

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
February 16th, 2023, 7pm  
REGULAR MEETING AGENDA

Publ. 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 6:30 pm prior to the start of this meeting to discuss a personnel matter.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

Approval of February 2<sup>nd</sup>, 2023, regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7096 - Check No's. 21921 to 21950 in the amount of \$71,797.03

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No's. 1387 in the amount of \$2,449.02

**ESCROW FUND:**

PLGIT XXXX7109 - Check No's. 175 to 177 in the amount of \$6,549.35

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No. 2023-004

**SOLICITOR'S REPORT:**

**OLD BUSINESS:**

**NEW BUSINESS:**

- 1.) Approval to advertise updated Pollution Reduction Plan
  - a. memo Manager Carter

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

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

**PLANNING COMMISSION – NEW BUSINESS:** None

**SUBDIVISIONS – IMPROVEMENTS:** None

**CORRESPONDENCE:**

- 1.) Proposal for Pollinator Garden at Jasper Park
  - a. Letter from Noah Schreiner

**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  
February 2nd, 2023, 7pm  
REGULAR MEETING MINUTES

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

Pledge of Allegiance to the flag.

Meeting was called to order at 7:00 pm.

**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:**

**Phillps Armstrong:** County Executive Phillips Armstrong was in attendance. He tries to get to each municipality once a year to see if there is anything the county can help with and answer questions. He introduced the new Lehigh County Community Liaison, Yorman De La Rosa. Yorman is the contact if anyone needs something. Phillips discussed Farmland preservation, the Iron Pigs Stadium concerns and the 2023 budget, as well as the County Radio system in brief. He hopes to have an announcement on the radio system soon. Equipment availability issues have been a concern.

**ACCEPTANCE OF MINUTES:**

Approval of January 19<sup>th</sup>, 2023, regular meeting minutes.

**MOTION:** Supervisor Zgura made a motion to accept the minutes as presented. Supervisor Mohr 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. 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

**MOTION:** Supervisor Mohr 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:**

- 1.) Ordinance No. 170 – Approval

Solicitor Fisher opened the Public Hearing at 7:13 pm. He explained that Ordinance No. 170 has been advertised and is before the Board of Supervisors for Adoption. This Ordinance was worked on in conjunction with the Planning Commission and Brian Miller to navigate the Townships Ordinance to better incorporate the State's Right to Farm Act. The Lehigh Valley Planning Commission commended the Township's work on this Ordinance. Hearing no public input, the public hearing was closed at 7:15 pm.

**MOTION:** Supervisor Zgura made a motion to adopt Ordinance No. 170. Supervisor Mohr seconded the motion. Hearing no further questions or comments, all were in favor, motion carried.

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) State Rd – Indian Creek – Culvert Replacement
  - a. PennDOT letter

Manager Carter summarized the letter from PennDOT. PennDOT will be replacing the culvert on Indian Creek Rd where the flooding occurs with a 4' by 24' box. This will not prevent all the flooding, but PennDOT couldn't put in anything else since other options limited the access to the residence driveway. It was also noted that they would not be able to eliminate all the flooding as that would put the water into the Little Lehigh Faster and create flooding issues faster downstream. The link in the letter will be posted to our website. The link will go live for review and comment on February 16<sup>th</sup> until March 16<sup>th</sup>. Colt Hershinger asked if this would be done at the same time as the Lower Macungie Road bridge over the turnpike. Manager Carter said no as that would create an access concern for the area.

- 2.) Approval to advertise for Part-Time/Seasonal Parks help.
  - a. Memo from manager carter

Manager Carter is asking for approval to advertise for two additional park employees for the 2023 season with an hourly rate of up to \$15.00 per hour.

**MOTION:** Supervisor Zgura made a motion approve the advertising for two seasonal park employees for the 2023 with wage up to \$15.00 per hour per Bad Carter's memo dated February 1, 2023. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Approval to advertise for Road work and line Painting bids.
  - a. Memo from manager Carter

Manager Carter is requesting approval to advertise for the 2023 seal coat both double and single bids and the 2023–2024-line painting bids.

**MOTION:** Supervisor Mohr made a motion to approve the advertisement of the 2023-2024 road work and line painting bids per manager Carters memo dated February 1, 2023. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 4.) Approval for Appraisal for Nonnenmacher for possible preservation.
  - a. memo from Planning Coordinator Brian Miller

The property owner at 4246 Main Rd. W. Emmaus applied for agricultural preservation with Lehigh County last year. The property is a 21.75-acre parcel, it is adjacent to the Wachter property that was

preserved in 2021. The property ranked 28th out of 48 farms last year and just missed being accepted for preservation. The application for preservation was re enrolled for this year's ranking, but the County has had several emergency and other odd applications along with a very large farm application north of Upper Milford, it appears that the funding that the County is working with will again not be enough to include this farm for preservation. We have the option to work with the County on this property on what they call an "out of order preservation". The Township would be responsible for the cost of the appraisal (\$1,700.00) The County would handle all the paperwork and pay up to 1/3rd of the preservation costs as long as it does not exceed \$2,000 per acre. The Township would be responsible for 2/3rds. of the easement cost up to \$4,000 per acre. If the appraisal value is over \$6,000 it would be up to the Township to determine if they will pay over the \$4,000 per acre amount. Since this property has both an agricultural & environmental preservation value in the Township, I would recommend the Township initiates the out of order preservation option with Lehigh County, to do so I would need approval from the Board for the Township to pay the cost of the appraisal. No other obligations or preservation decisions for this property would be made at this time.

There was a brief discussion on Farmland preservation and the buildability of this parcel.

**MOTION:** Supervisor Zgura made a motion to approve the appraisal for the parcel listed in Brian Miller's memo dated February 1<sup>st</sup>, 2023. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

5.) Appointment of Ellen Larmer to the Planning Commission as Alternate with term to Expire January 6<sup>th</sup>, 2025.

a. memo from Planning Coordinator Brian Miller

The Township received an Application of Interest for Appointment to the Planning Commission from Ellen Larmer (see attached). we currently have an Alternate Planning Commission member position available that was previously filled by Susan Smith. I believe Ellen has the background & knowledge that would add to the diversity of our Planning Commission and would ask that the Board appoint Ellen Larmer as an Alternate Planning Commission member to fill the open position with a term set to expire January 6th, 2025.

**MOTION:** Supervisor Mohr made a motion to appoint Ellen Larmer to the Planning Commission per Brian Miller's memo dated February 1<sup>st</sup>, 2023, with a term to expire January 6<sup>th</sup>, 2025. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

6.) Resolution 2023-019 – DCNR Grant Application Resolution

This resolution is from DCNR for the grant application process for Lenape Park.

**MOTION:** Supervisor Zgura made a motion to approve Resolution No. 2023-019 for the DCRN grant application for Lenape Park. Supervisor Mohr 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:** 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 – The Bridge over the Turnpike on Indian Creek Road will begin construction in March. They will build most of the bridge before they begin one lane closures of Indian Creek Road. The project will take two years.

**Supervisors:**

John D. Zgura – No Report

Joyce K. Moore – No Report

Daniel J. Mohr – No Report

**EXECUTIVE SESSION:** - Not needed.

**ADJOURNMENT:** Meeting was adjourned at 7:27 pm.

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Chairperson Joyce K. Moore

February 16<sup>th</sup>, 2023  
Date

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Secretary Jessi O'Donald

11:47 AM

02/16/23

## UMT-GENERAL FUND BOS Meeting AP Disbursements Report February 16, 2023

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - General Fund Ckg</b>			
02/16/2023	21921	Autoparts Warehouse	-26.14
02/16/2023	21922	BENCHMARK CIVIL ENGINEERING SERVCIES INC.	-238.00
02/16/2023	21923	BOYKO AUTOMOTIVE	-26.95
02/16/2023	21924	County Crane Rental	-700.00
02/16/2023	21925	Crystal Springs	-61.56
02/16/2023	21926	EM KUTZ, INC.	-343.88
02/16/2023	21927	Hanover Engineering Assoc., Inc.	-471.75
02/16/2023	21928	HOME DEPOT CREDIT SERVICES	-353.25
02/16/2023	21929	HWA Group Inc	-1,550.00
02/16/2023	21930	Keith's Lock & Door Service LLC	-386.00
02/16/2023	21931	KEYCODE INSPECTION AGENCY	-5,560.90
02/16/2023	21932	NAPA AUTO PARTS	-48.78
02/16/2023	21933	Ott Consulting Inc.	-12,773.11
02/16/2023	21934	PA DEP	-50.00
02/16/2023	21935	PA Department of Environmental Protection	-2,500.00
02/16/2023	21936	PA ONE CALL SYS.	-56.62
02/16/2023	21937	PMHIC	-34,791.81
02/16/2023	21938	PMRS	-2,280.54
02/16/2023	21939	PPL ELECTRIC UTILITIES	-147.61
02/16/2023	21940	PSATS	-60.00
02/16/2023	21941	Quarry Ridge Roofing Inc	-418.08
02/16/2023	21942	Rahns Construction Material Company	-5,180.00
02/16/2023	21943	RED HILL FORD (SANDS)	-551.71
02/16/2023	21944	Service Electric Cable TV Inc.	-261.20
02/16/2023	21945	Shred-it, c/o Stericycle, Inc	-68.55
02/16/2023	21946	Snyder Technologies	-132.50
02/16/2023	21947	unifirst	-174.15
02/16/2023	21948	VISA #6488 (KW)	-510.19
02/16/2023	21949	VISA#2958 (JO)	-1,692.87
02/16/2023	21950	Wehrung's Macungie LLC	-380.88
Total 100.01 - PLGIT - General Fund Ckg			-71,797.03
<b>TOTAL</b>			<b>-71,797.03</b>

## UMT-STREET LIGHT FUND BOS Meeting AP Disbursement Report February 16, 2023

Date	Num	Name	Paid Amount
<b>100.01 - PLGIT - Street Light Fund Ckg</b>			
02/16/2023	1387	PPL ELECTRIC UTILITIES	-2,449.02
Total 100.01 - PLGIT - Street Light Fund Ckg			-2,449.02
<b>TOTAL</b>			<b>-2,449.02</b>

11:57 AM

02/16/23

## UMT - ESCROW FUND BOS escrow release report February 16, 2023

Type	Date	Num	Account	Credit
Alan Buss				
Bill Pmt -Check	02/16/2023	177	100.421 - Alan Buss	2,374.29
Levans Associates				
Bill Pmt -Check	02/16/2023	176	100.434 - Levans Associates Inc	1,970.06
Turfpro - Mike Rhoads				
Bill Pmt -Check	02/16/2023	175	100.468 - Turfpro	3,978.00