

Lower Milford Township

Lehigh County, Pennsylvania

Board of Supervisors

June 15, 2023, Regular Meeting

MINUTES

Present: Donna Wright, Chair; Ellen Koplin, Vice-Chair; Lowell Linde, Supervisor; Mark Eastburn, Township Solicitor; Emily Fucci, Township Administrator/Secretary; and 10 members of the Public.

The meeting was called to order at 6:33PM by Wright.

All stood for the pledge of allegiance.

Motion by Linde to approve the May 18, 2023 Regular Meeting minutes as presented. Seconded by Koplin and unanimously approved.

Linde read the Treasurer's report as of May 31, 2023 aloud:

• General Fund	\$ 1,713,773.00
• Historical Registry Fund	5,735.00
• Sewer Fund	31,388.00
• Capital Reserve Fund	43,420.00
• Fire Fund	152,120.00
• Highway Capital Improvement	326,455.00
• ARPA of 2021 Fund	73,444.00
• State Liquid Fuels Tax Account	342,416.00
• Developer Escrow (Non-Township Funds)	41,880.00

Motion by Koplin to approve the Treasurer's report as of May 31, 2023 as read. Seconded by Linde and unanimously approved.

Motion by Linde to authorize paying the June 2023 bills. Seconded by Koplin and unanimously approved.

Wright announced the Administrator Report for June 15, 2023.

Wright announced the Zoning Report for May 2023.

Wright announced the Public Works Report for May 2023.

Wright announced the Macungie Ambulance Report of May 2023.

Under Old Business:

Eastburn provided the Board with background on the Well Isolation Waiver Request Agreement for Edward F. Kaba at 1680 Limeport Pike. Edward Kaba voiced his opinion that the requirements on Page 3, Paragraph 8 requiring as built drawing “prepared by a surveyor” were not necessary and requested its removal. Kaba presented to the Board the as-built drawing completed by his sewer design engineer. Motion by Koplin to approve the Well Isolation Waiver Request Agreement for Edward F. Kaba at 1680 Limeport Pike with the wording “prepared by a surveyor” on page 3, paragraph 8 stricken from the agreement and accept the as built drawing completed by Craig Cox of Earthtex. Seconded by Linde and carried unanimously.

Wright acknowledged receipt of the Compliance Audit for Lower Milford Township Pension Plan for the Period of January 1, 2018 to December 31, 2022. Fucci provided the Board with an overview of the audit finding, including an overpayment of funds due to a previous employee forfeiture.

Wright read a June 7, 2023 memo from Fucci aloud regarding a verbal observation of the pension audit, which requested that the Township document how they will handle pension forfeitures on a case-by-case. Motion by Koplin to approve the recommendation as detailed in the June 7, 2023 memo that forthcoming forfeitures received from prior employees Drake Brintzenhoff, Tyler Schmeltze and Stacy Smith are held by the Township and put towards the allocation of State aid scheduled to be received for 2023 pension contributions. Seconded by Linde and carried unanimously.

Under New Business:

Discussion was held on the performance of the voucher system for adult feral cat trap-neuter-release services in the current Sanctuary at Haafsville contract. Motion by Linde to renew the contract with the Sanctuary at Haafsville for July 1, 2023 through December 31, 2023, continuing the use of vouchers and a limit of three (3) per property for the year. Seconded by Koplin and carried unanimously.

Motion by Koplin to approve Linde as the designated Board of Supervisors key holder, as called for in Resolution 2022-10 Security Policy. Seconded by Linde and carried unanimously.

Motion by Koplin to approve the Emmaus Borough Police Department request for the Lower Milford Township Fire Police at the Emmaus Halloween Parade on Saturday, October 21, 2023 with a rain date of Sunday, October 22, 2023, if the Fire Police chooses to. Seconded by Linde and carried unanimously.

Under Correspondence:

Wright acknowledged the Zoning Hearing Board Notice of Appeal from Upper Milford Township for 6702 Vera Cruz Road S for a special exception for a detached dwelling unit.

Under Public Comment:

Jean Schoch asked what the Upper Milford Township Zoning Hearing Board Notice of Appeal was for.

Jason Flexer asked what the “rake issue” on the public works report was in reference to and commented on the quality of pave work recently done on a section of Buhman Road.

Motion by Linde to adjourn the meeting. Seconded by Koplín and unanimously approved.

Meeting adjourned at 7:11PM.

Respectfully Submitted,



Emily Fucci
Township Secretary

APPROVED