

**UPPER MILFORD TOWNSHIP  
BOARD OF SUPERVISORS  
OLD ZIONSVILLE, PA 7:00 P.M.  
REORGANIZATION MEETING AGENDA  
JANUARY 3rd, 2023**

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Call meeting to order.

Pledge of allegiance to the flag.

**ANNOUNCEMENTS:** This meeting is being broadcast via ZOOM and recorded to aid in the preparation of minutes and for such other purposes as the Board sees fit.

This meeting was advertised in The East Penn Press on December 21<sup>st</sup>, 2022.

The purpose of this meeting is to elect a temporary chairman and proceed with the normal procedures required of a reorganization meeting.

**NOMINATION AND ELECTION OF TEMPORARY CHAIRPERSON:** (Board Action Required)

**TEMPORARY CHAIRPERSON'S AGENDA:**

1. Nomination of Chairperson of the Board of Supervisors for 2023:
2. Nomination of Vice-Chairperson of the Board of Supervisors for 2023:

**(2023 CHAIRMAN IS SEATED)**

**RE-ORGANIZATIONAL MEETING ACTIONS:**

**DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:** To attend Lehigh County Authority Business meetings and serve as alternate to Township Manager on voting matters. (Current Designee is Supervisor Moore)

**DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE:** To the Agricultural Security Board. (Current Designee was Supervisor Moore)

**BOARDS, COMMITTEES, REPRESENTATIVES:**

The Board of Supervisors state that as each term expires for members of all bodies, the Board of Supervisors at that time will act as necessary for the reappointment or new appointment of members as required.

1. Zoning Hearing Board
  - a. Reappoint Bennett Kohler (Member) to the Zoning Hearing Board term to expire January 3<sup>rd</sup>, 2028
  - b. Reappoint Aurora Pattishall (alternate) to the Zoning Hearing Board term to expire January 3<sup>rd</sup>, 2028
2. Vacancy Board
  - a. Reappoint Mr. John Hayes to the vacancy board for the prescribed annual term.
3. Emergency Services Committee
  - a. Reappoint Thomas Carl to the Emergency Services Committee, term expire on January 5<sup>th</sup>, 2026.

4. Planning Commission
  - a. Reappoint Anthony Koneski Jr (Member) to the Planning Commission, term to expire January 4<sup>th</sup>, 2027
  - b. Reappoint Philp Hartranft (member) to the Planning Commission, term to expire January 5, 2026
5. Joint Environmental Advisory Council
  - a. Reappoint Lisa Haus to the Joint EAC with a term to expire January 5<sup>th</sup>, 2026
  - b. Reappoint Kyle Wagner to the Joint EAC with a term to expire January 5<sup>th</sup>, 2026

**CORRESPONDENCE:** None

**EXECUTIVE SESSION:** Not Needed.

**RESOLUTIONS:**

1. Re-appointment and setting of wages of Township Officials for 2023 (Resolution No. 2023-001).
2. Re-appointment of Township Solicitor (Resolution No. 2023-002).
3. Hourly Employee Wage Schedule (Resolution No. 2023-003).
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter (Resolution No. 2023-004).
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives (Resolution No. 2023-005).
6. Re-appointment of Township Engineer (Resolution No. 2023-006).
7. Re-appointment of Address Assignment Consultant (Resolution No. 2023-007).
8. Re-appointment of Township Accounting Service Consultant (Resolution No. 2023-008).
9. Re-Appointing a third party electrical and construction code agency (Resolution No. 2023-009).
10. Setting Bonding for Treasurer, Township Manager and Assistant Manager (Resolution No. 2023-010).
11. PLGIT Authorized Signers (Resolution No. 2023-011).
12. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 2023-012).
13. Setting Fee Schedule – Building Permits (Resolution No. 2023-013).
14. Setting subdivision and land development application and escrow fees (Resolution No. 2023-014).
15. New Tripoli Bank Authorized Signers (Resolution No. 2023-015).
16. Destruction of Township Records Authorization (Resolution No. 2023-016)

17. Re-appointment of Alternate SEO (Resolution No. 2023-017)

18. Appointment of Alternate Zoning Officer (Resolution No. 2023-018)

**MOTION TO APPROVE RESOLUTIONS:**

**SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2022:**

The Board of Supervisors hereby establish the first and the third Thursday of each month from February through December as the stated meetings, the Workshop meetings will be scheduled and advertised as needed. Regular meetings will begin at 7:00 pm, except as such times may conflict with holidays or other business, in which case a suitable alternate date will be fixed, and proper notice will be given. The next scheduled Board of Supervisors Meeting is on Thursday, January 19<sup>th</sup>, 2023, at 7:00 pm. A special meeting may be held when the business load is excessive for a particular meeting as determined by the Board of Supervisors.

**MOTION TO APPROVE MEETING SCHEDULE:**

**PSATS CONVENTION**

The Board of Supervisors must approve, if so desired, the attendance of all Supervisors, Township Secretary, Township Treasurer; Township Manager, Assistant Manager, Employee Personnel and Township Solicitor to the PSATS Convention, under the same procedure, with expenses reimbursed as specified by the Pennsylvania State Association of Township Supervisors and Act of the Legislature.

**Motion to approve attendance to the PSATS Convention and designate a voting delegate:**

Township Supervisors, Staff and Solicitor are approved to attend the annual PSATS Convention held April 23-26, 2023 and \_\_\_\_\_ is designated as the official voting delegate to the PSATS Convention.

**APPROVAL AND ACCEPTANCE OF REORGANIZATION MEETING ACTIONS:**

**Motion for the approval and acceptance of the Reorganization Meeting:** all of the foregoing has been accepted and approved as presented. All open bills for 2022 are approved for payment.

**REGULAR MEETING BUSINESS:**

**ANNOUNCEMENT:** The Elected Auditor's Meeting will be held on Wednesday, January 4th, 2023, at 3:00 p.m.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:** Acceptance of the December 15th, 2022; Regular meeting minutes.

**APPROVAL OF PAYMENT OF 2022 BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 – Check No's **20887 to 20913** in the amount of **\$13,083.79**

No Transfers

**APPROVAL OF PAYMENT OF 2023 BILLS:**

No Bills

No Bank Transfers

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Approval of Letter of engagement for 2022 Audit
- 2.) DCNR Grant process approval for upgrades at Lenape Park
  - a. Memo from Kyle Walbert
- 3.) Indian Creek Road Traffic Study and permission to advertise Ordinance No. 169
  - a. memo from Manager Carter
- 4.) Discussion of Loader Purchase
- 5.) Ordinance No. 170 authorization to advertise – Tentative
  - a. Memo from Planning Coordinator Brian Miller

**SOLICITOR'S REPORT:**

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

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

**PLANNING COMMISSION NEW BUSINESS:** - None

**SUBDIVISIONS – IMPROVMENTS:**

- 1.) Credit Release No. 1 – Fields at Indian Creek – Annex in the amount of \$87,134.51
  - a. Letter from Township Engineer Jeffery Ott
- 2.) Credit Release No. 8 – Kohler Tract/Jasper Ridge in the amount of \$107,667.44

a. letter from Township Engineer Jeffery Ott

3.) Credit Release No. 4 – Maple Ridge in the amount of \$XXXXXXX - Tentative

a. Letter from township Engineer Jeffery Ott

**CORRESPONDENCE:** None

**OTHER ISSUES:**

**REPORTS:**

Emmaus Library:

Fire Companies:

Recreation Commission: None

Township Manager:

Bud Carter -

Supervisors:

Daniel Mohr –

Joyce Moore –

John Zgura -

**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:**