

Lower Milford Township

Lehigh County, Pennsylvania

Board of Supervisors

February 16, 2023, Regular Meeting

MINUTES

Present: Donna Wright, Chair; Ellen Koplin, Vice-Chair; Lowell Linde, Supervisor; Mark Cappuccio, Township Solicitor; Emily Fucci, Township Administrator; Stacy Smith, Township Secretary; and 11 members of the Public.

The meeting was called to order at 6:30PM by Wright.

Wright announced an executive session was held on January 5, 2023 for litigation and February 8, 2023 for personnel.

All stood for the pledge of allegiance.

Motion by Linde to approve the January 3, 2023 Organization Meeting minutes as presented. Seconded by Koplin and unanimously approved.

Motion by Linde to approve the January 3, 2023 Regular Meeting minutes as presented. Seconded by Koplin and unanimously approved.

Wright read the Treasurer's report as of December 31, 2022 aloud:

• General Fund	\$ 1,615,300.00
• Historical Registry Fund	5,735.00
• Sewer Fund	21,753.00
• Capital Reserve Fund	43,135.00
• Fire Fund	429,028.00
• Highway Capital Improvement	324,152.00
• ARPA of 2021 Fund	131,325.00
• State Liquid Fuels Tax Account	130,964.00
• Developer Escrow (Non-Township Funds)	48,122.00

Motion by Koplin to approve the Treasurer's report as of December 31, 2022 as read. Seconded by Linde and unanimously approved.

Wright read the Treasurer's report as of January 31, 2023 aloud:

• General Fund	\$ 1,582,534.00
• Historical Registry Fund	5,735.00
• Sewer Fund	35,071.00

- Capital Reserve Fund 43,143.00
- Fire Fund 428,918.00
- Highway Capital Improvement 324,072.00
- ARPA of 2021 Fund 131,843.00
- State Liquid Fuels Tax Account 130,986.00
- Developer Escrow (Non-Township Funds) 46,212.00

Motion by Linde to approve the Treasurer’s report as of January 31, 2023 as read. Seconded by Koplín and unanimously approved.

Discussion held on the inclusion of the first quarter donation to the Southern Lehigh Public Library (SLPL) of \$5,000 in the February 2023 bills. Koplín stated she would like to see the donation held until a decision is rendered regarding the inclusion of Lower Saucon Township into SLPL. Linde agreed. Motion by Koplín to authorize paying the February 2023 bills and hold the SLPL check until further notice. Seconded by Linde and unanimously approved.

Wright announced the Administrator Report for January and February 2023.

Wright announced the Zoning Report for January 2023.

Wright announced the Public Works Report for January 2023.

Wright announced the Secretary Report for January 2023.

Wright announced the Macungie Ambulance Report of January and February 2023.

Lower Milford Township Fire Company Representative Ed Miller announced that the Fire Company was awarded a \$15,000 grant from Milou Mackenzie’s office. Miller also provided updates on the completion of the DCED Fire Study reports, the repair of the generator at the Fire Station and the anticipation completion of the new brush truck in April or May of 2023.

Under Old Business:

A letter of interest was received from Jeffrey Tankred to serve on the Vacancy Board for 2023. Motion by Linde to appoint Jeffrey Tankred to the Vacancy Board for 2023, with the term expiring on December 31, 2023. Seconded by Koplín and unanimously approved.

Motion by Linde to provide a two percent “cost of living adjustment” to all non-union employees and salary adjustments of \$3,000 to the Township Treasurer and \$5,000 to the Township Administrator/Zoning Officer, setting the 2023 non-union employee wages at:

Township Secretary: \$49,980

Township Treasurer: \$56,040

Township Administrator/Zoning Officer: \$69,260

Seconded by Koplin and unanimously approved.

Under New Business:

Motion by Koplin to appoint the firm of Gilmore and Associates, Inc as the Assistant Township Zoning Officer for the purpose of Timber Harvest Applications. Seconded by Linde and unanimously approved.

The Board acknowledged the resignation letter of Ryan Fields from the SLPL Board, noting that his resignation letter was addressed to the incorrect entity.

The Board acknowledged the January 27, 2023 resignation letter of Danelle Roy. It was noted that the letter was received without a date, but that a date stamped email was available to verify the date of submission.

Discussion was held on the potential purchase of the 2016 Bomag Vibratory Roller, which included review of a memo drafted by the Public Works Foreman regarding the status of the Township's current 1995 Ingersoll Rand Roller and details on the new roller. Motion by Linde to approve the purchase of the 2016 Bromag Vibratory Roller from Stoney Creek Rentals for \$21,900 from the ARPA fund. Seconded by Koplin and unanimously approved.

Resident Tim Cogle questioned if additional quotes were received. Cogle was advised that the Foreman provided the Board with prices of the same machine with various hours of use for reference, noting that it is difficult to obtain quotes for identical used equipment. A resident asked how many hours were on the new roller.

Motion by Koplin to approve the sale of the Township's 1995 Ingersoll Rand Roller on Municibid without a reserve price. Seconded by Linde and unanimously approved.

Discussion was held on the potential purchase of a new tractor and mower, specifically a 2018 New Holland Powerstart 75 Tractor with a Bomford Turner Flail Mower from Sadsbury Township, Lancaster County, for a price of \$60,000. Koplin stated she would like to review the costs to invest in the current John Deere tractor and purchase a new mower. Wright concluded that additional research needs to be completed prior to any decision making.

Motion by Koplin to accept and authorize the proposal from the Township Treasurer to set up a General Fund CD of \$200,000 for twelve (12) months with Embassy Bank at the rate of 4.5%. Seconded by Linde and unanimously approved.

Motion by Linde to authorize a Lower Milford Township Bank of America Business Card to the Public Works Foreman with a limit of \$3,000. Seconded by Koplin and unanimously approved.

Motion by Linde to accept the recommendation from Cowan Associates, Inc and authorize escrow release number two in the amount of \$45,001.80 for SJC Development Group, Inc regarding the 6421 Dekrane Drive Land Development Plan. Seconded by Koplin and unanimously approved.

Discussion held on the Zoning Hearing Board notice of appeal Docket 23-01. Fucci provided the Board with information on damage created to the property's septic system during the recent installation of ground-mounted solar panels. Motion by Koplin to request representation from Eastburn and Gray to appear at the Zoning Hearing for Docket 23-01 to raise objections and set conditions for the repair of the damaged septic lines, a certificate of occupancy for the open ground-mount solar permit and general zoning compliance of the property prior to an approval of the application. Seconded by Linde and unanimously approved.

Motion by Linde to accept Resolution 2023-7 setting a sewage usage billing scheduled. Seconded by Koplin and unanimously approved. Wright requested the resolution be shared with Limeport WWTP customers as appropriate.

Under Correspondence:

Wright announced receipt of an overview from Limeport Stadium on the seating renovation project. Discussion was held on the impact of the seat replacement on the Stadium's eligibility for the National Historic Registry. Motion by Koplin to recommend the Historic Commission provide a letter to the Limeport Stadium regarding an application to the National Historic Registry and their cooperation in allowing the Township to proceed with an application. Seconded by Linde and unanimously approved.

Wright announced receipt of "Notice of Completed Financial Audit of Magisterial Court# 31-2-03, County of Lehigh, Pennsylvania for the period of January 1, 2020 to December 31, 2023".

Wright announced receipt of the Turning Point of the Lehigh Valley's January 2023 newsletter.

Under Public Comment:

Jean Schoch questioned why the Magistrate's audit was performed from 2020 until 2021. Wright responded the Board was unable to answer, as the audit was performed by the Magistrate and not the Township.

E.J. Rovella, resident and member of the Maplewood Development Homeowner's Association, offered appreciation for a meeting that was held with the Township and representatives of Maplewood developer, Gambone. Rovella restated several issues that had been raised by the HOA during the Township's meeting with Gambone. Koplin advised that a memo outlining the meeting will be provided to the HOA once available.

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

Meeting adjourned at 7:53PM.

Respectfully Submitted,



Emily Fucci
Township Secretary

APPROVED