

LOWER MILFORD TOWNSHIP
Lehigh County
BOARD OF SUPERVISORS
January 2, 2018 Regular Meeting
MINUTES

Present: Supervisor Donna Wright, Supervisor Michael Snovitch, Temporary Chair John Quigley, Ellen Koplin, Township Manager, Erin Aronson, Esq., Solicitor and 2 audience members

The meeting was convened at 8:04 PM by Temporary Chair Quigley.

Supervisor Wright continued to abstain from participating in the meeting.

No citizen comments were received at this time.

Motion by Snovitch to approve the December 21, 2017 Regular Meeting Minutes. Seconded by Quigley and unanimously approved

The Treasurer's Preliminary Report ending December 31, 2017 (cash & investments) was read.

• General Fund	\$875,831.00
• Rec. & Open Space Fund	4,945.00
• Sewer Fund	55,994.00
• Capital Reserve Fund	22,739.00
• Fire Fund	160,737.00
• Highway Capital Improvement Fund	318,620.00
• State Liquid Fuels Tax Account	46,677.00
• Developer Escrows (Non Twp. Funds)	48,970.00

Motion by Snovitch to accept the December 31, 2017 Treasurer's Preliminary Report as read, seconded by Quigley and unanimously approved.

Motion by Snovitch to pay the January 2018 bills, seconded by Quigley and unanimously approved.

Quigley announced the Manager's Report, Public Works and Zoning reports were available.

No Fire Company report was submitted

No Auditor's Report was submitted

No Ambulance Report was received for December 2017

No Library Representative report was submitted

No Old Business

Board of Supervisors January 2, 2018 Regular Meeting Minutes

Under New Business:

Motion by Snovitch to adopt Resolution 2018-1 setting the Township Fee Schedule. Seconded by Quigley and unanimously approved.

Motion by Snovitch to adopt Resolution 2018-2 authorizing payment of certain expenses. Seconded by Quigley and unanimously approved.

Motion by Snovitch to adopt Resolution 2018-3 establishing sewerage tapping and user fees. Seconded by Quigley and unanimously approved.

Motion by Snovitch to adopt Resolution 2018-4 appointing Girard Graham to a five-year term on the Zoning Hearing Board. Seconded by Quigley and unanimously approved.

Koplin reviewed the proposed changes and additions to the Employee Handbook.
Motion by Snovitch to approve the changes and additions to the Employee Handbook as proposed. Seconded by Quigley and unanimously approved.

Koplin reviewed the current purchasing policy and the Board members agreed it is quite outdated. Koplin and Wendy Stryker, Treasurer, will put a proposal together to be considered at the February meeting.

No Correspondence was received.

On motion by Snovitch, seconded by Quigley, the meeting adjourned at 8:33 PM.

Respectfully submitted,

Ellen L. Koplin
Township Manager/Secretary

APPROVED