

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
May 19<sup>th</sup>, 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.

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.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

Approval of May 5<sup>th</sup>, 2022 regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **21252 to 21277** in the amount of **\$22,808.17**

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No's. **1378** in the amount of **\$2,201.81**

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No's. **1009** in the amount of **\$2,335.91**

**NEW TRIPOLI BANK CHECKING:**

ACH PAYMENT **05-2022** in the amount of **\$38,380.54**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No's 2022-026 through 2022-030

**SOLICITOR'S REPORT:**

**OLD BUSINESS:**

- 1.) Discussion of Citizen Fire Company Request – Letter Dated April 18<sup>th</sup>, 2022

**NEW BUSINESS:**

- 1.) Zoom and Hall rental Discussion
- 2.) Request to purchase vehicle lift
  - a. Memo from Manager Carter

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

**PLANNING COMMISSION – OLD BUSINESS:** - None

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Fields at Indian Creek Time Extension – Until July 21<sup>st</sup>, 2023
  - a. Letter from Richard Koze

**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 D. Zgura –

Joyce K. Moore –

Daniel J. 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:

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  
May 5<sup>th</sup>, 2022, 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

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

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Upper Milford Board of Supervisors held an executive session beginning at 6:30 pm prior to the start of this meeting to discuss a legal matter.

Please join us in a Moment of Silence for Robert Schmeltzle Sr. Bob passed away April 29<sup>th</sup>. He was a former Township Supervisor, Township Employee and vital part of the Volunteer Fire Service during his time.

**PUBLIC INPUT:** None

**ACCEPTANCE OF MINUTES:**

Approval of April 21<sup>st</sup>, 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. 21210 to 21249 in the amount of \$47,967.42

**ESCROW FUND:**

PLGIT XXXX7109 - Check No's. 164 & 165 in the amount of \$1,873.00

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfers No's 2022-013 through 2022-025

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

**SOLICITOR'S REPORT:**

- 1.) Public Hearing - ASA Inclusion – Martiucci  
Approval - Resolution 2022-031

Solicitor Fisher opened the public hearing for the inclusion of the Martiucci Parcel to the Township Agricultural Security Area at 7:02 pm. Solicitor Fisher noted that the property was advertised and posted for the required time frame. Hearing no comments the Public Hearing was closed at 7:03 pm.

**MOTION:** Supervisor Moore made a motion to approve Resolution 2022-031 for the inclusion of 4768 Wendi Dr. into the Agricultural Security Area. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Resolution 2022-030 – Fire Company Activity Approval

This resolution is to follow compliance information with Act 108 which made changes to the Workers Comprehensive regulations in regard to Volunteers for Volunteer Fire Companies.

**MOTION:** Supervisor Moore made a motion to approve Resolution 2022-030 confirming, approving and acknowledging worker' compensation coverage for certain members of volunteer fire companies located within Upper Milford Township. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Appointment of P. Hall to the Recreation Committee to fill term until Jan. 6, 2025,  
A. Ashbrook to fill term until Jan. 4, 2027, J. Lebeduik to fill open term until Jan 6, 2025  
a. Memo from Secretary Jessi O'Donald

Memo from Secretary O'Donald: There are three open terms on the recreation committee. At this time Angela Ashbrook and Pamela Hall are interested in filling two of those terms. At this time the Recreation Committee Chairman Robert Mutchler would like to recommend to the Board of Supervisors the appointment of Pamela Hall to fill the remainder of Bailey Meyer's term until January 6, 2025, Angela Ashbrook to fill the open term left by Melissa Palmer until January 4, 2027 and John Lebeduik to fill the remainder of Wendy Ashby's term until January 6, 2025.

**MOTION:** Supervisor Moore made a motion to approve Recreation Committee appointments as per the memo from Secretary O'Donald dated May 5<sup>th</sup>, 2022 and outlined above. 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:**

- 1.) Approval for Time Extension for 6334 Chestnut St Land Development – until 12/31/2022
  - a. Letter from Planning Coordinator Brian Miller

The timeframe for the 6334 Chestnut Street Land Development for Colt Hershinger will expire May 28th, 2022. After discussion with the Applicants Consultant an extension date of 12/31/22 is requested. The 12/31/22 date would align with our typical dates for time extensions. If you agree with the extension of time the Solicitor and I can complete that process with the Applicant.

**MOTION:** Supervisor Moore made a motion to approve the Time extension request for the land Development at 6334 Chestnut St per Brian Miller’s memo dated may 4<sup>th</sup>, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) William Weber – Tranquil Acres
  - a. Public Appeal – William Weber

Mr. & Mrs. Weber were in attendance to ask relief to the Letter of credit that is held for their development, Tranquil Acres. This development has been held open due to one lot not having had a home built on it. There are no public improvements on this lot and the Stormwater swale has been in place since the final grading of the development many years ago. This is held open due to their NPDES permit and the Lehigh County Conservation District. They are trying to work with LCCD to close their permit. They are now older and the letter of credit is becoming burdensome.

Township Engineer Jeffery Ott has offered to contact LCCD and find out what the webers need to finish in order to get released from the NPDES permit and work with the Township Solicitor to make sure what at this point the Township is responsible for verifying complete so the Weber’s can final their permit.

The Board of Supervisors directed staff and the Township engineer to look into this matter for the Weber’s.

**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: Lisa Marten reported that the Mini golf Fundraiser went very well and they plan to hold it again next year. Summer Reading program registration opens for the start of June 13<sup>th</sup> through August 13<sup>th</sup>. June 18<sup>th</sup> from 11 am to 3 pm will be the Summer Reading kickoff party.

Recreation Commission: No Report

Township Manager:

Bud Carter – Manager Carter reported that the extra signage for trucks was installed as requested for the Vera Cruz Rd Bridge project for the Turnpike commission. He also stated the TIP has been released for comment for 2023-2026. The area is slated for 10.5 million in repairs. Some of those repairs include the Indian Creek Rd Bridge area, and the Shimerville Hill safety improvements along with the Powder Valley Bridge and Vera Cruz Bridge.

Supervisors:

John D. Zgura – No Report

Joyce K. Moore – She made note of two items. 1.) one million have now died of COVID19. 2.) the Primary Election is on May 17<sup>th</sup>. Remember that in returning a mail in ballot to a drop box you may only drop off your own ballot unless you have the accompanying from as helper for someone with a disability to return their ballot.

Daniel J. Mohr –Dan Reported that he and Joyce attended the PSATS Convention. He learned about the Act 108 requirements for the Workers Comp.

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:**

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Chairman Daniel J. Mohr

05/19/2022

Date

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Secretary Jessi O'Donald

**UMT-GENERAL FUND  
BOS Meeting AP Disbursements Report  
May 19, 2022**

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - General Fund Ckg</b>			
05/19/2022	21252	BECHTELSTVILLE ASPHALT	-1,487.17
05/19/2022	21253	EM KUTZ, INC.	-706.75
05/19/2022	21254	Fry Communications, Inc	-87.00
05/19/2022	21255	Golden Equipment Co., Inc.	-42.82
05/19/2022	21256	Hanover Engineering Assoc., Inc.	-281.64
05/19/2022	21257	LOWE & MOYER GARAGE INC.	-107.00
05/19/2022	21258	MASTER SUPPLY LINE	-141.01
05/19/2022	21259	Miller Municipal Supply, LLC	-343.50
05/19/2022	21260	Oldcastle Lawn & Garden North	-1,965.56
05/19/2022	21261	PENTELEDATA	-125.95
05/19/2022	21262	PLASTERER EQUIPMENT CO. INC.	-179.38
05/19/2022	21263	PMRS	-3,019.07
05/19/2022	21264	PPL ELECTRIC UTILITIES	-148.75
05/19/2022	21265	RED HILL FORD (SANDS)	-139.95
05/19/2022	21266	Reynolds Business Systems	-5,544.01
05/19/2022	21267	Robert E Little, Inc	-409.36
05/19/2022	21268	SAYLOR'S LAWN & LANDSCAPE INC.	-1,222.00
05/19/2022	21269	Sealmaster	-375.00
05/19/2022	21270	Service Electric Cable TV Inc.	-244.14
05/19/2022	21271	Stephenson Equipment, Inc.	-2,849.06
05/19/2022	21272	TransEdge Truck Center	-68.94
05/19/2022	21273	unifirst	-143.90
05/19/2022	21274	VISA #6512 (BC)	-1,572.26
05/19/2022	21275	VISA#2958 (JO)	-889.48
05/19/2022	21276	WB Mason	-49.99
05/19/2022	21277	Wehrung's Macungie LLC	-664.48
Total 100.01 - PLGIT - General Fund Ckg			-22,808.17
<b>TOTAL</b>			<b>-22,808.17</b>

**UMT-STREET LIGHT FUND  
BOS Meeting AP Disbursement Report  
May 19, 2022**

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - Street Light Fund Ckg</b>			
05/19/2022	1378	PPL ELECTRIC UTILITIES	-2,201.81
Total 100.01 - PLGIT - Street Light Fund Ckg			-2,201.81
<b>TOTAL</b>			<b>-2,201.81</b>

**UMT - FIRE HYDRANT FUND  
BOS Disbursement Report  
May 19, 2022**

Type	Date	Num	Account	Credit
Lehigh County Authority Bill Pmt -Check	05/19/2022	1009	100.01 - PLGIT Fire Hydrant Fund	2,335.91

**UMT-GENERAL FUND  
Transaction List by Vendor  
May 18, 2022**

Type	Date	Num	Memo	Account	Clr	Split	Debit	Credit
Kansas State Bank Bill	05/18/2022	ACH 2022						38,880.54