

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

Public Packet

Call Meeting 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.

PUBLIC INPUT:

Jason Smith – Pollution Reduction Plan Discussion

ACCEPTANCE OF MINUTES:

Approval of March 2nd, 2023, regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 21990 to 22025 in the amount of \$75,577.07

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. 1388 in the amount of \$2,398.55

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2023-007 to 2023-010

SOLICITOR'S REPORT:

OLD BUSINESS:

NEW BUSINESS:

- 1.) Awarding of Road Bids
 - a. Memo from Kyle Walbert
- 2.) DCNR Grant Update – Kyle Walbert
- 3.) Discussion of fee waivers for Fire Companies.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS:

- 1.) Approval – Time Extension Estates at Maple Ridge until May 11, 2024
 - a. Letter from Chris Cavanagh of WB Homes

CORRESPONDENCE:

- 1.) PennDOT 2023 Public Outreach Campaign
 - a. Letter from PennDOT
- 2.) Request from Macungie for Special Fire Police for:
Antique Truck Show June 16 & 17, 2023
Das Awkscht Fescht August 4, 5 & 6, 2023
Wheels of Time Car Show August 25,26 & 27, 2023
 - a. Letter from Manager Brown
- 3.) Request for assistance for “Cross” Walk April 7th, 2023
 - a. Letter from Pastor Lori Esslinger

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: - 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, 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
March 2nd, 2023, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors, Joyce K. Moore, John D. Zgura, Daniel J. Mohr; Manager Edward Carter, Solicitor Marc Fisher; Secretary/Treasurer Jessi O'Donald

Meeting was 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.

PUBLIC INPUT: None

ACCEPTANCE OF MINUTES:

Approval of February 16th, 2023, regular meeting minutes.

MOTION: Supervisor Mohr made a motion to accept the 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. 21951 to 21989 in the amount of \$40,608.90

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2023-005 and 2023-006

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

SOLICITOR'S REPORT: No Report

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Appointment of Olivia Fay to fill the vacant Recreation Committee term to expire, January 2nd, 2024 and Andrew Dudle to fill the vacant Recreation Committee Term to Expire, January 5th, 2026
 - a. Memo from Secretary O'Donald

At this time, I would like to recommend Olivia Fay for appointment to the Recreation Committee to fill the vacant term to expire January 2nd, 2024, and Andrew Dudle with a term to expire January 5th, 2026. Both to fill the vacancies created with the resignation of Rose and Robert Parry. Both Olivia and Andrew have attended the last Recreation Committee and are interested in serving our committee from this position.

MOTION: Supervisor Zgura made a motion to appoint Olivia Fay to the Recreation Committee with term to expire January 2, 2024, and Andrew Dudle to the Recreation Committee with term to expire January 5, 2026, as per Secretary O'Donald's memo dated March 2nd, 2023. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Authorization to hire part time parks employee.
 - a. Memo from Manager Carter

We received an application for the part time park worker from Neal Bailey, Public Works Forman Brent Fegley and I met with Neil Baily earlier this week. Neil is a retired carpenter both Brent and I think he will be a great addition for the part time park worker not only for mowing grass in the parks, but he will also be able to assist in the maintenance and repair needed in the parks. I would like to ask the board's approval in a motion to hire Neal Baily of Zionsville, contingent on passing a background check for the position of part-time seasonal park worker for the amount that was passed in the budget of \$15.00 per hour.

MOTION: Supervisor Mohr made a motion to hire Neal Bailey for Seasonal Park help at \$15.00 per hour pending background check per Manager Carter's memo dated March 1st, 2023. 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:

- 1.) Time Extension – Engelman Lot Line Adjustment and Engelman Property Preliminary Subdivision & Development Plan until June 30th, 2023
 - a. letter from Planning Coordinator Brian Miller

Planning Coordinator Brian Miller received time extension requests for the following projects, both will expire March 27th, 2023, and are willing to grant an extension to June 30th, 2023. • Lot line adjustment Plan – Engelman Properties – Kay 4650, LLC. • Preliminary Subdivision & Land Development Plan – Engelman Property – Kay 4650 LLC. If you agree, a motion to accept the time extensions as noted above is requested, and staff will take care of the process.

MOTION: Supervisor Mohr made a motion to allow the time extension for the Lot Line and Preliminary Subdivision Plan for the Engelman Tract until June 30th, 2023, per Brian Miller's letter dated February 28th, 2023. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE: None

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 – No Report

Supervisors:

John D. Zgura – John wanted to discuss with the board the option of being able to waive permitting and other fees for the Fire Companies. It was decided that staff and solicitor would draft a memo for the Board to discuss next meeting.

Joyce K. Moore – No Report

Daniel J. Mohr – No Report

EXECUTIVE SESSION: - Not needed.

ADJOURNMENT: Meeting was adjourned at 7:09 pm.

Chairperson Joyce K. Moore

03/16/2023

Date

Secretary Jessi O'Donald

**UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
March 16, 2023**

Date	Num	Name	Paid Amount
100.01 · PLGIT - General Fund Ckg			
03/16/2023	21990	3922 Mink Rd	-60.00
03/16/2023	21991	American Legal Publishing Corp	-250.00
03/16/2023	21992	Autoparts Warehouse	-14.94
03/16/2023	21993	Crystal Springs	-73.56
03/16/2023	21994	Fromm Electric Allentown	-108.28
03/16/2023	21995	GRAINGER	-149.12
03/16/2023	21996	Hanover Engineering Assoc., Inc.	-1,943.75
03/16/2023	21997	Hot Frog Print Media	-1,557.63
03/16/2023	21998	John R Young & Co.	-218.54
03/16/2023	21999	KEYCODE INSPECTION AGENCY	-2,943.40
03/16/2023	22000	Linde Gas & Equipment Inc	-19.28
03/16/2023	22001	M.A. YEAKEL SONS, INC.	-3,915.00
03/16/2023	22002	Martin Stone Quarries, Inc.	-3,976.20
03/16/2023	22003	MASTER SUPPLY LINE	-29.75
03/16/2023	22004	Miller Municipal Supply, LLC	-780.00
03/16/2023	22005	Ott Consulting Inc.	-16,683.81
03/16/2023	22006	PENTELEDATA	-125.95
03/16/2023	22007	PLASTERER EQUIPMENT CO. INC.	-705.75
03/16/2023	22008	PMHIC	-34,791.81
03/16/2023	22009	PPL ELECTRIC UTILITIES	-143.31
03/16/2023	22010	RED HILL FORD (SANDS)	-138.65
03/16/2023	22011	Richard Benton - AP	-2,470.00
03/16/2023	22012	Service Electric Cable TV Inc.	-269.17
03/16/2023	22013	sherwin williams	-57.94
03/16/2023	22014	SIGNAL SERVICE	-1,025.00
03/16/2023	22015	Silt Containment Solutions Inc	-200.00
03/16/2023	22016	Snyder Technologies	-140.45
03/16/2023	22017	TIMES NEWS (East Penn Press)	-304.81
03/16/2023	22018	TOSHIBA FINANCIAL SERVICES	-271.64
03/16/2023	22019	unifirst	-168.72
03/16/2023	22020	VISA #6488 (KW)	-412.14
03/16/2023	22021	VISA #6512 (BC)	-58.32
03/16/2023	22022	VISA#2958 (JO)	-823.44
03/16/2023	22023	VISA#2966 (BF)	-49.24
03/16/2023	22024	WB Mason	-245.08
03/16/2023	22025	Wehrung's Macungie LLC	-452.39
Total 100.01 · PLGIT - General Fund Ckg			-75,577.07
TOTAL			-75,577.07

**UMT-STREET LIGHT FUND
BOS Meeting AP Disbursement Report
March 16, 2023**

Date	Num	Name	Paid Amount
100.01 · PLGIT - Street Light Fund Ckg			
03/16/2023	1388	PPL ELECTRIC UTILITIES	-2,398.55
Total 100.01 · PLGIT - Street Light Fund Ckg			-2,398.55
TOTAL			-2,398.55