

**Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
June 2<sup>nd</sup>, 2022, 7pm  
REGULAR MEETING AGENDA**

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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 May 19<sup>th</sup>, 2022 regular meeting minutes.

**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

**SOLICITOR'S REPORT:**

**OLD BUSINESS:**

**NEW BUSINESS:**

- 1.) Approval of Financial & Improvements Agreements – WB Homes, Estates at Maple Ridge
  - a. Memo from Planning Coordinator Brian Miller
- 2.) Acceptance of original Estates at Maple Ridge approved plan withdraw
  - a. Memo from Justin Strahorn of W.B. Homes

**DEP MODULES / SEWAGE PLANNING:**

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

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

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Approval – Omega Homes Time Extension until 12/20/2022
  - a. Letter from Omega Homes – Avi Hornstein
- 2.) Approval – Fields at Indian Creek Phase 3 time extension until August 7<sup>th</sup>, 2023
  - a. Letter from Richard Koze
- 3.) Approval – Fields at Indian Creek Phase 4/5 time extension until August 30<sup>th</sup>, 2023
  - a. Letter from Richard Koze
- 4.) Approval – Fields at Jasper Ridge time extension until August 7<sup>th</sup>, 2023
  - a. Letter from Richard Koze

**CORRESPONDENCE:**

- 1.) Request from Macungie Borough for Special Fire Police for:
  - Antique Truck show - June 17 & 18<sup>th</sup> 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
- 2.) Request for Fire Police Assistance from Emmaus Borough
  - Halloween Parade October 15, 2022 at 7:30 pm and the rain date of October 16<sup>th</sup> at 6:30 pm
  - a. Letter from Operations Sergeant Bryan Hamscher
- 3.) Parking Concerns letter
  - a. Letter from Jasper Ridge HOA

**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:**

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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 19<sup>th</sup>, 2022, 7pm  
REGULAR MEETING MINUTES

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**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:**

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:**

John Carson – 5109 Hunter Lane – John has built a home on hunter lane. The development plan located a water basin on his lot. He has concerns that other neighbors are not following the Stormwater plan as there have been issues already with the basin and that it is his to maintain. He stated that he has try to speak to his neighbors but at this point he is asking for the Township's help to resolve the concerns with the neighboring properties.

The Board asked Staff to reach out to Lehigh County Conservation District to see what could be done.

Jim Krippe – Mill Rd – Jim suggested that the Board re-evaluate the EMS service in the Township. Emmaus only runs one ambulance and is requiring an automatic alarm for Station #28 to assist every time the Ambulance is called into Upper Milford Township. Jim feels the calls are a burden to the Volunteers who are already in short supply.

Gerald Reinbold – 4350 Winfield St – Gerald was very upset by the return of vehicles to the Krause property. He felt that the township spent a lot of money and failed to enforce this situation earlier which might have reduced the concerns. Now Mr. Reinbold feels he shouldn't have to follow the rules because the rules don't matter. He felt that if anyone on the Board lived next to the Krause property this would not have lasted like this as long as it has and that he should not have to live next to the mess either. He felt that zoning didn't do a proper job in enforcement over the years which led to the state of junk that built up. He asked the Supervisors to keep driving past to view how the property is maintained.

Solicitor Fisher explained that the Township did follow through with the proceeding in Court and was allowed to remove items and vehicles per the Court's order. The Township did remove items and vehicles per that order. Mr. Krause's attorney then filed an appeal and was granted 4 vehicles returned to his property. Not everything was returned that was taken away.

The Supervisors all agreed that they are monitoring the situation.

**ACCEPTANCE OF MINUTES:**

Approval of May 5<sup>th</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. 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

**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:** No Report

**OLD BUSINESS:**

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

There was a discussion with the Board of Supervisors, Bryan Hamscher; President of Citizens Fire Company and Karl Fegley; Chief of Citizens Fire Company in regard to the letter requesting disbursement of funds from the Fire Company Capital Reserve account. The Fire Company had sent the Audit Reports requested during the prior discussion. Supervisors Moore and Zgura expressed concerns over paying off of the Command Vehicle through the Cap Reserve Funds. It was discussed that most would be in favor of Paying off the loans for the SCBA's and Unit 2812. Supervisors noted that the Township has already paid a fair amount toward this truck through the Cap Reserve Account and are concerned about what is next and not having money to help pay for Radios and the next truck that may be needed. Supervisor Zgura stated that he understands these bills weren't created by the volunteers that are in charge now, however he would like to understand the Fire Company's Plan to move forward financially. Bryan Hamscher stated that the with the savings of not having to pay the loan payments each month he intends the company to save those funds toward the next vehicle purchase. That vehicle will replace two vehicles in the fleet, which will reduce repair and maintenance expenses. Mr. Hamscher felt they were losing money since the Cap Reserve Account interest is less than what the loan interest is. Jim Krippe asked if the Township could use the ARPA

money to allow a no interest loan to the Fire Company for the Command vehicle which would save the company money on the interest which is 2.49% on that loan. Solicitor Fisher stated he will look into the legality of a loan to the Fire Company from those funds. The topic was tabled until an answer could be gained about the loan and the request could have a full answer. Karl Fegley reminded everyone that if what was decided was anything other than what was included in the letter than the Fire Company would have to approve agreement at their next meeting which would again change the numbers. It was suggested that this all be discussed at their next meeting and new amounts along with creditor information be gathered so at the June 2<sup>nd</sup> Board of Supervisors meeting this could be discussed again.

**MOTION:** Supervisor Moore made a motion to table the discussion for the Citizen's Fire Company Request until the remaining information is gathered and the loan questions is answered. Supervisor Zgura seconded the motion. Hearing no further questions or comments, all were in favor, motion carried.

### **NEW BUSINESS:**

#### 1.) Zoom and Hall rental Discussion

There was a discussion on the continuance of Zoom broadcasting for meetings and hall rentals. It was decided that the Hall would not be rented any longer except for the continuance of Township groups to hold meetings. Phil Casey suggested broadcasting it to YouTube. The Board was also in favor of continuing the Zoom broadcasting and directed staff to look into better sound equipment.

**MOTION:** Supervisor Zgura made a motion to discontinue the rental of the Township Auditorium and continue with holding meetings in the Auditorium along with continuing the Zoom broadcasting. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

#### 2.) Request to purchase vehicle lift a. Memo from Manager Carter

Memo from Manager Carter: To assist Public Work's with the maintenance and repair of the township fleet of vehicles, public works has researched different types of vehicles lift's for the shop. After careful consideration for usability and safety, they have determined that an 18,000lbs 4-post lift would be the best option to use in the shop. Public Works has received a quote from Rotary Lift for the purchase and installation of the SM18, 4-Post Surface Lift with a Capacity of 18,000 lbs for \$24,228.42. This pricing is from the NASPO Value Point Equipment Quote offered thru the State Contract# 4400017611.

There was a brief discussion about the type of lift and how long a lift has been discussed by Public Works. Phil Casey asked about the Type of lift and suggested another type due to working around the posts. This type of lift was decided on due to length and weight of trucks needing to be put on it. This was thought to be safer for the mechanic.

**MOTION:** Supervisor Moore made a motion to approve the purchase of the vehicle lift for \$24,228.42 on State contract #4400017611 as outlined in Manager Carter's memo dated May, 17<sup>th</sup>, 2022.

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 Time Extension – Until July 21<sup>st</sup>, 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 1 to allow time to complete the necessary improvements. Kay Builders will ensure that Irrevocable Letter of Credit No. 1350000660205 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 for the Fields at Indian Creek Phase 1 as requested in Richard Koze's letter dated May 4<sup>th</sup>, 2022 until July 21<sup>st</sup>, 2023. 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: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on Website

Fire Companies: Chief Fegley of Station #28 reported that he just learned today of the ability to give a report to the Supervisors during the meetings. He would like to report the station has run 88 calls this year to date, which is 23 more than last year at this time. The subscription mailer will be going out soon. The station earns approximately \$40,000 from that mailer which has under a 40% return rate. They have \$5.00 drawings, hoagie sales each month. They are hoping to find a way to reach the new residents of the Township to express and educate that the fire service is volunteer in Upper Milford Township. They did take a webinar of Fundraising earlier in the week and are looking into some of the ideas presented. They are also still recruiting volunteers.

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

John D. Zgura – No Report

Joyce K. Moore – She asked how the Fire Company mailer was asking for funds. The amounts are \$25.00, \$50.00 and \$75.00 and \$50.00 is the suggested amount.

Daniel J. Mohr – LACTO is starting back up and the Supervisors went to the Breakfast. LACTO helps local municipalities with grass roots initiatives to help the State government understand the cost and repercussions of the legislation they pass. The Vera Cruz Community Association found a stage for Homecoming. They are looking for more volunteers, this is the 70<sup>th</sup> year and they are hoping to do something special but they are not sure since there are only a few members how much they can put together.

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting was adjourned at 8:19 pm.

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Chairman Daniel J. Mohr

June 2, 2022  
Date

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Secretary Jessi O'Donald



**UMT-GENERAL FUND**  
**BOS Meeting AP Disbursements Report**  
**June 2, 2022**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - General Fund Ckg</b>			
06/02/2022	21278	American United Life Insurance Comp	-424.58
06/02/2022	21279	AMERICAN UNITED LIFE INSURANCE COMPANY	-249.82
06/02/2022	21280	Analytical Laboratories, Inc.	-95.00
06/02/2022	21281	Bailey, Jared - AP	-40.00
06/02/2022	21282	Boyertown Supply Inc	-181.69
06/02/2022	21283	Carter, Edward	-40.00
06/02/2022	21284	CHRIN HAULING, INC.	-249.61
06/02/2022	21285	Fegley, Karl D - AP	-40.00
06/02/2022	21286	Golden Equipment Co., Inc.	-152.06
06/02/2022	21287	Kuhns, Cynthia - AP	-40.00
06/02/2022	21288	Lagler, Todd - AP	-40.00
06/02/2022	21289	Lehigh Valley Scoopers	-213.00
06/02/2022	21290	Linde Gas & Equipment Inc	-17.43
06/02/2022	21291	LOWE & MOYER GARAGE INC.	-344.70
06/02/2022	21292	Marks, Lee -ap	-40.00
06/02/2022	21293	MASTER SUPPLY LINE	-106.45
06/02/2022	21294	O'Donald, Jessi L - AP	-40.00
06/02/2022	21295	PMRS	-1,984.86
06/02/2022	21296	PPL ELECTRIC UTILITIES	-1,185.09
06/02/2022	21297	RETTEW	-4,861.15
06/02/2022	21298	Schmeltze, Robert C. Jr. - AP	-40.00
06/02/2022	21299	TOSHIBA FINANCIAL SERVICES	-271.64
06/02/2022	21300	TRACTOR SUPPLY CO.	-21.74
06/02/2022	21301	UGI UTILITIES, INC.	-572.69
06/02/2022	21302	unifirst	-143.44
06/02/2022	21303	Verizon Wireless	-328.63
06/02/2022	21304	Walbert, Kyle - Ap	-40.00
06/02/2022	21305	WB Mason	-111.96
06/02/2022	21306	Wehrung's Macungie LLC	-78.80
06/02/2022	21307	WORTH, MAGEE & FISHER	-1,908.21
Total 100.01 · PLGIT - General Fund Ckg			-13,862.55
<b>TOTAL</b>			<b>-13,862.55</b>