

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
February 2nd, 2023, 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.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of January 19th, 2023, regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 21872 to 21920 in the amount of \$128,684.21

FIRE HYDRANT FUND:

PLGIT XXXX7154 - Check No's. 1012 in the amount of \$2,385.96

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

SOLICITOR'S REPORT:

- 1.) Ordinance No. 170 - Approval

OLD BUSINESS:

NEW BUSINESS:

- 1.) State Rd – Indian Creek – Culvert Replacement
 - a. PennDOT letter
- 2.) Approval to advertise for Part-Time/Seasonal Parks help.
 - a. Memo from manager carter
- 3.) Approval to advertise for Road work and line Painting bids.
 - a. Memo from manager Carter
- 4.) Approval for Appraisal for Nonnenmacher for possible preservation.
 - a. memo from Planning Coordinator Brian Miller
- 5.) Appointment of Ellen Larmer to the Planning Commission as Alternate with term to Expire January 6th, 2025.
 - a. memo from Planning Coordinator Brian Miller
- 6.) Resolution 2023-019 – DCNR Grant Application Resolution

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: ***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:

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, 2023)

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
January 19th, 2023, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors, Joyce K. Moore, John D. Zgura, On Zoom: Daniel J. Mohr; Manager Edward Carter, Planning Coordinator Brian Miller, Secretary/Treasurer Jessi O'Donald

Pledge of Allegiance to the flag.

ANNOUNCEMENTS:

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PUBLIC INPUT:

- 1.) Upper Milford historical Society: Neil Moser, Historian of the Historical Society presented to the Board that they would like to move the framed photos that are in the hallway to the Auditorium and place shelves along the wall in the hallway to create a veteran's wall display.

The Board liked the idea of the veteran's wall and moving the other framed photos to the auditorium. They thanked the Historical Society for all of the work they do.

MOTION: Supervisor Zgura made a motion to allow the Historical Society to create the veteran's display wall in the hallway and move the framed photos to the auditorium. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Phil Casey: Phil eloquently discussed his thoughts on the economy and how governments spend their money. He states that everyone needs to reel in spending and that the last few years have seen built in growth in the tax base. He is concerned about million-dollar fire trucks, loaders and extra buildings. He stated that during a storm or tree down event that it can be handled later and not right away that people are flexible and snow storms keep people home so things can be handled in time. He also commented on organizations asking for money each year.

Supervisor Moore thanked him for his comments.

ACCEPTANCE OF MINUTES:

Approval of January 3rd, 2023, Reorganizational and regular meeting minutes.

MOTION: Supervisor Zgura made a motion to accept the minutes as presented. Supervisor Moore 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. 21821 to 21871 in the amount of \$97,917.41

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No's. 1386 in the amount of \$2,384.43

ESCROW FUND:

PLGIT XXXX7109 – Check No's. 173 and 174 in the amount of \$2,233.27

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2023-001 to 2023-003

MOTION: Supervisor Zgura made a motion to pay the bills as read and acknowledge the bank transfers. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

SOLICITOR'S REPORT:

- 1.) Ordinance No. 169

Ordinance No. 169 has been advertised and is ready for approval.

MOTION: Supervisor Zgura made a motion to approve Ordinance No. 169 and direct staff to install appropriate signage as noted. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

OLD BUSINESS:

NEW BUSINESS:

- 1.) Mono Pole Lease – Approval
- Manager Carter

The agreement for the mono pole lease has been seen by the Solicitor and ready for approval. The lease terms are for \$1.00 per year while it is not used and if the pole is put back in use the lease will be for \$3,000 per year. The county is still deciding on the system they will be upgrading to so it is not yet known if the structure as it is, or in this location will work for the new system.

MOTION: Supervisor Zgura made a motion to approve the Lease and licensing agreement for the mono pole with the State of Pennsylvania as presented. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Fulmer Preserve Farming Lease – Approval

Mike Crossley has met with Kyle Walbert and gone over the farming practices he uses on the Fulmer Tract fields. We have been told they meet the provisions of our Pollution Reduction Plan and those no till practices are outlined in the new lease. The lease is for 5 years for \$950.00 per year, has been seen by the Solicitor and is ready for the Boards approval.

Phil Casey asked about the new resident on Quarry Drive with the equipment storage. He was glad the equipment isn't going over the bridge.

MOTION: Supervisor Zgura made a motion to approve the new 5-year Fulmer Tract Farming lease with Mr. Crossley for \$950.00 per year. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Pole Building Discussion
- Manager Carter

The pole building was budgeted for in the 2023 budget. There are two quotes from COSTARS, Shirk LLC, at \$67,050.00 and Pioneer Pole Buildings, Inc. for \$71,872.00. These quotes are for the same size specified buildings with four garage doors, one person door at 30' x 52' x 10' with two tone siding.

There was a brief discussion. Jim Krippe asked about the generator from the mono pole area and asked about getting an emergency generator at the building. Public works would do the site prep. The electric will be run through the empty conduit on the pole in the parking lot. There was discussion of price, and budgeted amount.

MOTION: Supervisor Zgura made a motion to approve the quote for Shirk LLC for \$67,050.00. Supervisor Moore 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:

- 1.) Boehm - Lot Line Adjustment – Approval
 - a. Letter from Planning Coordinator Brian Miller

At their meeting December 27th, 2022, the Planning Commission reviewed the Christopher L. and Maryann Boehm Lot Line Adjustment Plan. The plan adjusts property lines equally between 3 properties along S. 5th Street. The Planning Commission recommended granting approval, contingent upon Township staff approval & receiving a letter from the Applicants Surveyor certifying that the property pins were set. Since that meeting Township Staff have reviewed the plan and have no additional comments. If you agree, a motion to approve the Christopher L. and Maryann Boehm Lot Line Adjustment Plan contingent on a receiving a letter from the Applicants Surveyor certifying that the property pins were set may be made.

MOTION: Supervisor Zgura made a motion to approve the lot line adjustment according to the letter from Brian Miller dated January 12th, 2023. Supervisor Moore seconded the motion. Hearing no further questions or comments, Supervisors Zgura and Moore were in favor, Supervisor Mohr abstained, Motion carried.

SUBDIVISIONS – IMPROVEMENTS:

- 1.) Request for 365-day time extension for FIC Phase 1B & 2 until March 1, 2024
 - a. Letter from Rick Koze of Kay Builders

Letter dated January 9th, 2023, from Mr. Koze of Kay Builders requested a 365 day time extension for the Fields at Indian Creek Subdivision Phase 1B & 2.

MOTION: Supervisor Zgura made a motion to approve the Fields at Indian Creek Phase 1b & 2-time extension until March 1st, 2024. Supervisor Moore seconded the motion. Hearing no further questions or comments, all were in favor, motion carried.

CORRESPONDENCE:

- 1.) Request for Special Fire Police for the dates below at the approximate times.
 - a. Easter Egg Hunt 4/8 at 1pm
 - b. Home Coming Celebration 8/20 at 12-8 pm
 - c. Halloween Parade 10/1/ from 6:30 to 9pm Rain date 10/19

Letter dated January 15th, 2023, from Susan Mohr requesting special fire police assistance for the Vera Cruz Community Association for the dates and times listed above.

MOTION: Supervisor Zgura made a motion to allow Special Fire Police assistance with the Vera Cruz Community Association events as listed in the letter from Susan Mohr with time to adjust if willing and available. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- ~~2.) Request to use the Auditorium for the Pinewood Derby for Cub Pack 31 on 3/18/2023.~~
 - ~~a. email from Melissa Yenser (Removed request- using the Fire Hall)~~

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: Lisa Marten reported that all usage has increased, digital access has increased. She gave percentages of increase. Lisa also invited everyone to attend the Snow Blast activities at the Library on February 4th along with the 3rd annual Tee Time event march 24th for adults only and march 25th is family day.

Phil Casey questioned the percentages and asked for numbers of participant since percentages can looked skewed.

Recreation Commission:

Township Manager:

Bud Carter – January 5th was the pre-construction meeting for the Quarry Rd Bridge.

Supervisors:

John D. Zgura – John attended the Hival Und Dahl meeting on January 5th. He spoke to them about prevailing wage and asked about moving the structure. If the cabin is moved they may loose the Historical Registration as the registration also has to do with the site. There was a discussion of maintenance like mowing and parking and if there was anything the Township might be able to do to help. Those discussions are ongoing.

Daniel J. Mohr – No Report

Joyce K. Moore – No Report

EXECUTIVE SESSION: - Not Needed

ADJOURNMENT: Meeting was adjourned at 7:38 pm.

Chairperson Joyce Moore

02/02/2023
Date

Secretary Jessi O'Donald

11:49 AM

02/02/23

UMT-GENERAL FUND BOS Meeting AP Disbursements Report February 2, 2023

| Date | Num | Name | Paid Amount |
|--|-------|---|--------------------|
| 100.01 - PLGIT - General Fund Ckg | | | |
| 02/02/2023 | 21919 | Trinity Solar | -230.00 |
| 02/02/2023 | 21873 | 6415 Tollgate Road | -328.59 |
| 02/02/2023 | 21874 | American Rock Salt Company LLC | -7,323.19 |
| 02/02/2023 | 21875 | American United Life Insurance Comp | -424.58 |
| 02/02/2023 | 21876 | AMERICAN UNITED LIFE INSURANCE COMPANY | -256.38 |
| 02/02/2023 | 21877 | Analytical Laboratories, Inc. | -40.00 |
| 02/02/2023 | 21878 | Bell Hardware and Supply, Inc | -9.29 |
| 02/02/2023 | 21879 | BENCHMARK CIVIL ENGINEERING SERVCIES INC. | -656.25 |
| 02/02/2023 | 21880 | Bergey's Tire & Service Center | -2,361.84 |
| 02/02/2023 | 21881 | CHRIN HAULING, INC. | -251.74 |
| 02/02/2023 | 21882 | CITIZEN'S FIRE COMPANY - Donations | -17,500.00 |
| 02/02/2023 | 21883 | Colours 10 | -86.73 |
| 02/02/2023 | 21884 | EM KUTZ, INC. | -606.21 |
| 02/02/2023 | 21885 | Emmaus Ambulance Corp. | -9,000.00 |
| 02/02/2023 | 21886 | EMMAUS PUBLIC LIBRARY - Membership | -11,675.25 |
| 02/02/2023 | 21887 | HWA Group Inc | -124.00 |
| 02/02/2023 | 21888 | Lehigh County Humane Society | -850.00 |
| 02/02/2023 | 21889 | Lehigh County Meals on Wheels | -1,000.00 |
| 02/02/2023 | 21890 | Lehigh County Senior Citizen Center | -650.00 |
| 02/02/2023 | 21891 | Linde Gas & Equipment Inc | -19.28 |
| 02/02/2023 | 21892 | LOWE & MOYER GARAGE INC. | -633.55 |
| 02/02/2023 | 21893 | Macungie Ambulance Corp. | -9,000.00 |
| 02/02/2023 | 21894 | MASTER SUPPLY LINE | -136.00 |
| 02/02/2023 | 21895 | MICHELLE HINKLE | -562.50 |
| 02/02/2023 | 21896 | Perkiomen Valley Watershed Cons. | -150.00 |
| 02/02/2023 | 21897 | PLASTERER EQUIPMENT CO. INC. | -146.15 |
| 02/02/2023 | 21898 | PMRS | -160.00 |
| 02/02/2023 | 21899 | PPL ELECTRIC UTILITIES | -2,199.45 |
| 02/02/2023 | 21900 | Quarry Ridge Roofing Inc | -7,416.98 |
| 02/02/2023 | 21901 | RED HILL FORD (SANDS) | -320.96 |
| 02/02/2023 | 21902 | RETTEW | -1,196.00 |
| 02/02/2023 | 21903 | Richard Benton - AP | -400.00 |
| 02/02/2023 | 21904 | Sanctuary at Haafsville | -55.00 |
| 02/02/2023 | 21905 | Snyder Technologies | -3,250.00 |
| 02/02/2023 | 21906 | Steckel & Stopp Law Offices | -1,140.00 |
| 02/02/2023 | 21907 | Suburban Propane | -4,544.65 |
| 02/02/2023 | 21908 | Sunoco Universal | -764.92 |
| 02/02/2023 | 21909 | UGI UTILITIES, INC. | -3,601.81 |
| 02/02/2023 | 21910 | unifirst | -164.04 |
| 02/02/2023 | 21911 | Upper Milford Youth Association | -7,000.00 |
| 02/02/2023 | 21912 | USI Insurance Serices LLC | -56.00 |
| 02/02/2023 | 21913 | Vera Cruz Senior Citizens | -600.00 |
| 02/02/2023 | 21914 | Verizon Wireless | -328.25 |
| 02/02/2023 | 21915 | WB Mason | -96.35 |
| 02/02/2023 | 21916 | Wehrung's Macungie LLC | -303.03 |
| 02/02/2023 | 21917 | WESTERN DISTRICT FIRE CO - Donations | -17,500.00 |
| 02/02/2023 | 21918 | WORTH, MAGEE & FISHER | -1,565.24 |
| 02/02/2023 | 21920 | Macungie Ambulance Corp. | -12,000.00 |
| 02/02/2023 | 21872 | Trinity Solar | 0.00 |
| Total 100.01 - PLGIT - General Fund Ckg | | | -128,684.21 |
| TOTAL | | | -128,684.21 |

11:26 AM

02/02/23

UMT - FIRE HYDRANT FUND BOS Disbursement Report February 2, 2023

| Type | Date | Num | Account | Credit |
|--|------------|------|----------------------------------|----------|
| Lehigh County Authority Bill Pmt -Check | 02/02/2023 | 1012 | 100.01 - PLGIT Fire Hydrant Fund | 2,385.96 |