

**UPPER MILFORD TOWNSHIP
BOARD OF SUPERVISORS
OLD ZIONSVILLE, PA 7:00 P.M.
REORGANIZATION MEETING AGENDA
JANUARY 6th 2025**

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 18th, 2024.

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 2025:
2. Nomination of Vice-Chairperson of the Board of Supervisors for 2025:

(2025 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. (2024 Designee was Supervisor Ashbrook)

DESIGNATION OF BOARD OF SUPERVISORS REPRESENTATIVE: To the Agricultural Security Board. (2024 Designee was Supervisor Ashbrook)

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. Appoint Aurora Pattishall (Member) to the Zoning Hearing Board term to expire January 7th, 2030
 - b. Appoint shelly Zgura (alternate) to the Zoning Hearing Board term to expire January 3rd, 2028
2. Vacancy Board
 - a. Reappoint Mr. John Hayes to the vacancy board for the prescribed annual term.
3. Emergency Services Committee
 - a. Reappoint Timothy Anger to the Emergency Services Committee, term expire on January 3rd, 2028.

4. Planning Commission
 - a. Reappoint Ronald Guth (Member) to the Planning Commission, term to expire January 8th, 2029
 - b. Reappoint Ellen Larmer (Alternate) to the Planning Commission, term to expire January 8th, 2029
5. Joint Environmental Advisory Council
 - a. Reappoint Jon Levin to the Joint EAC with a term to expire January 3rd, 2028.
6. Open Space Committee
 - a. Reappoint Jon Levin, John Welch, John Zgura and Scott Bieber to the Open Space Committee with terms to expire January 3rd, 2028.
7. Recreation Commission
 - a. Reappoint John Lebeduik and James Hayes to the Recreation Committee, term to expire January 7th, 2030
8. Emmaus Public Library Board
 - a. Appoint Robin Rotherham to the Emmaus Public Library Board of Directors with term to expire January 3rd, 2028.

CORRESPONDENCE: None

EXECUTIVE SESSION: Not Needed.

RESOLUTIONS:

1. Re-appointment and setting of wages of Township Officials for 2024 (Resolution No. 2025-001).
2. Re-appointment of Township Solicitor (Resolution No. 2025-002).
3. Hourly Employee Wage Schedule (Resolution No. 2025-003).
4. Re-appointment of Zoning Hearing Board Solicitor, Alternate Zoning Hearing Board Solicitor and Court Reporter (Resolution No. 2025-004).
5. Re-appointments, Appointments and Acknowledgements to Boards, Committees and Representatives (Resolution No. 2025-005).
6. Re-appointment of Township Engineer (Resolution No. 2025-006).
7. Re-appointment of Address Assignment Consultant (Resolution No. 2025-007).
8. Re-appointment of Township Accounting Service Consultant (Resolution No. 2025-008).
9. Re-Appointing a third party electrical and construction code agency (Resolution No. 2025-009).
10. Setting Bonding for Treasurer, Township Manager and Assistant Manager (Resolution No. 2025-010).
11. PLGIT Authorized Signers (Resolution No. 2025-011).

12. Setting the Fee Schedules – Administrative and Zoning (Resolution No. 20245-012).
13. Setting Fee Schedule – Building Permits (Resolution No. 2025-013).
14. Setting subdivision and land development application and escrow fees (Resolution No. 2025-014).
15. New Tripoli Bank Authorized Signers (Resolution No. 2025-015).
16. Destruction of Township Records Authorization (Resolution No. 2025-016)
17. Re-appointment of Alternate SEO (Resolution No. 2025-017)
18. Appointment of Alternate Zoning Officer (Resolution No. 2024-018)

MOTION TO APPROVE RESOLUTIONS:

SETTING BOARD OF SUPERVISORS – MEETING SCHEDULE 2025:

The Board of Supervisors hereby establishes 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 16th, 2024, 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 May 4-7, 2025, 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 the foregoing has been accepted and approved as presented. All open bills for 2024 are approved for payment.

REGULAR MEETING BUSINESS:

ANNOUNCEMENT: The Elected Auditor’s Meeting will be held on Wednesday, January 7th, 2025, at 4:00 p.m.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES: Acceptance of the December 19th, 2024; Regular meeting minutes.

APPROVAL OF PAYMENT OF 2024 BILLS:

GENERAL FUND:

PLGIT XXXX7096 – Check No's **23526 to 23535** in the amount of **\$4,169.57**

No Bank Transfers

APPROVAL OF PAYMENT OF 2025 BILLS:

GENERAL FUND:

PLGIT XXXX7096 – Check No's **xxxxx to xxxxx** in the amount of **\$**

No Bank Transfers

OLD BUSINESS: None

NEW BUSINESS:

- 1.) Approval of Letter of engagement for 2024 financial year Audit by CR&Y CPA
- 2.) Mill Road Closing Study - Approval of estimate by Peter Terry
 - a. Memo from Manager Carter
- 3.) Resolution 20215-019 Deed of Dedication for Hunter Lane and entering 18-month maintenance period with Double D Lehigh – Stone Ridge Estates
 - a. Memo from Manager Carter

SOLICITOR'S REPORT:

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION NEW BUSINESS: - None

SUBDIVISIONS – IMPROVMENTS:

- 1.) Estates at Maple Ridge – Security Release #7
 - a. Letter from Township Engineer Jeffery Ott
- 2.) Estates at Maple Ridge – Security Release #8
 - a. Letter from Township Engineer Jeffery Ott

CORRESPONDENCE: None

OTHER ISSUES:

REPORTS:

Emmaus Library:

Fire Companies:

Recreation Commission: None

Township Manager:

Bud Carter -

Supervisors:

Angela Ashbrook –

John Zgura –

Daniel Mohr –

EXECUTIVE SESSION: if Needed

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Morrissey Property Concerns
2. Open Space Update
3. Krause Property Concerns

END AGENDA PART II: