

**LOWER MILFORD TOWNSHIP**  
Lehigh County  
**BOARD OF SUPERVISORS**  
January 3, 2017 Regular Meeting  
**MINUTES**

Present: Chair Donna Wright, Vice-Chair Michael Snovitch, Supervisor John Quigley, Ellen Koplin, Township Manager, Erin Kernan, Esq., Solicitor and 3 audience members

The meeting was convened at 8:59 PM by Chair Wright and the Pledge of Allegiance was recited.

No citizen comments were received at this time.

The December 21, 2016 Regular Meeting Minutes were tabled until the February regular meeting.

The Treasurer's Preliminary Report for December 31, 2016 (cash & investments) was read.

• General Fund	\$809,307.00
• Rec. & Open Space Fund	9,094.00
• Sewer Fund	65,680.00
• Capital Reserve Fund	17,646.00
• Fire Fund	631,736.00
• Highway Capital Improvement Fund	316,787.00
• State Liquid Fuels Tax Account	21,488.00
• Developer Escrows (Non Twp. Funds)	56,841.00

Motion by Quigley to accept the December 31, 2016 Treasurer's Preliminary Report as read, seconded by Snovitch and unanimously approved.

Motion by Quigley to pay the January 2017 bills, seconded by Snovitch and unanimously approved.

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

The Roy Lot Line Change Plan has been submitted to the Planning Commission.

No Fire Company report was submitted

No Auditor's Report was submitted

No Ambulance Report was received for December 2016

No Library Representative report was submitted

Under Old Business:

Wright read the Proclamation for National School Choice Week. Motion by Quigley to adopt, seconded by Snovitch and unanimously approved.

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Koplin presented handouts and information to the public and audience for the MS4 Stormwater Education on Best Management Practices for homeowners, i.e., rain gardens, rain barrels, infiltration pits and techniques. She discussed the various options and invited the public to learn more on the website.

Under New Business:

Motion by Quigley to adopt Resolution 2017-1 setting the Township Fee Schedule. Seconded by Snovitch and unanimously approved.

Motion by Quigley to adopt Resolution 2017-2 authorizing payment of certain expenses. Seconded by Snovitch and unanimously approved.

Motion by Quigley to adopt Resolution 2017-3 establishing sewerage tapping and use fees. Seconded by Snovitch and unanimously approved.

Motion by Snovitch to adopt Resolution 2017-4 appointing Denise Holob to a five-year term on the Zoning Hearing Board. Seconded by Quigley and unanimously approved.

Motion by Quigley to adopt Resolution 2017-5 adopting the Municipal Records Manual issued for the Local Government Records Committee by the Pennsylvania Historical and Museum Commission, Bureau of Archives and History, dated December 16, 2008, amended July 23, 2009 as Lower Milford Township's retention and/or disposal policy. Seconded by Snovitch and unanimously approved.

Under Correspondence: Teamsters Local 773 submitted a reminder notice that contract renegotiations will take place prior to September 2017.

A meeting/workshop will be held by the Board of Supervisors on February 2 and the regular meeting of the Board of Supervisors will again be held on the third Thursday of the month.

Justin and April Hausman requested the Supervisors consider assisting them with the preservation of the Best property that they purchased which adjoins their already preserved farm. The Lehigh County Cap for preservation is \$5,000 per acre and their appraisal is \$6,700 per acre. They would appreciate a portion of the difference if possible. Snovitch requested it be thoroughly researched and the Solicitor will contact the Director of Farmland Preservation to discuss.

On motion by Snovitch, seconded by Quigley, the meeting adjourned at 8:25 PM.

Respectfully submitted,

Ellen L. Koplin  
Township Manager/Secretary