

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
August 21<sup>st</sup>, 2025, 7pm  
REGULAR MEETING MINUTES

---

**ATTENDANCE:** Supervisors: Angela Ashbrook, John Zgura; Manager, Edward Carter; Solicitor Marc Fisher; Planning Coordinator, Brian Miller; Secretary/Treasurer, Jessi O'Donald Absent: Daniel Mohr,

Meeting called to order at 7:00 pm.

Pledge of Allegiance to the flag.

**ANNOUNCEMENTS:**

This meeting is being recorded principally to aid in the preparation of Minutes and for such other purposes as the Board sees fit. For that reason, will each person wanting to give any comments during this meeting, please state your name for the record and address the Board of Supervisors.

**PUBLIC INPUT:**

Paul Ulicny – 6561 Ridge Rd Extension – Expressed concerns over storm water. Paul handed out a page of photographs of storm water from the last heavy rains. He explained that the water is a lot in his yard, but it should be going into the creek. He explained the solutions that the Township has tried over the years and those suggested by others. He knows at some point he will see flooding as he lives next to the stream but on heavy rain, he felt there is a better solution for the water than into his yard and hopes that Township staff can meet with him. Supervisor Zgura asked how long this has been a problem. Mr. Ulicny stated as long as the road had been paved, which was 4 years after he moved in. He stated that out of respect for Mr. Batman he waited to discuss the concerns at a meeting since Mr. Batman didn't want to have any of the solutions that would have involved the Batman property.

Staff will meet with Mr. Ulicny to see what might be able to be done.

**ACCEPTANCE OF MINUTES:**

Approval of August 7<sup>th</sup>, 2025, regular meeting minutes.

**MOTION:** Supervisor Zgura made a motion to approve the minutes as presented. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, both were in favor, motion carried.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7209 - Check No's. 1252 to 1276 in the amount of \$65,801.83

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No's. 2025-045 to 2025-051

**MOTION:** Supervisor Zgura made a motion to pay the bills as read and acknowledge the bank transfers. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**SOLICITOR'S REPORT:** No Report

**OLD BUSINESS:** None

**NEW BUSINESS:**

- 1.) Dillingersville Rd Preservation Over County Cap Cost Request
  - a. Letter from Planning Coordinator Brian Miller

Letter from Brian Miller, "I was contacted by Donna Wright of the Lehigh County Agricultural Preservation Office asking if Upper Milford Township would be willing to partner on an over the cap portion of an agricultural land preservation in Upper Milford Township. The property is located off Dillingersville Road and is depicted in the attached Lehigh County Assessment mapping. The overall property area for preservation is split by the municipal line and contains approximately 76 acres, with 13.815 acres being in Upper Milford Township.

The County appraised easement value per acre was \$5,610.00. The applicant opted to get a second appraisal which valued the easement at \$13,000.00 per acre. In this case the County will average the two appraisals and agree to pay up to the \$6,000.00 maximum per acre for the easement. The average for the two easement appraisals was \$9,305.00 and the County asked if we would be willing to pay the over the cap amount of \$3,305.00 per acre for the portion in Upper Milford Township? That would be a total of approximately \$45,609.00 from Upper Milford Township and \$82,800 from Lehigh County for the 13.8 acres.

I gave all the information to the Open Space Committee and at their meeting on August 13th, 2025, they reviewed and discussed the property involved in the above mentioned preservation, they noted items such as there being less than 20% of the 13.8 acres currently in ag use, wet soils were present on the property & that there was a small stream that crossed the property. The Open Space Committee made a motion to recommend that the Township not pay the over the cap fee for this preservation."

Supervisor Zgura stated that he was at the meeting where this was discussed and understood the points of the Open Space Committee members but feels that the Township should have a stake in the preservation. He did some calculations and would like to offer roughly 1/3 of the request at \$1,100.00 per acre for the 13.82+- acres within Upper Milford Township. He felt this just gives another easement holder on the preservation and with the amount of land at stake will give another voice to the discussion years in the future if someone requests to take this out of preservation to develop the parcel.

**MOTION:** Supervisor Zgura made the motion to offer \$1,100.00 per acre within Upper Milford Township for preservation over the county cap amount to add Upper Milford as a secondary easement holder of parcel with PIN number 549279710756. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Salem Bible Church Road Culvert Replacement Bid Award
  - a. Letter from Township engineer Jeffery Ott

We have reviewed the bids submitted for the Salem Bible Church Road Culvert Project received via PennBid. Based on our review of the bids, we recommend the Township Board of Supervisors award the contract to the low bidder, J. Phillips Excavating & Hauling, LLC for the Total Bid Amount of \$253,542.00. Award of the contract shall be conditioned upon the following being submitted on or before September 12, 2025: 1. Fully executed Contract Documents including Performance Bond,

Payment Bond, Maintenance Bond and Certificate of Insurance, all in accordance with the contract documents. 2. Any additional documents as may be required by the Township Solicitor and/or Township Board of Supervisors.

Colt Hershinger asked why it was so expensive. Manager Carter explained that it was a precast box culvert that will be set in place. Supervisor Zgura stated that the cost of the precast unit alone was over \$40,000.00. Supervisor Ashbrook explained that this bid was the lowest by quite a bit.

**MOTION:** Supervisor Zgura made a motion to award the bid to J. Phillips Excavating & Hauling LLC for \$253,542.00 per letter from Township Engineer Jeffery Ott dated August 20<sup>th</sup>, 2025. Supervisor Ashbrook seconded the motion. Hearing no further questions or comments, all were in favor, motion carried.

**DEP MODULES / SEWAGE PLANNING:** - None

**PLANNING COMMISSION – OLD BUSINESS:** - None

**PLANNING COMMISSION – NEW BUSINESS:** - None

**SUBDIVISIONS – IMPROVEMENTS:** - None

**CORRESPONDENCE:** - None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on website

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: Lauren Haponski reported that the Recreation Committee met at Arrowhead Park on Monday. There were three items to report. 1. that Jasper Day will be put on the calendar again for 2026. 2. Registration is up for UMYA and there is a concern with lack of playing fields. That UMYA reports that they must pay to play on fields outside of Upper Milford Township. 3. The discussion with the walk around of the park concluded that there needs to be more discussion on future amenities, additional benches, possible bocce ball court, shade structure.

Township Manager:

Bud Carter – No Report

Supervisors:

Angela Ashbrook – She asked Lauren Haponski if there was progress being made along Benjamin Court for the items that are being fixed. Lauren stated that the construction crew was pouring concrete and did finish some driveways/sidewalks. They have also been told that Benjamin Court will be paved by the end of September.

John D. Zgura – He hoped Dan recovered quickly from his procedure.

Daniel J. Mohr – Not present

Colt Hershinger asked about progress at Lenape Park. Manager Carter said the fence post installation will be this week and the landscaping. Colt then asked how the contractor will get equipment. Manager Carter stated that was Barker & Barker's concern.

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting adjourned at 7:28 pm.

---

---

Chairman Daniel J. Mohr

**09/04/2025**

**Date**

---

Secretary Jessi O'Donald