

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
October 3rd, 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.

PUBLIC INPUT:

ACCEPTANCE OF MINUTES:

Approval of September 19th, 2024, regular meeting minutes.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. 23337 to 23368 in the amount of \$ 84,982.49

ACKNOWLEDGEMENT OF BANK TRANSFERS:

No Transfers

SOLICITOR'S REPORT:

OLD BUSINESS: - None

NEW BUSINESS:

- 1.) Request from Western District Fire Company
 - a.) Email from Michael Kline
- 2.) Presentation of Draft 2025 Budget
- 3.) Discussion of Workshop and Budget meeting
- 4.) Appointment of S. Zgura to fill the remaining vacant term until 01/02/2025
 - a. Memo from manager Carter

DEP MODULES / SEWAGE PLANNING: - None

PLANNING COMMISSION – OLD BUSINESS: - None

PLANNING COMMISSION – NEW BUSINESS: - None

SUBDIVISIONS – IMPROVEMENTS: - None

CORRESPONDENCE: - None

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

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 19th, 2024, 7pm
REGULAR MEETING MINUTES

Public Packet

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

Meeting 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.

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:

Jim Krippe of Mill Rd - Jim questioned what he called as racing on Mill Rd. He stated that now the racing was kicked off Buckeye that cars must be racing on Mill RD near Tank Farm Road as there are more and more black marks on the street that he notices each new day. Manager Carter will investigate.

Frank Kuklis of Shimerville Rd – Frank asked if there was an update on the Turnpike and the Mill Rd. Manager Carter stated the Board has a meeting with the Turnpike scheduled.

ACCEPTANCE OF MINUTES:

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

MOTION: Supervisor Mohr made a motion to accept the September 5th meeting 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. 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

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

SOLICITOR'S REPORT: No Report

OLD BUSINESS:

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

Manager Carter presented that this is the Resolution that the Board has discussed prior. The Fire Companies have reviewed the resolution and signed it and it is now in front of the Board of adoption.

MOTION: Supervisor Mohr made a motion to adopt Resolution 2024-034. Supervisor Zgura seconded the motion. Hearing no questions or comments, Supervisors Mohr and Zgura were in favor, Supervisor Ashbrook was opposed, motion carried.

NEW BUSINESS:

1.) Humane Society Contract for 2025-2028

This is the same contract presented last meeting verified at \$1,000.00 for the first year with an increase of 3.4% through December 31st, 2028, for cat TNR, stray turn in and pet relinquishment with access to the Vet clinic for services.

MOTION: Supervisor Mohr made a motion to approve the Animal Control contract through the Lehigh County Humane Society as presented. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2.) Indian Mill Creek Agreement

Solicitor Fisher explained that this is the agreement for the Township to remove the tennis court at the Indian Mill Creek Townhouse development. This is the last item in the finalization for that development. Supervisor Ashbrook asked if the cost was the same as first thought. Manager Carter stated it would be \$4000.00.

MOTION: Supervisor Mohr made a motion to approve the agreement to remove the Tennis Courts at the Indian Mill Creek Townhouses to finalize the development for a cost of \$4,000.00. Supervisor Ashbrook 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: None

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

- 1.) Resignation of Michael Gray from the Zoning Hearing Board
 - a. Email from Michael Gray

Email from Michael Gray stated that he was thankful for the opportunity with the Planning Commission but that he was relocating to the Harrisburg area and would need to resign his position.

MOTION: Supervisor Mohr made a motion to accept Michael Gray's resignation and have staff send a thank you letter. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Kline's Island Sewer System open House Invitation

Lehigh County Authority has issued an invitation for anyone who wants to learn more about the Kline's Island sewer plant and the information will be on our website.

OTHER ISSUES: - None

REPORTS:

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on website

Fire Companies: Both companies trained with e rural water movement class last week. Western District has Chicken BBQ on October 14th, and their mailer is already out. Citizen's Fire will have their mailer in out shortly. Citizen's Fire has a truck meeting on Wednesday.

Emmaus Library: Lisa Marten reported that the library has hired Lynnette Seager from the Southern Lehigh Library as interim Librarian until a perment employee can be found.

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

Daniel J. Mohr – No Report

Angela Ashbrook – Angela asked if the Draft Budget could be presented to the Public at the October 17th workshop meeting for the public to follow along as the Board discusses the budget.

Manager Carter explained the concerns of the public with outdated copies and the confusion that tends to cause. Secretary/Treasurer O'Donald explained how the budget timeline was set up and thoughts behind it. The Budget is for the Board of Supervisors to see first and ask questions or make changes before they present it to the public and advertise it for public comment. Colt Hershinger asked why the Board and the public can't see it at the same time and why the budget process is started so late. Secretary/Treasurer responded that so much information that is needed for the budget just comes into the Township in September, that is why the draft budget is completed for October and that the Board of Supervisors needs time to understand the information and make changes prior to discussing it with the public. Lauren Haponski suggested that the Budget be placed on the screens to reduce the amount of confusion with draft copies. Supervisor Zgura stated that

after the workshop meeting, he wanted to add another meeting so that the Board didn't have to answer four hours of questions at the next regularly scheduled meeting where they would then have to adopt the tentative budget. He asked for a meeting to be scheduled the week of October 21st with date to be set after staff could look at calendars. Solicitor Fisher suggested that the Board make a motion at the October 3rd meeting to set the special meeting date and approve the draft budget for public review for the October 17th Workshop meeting.

John D. Zgura – No Report

EXECUTIVE SESSION: - Not needed

ADJOURNMENT: Meeting adjourned at 7:36 pm

Chairman John D. Zgura

October 3rd, 2024
Date

Secretary/Treasurer Jessi O'Donald

UMT-GENERAL FUND
BOS Meeting AP Disbursements Report
October 3, 2024

Date	Num	Name	Paid Amount
100.01 - PLGIT - General Fund Ckg			
10/03/2024	23337	unifirst	0.00
10/03/2024	23338	American United Life Insurance Comp	-424.58
10/03/2024	23339	AMERICAN UNITED LIFE INSURANCE COMPANY	-269.14
10/03/2024	23340	Analytical Laboratories, Inc.	-95.00
10/03/2024	23341	AutoZone, Inc.	-23.44
10/03/2024	23342	Brian Miller - A/P	-507.50
10/03/2024	23343	CHRIN HAULING, INC.	-258.12
10/03/2024	23344	EMMAUS PUBLIC LIBRARY - Membership	-12,467.50
10/03/2024	23345	LEHIGH COUNTY AUTHORITY	-64.65
10/03/2024	23346	Lehigh Valley Scoopers	-276.00
10/03/2024	23347	Linde Gas & Equipment Inc	-20.46
10/03/2024	23348	MASTER SUPPLY LINE	-169.15
10/03/2024	23349	Miller Municipal Supply, LLC	-1,658.00
10/03/2024	23350	Monks Security Systems Inc	-357.00
10/03/2024	23351	PMRS	-2,353.87
10/03/2024	23352	PPL ELECTRIC UTILITIES	-1,373.53
10/03/2024	23353	PSAB - MRT	-56,140.00
10/03/2024	23354	Richter Total Office	-67.21
10/03/2024	23355	Sealmaster	-36.00
10/03/2024	23356	sherwin williams	-30.57
10/03/2024	23357	Silt Containment Solutions Inc	-420.50
10/03/2024	23358	Snyder Technologies	-2,805.00
10/03/2024	23359	Sunoco Universal	-2,235.12
10/03/2024	23360	TOSHIBA BUSINESS SOLUTIONS	-104.93
10/03/2024	23361	TOSHIBA FINANCIAL SERVICES	-163.48
10/03/2024	23362	unifirst	-240.26
10/03/2024	23363	Verizon Wireless	-153.04
10/03/2024	23364	Wehrung's Macungie LLC	-192.39
10/03/2024	23365	WORTH, MAGEE & FISHER	-1,396.30
10/03/2024	23366	Zimmerman, Michelle (Hinkle)	-652.50
10/03/2024	23367	4265 Tank Farm Rd	-23.99
10/03/2024	23368	4802 Meadowview Terrace	-3.26
Total 100.01 - PLGIT - General Fund Ckg			-84,982.49
TOTAL			-84,982.49