

Lower Milford Township
Lehigh County, Pennsylvania
Board of Supervisors
April 16, 2020 Regular Meeting-Virtual via Zoom
MINUTES

Present: Donna Wright, Chair; Ellen Koplin, Vice-Chair; Mark Cappuccio, Esq., Solicitor and 16 public attendees (Atty. Cappuccio announced that John Quigley, Supervisor, could not be available).

The meeting was convened at 6:30 PM by Chair Wright and the Pledge of Allegiance was recited.

No public comments were received at this time.

Koplin announced that since June 2015, we have relied upon Joe Rudolf at Clark Hill to serve as Special Labor Counsel for the Township. Last Fall, he helped defend the Township in litigation by a former police officer. Most recently, he began assisting with an investigation of potential improprieties. At the recommendation of the Township Solicitor to update this representation, I make a MOTION: We renew our engagement of Mr. Rudolf and his law firm, Clark Hill, to assist with this on-going investigation and approve this new Engagement Letter. SECONDED by Wright and unanimously approved.

Wright announced that Minutes of February 6, February 20, and April 2 will be prepared and available for action when normal meetings resume.

The Treasurer's Report as of February 29, 2020 was read by Wright:

• General Fund	\$ 818,118.32
• Historical Registry Fund	5,734.50
• Rec. & Open Space Fund	7,097.88
• Sewer Fund	53,879.53
• Capital Reserve Fund	33,010.44
• Fire Fund	203,924.82
• Highway Capital Improvement	322,320.65
• State Liquid Fuels Tax Account	60,676.15
• Developer Escrow (Non-Township Funds)	43,167.61

Motion by Koplin to accept the Treasurer's report as read, Seconded by Wright and unanimously approved.

Motion by Koplin to authorize paying all bills which are not specifically itemized on Resolution 2020-2. Seconded by Wright with the exception of the Best Buy purchase on February 19, 2020 in the amount of \$109.98 not be paid until further investigation. Koplin amended the motion to include Wright's exception. Motion unanimously approved.

Wright announced that the Zoning Report, Public Works Report and the Ambulance Report are available to view on the Township's website.

Under Old Business:

Wright announced that we needed to provide approved signatories to the Bank and Quigley has stated that he would not be signing any checks for the Township. Wright, Koplin and Treasurer Smith would be provided to the Bank as approved signatories. Atty. Cappuccio was concerned that all Supervisors names must be provided. Wright reminded him that because Quigley refused to sign the bank paperwork earlier this year, the Bank insisted that if all current Board members do not sign, current Supervisor Koplin and Treasurer Smith could not sign checks but the Bank would accept signatures from a previous Supervisor who is no longer in office and the former Manager who was not bonded as Treasurer. Atty. Cappuccio will be discussing the problem with the Bank and straighten it out. Motion by Koplin to authorize Wright, Koplin, Quigley and Treasurer Smith as Bank signatories. Seconded by Wright and unanimously approved.

Motion by Koplin to approve advertising for road material and road repair bids with a revision to the advertisement that the Seal Coat Contract Bid specify the bid price is per square yard and the square yards listed for the road(s) is strictly an estimate. Seconded by Wright and unanimously approved.

Motion by Koplin to authorize Lower Milford Fire Police to assist the Borough of Coopersburg with the event as requested. Seconded by Wright and unanimously approved.

Motion by Koplin to approve the request by the Public Works Department to amend the current Bargaining Unit Contract to delete the Election Day Holiday and add an additional Personal Day. Seconded by Wright and unanimously approved.

Under New Business

Motion by Koplin to appoint Stacy Smith, Treasurer, as Acting Township Secretary. Seconded by Wright and unanimously approved.

Wright announced receipt of a request from the Mt. Trexler facility located on Saint Joseph Road in Upper Saucon Township, to connect to Lower Milford's Limeport Wastewater Treatment Plant. The Township Engineer will be consulted to ascertain what information is needed to consider the request feasible.

Wright announced correspondence received from the Township Codes Official, Township Sewage Enforcement Officer and the Township Zoning Officer concerning the property located at 3156 Cassel Road. The property has building code violations, malfunctioning sewage system with effluent visible on the surface as well as Zoning Ordinance violations. Enforcement action is taking place.

Motion by Koplin to declare reconstruction of the Pohl property at 8371 Milky Way, which was destroyed by fire, to be considered emergency construction and any and all permits required to be processed. Seconded by Wright and unanimously approved.

A Public Works Employee who was seriously injured in 2019 is requesting that his unused 2019 vacation be carried over to 2020. The contract provides for one week only to be carried over to the next year. Motion by Koplin to approve all unused vacation and eligible time-off to be carried from 2019 to 2020 and used at employee's preference. Seconded by Wright and unanimously approved.

Under Correspondence:

Wright announced that the Township received correspondence from the Mumbauer's regarding a parcel of land; a petition concerning ATV use on private property; and air quality information as it relates to Covid19. These items will be addressed at a later meeting.

Upcoming meeting schedule is available on the Township website.

Under Public Comments:

Rachael Schmidt, who declined to give an address but indicated she was a Lower Milford resident, asked when the Manager position would be filled. Wright advised her the Supervisors are going to be looking at all personnel needs.

Motion by Koplin to adjourn the meeting at 7:14 PM, seconded by Wright and unanimously approved.

Respectfully submitted,

Stacy Smith, Acting Township Secretary

APPROVED