

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
August 18<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 6:45 pm prior to the start of this meeting to discuss a legal matter.

**PUBLIC INPUT:**

1. Upper Milford Historical Society – request for installation of Historic Bells
2. Letter from Susan Miller regarding Free Library

**ACCEPTANCE OF MINUTES:**

Approval of August 4<sup>th</sup>, 2022 regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **21467** to **21498** in the amount of **\$82,737.28**

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No **1010** in the amount of **\$2,335.91**

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No **1381** in the amount of **\$2,169.61**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No Transfers

**SOLICITOR'S REPORT:**

- 1.) Ordinance 168

**OLD BUSINESS:**

**NEW BUSINESS:**

- 1.) - Resolution **2022-034** ARPA Grant Funding  
- PLGITXXXX7096 – Check No's **21499** to **21509** in the amount of **\$49,840.90**

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

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

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:**

**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  
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August 4<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

Meeting called to order at 7:00 pm.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

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**PUBLIC INPUT:**

1.) PennDOT Presentation of Rt 29 Traffic Improvements.

A presentation was given, and questions were answered by, Nicki Jacobs, Eric Berg, Brad Dicola and Xavier Riva, Chris Messner.

Mark Feiertag expressed concern over the Stormwater that ends up at the Railroad Tracks along his property. He is concerned this project will make it worse and would like someone from the project to meet with him at his property.

Colt Hershinger questioned the side walks and the advertising of the meeting as he didn't know this presentation was tonight.

Shelly Zgura asked several questions that pertained to the Stormwater that is along Rt 29 and Beck Rd. She asked how this was being taken care of and if what is seen on the map would be enough. She asked how this was going to affect her property as the designs shows stormwater along their road frontage, but they have not been contacted yet. She also asked about the wet land study and if it was on her property why was she not provided with a copy.

Peter Terry questioned if all the driveways along the stretch of road would need new Highway Occupancy permits? Nicki Jacobs did not think so as that isn't needed for other projects, and some were so old they had never been permitted prior.

There was a question about the sidewalk along Chestnut from Colebrook to the new bridge and if the sidewalk will connect. It was mentioned that the bridge was not designed for a walking path.

There was further discussion about timing of the project, next steps and notice to residents, where the stormwater runs and which tributary the water flows into..

To contact Eric Berg, Project Manager for the safety improvements along Rt 29/Chestnut Street from Colebrook Ave to almost Rt 100 please call 484-838-5329 or email at [c-eberg@pa.gov](mailto:c-eberg@pa.gov).

**General Input:**

Phil Casey – He asked if Macungie Ambulance was in asking for money for the next ambulance. He feels they should change how they bill or accept payment to cover their cost or change their subscription rate, since the subscription saves people money, they could charge more to make up those funds.

Jim Krippe – He voiced a concern about Susan Wilde being at the library and he felt it was so close to the election and the library should be impartial. He feels if his tax dollars go to the library then the library shouldn't show favorites.

It was asked by Staff if the opposing candidate was denied time at the library? It was then suggested Jim ask the other candidate if they were denied time at the library then the Board could discuss the concern.

**ACCEPTANCE OF MINUTES:**

Approval of July 21<sup>st</sup>, 2022, regular meeting minutes.

**MOTION:** Supervisor Moore made a motion to approve the minutes as presented with typo correction. 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. 21423 to 21466 in the amount of \$41,323.14

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No.'s 2022-043 to 2022-045

**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:** None

**NEW BUSINESS:**

- 1.) Grant Program Recommendations
  - a. Memo from Secretary O'Donald

Memo dated August 4<sup>th</sup>, 2022, on August 1<sup>st</sup>, 2022, at 6:30 the Grant Committee met to review the application submitted to the Chamber of Commerce. The Grant application was open from May 15<sup>th</sup> through July 15<sup>th</sup>. There were 14 applications submitted. The applications were discussed for qualification. There were 7 businesses that were fully qualified totally \$35,000. There are three

businesses that need zoning use permits to qualify and 4 applicant that were not qualified due to business location outside of the Township. After much discussion the committee is recommending approval of the seven fully qualified applicants and recommending approval for the three applicants contingent upon the Township receiving the required zoning use permit applications by August 17<sup>th</sup>.

**MOTION:** Supervisor Moore made a motion to approve fully qualified applicants and allow three businesses the option to apply for zoning use permits by August 17<sup>th</sup>, 2022, to qualify for funding. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Tranquil Acres Release Agreement
  - a. Letter from Ott Consulting

We have received a letter dated July 20, 2022, from Arthur A. Swallow Associates, LLC (attached) regarding a request for release of any remaining securities being held by the Township, as well as release from the Developer's Agreement. We are in support of these requests. We would advise you to request the Township Solicitor to review the Developer's Agreement to ensure any applicable close out procedures are properly followed. In addition, all outstanding fees should be paid prior to releasing the security.

[On behalf of William and Flora Weber we hereby request that Upper Milford Township releases the Letter of Credit and Developers Agreement that secures the Tranquil Acres · Estates Subdivision. The required improvements have been installed, accepted, and maintained for quite some time. The right-of-way for Tranquil Lane has been dedicated and as-builts submitted.]

**MOTION:** Supervisor Moore made a motion to approve the Tranquil Acres agreement as presented and signed by the Weber's and to release funds held in escrow for the development improvements. 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.) Estates at Maple Ridge Credit Release No. - Tentative
  - a. Letter from Township Engineer Jeffery Ott

In accordance with the request for release of secured funds dated July 26, 2022, we the undersigned hereby certify that the improvements required in connection with the Estates at Maple Ridge, have been completed to the extent that the Financial Security Agreement can be reduced by the amount of Two Hundred Sixty Thousand, Four Hundred Thirty-Two Dollars and Ten Cents (\$260,432.10), in accordance with the Subdivision Improvements Agreement dated May 11, 2022. This certificate authorizes the Penn Community Bank to reduce said amount, namely Two Hundred Sixty Thousand, Four Hundred Thirty-Two Dollars and Ten Cents (\$260,432.10) to owner or such other person as said owner shall designate. This authorization shall not be construed as final acceptance of improvements

made to date. In no event, shall the escrow fund for the construction improvements associated with the Estates at Maple Ridge, be reduced to any amount less than Two Million, Seven Hundred Forty Thousand, Four Hundred Forty-Seven Dollars and Eighty-Five Cents (\$2,740,447.85).

**MOTION:** Supervisor Moore made a motion to approve Credit Release number 1 for the Estates at Maple Ridge in the amount of \$260,432.10. 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: No Report

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

John D. Zgura – Thank you to the Board for allowing the Grant Program. Thank you to the volunteers who served to facilitate the program and the Chamber for all of the work that was done.

Joyce K. Moore – No Report

Daniel J. Mohr – Vera Cruz Community Association Homecoming August 21<sup>st</sup>. They need help with food and games.

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting adjourned at 8:45 pm

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Chairman Daniel J. Mohr

08/18/2022

Date

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Secretary Jessi O'Donald

9:49 AM

08/18/22

**UMT-GENERAL FUND  
BOS Meeting AP Disbursements Report  
August 18, 2022**

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - General Fund Ckg</b>			
08/18/2022	21467	AmTrust North America	-6,275.00
08/18/2022	21468	AutoZone, Inc.	-11.69
08/18/2022	21469	BECHTELSVILLE ASPHALT	-3,955.97
08/18/2022	21470	BENCHMARK CIVIL ENGINEERING SERVCIES I...	-844.31
08/18/2022	21471	Berks County Intermediate Unit	-116.64
08/18/2022	21472	Deborah Schevets - Tax Collector	-185.05
08/18/2022	21473	Hanover Engineering Assoc., Inc.	-363.38
08/18/2022	21474	KEYCODE INSPECTION AGENCY	-7,485.00
08/18/2022	21475	Lagler Automotive Specialties	-70.00
08/18/2022	21476	Levan Machine & Truck Equipment	-288.55
08/18/2022	21477	Monks Security Systems Inc	-339.00
08/18/2022	21478	Montco Fence & Superior Construction LLC	-11,900.00
08/18/2022	21479	NAPA AUTO PARTS	-7.41
08/18/2022	21480	ODB Company	-473.98
08/18/2022	21481	PASSMORE SERVICE CENTER	-41.08
08/18/2022	21482	PENTELEDATA	-125.95
08/18/2022	21483	PMHIC	-34,341.10
08/18/2022	21484	PPL ELECTRIC UTILITIES	-153.01
08/18/2022	21485	RED HILL FORD (SANDS)	-268.62
08/18/2022	21486	Reynolds Business Systems	-5,356.00
08/18/2022	21487	Sander Power Equipment Company	-189.00
08/18/2022	21488	SAYLOR'S LAWN & LANDSCAPE INC.	-472.50
08/18/2022	21489	Sealmaster	-2,415.00
08/18/2022	21490	Service Electric Cable TV Inc.	-258.53
08/18/2022	21491	sherwin williams	-55.20
08/18/2022	21492	Suburban Propane	-5,763.08
08/18/2022	21493	unifirst	-159.46
08/18/2022	21494	VISA #6512 (BC)	-112.20
08/18/2022	21495	VISA (KW) #6488	-62.00
08/18/2022	21496	VISA#2958 (JO)	-464.89
08/18/2022	21497	WB Mason	-69.98
08/18/2022	21498	Wehrung's Macungie LLC	-116.70
Total 100.01 - PLGIT - General Fund Ckg			-82,737.28
<b>TOTAL</b>			<b>-82,737.28</b>

9:48 AM

08/18/22

**UMT - FIRE HYDRANT FUND  
BOS Disbursement Report  
August 18, 2022**

Type	Date	Num	Account	Credit
Lehigh County Authority Bill Pmt -Check	08/18/2022	1010	100.01 - PLGIT Fire Hydrant Fund	2,335.91

**UMT-STREET LIGHT FUND  
BOS Meeting AP Disbursement Report  
August 18, 2022**

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - Street Light Fund Ckg</b>			
08/18/2022	1381	PPL ELECTRIC UTILITIES	-2,169.61
Total 100.01 - PLGIT - Street Light Fund Ckg			-2,169.61
<b>TOTAL</b>			<b>-2,169.61</b>

10:06 AM

08/18/22

**UMT-GENERAL FUND**  
**BOS Meeting AP Disbursements Report**  
**August 17, 2022**

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<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Paid Amount</u>
<b>100.01 · PLGIT - General Fund Ckg</b>			
08/17/2022	21499	5002 Fawn Cr	-5,000.00
08/17/2022	21500	5161 Stansfield Dr	-5,000.00
08/17/2022	21501	5191 Wheatland Dr	-5,000.00
08/17/2022	21502	6508 Vera Cruz Rd	-5,000.00
08/17/2022	21503	6702 Vera Cruz Rd	-5,000.00
08/17/2022	21504	Classy Cuts Lawn Care	-5,000.00
08/17/2022	21505	Hendrixson's Furniture	-5,000.00
08/17/2022	21506	Kindness Project	-5,000.00
08/17/2022	21507	Night Owl Public Relations	-2,467.50
08/17/2022	21508	Sheldon H. DuBois	-5,000.00
08/17/2022	21509	Greater Lehigh Valley Chamber Of Commerce	-2,373.40
Total 100.01 · PLGIT - General Fund Ckg			<u>-49,840.90</u>
<b>TOTAL</b>			<b><u><u>-49,840.90</u></u></b>