

Lower Milford Township

Lehigh County, Pennsylvania

Board of Supervisors

March 16, 2023, Regular Meeting

MINUTES

Present: Ellen Koplin, Vice-Chair; Lowell Linde, Supervisor; Mark Cappuccio, Township Solicitor; Emily Fucci, Township Administrator; and 8 members of the Public.

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

Koplin announced an executive session was held on February 16, 2023 for litigation and personnel, and on March 16, 2023 for litigation.

All stood for the pledge of allegiance.

Motion by Linde to approve the February 16, 2023 Regular Meeting minutes as presented. Seconded by Koplin and unanimously approved.

Fucci read the Treasurer's report as of February 28, 2023 aloud:

• General Fund	\$ 1,660,539.00
• Historical Registry Fund	5,735.00
• Sewer Fund	17,726.00
• Capital Reserve Fund	43,204.00
• Fire Fund	429,246.00
• Highway Capital Improvement	324,669.00
• ARPA of 2021 Fund	110,077.00
• State Liquid Fuels Tax Account	127,804.00
• Developer Escrow (Non-Township Funds)	44,831.00

Motion by Linde to approve the Treasurer's report as of February 28, 2023 as read. Seconded by Koplin and unanimously approved.

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

Koplin announced the Administrator Report for March 16, 2023.

Koplin announced the Zoning Report for February 2023.

Koplin announced the Public Works Report for February 2023.

Koplin announced the Macungie Ambulance Report of February 2023.

Lower Milford Township Fire Company Representative Ed Miller announced that the Fire anticipates completion of the new brush truck in April or May of 2023 and the Fire Company's first Craft Show was being held on March 25, 2023 from 10:00AM to 4:00PM.

Under New Business:

Koplin announced the termination of the Township Secretary had been the subject of an executive session for personnel and although Chair Wright was not present for this evening's meeting, the decision had full support of the Board. Motion by Linde to ratify the termination of the Township Secretary. Seconded by Koplin and unanimously approved.

Motion by Linde to adopt the new job descriptions as presented for the positions of Township Administrator/Manager, Zoning Officer and Planning Administrator, Township Treasurer, Township Secretary and Administrative Assistant. Seconded by Koplin and unanimously approved.

Motion by Linde to authorize the advertisement of the Administrative Assistant position for hiring. Seconded by Koplin and unanimously approved.

Motion by Linde to appoint Fucci as the Township Secretary for the remainder of 2023. Seconded by Koplin and unanimously approved.

The appointment of a representative to the Southern Lehigh Public Library Board was tabled until April to allow for the receipt of additional applications.

Koplin read the 2023 proposed road bids aloud. Motion by Linde to authorize the advertisement of the 2023 road bids. Seconded by Koplin and unanimously approved.

Koplin read a summary of the three quotes received for the 2023 lawn care. Motion by Linde to accept the quote from Little Creek Farm for the 2023 lawn care. Seconded by Koplin and unanimously approved.

Motion by Linde to authorize Cowan Associates, Inc to review the Maplewood Subdivision escrow agreements and provide new construction cost estimates. Seconded by Koplin and unanimously approved.

Discussion was held on Docket 23-02, appeal of Joseph Mahalick for a special exception. No action was taken by the Board.

Discussion held on the remaining ARPA funding and the Limeport WWTP Sewer Fund's need for additional funding to assist in paying upcoming bills, including the three-year insurance policy renewal premium, permit renewals and general repairs. Motion by Linde to approve the release of \$37,143.32, in ARPA funding to the Limeport WWTP Sewer Fund, in addition to the release of \$1,629.00 to provide payment for an open invoice from Main Pool and Chemical Company and \$2,530.00 to provide payment for an open invoice from All State Septic Systems, LLP. Seconded by Koplin and unanimously approved.

Motion by Linde to authorize the request from Borough of Macungie for the Lower Milford Township Fire Police Assistance during the upcoming Antique Truck Show (June 16 and June 17, 2023), Das Awkscht Fescht Car Show (August 4, 5, and 6, 2023) and Wheels of Time Car Show (August 25, 26 and 27, 2023). Seconded by Koplín and unanimously approved.

Under Correspondence:

Koplín announced the receipt of Upper Milford Township's DCNR Grant support request for improvements to Lenape Park.

Koplín announced receipt of the LVPC annual organization report.

Koplín announced receipt of the State Transportation Commission 2023 public outreach campaign for the update of the 12-year program.

Koplín announced receipt of the Lehigh County Conservation District Vector Borne Disease Control Program. Motion by Linde to have the Public Works Foreman receive training to become certified for pesticide application for the Vector Borne Disease Control Program. Seconded by Koplín and unanimously approved.

Koplín announced receipt of the 2023 PSATS proposed by-law amendment for dues increases.

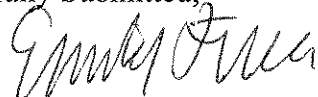
Under Public Comment:

Jean Schoch questioned that Fucci was now going to be the Township Secretary, in addition to her other roles. Fucci clarified her role as Township Secretary is in reference to being the clerk for the Board of Supervisor. The newly created job position for Administrative Assistant will retain all other job responsibilities previously held by secretary.

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

Meeting adjourned at 7:03PM.

Respectfully Submitted,



Emily Fucci
Township Secretary