

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
September 19th, 2024, 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.

Please join us in a moment of silence for Larry Raudenbush who passed away at age 88 on September 15. He was a member and former Assistant Fire Chief, engineer and fire police of Upper Milford Western District Fire Company.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of September 5th, 2024, regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. **23314 to 23336** in the amount of **\$140,103.80**

HIGHWAY AID FUND:

PLGIT XXXX7112 - Check No. **2646** in the amount of **\$19,320.84**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2024-065 to 2024-067

SOLICITOR'S REPORT:

OLD BUSINESS:

- 1.) Resolution 2024-034 – Fire Company Funding Procedures

NEW BUSINESS:

- 1.) Humane Society Contract for 2025-2028
- 2.) Indian Mill Creek Agreement

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS:

SUBDIVISIONS – IMPROVEMENTS:

CORRESPONDENCE:

- 1.) Resignation of Michael Gray from the Zoning Hearing Board
 - a. Email from Michael Gray
- 2.) Kline's Island Sewer System open House Invitation

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:

Daniel J. Mohr –

Angela Ashbrook –

John D. Zgura –

EXECUTIVE SESSION: - If needed

ADJOURNMENT:

AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

OLD BUSINESS:

1. Morrissey Property Concerns
2. Open Space Update
3. Recreation Plan Update
4. Krause Property Concerns

END AGENDA PART II:

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
September 5th, 2024, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors; Daniel Mohr, John Zgura, Angela Ashbrook; Manager Edward Carter; Planning Coordinator Brian Miller, Solicitor Marc Fisher, Secretary/treasurer Jessi O'Donald

Meeting called to order at 7:00 pm.

Pledge of Allegiance to the flag.

ANNOUNCEMENTS:

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PUBLIC INPUT: None

ACCEPTANCE OF MINUTES:

Approval of August 15th, 2024, regular meeting minutes.

MOTION: Supervisor Mohr made a motion to approve the minutes as presented. Supervisor Ashbrook 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. **23274 to 23313** in the amount of **\$30,830.49**

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. **1409** in the amount of **\$2,827.27**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

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

SOLICITOR'S REPORT:

OLD BUSINESS:

NEW BUSINESS:

- 1.) Eagle Scout Project for Jasper Park Trail – Ryan Hunter

Ryan Hunter presented his Eagle Scout Proposal for Jasper Park. His proposal is to incorporate drainage and redirection of water at several points along the uphill slope of the large loop of the walking trail to help redirect the water runoff and ease erosion on the trail. In his presentation he

hoped that this would allow more accessible use of the trail as there shouldn't be large gullies in the trail to catch stroller/wheelchair wheels or walker shoe in. Along with the erosion control measures he is proposing a pollinator/filter garden to slow down the water where the old exercise equipment used to be. The Recreation Committee presented a letter of recommendation to the Board of Supervisors for this project. Ryan presented his power point for the Board of Supervisors and those in attendance.

Supervisor Ashbrook asked about fund raising and the maintenance for the planting area. There was a brief discussion on resources within the Township for this project and fundraising. Ryan stated he was going to use GoFundMe and the plants would be native so that wouldn't require maintenance. Secretary O'Donald added that they had discussed the use of more aggressive native plants to out compete the weeds and that like other meadow areas Public Works will just have to mow the planting once a year.

Supervisor Zgura suggested asking Township businesses for help, and lower cost or donated materials. He stated there are several in the Township that specialize in the type of project and materials Ryan would be looking for.

MOTION: Supervisor Mohr made a motion to approve the project contingent upon cooperation with staff on placement of erosion control bars and allowing the Township to invoice for stone in the stock supply for this project. Supervisor Ashbrook seconded the motion. Hearing no further questions or comments, all were in favor, motion passed.

2.) Petition for Route 29/100 traffic safety study
a. Letter from Titus Measler

I am contacting the Pennsylvania Department of Transportation and Upper Milford Township concerning the section of Route 29 (sr0029) North of the Route 29 and Route 100 merge in Shimerville. While the speed limit in the section where Route 29 and Route 100 merge is 40 mph, the speed limit on the Route 29 side northbound all the way through the Buckeye Road intersection increases to 45mph. We would like a 40mph reduced limit to be considered from the merge at the top of the road til the road straightens after the curve on Route 29 (Approximately 1500 feet). The benefits of this consideration are that north bound traffic would have more time to react to road hazards including, bad weather, delivery vehicles, property owners ingressing and egressing from driveways, wildlife, and also stalled vehicles climbing the 8% grade of the southbound direction. Southbound would also benefit because they would enter the merge of Route 29 and Route 100 at a slower pace which would be safer and give drivers from all directions more time to react to possible hazards. Drivers turning left onto Route 100 would be given more time to safely turn with the poor line of sight. This intersection has caused numerous accidents and even fatalities over the years. Vehicles such as mail delivery and garbage trucks would be safer as well since they stop on the hill and cause vehicles to cross the double yellow line into opposing traffic. Please see the attached petition I created. I collected 15 signatures that include multiple property owners that live on this section of roadway as well as local citizens, business owners and delivery drivers. I received an overwhelmingly positive feedback for the possibility of a safer roadway. I also have attached an aerial overview of the segment of road with visual aid to help illustrate the proposed safety improvements.

Supervisor Zgura wanted to make sure that everyone understood that sometimes a PennDOT traffic study can result in the speed limit being increased. He was in favor of asking PennDOT if that is what was wanted but wanted to make sure everyone understood the Township has no control of the outcome.

There was a conversation with Lori Measler, Tim Measler, Titus Measler, Phil Casey and Colt Hershinger about the speed of the area, the ability to request a State Police presence, and the concerns of how the speed limit at present changes between the traffic light at the top of the hill and the area in which they live.

MOTION: Supervisor Zgura made a motion to direct Staff to reach out to PennDOT with a letter and include the letter and petition received to inquire that PennDOT preform the safety review of this area of Rout 29 as requested by Titus Measler and surrounding residents. **Supervisor Ashbrook seconded the motion.** Hearin no further questions or comments, all were in favor, motion carried.

- 3.) 2025 MMO Defined Benefit Plan
 - a. Memo from Secretary/Treasurer O'Donald
- 4.) 2025 MMO Defined Contribution Plan
 - a. Memo from Secretary/Treasurer O'Donald

Act 205 requires the Municipal Minimum Obligation for the Township's Pension funds be given to the Board of Supervisors by September 30th each year.

MOTION: Supervisor Mohr made a motion to acknowledge the MMO's for both the Defined Benefit Plan and the Defined Contribution Plan for Budget year 2025. **Supervisor Ashbrook seconded the motion.** Hearing no questions or comments, all were in favor. Motion carried.

- 5.) 2025-2027 Stray and Feral Contract with Lehigh County Humane Society
 - a. Letter from Secretary/Treasurer O'Donald

There was a discussion of the contract. Phil Casey asked about the humane Society and the length of time they keep a pet that is turned in. Secretary/Treasurer O'Donald stated that it was no longer a kill shelter and hadn't been for some time not. Stay animals are held for the state requirement of 48 hours then put up for adoption. The contract allows for feral cats to be trapped neutered and released as State Policy. Friendly cats to be placed for adoption and owner relinquishes. The contract also allows township residents to make use of the reduced-fee clinics and veterinarian services.

This was tabled until the next meeting as it was noticed that the amount of the contract wasn't clearly stated per year. Secretary O'Donald will go back to the Humane Society for clarification.

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: None

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

- 1.) Borough of Macungie request to use East Macungie Rd for detour on 10/12/2024 from 6:30-9:30 pm.
 - a. Letter from Sergeant/OIC Travis Kocher

The Borough of Macungie respectfully requests permission for the use of East Macungie Road in Upper Milford Township as a detour/alternate route during this year's Halloween Parade. The event will be held Saturday, October 12, 2024, from 06:30PM to 09:30 PM with an alternate/rain date of Sunday October 13, 2024.

MOTION: Supervisor Mohr made a motion to allow the use of Special Fire Police as requested in the letter from Sergeant/OIC Travis Kocher of Macungie borough on October 12 from 6:30 to 9:30 with an alternate date of October 13th, 2024, from station #19 & #28 if willing and available. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Bally Borough request for Fire Police for 10/21/2024 at 7pm
 - a. Letter from Bally Borough Secretary

The Bally Borough, on behalf of Eastern Berks Fire Police, is requesting fire police support for the annual Halloween Parade to be held on Monday, October 21, 2024, at 7:00 pm with a rain date of Thursday, October 24, 2024. Please contact Harry Simpson at harrysimpson70@msn.com or 484-374-8490 of Eastern Berks Fire Police for details on the exact times and details.

MOTION: Supervisor Zgura made a motion to allow the use of Special Fire Police as requested in the letter from Tammy Wood, secretary of Bally Borough on October 21 at 7:00 pm with an alternate date of October 24th, 2024, from station #19 & #28 if willing and available. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Resignation of Marcy Janowski – Zoning Hearing Board Stenographer effective 1/3/2025
 - a. Email from Marcy Janowski

I wanted to get back to you about next year's budget. After almost 34 years of covering meetings for Upper Milford Township I have decided to give someone else the opportunity to cover your meetings. I looked forward to seeing everyone on Monday nights and it was always a pleasure and some nights entertaining! Thank you for the opportunity to serve your township for such a long tenure.

MOTION: Supervisor Mohr made a motion to accept with regret the resignation of Marcy Janowski, Stenographer for the Zoning Hearing Board effective January 1, 2025. Supervisor Ashbrook 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: No Report

Emmaus Library: Lisa Marten, Library Board Representative gave a report that the New Library Director decided that she missed her work as youth Librarian and has resigned to take a position working as a Youth Librarian again. The library Board is in the process of looking for a new director. She also reported that the Community Heroes night that was started after the events of 9/11 by Martha Vines has continued and those invitations have gone out to the community and community leaders.

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

Daniel J. Mohr – Homecoming had rain and the entertainment was moved inside. They had a good day despite the rain and only lost about \$700.00 on the event.

Angela Ashbrook – No Report

John D. Zgura – No Report

Colt Hershinger asked about the signs for road work on Saint Peters Road. Manager Carter said he thought they would be taken down that the work will be done later.

EXECUTIVE SESSION: - Not needed

ADJOURNMENT: Meeting adjourned at 7:41 pm.

Chairman John D. Zgura

09/19/2024
Date

Secretary/Treasurer Jessi O'Donald

12:14 PM

09/19/24

UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
 September 19, 2024

Date	Num	Name	Paid Amount
100.01 · PLGIT - General Fund Ckg			
09/19/2024	23314	AmTrust North America	-5,355.00
09/19/2024	23315	Analytical Laboratories, Inc.	-95.00
09/19/2024	23316	Ascendance Truck Center	-134.19
09/19/2024	23317	BECHTELSVILLE ASPHALT	-134.64
09/19/2024	23318	Citizen's Fire Company Relief Association	-31,626.15
09/19/2024	23319	Gilmore & Associates, Inc	-8,922.74
09/19/2024	23320	KEYCODE INSPECTION AGENCY	-2,390.00
09/19/2024	23321	Marcy J. Janowski	-150.00
09/19/2024	23322	MASTER SUPPLY LINE	-38.68
09/19/2024	23323	Miller Municipal Supply, LLC	-718.00
09/19/2024	23324	Ott Consulting Inc.	-16,749.52
09/19/2024	23325	PA ONE CALL SYS.	-83.47
09/19/2024	23326	PENTELEDATA	-403.27
09/19/2024	23327	PMHIC	-39,591.98
09/19/2024	23328	PPL ELECTRIC UTILITIES	-89.55
09/19/2024	23329	TransEdge Truck Center	-321.09
09/19/2024	23330	unifirst	-209.16
09/19/2024	23331	VISA #6488 (KW)	-601.49
09/19/2024	23332	VISA #6512 (BC)	-152.16
09/19/2024	23333	VISA#2958 (JO)	-539.62
09/19/2024	23334	Wehrung's Macungie LLC	-71.94
09/19/2024	23335	Western District Fire Co Relief Assoc.	-31,626.15
09/19/2024	23336	4791 Churchview Rd	-100.00
Total 100.01 · PLGIT - General Fund Ckg			-140,103.80
TOTAL			-140,103.80

11:25 AM

09/19/24

UMT - HIGHWAY AID FUND
BOS Meeting AP Disbursements Report
 September 19, 2024

Date	Num	Name	Memo	Paid Amount
100.001 · PLGIT-State Liq Fuels Fund Ckg				
09/19/2024	2646	A-1 Traffic Control Products, LLC	4" center line painting for 2024	-19,320.84
Total 100.001 · PLGIT-State Liq Fuels Fund Ckg				-19,320.84
TOTAL				-19,320.84