

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
June 16th, 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 June 2nd, 2022 regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 21308 to 21338 in the amount of \$114,622.43

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No's. 1379 in the amount of \$2,204.39

ESCROW FUND:

PLGIT XXXX7109 - Check No's. 165 in the amount of \$249.50

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's 2022-031 to 2022-036

SOLICITOR'S REPORT:

OLD BUSINESS:

- 1.) Request from Citizen's Fire Company
Letter from President Bryan Hamscher

NEW BUSINESS:

- 1.) Resignation from Pension Committee
 - a. Email from William Mason
- 2.) Appointment to Pension Committee – J. Terrible
 - a. Memo from Secretary O'Donald

DEP MODULES / SEWAGE PLANNING:

- 1). Well Isolation Waiver for 6726 Kings Highway South
 - a. Letter from SEO Brian Miller

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS:

- 1.) Credit release #3 for O'Rourke Winery in the amount of \$67,112.31
 - a. Letter from Township Engineer Jeffery Ott
 - b. Approval for Escrow Account PLGIT XXXX7109 Check Number 166 for **\$67,112.31**

CORRESPONDENCE:

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: Next meeting of the Recreation Committee is Monday, June 20th at 7pm weather permitting at the Harold G Fulmer Nature Preserve. Otherwise held at the Municipal Building.

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
June 2nd, 2022, 7pm
REGULAR MEETING MINUTES

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

Pledge of Allegiance to the flag.

ANNOUNCEMENTS:

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PUBLIC INPUT:

Phil Casey asked if the Chamber received the money for the grants.

Supervisor Zgura, Moore and Treasurer O'Donald confirmed that no money has gone to the Chamber and they will receive 5% of what the Board of Supervisors is recommended to disburse after the grant process is worked through.

ACCEPTANCE OF MINUTES:

Approval of May 19th, 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. 21278 to 21307 in the amount of \$ 13,862.55

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.) Approval of Financial & Improvements Agreements – WB Homes, Estates at Maple Ridge
 - a. Memo from Planning Coordinator Brian Miller

Letter from Brian Miller: A copy of the Subdivision & Land Development Improvements Agreement for the Estates at Maple Ridge (COSDO) is presented. The site improvement cost estimate has been reviewed and approved by the Township Engineer, and is ready for the township to execute as part of final plan approval contingencies.

MOTION: Supervisor Moore made a motion to accept the improvements & financial agreements for The Estates at Maple Ridge as presented. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Acceptance of original Estates at Maple Ridge approved plan withdraw
 - a. Memo from Justin Strahorn of W.B. Homes

Please accept this letter as a request to withdraw the previously approved “Estates at Maple Ridge” Subdivision and Land Development approval as granted by the Upper Milford Township Board of Supervisors. As you are aware, we are proceeding with the project as set forth by the COSDO Final Land Development approval granted by the Board of Supervisors on 12/03/2020.

MOTION: Supervisor Moore made a motion to accept the plan withdrawal as requested in Justin Strahorn’s letter dated May 31st, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

DEP MODULES / SEWAGE PLANNING:

- 1.) Resolution 2022-032 - 6880 Tollgate Rd - Planning Module
 - a. Letter from SEO Brian Miller

The Planning Commission reviewed the Planning Module for 6880 Tollgate road at their meeting on May 31st, 2022. The Sewage Planning Module is required due to the previous subdivision (Ruth Yoder - 6774 Tollgate Road) designating this lot as agricultural and using an Agricultural waiver for its creation. At this time the property has been sold and the new owner must complete a DEP Planning Module prior to the lot being considered a building lot. Soil testing for Primary and Alternate On-Lot Septic Sites has been completed on the property. The Component 1 Planning Module has been completed by Keystone Engineering. The Planning Commission recommended that the Planning Module be Acknowledged, Signed and forwarded to DEP for review & approval. If the Board agrees the Module can be signed by Jessi O’Donald & myself and forwarded to DEP.

MOTION: Supervisor Moore made a motion to approve Resolution 2022-032 for the DEP Planning Module for 6880 Tollgate Rd per Brian Miller’s letter dated June 2, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS:

- 1.) Upper Saucon Plan Review
 - a. Letter from Planning Coordinator Brian Miller

The Township received a copy of the proposed Upper Saucon Township Comprehensive Recreation & Open Space Plan for review and comment, The Planning Commission had no comments and recommends that the Board of Supervisors thank Upper Saucon for the chance to review the proposed Plan. If you agree I will send a letter thanking Upper Saucon Township as noted above.

The Board of Supervisors directed Staff to thank Upper Saucon for the courtesy of the review.

- 2.) Approval 180 day Time Extensions until 12/31/2022 for:
 - Goldstein Subdivision, expires 6/30/22
 - Indian Creek Industrial Park Subdivision, expires 6/30/22
 - Indian Creek Industrial Park Lot #10 Land development, expires 6/30/22
 - 4054 Chestnut St. Land Development, expires 6/30/22
 - Dale A. & Lucy A. Dries Subdivision, expires 6/30/22
 - a. Letter from Planning Coordinator Brian Miller

MOTION: Supervisor Moore made a motion to approve the Time Extensions as requested in Brian Miller's letter dated June 2, 2022 and listed above. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS:

- 1.) Approval – Omega Homes Time Extension until 12/20/2022
 - a. Letter from Omega Homes – Avi Hornstein

Omega Homes, Inc. requests that the existing Improvements Agreement, currently scheduled to expire on June 20, 2022 be granted a 180 day extension to December 20, 2022. Please forward this request to the Upper Milford Township Board of Supervisors.

MOTION: Supervisor Moore made a motion to approve the Time extension for Omega Homes, Indian Mill Creek Townhouses per the request letter dated May 31st, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Approval – Fields at Indian Creek Phase 3 time extension until August 7th, 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 3 to allow time to complete the necessary improvements. Kay Builders will ensure that Irrevocable Letter of Credit No 1350000660211 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 made a motion to approve the Time Extension as requested for The Fields at Indian Creek Phase 3 in the Kay Builders' letter dated May 31st, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Approval – Fields at Indian Creek Phase 4/5 time extension until August 30th, 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 4/5 to allow time to complete the necessary improvements. Kay Builders will ensure that Irrevocable Letter of Credit No. 1350000660217 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 made a motion to approve the Time Extension as requested for The Fields at Indian Creek Phase 4/5 in the Kay Builders' letter dated May 31st, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Approval – Fields at Jasper Ridge time extension until August 7th, 2023
 - a. Letter from Richard Koze

MOTION: Supervisor Moore made a motion to approve the Time Extension as requested for The Fields at Jasper Ridge in the Kay Builders' letter dated May 31st, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

CORRESPONDENCE:

- 1.) Request from Macungie Borough for Special Fire Police for:
 - Antique Truck show - June 17 & 18th 2022
 - Das Awkscht Fescht Car Show - August 5-7, 2022
 - Wheels of Time Car Show - August 26-28, 2022
 - a. Letter from Macungie Manager John Brown

MOTION: Supervisor Moore made a motion to allow Special Fire Police from Stations #28 and #19 to participate in the events as listed in John Brown's letter dated May 6th, 2022 if willing and available. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Request for Fire Police Assistance from Emmaus Borough
 - Halloween Parade October 15, 2022 at 7:30 pm and the rain date of October 16th at 6:30 pm
 - a. Letter from Operations Sergeant Bryan Hamscher

MOTION: Supervisor Moore made a motion to allow Special Fire Police from Stations #28 and #19 to participate in the Emmaus Halloween Parade as listed in Bryan Hamscher's letter dated May 20th, 2022 if willing and available. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Parking Concerns letter
a. Letter from Jasper Ridge HOA

We are writing on behalf of our community, Fields at Jasper Ridge (aka The Kohler Tract), to inquire about the planned parking restrictions to be implemented when Kay Builders turns over responsibility for the streets to UMT, upon completion of the development. It has come to our attention that the final plan calls for 27 No Parking signs to be installed, in effect prohibiting parking on both sides of all streets throughout our development. A copy of the plans is attached for your reference with the planned locations and type of signs highlighted in yellow. We feel these parking restrictions are unreasonable and we have significant concerns that they will cause undue hardship on our residents and their visitors. Nearly half of the homes {60 of 122} in our community have single-car garages/driveways. Additionally, there are families in our neighborhood that have more than two vehicles due to one or more of their children currently being of driving age or that will be in the coming years. Furthermore, having no street parking available throughout the community severely limits the ability of visitors to our neighborhood to park their vehicles. We already experience parking capacity challenges, in some areas of the community, even with the current state of unrestricted on-street parking. This will become a significant issue if no street parking is allowed. Although there is a 60-space HOA parking lot planned that may alleviate some of the capacity issues, this lot is not centrally located and requires walking a considerable distance, up a substantial incline, to reach most units. We would like to understand if this plan to prohibit on-street parking community-wide was designed because of a requirement of UMT or if the Kay Builders team decided and implemented this on their own. If this is a UMT requirement, we would like to understand the reasoning for this restriction and if there are any alternatives that can be considered, such as prohibiting parking on only one side of the street. If this is not a UMT requirement, we would like to understand the process for modifying this plan, before it is implemented, to allow on-street parking throughout the community. Thank you in advance for your consideration in this matter.

There was a brief discussion. Jim Krippe asked why the HOA was inquiring now as the roads had not been dedicated yet. Manager Carter stated he felt they were just trying to be proactive. All three Supervisors felt as though the no parking had been agreed upon during planning and in consultation with the fire department and engineers and while they understood why the request was made that they did not want to make any changes as this was the approved plan. Staff was directed to send a written response to the HOA.

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: N/A

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – Seal Coat will start on Monday and should be done by mid-week.

Supervisors:

John D. Zgura – No Report

Joyce K. Moore – No Report

Daniel J. Mohr – No Report

EXECUTIVE SESSION: - Not needed

ADJOURNMENT: Meeting was adjourned at 7:31 pm.

Chairman Daniel J. Mohr

June 16th, 2022

Date

Secretary Jessi O'Donald

**UMT-GENERAL FUND
BOS Meeting AP Disbursements Report**

June 16, 2022

Date	Num	Name	Paid Amount
100.01 - PLGIT - General Fund Ckg			
06/16/2022	21308	Sunoco Universal	-1,665.90
06/16/2022	21309	AD Moyer	-411.95
06/16/2022	21310	AmTrust North America	-6,275.00
06/16/2022	21311	AutoZone, Inc.	-58.54
06/16/2022	21312	BECHTELSVILLE ASPHALT	-16,432.18
06/16/2022	21313	Borough of Emmaus	-1,271.91
06/16/2022	21314	Buss Paving and Excavating	-1,630.00
06/16/2022	21315	Crystal Springs	-86.44
06/16/2022	21316	Hanover Engineering Assoc., Inc.	-572.13
06/16/2022	21317	Herbein's Garden Center, Inc.	-260.00
06/16/2022	21318	John R Young & Co.	-362.54
06/16/2022	21319	KEYCODE INSPECTION AGENCY	-8,215.00
06/16/2022	21320	LONGLEY INSURANCE AGENCY, INC.	-10,565.00
06/16/2022	21321	MASTER SUPPLY LINE	-62.05
06/16/2022	21322	MICHELLE HINKLE	-697.50
06/16/2022	21323	Miller Municipal Supply, LLC	-118.40
06/16/2022	21324	Oit Consulting Inc.	-13,556.19
06/16/2022	21325	PMHIC	-34,341.10
06/16/2022	21326	Postler & Jaeckle Corp	-8,100.00
06/16/2022	21327	PPL ELECTRIC UTILITIES	-150.41
06/16/2022	21328	PSATS	-101.00
06/16/2022	21329	Reynolds Business Systems	-6,529.30
06/16/2022	21330	Robert E Little, Inc	-277.98
06/16/2022	21331	SAYLOR'S LAWN & LANDSCAPE INC.	-450.00
06/16/2022	21332	Service Electric Cable TV Inc.	-256.90
06/16/2022	21333	unifirst	-142.86
06/16/2022	21334	USI Insurance Serices LLC	-55.00
06/16/2022	21335	VISA #6512 (BC)	-673.44
06/16/2022	21336	VISA#2958 (JO)	-795.36
06/16/2022	21337	VISA#2966 (BF)	-410.30
06/16/2022	21338	Wehrung's Macungie LLC	-98.05
Total 100.01 - PLGIT - General Fund Ckg			-114,622.43
TOTAL			-114,622.43

**UMT-STREET LIGHT FUND
BOS Meeting AP Disbursement Report
June 16, 2022**

Date	Num	Name	Paid Amount
100.01 - PLGIT - Street Light Fund Ckg			
06/16/2022	1379	PPL ELECTRIC UTILITIES	-2,204.39
Total 100.01 - PLGIT - Street Light Fund Ckg			-2,204.39
TOTAL			-2,204.39

**UMT - ESCROW FUND
BOS escrow release report
June 1 - 16, 2022**

Type	Date	Num	Account	Credit
Elizabeth O'Rourke				
Bill	06/16/2022	Release #3	200.00 - Accounts Payable	67,112.31
Bill Pmt -Check	06/16/2022	167	100.470 - Domaine Pterion	67,112.31
Jessi O'Donald				
Bill	06/06/2022	June 2022 - planter	200.00 - Accounts Payable	249.50
Bill Pmt -Check	06/16/2022	166	100.416 - UMT-EAC Account	249.50