staff to contact PennDOT and the State to see if there is any more that can be done. Colt Hershinger commented that posting more signs does not mean people will obey the signs.

ACCEPTANCE OF MINUTES:

Approval of March 17th, 2022 regular meeting minutes.

MOTION: Supervisor Moore made a motion to approve the minutes as presented. Supervisor Zgura 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. 21086 to 21088 and 21127 to 21180 in the amount of \$123,728.22

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No's. 1377 in the amount of \$2,234.51

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 questions or comments, all were in favor, motion carried.

SOLICITOR'S REPORT: No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Road Bid Awards 2022
 - a. Memo from Bud Carter

Memo from Bud Carter: Township staff prepared and advertised to receive bids at 1 :00 P.M. on April 5, 2022. Bids were received and opened by Township Manager, Bud Carter and witnessed by Kyle Walbert. Bids were received for Bituminous Seal Coat. Based on staff's review of the bid I recommend that the Board of Supervisors award the bid and enter into contract with; Asphalt Maintenance Solutions, LLC of Center Valley, PA 18034 for Bituminous Seal Coat. In the amount of \$318,113.76

MOTION: Supervisor Moore made a motion to award the 2022 Road work bid to Asphalt Maintenance Solutions in the amount of \$318,113.76 per Manager Carter's recommendation in memo dated April 6th, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) GLV Chamber of Commerce Agreement for grant work
 - a. Memo from Secretary O'Donald

Memo from Jessi O'Donald: Before you this evening is a letter from the GLVCC outlining their offer for the scope of work to be performed for the Upper Milford Township ARPA Funding Small Business and Non-profit Grant Program. The GLVCC will be hosting the application and form collection on their site and will verify completed applications as well as marketing and outreach through their various platforms and direct contact to Upper Milford Businesses and Non-Profits. The fee for this service will be 5% of the overall grant amount awarded. If you are in agreement we will need a motion approving the GLVCC partnership on this project

MOTION: Supervisor Moore made a motion to approve the GLVCC scope of work letter for the ARPA Funding Grant Program as presented. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor motion carried.

- 3.) Volunteer Appointment for Grant Committee
 - a. Memo from Secretary O'Donald

Memo from Jessi O'Donald: The Board of Supervisors asked for volunteers for the ARPA Fund Small Business and Non-Profit Grant Committee. It was requested that John Hayes be asked to join the committee and an advertisement to be posted for another volunteer. At this time John Hayes has agreed to be a part of the committee and we have received a volunteer application from Angela Ashbrook. At this time I would like to ask the Board of Supervisors to appointment John Hayes and Angela Ashbrook to the Committee for the Small Business and Non-Profit Grant Program.

MOTION: Supervisor Zgura made a motion to appoint J. Hayes and A. Ashbrook to the Grant Committee per Secretary O'Donald's memo dated April 7th, 2022. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Zoning Overlay District – Engelman Tract
 - a. Letter from Planning Coordinator Brian Miller

Letter from Brain Miller: Attached for the Boards review is a copy of an Overlay District Zoning Amendment for the Industrial zoned property on Indian Creek Road bordering the municipal line with Lower Macungie Township. The Planning Commission has reviewed the amendment at two meetings, the latest being this past Monday evening and is in favor of moving it forward for your review prior to you beginning the adoption process. The Planning Commission had two concerns that I will need to determine the appropriate way to address, one being the prohibition of fences between properties that would prohibit sufficient access to the rear yard and the second concern was for required Stormwater best management practices being installed on private property vs. Home Owners Association owned land. I have started discussing our options on that concern with our Township Engineer and hopefully can address that in the next week. At this time I wanted to share our current draft with you so that we can discuss starting the process of adoption at the next Supervisors meeting on 4/21/22.

Supervisor Moore verified that this was for Board review and no action taken this meeting.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS:

- 1.) Buckeye Partners LP, Buckeye Macungie Solar LLC
 - a. Letter from Planning Coordinator Brian Miller

Letter from Brian Miller: I received the attached letter and supporting documents from Erich J. Schock at Fitzpatrick, Lentz & Bubba Attorneys at Law requesting a waiver of the Upper Milford Subdivision and Land Development Ordinance for the Buckeye Macungie Terminal Solar Project. The Project has been through the Land Development review process in Lower Macungie Township. During that review it was noted that the municipal boundary line was inaccurately plotted on the plan and a few of the solar panels and substation were located partially on the Upper Milford side of the accepted municipal boundary line. Since the property that this project takes place on is taxed in Lower Macungie Township I would recommend that Upper Milford defer the Land Development approval to Lower Macungie Township. If you agree by motion I can work with Attorney Schock and Lower Macungie Township on the details of addressing this request.

MOTION: Supervisor Zgura made a motion to table the decision until he could get some more information. Supervisor Moore seconded the motion. There was a brief discussion with the Engineer for the developer. Hearing no further questions, all were in favor, motion carried.

Item will be placed on next agenda.

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

1.) Letter of resignation from L. Feiertag from Zoning Hearing Board

MOTION: Supervisor Moore made a motion to regrettfully accept L. Feiertag' s resignation from the Zoning Hearing Board and direct staff to send the Board's thank you for her service. Supervisor Zgura 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: Report on Website

Fire Companies: No Report

Emmaus Library: Lisa Marten- reported on the two fundraisers coming up. The used book sale at the Lower Macungie Community center the weekend of April 22nd, and the mini golf in the Library on April 29th and 30th.

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

John D. Zgura – John thanks Station #19 for cleaning the Memorial on Fountain Rd. He also wanted to thank Public Works for their hard work during the winter and the recent storms. He felt a lot of people don't know their names but Brent, Bobby, Lyle, Todd Karl, Jared and lee deserve a lot of recognition for their efforts.

Joyce K. Moore – She agreed with Supervisor Zgura. No further report.

Daniel J. Mohr – The Community Association Egg Hunt is April 16th and the Community Association is still looking for a stage to rent if Northampton doesn't approval the rental.

EXECUTIVE SESSION: - Not needed

ADJOURNMENT: Meeting was adjourned at 7:51 pm.

Chairman Daniel J. Mohr

April 21, 2022
Date

Secretary Jessi O'Donald

**UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
April 21, 2022**

| Date | Num | Name | Paid Amount |
|--|-------|-------------------------------------|-------------------|
| 100.01 · PLGIT - General Fund Ckg | | | |
| 04/21/2022 | 21181 | BECHTELSVILLE ASPHALT | -597.30 |
| 04/21/2022 | 21182 | Bergey's Tire & Service Center | -538.78 |
| 04/21/2022 | 21183 | Boyertown Supply Inc | -17.15 |
| 04/21/2022 | 21184 | C.S. Davidson, Inc | -1,850.00 |
| 04/21/2022 | 21185 | Core & Main LP | -3,376.00 |
| 04/21/2022 | 21186 | Fromm Electric Allentown | -1,162.80 |
| 04/21/2022 | 21187 | Hanover Engineering Assoc., Inc. | -128.39 |
| 04/21/2022 | 21188 | Herbein's Garden Center, Inc. | -130.00 |
| 04/21/2022 | 21189 | Keystone Consulting Engineers, Inc. | -936.00 |
| 04/21/2022 | 21190 | Lehigh Valley Scoopers | -282.00 |
| 04/21/2022 | 21191 | Linde Gas & Equipment Inc | -82.26 |
| 04/21/2022 | 21192 | Marcy J. Janowski | -165.00 |
| 04/21/2022 | 21193 | MASTER SUPPLY LINE | -22.10 |
| 04/21/2022 | 21194 | PASSMORE SERVICE CENTER | -151.41 |
| 04/21/2022 | 21195 | PENTELEDATA | -125.95 |
| 04/21/2022 | 21196 | Petty Cash - Upper Milford Township | -56.95 |
| 04/21/2022 | 21197 | Postmaster | -868.31 |
| 04/21/2022 | 21198 | PPL ELECTRIC UTILITIES | -268.25 |
| 04/21/2022 | 21199 | RED HILL FORD (SANDS) | -304.19 |
| 04/21/2022 | 21200 | RETTEW | -9,939.50 |
| 04/21/2022 | 21201 | Reynolds Business Systems | -5,865.95 |
| 04/21/2022 | 21202 | Ringo Hill Farms Equipment Co. Inc. | -142.14 |
| 04/21/2022 | 21203 | Service Electric Cable TV Inc. | -160.66 |
| 04/21/2022 | 21204 | SERVICE ELECTRIC TELEPHONE CO. | -134.92 |
| 04/21/2022 | 21205 | unifirst | -136.86 |
| 04/21/2022 | 21206 | VISA #6512 (BC) | -3,248.54 |
| 04/21/2022 | 21207 | VISA#2958 (JO) | -31.85 |
| 04/21/2022 | 21208 | WB Mason | -119.24 |
| 04/21/2022 | 21209 | Wehrung's Macungie LLC | -264.22 |
| Total 100.01 · PLGIT - General Fund Ckg | | | -31,106.72 |
| TOTAL | | | -31,106.72 |

**UMT - ESCROW FUND
BOS escrow release report
April 1 - 21, 2022**

| Type | Date | Num | Account | Credit |
|---------------------------|------------|-------|---------------------------|-----------|
| Elizabeth O'Rourke | | | | |
| Bill | 04/20/2022 | CR #2 | 200.00 · Accounts Payable | 70,350.27 |
| Bill Pmt -Check | 04/21/2022 | 163 | 100.470 · Domaine Pterion | 70,350.27 |