

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
September 15<sup>th</sup>, 2022, 7pm  
REGULAR MEETING AGENDA

Public Packet

Meeting called to order:

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 6:00 pm prior to the start of this meeting to discuss a personnel matter.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

Approval of September 1<sup>st</sup>, 2022 regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. **21541 to 21572** in the amount of **\$96,849.14**

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. **1382** in the amount of **\$2,269.01**

**ESCROW FUND**

PLGITXXXX7109 – Check No. **169** in the amount of **\$6,214.14**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No Transfers

**SOLICITOR'S REPORT:**

**OLD BUSINESS:**

**NEW BUSINESS:**

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Lot Line Adjustment – John & Annabelle Fegley – Kings Hwy N
  - a. Letter from planning Coordinator Brian Miller

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Time Extension – O'Rourke Winery 356 days from October 15, 2022
  - a. Email request from Elizabeth O'Rourke
- 2.) Credit Release Number 2. – Estates at Maple Ridge
  - a. Letter from Township Engineer Jeffery Ott

**CORRESPONDENCE:**

- 1.) Fire Police request for Old Zionsville UCC – Christmas Eve Service – 12/24/22 7-7:15 pm.
  - a. Letter from Kathy Latshaw

**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  
September 1<sup>st</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 Eric Strauss, Secretary/treasurer Jessi O'Donald

Meeting called to order at 7:23 pm

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:**

Phil Casey – Asked if the Bridge on Quarry Rd was permitted yet? He feels that the bridge could be scaled down to one lane. He felt the permitting wouldn't have to change and the construction cost would save due to the limited width.

Manager Carter explained that the permitting would have to be changed and since engineering and permitting were done at direct replacement, the bridge abutments were not being rebuilt only the decking is to be replaced, to change the bridge width, all plans would need to be re-engineered.

**ACCEPTANCE OF MINUTES:**

Approval of August 18<sup>th</sup>, 2022 regular meeting minutes.

**MOTION:** Supervisor Moore made a motion to approve the August 18<sup>th</sup> 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. 21510 to 21540 in the amount of \$43,516.70

**HIGHWAY AID FUND**

PLGIT XXXX7112 - Check No. 2643 in the amount of \$16,672.11

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No.'s 2022-046 to 2022-056

**SOLICITOR'S REPORT:** No Report

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) 2023 MMO for the Defined Benefit Plan
  - a. Memo from Manager Carter

The Board acknowledged the receipt of the Defined Benefit Plan MMO

- 2.) 2023 MMO for the Defined Contribution Plan
  - a. Memo from Manager Carter

The Board acknowledged the receipt of the Defined Contribution Plan MMO.

- ~~3.) Estates at Maple Ridge Traffic Improvements Agreement- moved to next meeting~~

- 4.) Appointment of A. Koneski Jr. to fill remainder of Planning Commission Term left by Joyce Brown
  - a. Memo from

With the passing of Joyce Brown, I would like to ask the board to appoint Anthony Koneski Jr. to fill the vacancy left by Joyce Brown on the Planning Commission. Mr. Koneski application of interest is attached, he has over 48 years of construction background. Is knowledgeable in codes, stormwater controls, planning and layout of developments. Planning Coordinator Brian Miller and I believe Mr. Koneski would be valuable member of the Upper Milford Planning Commission.

**MOTION:** Supervisor Moore made a motion to appoint Anthony Koneski Jr to the Planning Commission per memo dated August 31<sup>st</sup>, 2022 from manager Carter. 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:** None

**CORRESPONDENCE:**

- 1.) Light The Night Event
  - a. Letter from Marjorie Geissinger

We are requesting permission to hold a Light in the Night Safe Zone block party in the Upper Milford Township Building on Sunday afternoon, October 23, 2022, from 4 - 6 p.m. for the purpose of providing a safe and fun environment for our children during the Halloween season.

Because we had such a good turnout of parents and children over the past years, we are again expecting a great deal of enthusiastic support from grown-ups and children. We will publicize the event through our church newsletters and fliers to township residents. We will again encourage families bringing children to also bring items for the Upper Milford Community Food Pantry. We deeply appreciate that the Board of Supervisors has consistently waived the rental fee for this community event and trust that the Board will again be able to do so.

We will notify Mr. Mike Ruyak, Fire Police, of our plans and desire to have them participate in providing safe entrance and exit to the grounds as well as have a fire truck on the premises which proves to be a major hit each year. We will also ensure that our insurance company, Goodville Mutual Casualty Company, provides you with a copy of the liability insurance policy covering the event. We had much positive feedback from those attending in the past. We look forward to again partnering with you in considering our request for 2022.

**MOTION:** Supervisor Moore made a motion to approve the use of the municipal building for the Lite the Night Safe Zone Block party from 4-6 pm October 23, if provided the insurance certificate as stated in the letter from Marjorie Geissingner and to allow if willing and available the Special Fire Police from Stations #19 & #28. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: None

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 – 1.) The Vera Cruz Road Bridge is behind schedule. Bridge should now be open to traffic in December and the bridge contractor will finish in the Spring. 2.) The Quarry Rd bridge is done in engineering and permitting, and the bid packets should be ready soon.

**Supervisors:**

John D. Zgura – No Report

Joyce K. Moore – No Report

Daniel J. Mohr – 1.) Vera Cruz Community Association's Homecoming was a success. They made money this year and had 29 volunteers. They wish people would volunteer ahead of time so they could have run the kids' games, but they couldn't count on enough help and hopefully that will change as they had everyone sign in. 2.) Someone has told him that Lower Milford Township might be changing the speed limit on Baumgartner Rd., and he is wondering if that is something Upper Milford should investigate to keep the road speed consistent. There was also a concern over the

speed limit sign on Limeport Rd just before Baumgartner Rd as it seems that speed sign should be for Baumgartner and cars are moving very fast. Could the sign be moved to past the intersection?

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting was adjourned at 7:43 pm

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Chairman Daniel J. Mohr

09/15/2022  
Date

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Secretary Jessi O'Donald

**UMT-GENERAL FUND  
BOS Meeting AP Disbursements Report  
September 15, 2022**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - General Fund Ckg</b>			
09/15/2022	21541	AmTrust North America	-6,275.00
09/15/2022	21542	BENCHMARK CIVIL ENGINEERING SERVCIES INC.	-178.50
09/15/2022	21543	Boyertown Supply Inc	-14.00
09/15/2022	21544	Crystal Springs	-62.24
09/15/2022	21545	Hanover Engineering Assoc., Inc.	-198.13
09/15/2022	21546	KEYCODE INSPECTION AGENCY	-8,830.00
09/15/2022	21547	Lehigh County Association of Twp Official	-150.00
09/15/2022	21548	LONGLEY INSURANCE AGENCY, INC.	-10,565.00
09/15/2022	21549	Marcy J. Janowski	-165.00
09/15/2022	21550	Martin Stone Quarries, Inc.	-141.52
09/15/2022	21551	MASTER SUPPLY LINE	-33.04
09/15/2022	21552	Oldcastle Lawn & Garden North	-2,193.76
09/15/2022	21553	Ott Consulting Inc.	-21,462.88
09/15/2022	21554	PA ONE CALL SYS.	-93.90
09/15/2022	21555	PASSMORE SERVICE CENTER	-1,631.67
09/15/2022	21556	PLASTERER EQUIPMENT CO. INC.	-397.22
09/15/2022	21557	PMHIC	-34,341.10
09/15/2022	21558	PPL ELECTRIC UTILITIES	-154.82
09/15/2022	21559	PSATS	-45.00
09/15/2022	21560	RED HILL FORD (SANDS)	-75.81
09/15/2022	21561	Reynolds Business Systems	-5,553.24
09/15/2022	21562	SAYLOR'S LAWN & LANDSCAPE INC.	-472.50
09/15/2022	21563	Service Electric Cable TV Inc.	-258.56
09/15/2022	21564	Sunoco Universal	-1,591.20
09/15/2022	21565	The Clean Garage	-45.40
09/15/2022	21566	TIMES NEWS (East Penn Press)	-279.90
09/15/2022	21567	TransEdge Truck Center	-383.23
09/15/2022	21568	unifirst	-171.88
09/15/2022	21569	Verizon Wireless	-329.02
09/15/2022	21570	VISA #6512 (BC)	-319.25
09/15/2022	21571	VISA#2958 (JO)	-307.64
09/15/2022	21572	Wehrung's Macungie LLC	-128.73
Total 100.01 · PLGIT - General Fund Ckg			-96,849.14
<b>TOTAL</b>			<b>-96,849.14</b>

**UMT-STREET LIGHT FUND  
BOS Meeting AP Disbursement Report  
September 15, 2022**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - Street Light Fund Ckg</b>			
09/15/2022	1382	PPL ELECTRIC UTILITIES	-2,269.01
Total 100.01 · PLGIT - Street Light Fund Ckg			-2,269.01
<b>TOTAL</b>			<b>-2,269.01</b>

**UMT - ESCROW FUND  
Escrow Release Detail  
As of September 15, 2022**

Type	Date	Num	Account	Amount	Balance
Virginia Langan					0.00
Bill	09/15/2022	Release 9/22	200.00 · Accounts Payable	6,214.14	6,214.14
Bill Pmt -Check	09/15/2022	169	200.00 · Accounts Payable	-6,214.14	0.00
Total Virginia Langan				0.00	0.00
<b>TOTAL</b>				<b>0.00</b>	<b>0.00</b>