

LOWER MILFORD TOWNSHIP

Lehigh County

BOARD OF SUPERVISORS

Monday, January 3, 2022, Organization Meeting

MINUTES

Present: Donna Wright, Chair; Ellen Koplin, Vice Chair; Lowell Linde, Supervisor; Mark Cappuccio, Esq., Solicitor; Emily Fucci, Township Administrator; Stacy Smith, Township Secretary; and 14 members of the Public.

Cappuccio calls meeting to order at 6:33 PM and the Pledge of Allegiance was recited.

Cappuccio called for a motion of the Appointment of Temporary Chair.

Koplin made the motion to nominate Wright as Temporary Chair. Seconded by Linde. 3 Ayes

Wright made the motion to nominate Smith as Temporary Secretary. Seconded by Koplin. 3 Ayes

Koplin made the motion to Appoint Wright as Chair for the 2022 year. Seconded by Linde. 3 Ayes

Linde made the motion for to Appoint Koplin as Vice-Chair for the 2022 year. Seconded by Wright. 3 Ayes

Linde made the motion to Appoint Smith as Secretary. Seconded by Koplin. 3 Ayes

Koplin made a motion to Appoint Stryker as Treasurer. Seconded by Linde. 3 Ayes.

Koplin made the motion to Appoint Mark Cappuccio Esq. of Eastburn & Gray as Township Solicitor. Seconded by Linde. 3 Ayes.

Linde made the motion to Appoint Mark Cappuccio of Eastburn & Gray as the Solicitor for the Planning Commission. Seconded by Koplin. 3 Ayes.

Koplin made the motion to Appoint Clark Hill as the HR Council Attorney. Seconded by Linde. 3 Ayes.

Linde made the motion to Authorize Supervisors to work on Township roads in 2022. Seconded by Koplin. 3 Ayes.

Linde made the motion for the Board of Supervisors meetings be held on the 3rd Thursday of each month at 6:30 PM. Seconded by Koplin. 3 Ayes.

Koplin made the motion for the Board of Supervisors Workshop meetings be held the 1st Thursday of each month at 6:30 PM. Seconded by Linde. 3 Ayes.

Linde made the motion to Authorize advertisement of the 2022 Township meetings. Seconded by Koplin. 3 Ayes.

Linde made the motion to Appoint Fucci as the Township Delegate for the Annual PSATS Convention. Seconded by Koplin. 3 Ayes.

Koplin made the motion to Appoint Cowan Associates as the Township Engineer. Seconded by Linde. 3Ayes.

Koplin made the motion to Appoint Cowan Associates as the Code Official & Building Inspector. Seconded by Linde. 3 Ayes.

Koplin made the motion to Appoint Wynn Associates Inc. as the Township Forester. Seconded by Linde. 3 Ayes.

Linde made the motion to Appoint Embassy Bank as the depository for Lower Milford Township. Seconded by Koplin. 3 Ayes.

Wright made the motion to Authorize signatures for the Embassy Bank accounts as Wright, Koplin, Linde and Stryker. Seconded by Linde. 3 Ayes

Koplin made motion to Appoint John Kortvely as Primary Sewage Enforcement Officer. Seconded by Linde. 3 Ayes.

Koplin made the motion to Appoint Charyn Ayoub as Alternate Sewage Enforcement Officer. Seconded by Linde. 3 Ayes.

Letter of Interest was received by Jeffery Tankerd to serve on the Vacancy Board.

Koplin made the motion to Appoint Jeffery Tankerd to the Vacancy Board. Seconded by Linde. 3 Ayes.

Wright made the motion to Appoint Linde as the Agricultural Advisory Board to serve as Chair. Seconded by Koplin.3 Ayes.

Motion by Koplin to Appoint Cathleen Bannon to a four-year term on the Planning Commission. Seconded by Linde. 3 Ayes.

Motion by Wright to Appoint Gail Linde to a four-year term on the Planning Commission. Seconded by Koplin. 2 Ayes. 1 Abstention. (Wife of Supervisor)

Letter of Interest submitted by Denise Holub to continue the Zoning Hearing Board.

Linde made motion to Appoint Danelle Roy to a three-year term to Historical Commission. Seconded by Koplin. 3 Ayes.

Linde made motion to Appoint William Roy to the Agricultural Security Area Board. Seconded by Koplin. 3 Ayes.

Koplin made the motion to Appoint Stryker to the Lehigh County Tax Collection Committee. Second by Linde. 3 Ayes.

Linde made the motion to Appoint Stryker as the Open records Officer. Seconded by Wright. 3 Ayes.

Linde made a motion to set wages for Non-Union Employees. Seconded by Koplin. 3 Ayes.

Bookkeeper/Treasurer
\$52,000

Township Administrator / Zoning/Planning Administrator
\$63,000

Township Secretary/Assistant Treasurer
\$49,000

Wright announced the 2021 union wage increase as per the (2017-2022) Contract.

Public Works Foreman	\$ 31.83
Equipment Operator/Maintenance Person	\$ 28.03
Laborer	\$ 20.39

Koplin made the motion to establish the reimbursement rate for employees using personal vehicles for Township business at the rate of .58 cents per mile (IRS) rate. Seconded by Linde. 3 Ayes.

Wright made the announcement that Berkheimer has been selected by the Lehigh County Tax Collection Committee as the Earned Income Tax and Local Services Tax Collector for Lower Milford Township in 2022.

Koplin made the motion to set the Bond amounts as 1,000,000 for the Treasurer and \$500,000 for the Administrator. Second by Linde. 3 Ayes

Linde made the motion to accept the following Holidays the Township Building will be closed in 2022. Seconded by Koplin. 3 Ayes.

January 17

February 21

April 15

May 30

July 4

September 5

November 24

November 25

December 23

December 26

December 30

Koplin made the motion to accept Resolution 2022-1 Setting of Fee Schedule. Seconded by Linde. 3 Ayes.

Linde made the motion to accept Resolution 2022-2 Authorization of payments for certain Expenses. Seconded by Koplin. 3 Ayes.

Koplin made the motion to accept Resolution 2022-3 Appointment of Denise Holub to the Zoning Hearing Board. Seconded by Linde. 3 Ayes.

Public Comments:

Linde made the motion to adjourn the meeting. Seconded by Koplin. 3 Ayes.

Meeting Adjourned at 7:11 PM

Respectfully Submitted,

Stacy R. Smith
Township Secretary

APPROVED