

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
October 6<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 on Monday October 3<sup>rd</sup> at 4:00 pm to discuss a personnel matter.

Please join us for a moment of Silence for Judith Parker, she was a valued member of our Planning Commission since 2006.

**PUBLIC INPUT:**

Hival Und Dahl - Presentation

**ACCEPTANCE OF MINUTES:**

Approval of September 15<sup>th</sup>, 2022, regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No.'s. **21573 to 21629** in the amount of **\$182,001.32**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfers No.'s 2022-057 through 2022-069

**SOLICITOR'S REPORT:**

1.) ~~Resolution 2022-035 -- Act 57~~

**OLD BUSINESS:** None

**NEW BUSINESS:**

1.) Draft 2023 Budget

2.) Resolution 2022-036 Stormwater O&M for 7002 Saint Peters Rd Out Building

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

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

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:**

**CORRESPONDENCE:**

- 1.) Macungie Borough Request for Special Fire Police
  - a. Letter from Macungie Borough Manager John Brown
- 2.) Request for Beverage Vending Machine at Lenape Park
  - a. Letter from UMYA

**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:** - The Upper Milford Board of Supervisors will hold an executive session to discuss Real Estate after the adjournment of this meeting. There will be no decision made.

**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 15<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:**

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:** None

**ACCEPTANCE OF MINUTES:**

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

**MOTION:** Supervisor Moore made a motion to approve the September 1<sup>st</sup>, 2022, 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. **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**

PLGITXXX7109 – Check No. **169** in the amount of **\$6,214.14**

**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:** None

**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

At their meeting August 29th, 2022, the Planning Commission recommended granting approval for the John Fegley Boundary line adjustment plan contingent upon addressing the following items:

- Copies of the written temporary parcel description and final deed descriptions shall be forwarded to the Township.
- All pins to be set shall be completed and certified by the Surveyor in writing to the Township prior to plan recording.
- The record plan shall note zoning variance approval date, section granted & a brief description.
- Zoning Hearing Board approval for any required variances. Since that meeting the applicant has received a favorable decision from the Zoning Hearing Board to Article 3, Section 313.C.12.b.(ii) (Accessory Structure side yard setback). If you agree a motion to approve the John Fegley Boundary Line Adjustment should be made contingent on addressing the items in this letter.

**MOTION:** Supervisor Moore made a motion to approve the Lot Line Adjustment for John and Annabelle Fegley per Brian Miller's letter dated September 14, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Time Extension – O'Rourke Winery 356 (corrected to 365) days from October 15, 2022
  - a. Email request from Elizabeth O'Rourke

Elizabeth O'Rourke requested a 365-day time extension to complete land development at 6501 Saint Peters Road.

**MOTION:** Supervisor Moore made a motion to grant the 365-day time extension requested until October 15, 2023. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Credit Release Number 2. – Estates at Maple Ridge
  - a. Letter from Township Engineer Jeffery Ott

In accordance with the request for release of secured funds dated August 25, 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 Twenty- Eight Thousand, Nine Hundred Thirty-Six Dollars and Fifty-Eight Cents (\$228,936.58), 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 Twenty- Eight Thousand, Nine Hundred Thirty-Six Dollars and Fifty-Eight Cents (\$228,936.58) 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, Five Hundred Eleven Thousand, Five Hundred Eleven Dollars and Twenty-Seven Cents (\$2,511,511.27).

**MOTION:** Supervisor Moore made a motion to grant credit release number 2 in the amount of \$228,936.58 for the Estates at Maple Ridge and WB Homes, per Jeffery Ott's letter dated September 13, 2022. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**CORRESPONDENCE:**

- 1.) Fire Police request for Old Zionsville UCC – Christmas Eve Service – 12/24/22 7-7:45 pm.
  - a. Letter from Kathy Latshaw

Old Zionsville United Church of Christ requests the presence of the Fire Police, for safety reasons, on Christmas Eve, December 24, 2022, from 7:00 to 7:45 p.m. for our annual Christmas Eve Candlelight Service which begins at 7:30 p.m. We have been directed to request permission for Vera Cruz Fire Company to provide service.

**MOTION:** Supervisor Moore made a motion to approve the use of Special Fire Police for the Zionsville UCC Christmas Eve service from 7:00 to 7:45 pm on December 24<sup>th</sup>, 2022 from stations #19 & #28 if willing and available. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**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 – No Report  
Joyce K. Moore – No Report  
Daniel J. Mohr – No Report

**EXECUTIVE SESSION:** - Not needed

Jim Krippe asked at the end of the meeting when the meetings will be held in the other room again. He stated that it is hard to hear over zoom in the big room and complained that it takes more to heat and cool the larger room.

Supervisor Zgura reminded Mr. Krippe that it was discussed and decided a month or more ago that meetings would continue to be held in the large room.

**ADJOURNMENT:** Meeting was adjourned at 7:14 pm.

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Chairman Daniel J. Mohr

**10/06/2022**  
**Date**

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Secretary Jessi O'Donald

**UMT-GENERAL FUND**  
**BOS Meeting AP Disbursements Report**  
**October 6, 2022**

Date	Num	Name	Paid Amount
<b>100.01 · PLGIT - General Fund Ckg</b>			
10/06/2022	21573	A-1 Traffic Control Products, LLC	-1,500.00
10/06/2022	21574	American United Life Insurance Comp	-424.58
10/06/2022	21575	AMERICAN UNITED LIFE INSURANCE COMPANY	-249.82
10/06/2022	21576	Analytical Laboratories, Inc.	-95.00
10/06/2022	21577	Autoparts Warehouse	-162.68
10/06/2022	21578	AutoZone, Inc.	-73.02
10/06/2022	21579	Bailey, Jared - AP	-40.00
10/06/2022	21580	Berks County Intermediate Unit	-80.00
10/06/2022	21581	Boytown Supply Inc	-86.78
10/06/2022	21582	Brian Miller - A/P	-50.00
10/06/2022	21583	Campbell, Rappold & Yurasits LLP	-6,000.00
10/06/2022	21584	Carter, Edward	-40.00
10/06/2022	21585	CHRIN HAULING, INC.	-251.74
10/06/2022	21586	Citizen's Fire Company Relief Association	-30,653.60
10/06/2022	21587	Crystal Springs	-43.22
10/06/2022	21588	EMMAUS PUBLIC LIBRARY - Membership	-11,335.25
10/06/2022	21589	ESRI, INC.	-700.00
10/06/2022	21590	Fegley, Karl D - AP	-40.00
10/06/2022	21591	Fromm Electric Allentown	-1,968.75
10/06/2022	21592	Humphrey's Hydraulics Inc	-1,005.00
10/06/2022	21593	John R Young & Co.	-716.89
10/06/2022	21594	Keith's Lock & Door Service LLC	-468.00
10/06/2022	21595	Kuhns, Cynthia - AP	-40.00
10/06/2022	21596	Lagler, Todd - AP	-40.00
10/06/2022	21597	LEHIGH COUNTY AUTHORITY	-55.59
10/06/2022	21598	Linde Gas & Equipment Inc	-129.27
10/06/2022	21599	Marks, Lee -ap	-40.00
10/06/2022	21600	Martin Stone Quarries, Inc.	-305.20
10/06/2022	21601	MASTER SUPPLY LINE	-212.25
10/06/2022	21602	MICHELLE HINKLE	-607.50
10/06/2022	21603	Miller Municipal Supply, LLC	-107.40
10/06/2022	21604	Monks Security Systems Inc	-357.00
10/06/2022	21605	O'Donald, Jessi L - AP	-40.00
10/06/2022	21606	Ott Consulting Inc.	-13,580.50
10/06/2022	21607	PENTELEDATA	-125.95
10/06/2022	21608	Perkiomen Valley Watershed Cons.	-1,000.00
10/06/2022	21609	PLASTERER EQUIPMENT CO. INC.	-36.84
10/06/2022	21610	PMRS	-2,992.42
10/06/2022	21611	PPL ELECTRIC UTILITIES	-1,313.61
10/06/2022	21612	PSAB - MRT	-64,753.00
10/06/2022	21613	PSATS UC GROUP TRUST	-690.12
10/06/2022	21614	RETTEW	-1,779.50
10/06/2022	21615	Robert E Little, Inc	-548.32
10/06/2022	21616	SAYLOR'S LAWN & LANDSCAPE INC.	-1,059.85
10/06/2022	21617	Schmeltze, Robert C. Jr. - AP	-40.00
10/06/2022	21618	Snyder Technologies	-1,300.00
10/06/2022	21619	Steckel & Stopp Law Offices	-76.00
10/06/2022	21620	Stengel Bros. Inc	-40.91
10/06/2022	21621	Sunoco Universal	-951.65
10/06/2022	21622	TOSHIBA FINANCIAL SERVICES	-543.28
10/06/2022	21623	UGI UTILITIES, INC.	-83.36
10/06/2022	21624	unifirst	-254.64
10/06/2022	21625	Verizon Wireless	-328.62
10/06/2022	21626	Walbert, Kyle - Ap	-40.00
10/06/2022	21627	Wehrung's Macungie LLC	-340.77
10/06/2022	21628	Western District Fire Co Relief Assoc.	-30,653.60
10/06/2022	21629	WORTH, MAGEE & FISHER	-1,549.84
Total 100.01 · PLGIT - General Fund Ckg			-182,001.32
<b>TOTAL</b>			<b>-182,001.32</b>