

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
September 21st, 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.

Upper Milford Board of Supervisors held an executive session beginning at 6:30 pm prior to the start of this meeting to discuss a legal matter.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of September 7th, 2023, regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. **22471 to 22505** in the amount of **\$147,242.49**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2023-042 to 2023-045

SOLICITOR'S REPORT:

OLD BUSINESS:

- 1.) Fire Company Discussion

NEW BUSINESS:

- 1.) 6730 Woodlawn Drive and 6212 Sweetwood Drive Conservation easements recommendation for appraisal.
 - a. Letter from Brian Miller

- 2.) Ag Security Application acknowledgement for 4801 South 5th Street
— a. Letter from Brian Miller

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: N/A

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 –

Daniel J. Mohr –

Joyce K. Moore –

EXECUTIVE SESSION: - If needed

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Morrissey Property Concerns
2. Open Space Update
3. Zoning and SALDO Update
4. Krause Property Concerns

END AGENDA PART II:

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
September 7th, 2023, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors, Joyce K. Moore, John D. Zgura, Daniel J. Mohr; Manager Edward Carter, Solicitor Marc Fisher; 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: None

ACCEPTANCE OF MINUTES:

Approval of August 17th, 2023, regular meeting minutes.

MOTION: Supervisor Mohr made a motion to approve 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. 22419 to 22470 in the amount of \$46,509.52

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. 1395 in the amount of \$2,501.15

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2023-039 to 2023-041

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

SOLICITOR'S REPORT: No Report

OLD BUSINESS:

1.) ~~The Fields at Twin Run - Preliminary Plan Approval - Tentative~~

NEW BUSINESS:

1.) ~~Recommendation to remove South Shore Properties from Ag Security - Tentative~~
a. ~~Letter from Brian Miller~~

2.) Approval Resolution 2023-022– Stormwater O&M for 6334 Chestnut St Land Development

The Stormwater O&M has been approved by the Township Solicitor and Signed by the landowner. It is presented this evening for approval by the Board of Supervisors.

MOTION: Supervisor Zgura made a motion to approve the Stormwater O & M for the 6334 Chestnut St Land development. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) 2024 MMO for the Defined Benefit Plan

Act 205 of 1984 requires that the "chief administrative officer" of the pension plan inform the "governing board" of the municipality of the Minimum Municipal Obligation for the following year by the last business day in September. This memo, provided under the guidance of Foster & Foster (our plan's actuary), is intended to satisfy this legal requirement. Questions on our pension costs can either be addressed to me or Foster & Foster at 610-435-9577.

The calculation of the 2024 Minimum Municipal Obligation requires several assumptions relating to projected payroll. The attached 2024 Minimum Municipal Obligation certification details this determination.

MOTION: Supervisor Moore made a motion to acknowledge the 2024 Municipal Obligation for the Defined Benefit Pension Plan. Supervisor Mohr seconded the motion. Hearin no questions or comments, all were in favor, motion carried.

4.) 2024 MMO for the Defined Contribution Plan

Act 205 of 1984, as amended, governs the funding requirements for all municipal pension plans. The law requires the Chief Administrative Officer of each municipal pension plan to inform the governing board of the municipality of the plan's expected financial obligation for the coming year. This must be done by the last business day in September. The calculation of the 2024 plan cost, or the MMO, required an estimate of the 2024 W-2 wages of the employees covered by the plan. I have indicated on the attached worksheet my best estimate of the same. Questions on the pension cost calculation may be addressed to either myself or the Pennsylvania Municipal Retirement System at 800-622-7968. The MMO is the municipality's 2024 bill for this pension plan and must be paid by December 31, 2024. The obligation must be met with general fund monies or with any General State Aid to Municipal Pensions to which we may be entitled to under Act 205.

MOTION: Supervisor Moore made a motion to acknowledge the 2024 Municipal Obligation for the Defined Contribution Plan. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

5.) Sale of Loader – Municibid winning bid
a. Memo from Manager Carter

The 2008 John Deere 544J Wheel Loader was advertised and listed on Municibid for auction ending on Thursday August 31st. The winning bid was for \$62,500. At this time, I would like to ask the board to approve the sale of the 2008 John Deere 544J to Timothy Birkmire of Erie Pa, for \$62,500.

MOTION: Supervisor Zgura made a motion to approve the sale of the John Deere 2008 544J Wheel Loader to Birkmire Trucking of Eire for \$62,500.00. Supervisor Moore seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 6.) Request to move Cap Funds from Class to Prime from Western District Fire Company
 - a. Letter from Fire Company President Michael Kline

Board of Supervisors, our executive board has agreed to move our major firefighting fund to the current PLIGIT Prime 5.50% fund. We understand that it is limited to 2 withdrawals a month. Thank you, Michael Kline

MOTION: Supervisor Moore made a motion to direct staff to transfer the full balance of the Western District Major Fire Fighting Capital Account from the Class level to the Prime level as requested. 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:

- 1.) Approval –Time Extension for the Engelman Tract/Twin Run Subdivision until 10/31/2023 – currently expires 9/28/2023.
 - a. Letter from Planning Coordinator Brian Miller
- 2.) Planning Module Approval Resolution 2023-023– Fields at Twin Run Subdivision - Tentative
 - a. Letter from Planning Coordinator Brian Miller

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

- 1.) Light in the Night Safe Zone Block Party – Request
 - a. Letter from Marjorie Geissinger

We are requesting permission to hold a Light in the Night Safe Zone block party in the Upper Milford Township Building on Sunday afternoon, October 21, 2023, (correct date 10/22/2023) from 4 - 6 p.m. for the purpose of providing a safe and fun environment for our children during the Halloween season. Because we had such a good turnout of parents and children over the past years, we are again expecting a great deal of enthusiastic support from grown-ups and children. We will publicize the event through our church newsletters and fliers to township residents. We are hoping to have both events inside and outside, weather permitting. We will again encourage families bringing children to also bring items for the Upper Milford Community Food Pantry. We deeply appreciate that the Board of Supervisors has consistently waived the rental fee for this community event and trust that the Board will again be able to do so. We will notify Chief Mike Kline, of our plans and desire to have them participate in providing safe entrance and exit to the grounds as well as have a fire truck on the premises which proves to be a major hit each year. We will also ensure that our insurance company, Goodville Mutual Casualty Company, provides you with a copy of the liability

insurance policy covering the event. We had much positive feedback from those attending in the past. We look forward to again partnering with you in considering our request for 2023.

MOTION: Supervisor Mohr made a motion to allow the use of the building for the event as requested on Sunday October 22nd, 2023 from 4-6pm and allow the use of Special Fire Police if willing and available. Supervisor Moore 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: Joe Sherman gave a report to the Secretary at the end of the meeting. Calls from August 18th to September 7th were: 1 Automatic alarm, 1 Co Alarm, 2 EMS Assists, 1 outside gas leak, 2 pedestrians struck, 1 spill, 1 turnpike call, 1 wire down.

Emmaus Library: Mailers have been sent out to inform residents of the ability to get a digital library card to use the Library's online services from home.

Recreation Commission: Angela Ashbrook reported that the Committee's last meeting was at Arrowhead Park. Public Works did a fabulous job with the installation of the playground. While the committee was present there were numerous kids playing on the equipment and riding their bikes to the park.

Township Manager:

Bud Carter – Update on the sweeper. The sweeper went to 5star international who said the problem isn't the engine but the wastegate control.

Supervisors:

John D. Zgura – John wanted to express that he understands it is hard for the Board to discuss certain topics, but those topics really need to be talked about. He would like to have discussions about the Fire Companies and things for the Township and ideas to satisfy both going forward and in the future. At the next meeting he would like to continue the discussion on the Fire Company.

Daniel J. Mohr – No Report

Joyce K. Moore – No Report

EXECUTIVE SESSION: - Not needed.

ADJOURNMENT: Meeting was adjourned at 7:16 pm.

UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
September 21, 2023

Date	Num	Name	Paid Amount
100.01 · PLGIT - General Fund Ckg			
09/21/2023	22471	AmTrust North America	-5,092.00
09/21/2023	22472	AutoZone, Inc.	-110.62
09/21/2023	22473	BECHTELSVILLE ASPHALT	-651.30
09/21/2023	22474	Bergey's Tire & Service Center	-46.00
09/21/2023	22475	Citizen's Fire Company Relief Association	-30,577.82
09/21/2023	22476	EM KUTZ, INC.	-17.60
09/21/2023	22477	Environmental Consultation Services Inc	-3,800.00
09/21/2023	22478	Five Star International LLC	-1,785.54
09/21/2023	22479	Groff Tractor & Equipment	-73.50
09/21/2023	22480	Hanover Engineering Assoc., Inc.	-420.00
09/21/2023	22481	KEYCODE INSPECTION AGENCY	-2,495.00
09/21/2023	22482	LONGLEY INSURANCE AGENCY, INC.	-11,865.00
09/21/2023	22483	Marcy J. Janowski	-442.00
09/21/2023	22484	Ott Consulting Inc.	-18,451.34
09/21/2023	22485	PA ONE CALL SYS.	-114.37
09/21/2023	22486	PASSMORE SERVICE CENTER	-450.22
09/21/2023	22487	PENTELEDATA	-125.95
09/21/2023	22488	PMHIC	-34,791.81
09/21/2023	22489	PPL ELECTRIC UTILITIES	-1,604.16
09/21/2023	22490	RED HILL FORD (SANDS)	-519.77
09/21/2023	22491	Sander Power Equipment Company	-164.21
09/21/2023	22492	Service Electric Cable TV Inc.	-277.64
09/21/2023	22493	STAVAR HYDRAULICS CO., INC.	-228.43
09/21/2023	22494	TIMES NEWS (East Penn Press)	-45.13
09/21/2023	22495	TOSHIBA FINANCIAL SERVICES	-281.17
09/21/2023	22496	UGI UTILITIES, INC.	-85.08
09/21/2023	22497	unifirst	-260.76
09/21/2023	22498	Verizon Connect	-135.26
09/21/2023	22499	Verizon Wireless	-142.23
09/21/2023	22500	VISA # 3797 (RS)	-76.31
09/21/2023	22501	VISA #6488 (KW)	-450.00
09/21/2023	22502	VISA #6512 (BC)	-828.54
09/21/2023	22503	VISA#2958 (JO)	-215.92
09/21/2023	22504	Wehrung's Macungie LLC	-39.99
09/21/2023	22505	Western District Fire Co Relief Assoc.	-30,577.82
Total 100.01 · PLGIT - General Fund Ckg			-147,242.49
TOTAL			-147,242.49