

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
May 18, 2017 at 7:30 P.M.
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors; George DeVault, Robert Sentner, Daniel Mohr; Manager, Daniel DeLong; Assistant Manager, Bud Carter; Secretary/Treasurer, Jessi O'Donald; Solicitor Marc Fisher

Meeting was called to order at 7:30 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: -

Acceptance of May 4, 2017 workshop and regular meeting minutes.

MOTION: Supervisor Sentner made a motion to approve the minutes as presented. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 16526 to 16559 in the amount of \$28,561.73

ESCROW FUND:

PLGIT XXXX7109 – Check No. 135 and 136 in the amount of \$ 4,000.00

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No.'s 2017-033 to 2017-035

MOTION: Supervisor Mohr made a motion to pay the bills as read and acknowledge the bank transfers. Supervisor Sentner seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

OLD BUSINESS: -

1.) Resolution 2017-026 Emergency Services Committee – Approval

Solicitor Fisher briefly summarized the Resolution No. 2017-026 as establishing rules and duties of office for the Emergency Services Committee. It was asked what would happen if one of the groups did not participate. The answer given, if a group does not participate

then their voice does not get heard. Additionally members will need to agree to confidences on topics of security. If a legal opinion is requested of the supervisors, then they can direct the Township Solicitor to give an opinion but there will be no direct contact from the Committee.

MOTION: Supervisor Sentner made a motion to approve Resolution 2017-026. Supervisor DeVault seconded the motion. Any questions or comments, Supervisor DeVault and Sentner were in favor, Supervisor Mohr opposed, motion carried.

SOLICITOR'S REPORT: No Report

NEW BUSINESS:

- 1.) Salt Shed & Storage Garage Roof Repair
 - a. Memo from Assistant Manager Bud Carter

Assistant Manager Bud Carter's memo dated May 16, 2017 outlined a quote for prep and repainting of the salt shed and garage roofs from Ken Horning Inc. The Township will pay for paint directly from Central Petroleum Company. Any remaining paint will remain the Township's paint.

MOTION: Supervisor Sentner made a motion to direct staff to enter the contract for application and purchase of Paint for Salt Shed and Garage Roof per Assistant Manager Bud Carter's Memo dated May 16th, 2017. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 2.) Resolution 2017-027 Alternate SEO Appointment
 - a. Memo from Manager Daniel DeLong

Manager Daniel DeLong's memo outlined the need for an Alternate SEO. Currently the Alternate SEO for the Township is Zoning Officer, Alan Brokate. With the current amount of permit and Zoning work Mr. Brokate just doesn't have time to complete SEO work if Mr. Miller is out of the office for any length of time. Manager DeLong asked for the Board of Supervisors to appoint Ott Consulting and subsequently approve Resolution No. 2017-029 the revised fee schedule to coordinate with the fee schedule for Ott Consulting's SEO fees.

MOTION: Supervisor Sentner made a motion to appoint Ott Consulting as Alternate SEO for Upper Milford Township as requested by Manager DeLong. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 3.) Resolution 2017-029 Fee Schedule Revision Approval

MOTION: Supervisor Sentner made a motion to approve Resolution 2017-029 revised fee schedule for Upper Milford Township as requested by Manager DeLong. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

- 4.) Zoning and SALDO updates discussion

With the South West Comp Plan nearing completion it was discussed and agreed that the Township's Zoning and SALDO plans need to be updated. As this can be a lengthy process it was agreed that the process should be started soon. The Board of Supervisors agreed to direct staff to start the process of updating these plans.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: -

- 1.) Resolution 2017-028 Approval
 - a. Stormwater Best Management Practices for Victory Valley Land Development

The Best Management practices paperwork is in order for approval from the Board of Supervisor's with Resolution 2017-028. This resolution memorializes the management plan agreed to in conjunction with the Victory Valley Camp Land Development Plan.

Motion: Supervisor Sentner made a motion to approve Resolution No. 2017-028, Stormwater Management Best Practices Agreement with Victory Valley Land Development. Supervisor Mohr seconded the motion. Any questions or comments, all were in favor, motion carried unanimously.

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE: -

- 1.) Letter from Citizens Fire Company requesting use of the municipal building area

The letter from Citizens Fire Company asks for permission to hold the 75th year Fire Company Anniversary on the premises of the Municipal Building at 5671 Chestnut St.

The Board of Supervisors were in agreement to approve the use of the Township Municipal Building with proof of insurance coverage from the Fire Company for their event on October 14, 2017.

EXECUTIVE SESSION: Not Needed

OTHER ISSUES: - None

REPORTS:

Emergency Services Report: Station #19 had 10 calls, Station #28 had 16 calls, Emmaus Ambulance had 18 calls and Macungie Ambulance had 14 calls for the Month of April. The report is posted on the Township Website.

FIRE COMPANIES: Not Present

Emmaus Library: Not Present

Township Emergency Management Coordinator:

Bill Stahler – Not Present

James Krippe-Deputy- Bill Stahler and his wife are getting better. He did not attend the Buckeye meeting but will get his name back on the list for information. Mr. Krippe noted that he completed a three day hazard mitigation class and has passed along the information to the Township.

Recreation Commission: The survey results have been tallied and the Recreation Committee is in the process of going through the information collected.

Supervisors:

Daniel Mohr – Supervisor Mohr commented that Bill’s wife was getting better. He also reported that he took one complaint in regard to the no parking area on Raymond St. He was told that the parked cars have now moved to Winfield and that street is parked closed.

Robert Sentner – No Report
George DeVault – No Report

Township Manager:

Dan DeLong – No Report

Assistant Manager:

Bud Carter – No Report

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Indian Creek Industrial Park Subdivision:
 - a. 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 June 30, 2017)
2. Estates at Maple Ridge Subdivision:
 - a. Contingent Preliminary Plan approval will expire 8/7/2018. (Contact developer 4/1/2018.)
3. Seedway Improvements Agreement
4. 6377 Tollgate Rd Contingent approval granted 01/19/2017
5. Chestnut St Wellness Center
6. DeLorenzo Contingent Approval
 - a. Contingent approval granted 02/16/2017 expires 05/16/2017
 - b. Stormwater management resolution 2017-023
7. FIC Phase 1B and 2 Contingent Approval granted 02/16/2017 Resolution 2017-020
8. Tranquil Acres time extension expires April 17, 2018
9. FIC contingent Lot Line Adjustment granted 03/02/2017
10. Kohler Time Extension expires 06/30/2017
11. 3641 Main Rd & 3750 Quarry Rd Lot Line Adjustment contingent approval 04/06/2017
12. Parking on Winfield St.
13. Morrissey Property Concerns

END AGENDA PART II:

Chairman George DeVault

June 1, 2017
Date

Secretary/Treasurer Jessi O'Donald