

LOWER MILFORD TOWNSHIP  
Lehigh County  
BOARD OF SUPERVISORS  
October 19, 2016 Regular Meeting  
MINUTES

Present: Chair Donna Wright, Vice-Chair Michael Snovitch, Supervisor John Quigley, Ellen Koplin, Township Manager, Drake Brintzenhoff, Public Works Dir., Erin Kernan, Esq., Solicitor and 7 audience members

The meeting was convened at 7:31 pm by Chair Wright and the Pledge of Allegiance was recited.

No public comments were received at this time.

Motion by Quigley to approve the minutes of the September 21, 2016 regular meeting. Seconded by Snovitch and unanimously approved.

The Treasurer's Report for September 30, 2016 (cash & investments) was read.

• General Fund	\$925,600.00
• Rec. & Open Space Fund	7,975.00
• Sewer Fund	59,639.00
• Capital Reserve Fund	17,624.00
• Fire Fund	652,239.00
• Highway Capital Improvement Fund	316,346.00
• State Liquid Fuels Tax Account	190,059.00
• Developer Escrows (Non Twp. Funds)	75,613.00

Motion by Snovitch to accept the September 30, 2016 Treasurer's Report as read, seconded by Quigley and unanimously approved.

Motion by Quigley to pay the October 2016 bills, seconded by Snovitch. Question from the audience concerning a payment to Jean Lynn in the amount of \$533.22. This payment represented reimbursement for minor vehicle repair due to a mishap with employee on Township business. Unanimously approved.

The Public Works Director reviewed his report of all maintenance and repairs conducted from April to the present.

Wright announced the Zoning Report and Manager's Reports are available.

No action on or new submissions of subdivision and land development applications.

No Fire Company Report

No Auditor's Report

An Ambulance Report was submitted by the Macungie Ambulance Corp for September 2016

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No Library Representative Report

Under Old Business:

A summary of the 2016 Great American Cleanup of PA was read for Lehigh County and a copy was made available on the back table.

Under New Business:

Lynnette Saeger, Southern Lehigh Public Library Director, made a budget presentation to the Board of Supervisors to consider in the Township's 2017 Budget.

The First Draft Proposed 2017 Township Budget was presented along with several requests for donations. The Board of Supervisors will review and consider the draft budget and requests at the November 3, 2016 Workshop Meeting.

Motion by Snovitch to advertise the Board's intent to appoint a Certified Public Accountant to conduct the audit of Township Accounts for 2016. Seconded by Quigley and unanimously approved.

Motion by Snovitch to renew the contract with Berks County Intermediate Unit for preparation and mailing of the Township's Real Estate Tax. Seconded by Quigley and unanimously approved.

Motion by Quigley to approve up to \$5,000 to conduct an engineering study of Plover Lane. Seconded by Snovitch and unanimously approved.

Koplin recommended the Supervisors conduct an inspection of the Township roads. How to proceed will be researched and if needed, advertised as a special meeting. Date(s) will be set at the workshop meeting.

Wright reviewed a 2016 Fall Festival Report.

Under Correspondence, the agenda for the Southern Lehigh Public Library meeting was received, an audit report for 2014 and 2015 from Lehigh County for the Magisterial Justice's Office and Lehigh County DA for township contributions.

Wright announced the Roy property and Pireda property have been preserved through the Lehigh County Agriculture Conservation Program.

No Public Comments were received.:

On motion by Quigley, seconded by Snovitch, the meeting adjourned at 9:15 PM.

Respectfully submitted,

Ellen L. Koplin  
Township Manager/Secretary