

LOWER MILFORD TOWNSHIP
Lehigh County
BOARD OF SUPERVISORS
Monday, January 7, 2019 Organization Meeting
MINUTES

Present: Supervisors: Donna Wright; Michael Snovitch; John Quigley; Erin Aronson, Esq., Solicitor; Zachary Cooperman, Township Manager and 5 members of the audience.

Attorney Aronson opened the meeting at 7:31 PM and called for the following motions:

Motion by Snovitch to appoint John Quigley Temporary Chair, seconded by Wright, unanimously approved.

Motion by Wright to appoint Zachary Cooperman Temporary Secretary, seconded by Quigley, unanimously approved.

The meeting was called to order by Temporary Chair Quigley at 7:35 PM

The Pledge of Allegiance was recited

There were no public comments at this time.

Organization of Board of Supervisors:

Motion by Snovitch to appoint Donna Wright Chair, seconded by Wright, one abstention.

Motion by Wright to appoint Quigley Temporary Chair, declined by Quigley, seconded by Snovitch.

Motion by Wright to appoint Zachary Cooperman Secretary, seconded by Snovitch, unanimously approved.

Motion by Snovitch to appoint Wendy Stryker Treasurer, seconded by Wright, unanimously approved.

Motion by Snovitch to appoint Attorney Mark Cappuccio and Eastburn & Gray as Township Solicitor for 2019, seconded by Wright, unanimously approved.

Motion by Snovitch to appoint Attorney Mark Cappuccio and Eastburn & Gray as Planning Commission Solicitor for 2019, seconded by Wright, unanimously approved.

Motion by Wright to authorize Supervisors to work on Township roads in 2019, seconded by Snovitch, unanimously approved.

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Motion by Wright to schedule the Board of Supervisors regular meetings on the third Thursday of each month beginning at 6:30 PM, seconded by Snovitch, unanimously approved.

Motion by Wright to schedule the Board of Supervisors workshop meetings on the first Thursday of each month beginning at 6:30 PM, seconded by Snovitch, unanimously approved.

Motion by Snovitch to advertise the 2019 Township meeting schedule, seconded by Wright, unanimously approved.

Motion by Wright to designate John Quigley as voting delegate at the PSATS 2018 Convention, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint Cowan Associates, Inc. as Township Engineer for 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint Cowan Associates, Inc. as Building Code Official and Building Inspector to enforce the PA Uniform Construction Code in 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint Robert Wynn Associates as Engineer/Forester for Timber Harvest applications in 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to designate Embassy Bank as the depository for Lower Milford in 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint John Kortvely, Primary Sewage Enforcement Officer, PA Certificate #02131 and Scott Bieber, Alternate Sewage Enforcement Officer, PA Certificate #02047, for 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint Lowell Linde to the Vacancy Board for 2019, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint John Quigley as Chair to the Agricultural Security Advisory Board, seconded by Snovitch, unanimously approved.

A letter of interest was received from Ellen Koplin to continue serving on the Planning Commission. Motion by Snovitch to appoint Ellen Koplin to a four-year term on the Planning Commission which will expire on December 31, 2022, seconded by Quigley, unanimously approved.

A letter of interest was received from Donna Wright to continue serving on the Planning Commission. Motion by Snovitch to appoint Donna Wright to a four-year term on the Planning Commission which will expire on December 31, 2022, seconded by Quigley, unanimously approved.

A letter was received from Lori Sickenberger expressing interest in continuing to serve on the Recreation and Open Space Board for a period of time around one year. Motion by Wright to appoint Lori Sickenberger to a term of up to five years with the option to end the term early if needed which would expire December 31, 2023, seconded by Snovitch, unanimously approved.

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A letter was received from James Stango expressing interest in continuing to serve on the Zoning Hearing Board. Motion by Wright to appoint James Stango to a five-year term on the Zoning Hearing Board via Resolution 2019-3 which will expire on December 31, 2023, seconded by Snovitch, unanimously approved.

A vacancy still remains on the Historical Commission.

Motion by Wright to appoint Wendy Stryker as Lower Milford representative to the Lehigh County Tax Collection Committee, seconded by Snovitch, unanimously approved.

Motion by Wright to appoint Wendy Stryker as Township Open Records Officer, seconded Snovitch, unanimously approved.

Motion by Wright to announce the non-union employees 2019 wages at the February Regular Meeting.

The 2019 Contract hourly wage for the full-time Public Works Equipment Operator/Maintenance Person was announced at \$25.65 hr. Laborer wage was announced at \$16.79 hr.

Motion by Wright to set the reimbursement rate for employees using personal vehicles for township business at the rate of \$0.58 (cents) per mile (IRS Rate), seconded by Snovitch, unanimously approved.

Berkheimer will remain the Earned Income Tax and Local Services Tax Collector in 2019 for Lower Milford Township as selected by the Lehigh County Tax Collection Committee.

Motion by Snovitch to establish the Treasurer's Bond at \$1,000,000 and the Manager's Bond at \$500,000 seconded by Wright, unanimously approved.

Motion by Wright to establish the Township Holidays in 2019 as February 18, April 19, May 27, July 4, September 2, November 28 & 29, December 24 & 25, and January 1, 2020. Seconded by Wright, unanimously approved.

No Public Comments were received.

On motion by Quigley, seconded by Snovitch, the Organization meeting adjourned at 8:01 PM.

Respectfully Submitted,

Zachary Cooperman

Township Manager/Secretary