

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
October 16th, 2025, 7pm
REGULAR MEETING MINUTES

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

Meeting called to order at 7:02 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:

Phil Casey- was impressed that the library representation stayed for the meeting.

Sue Mohr – Main Rd - She offered that they line items would have to be gone over line by line to come up with the amount additional request for the library.

ACCEPTANCE OF MINUTES:

Approval of October 2nd, 2025, regular meeting minutes.

MOTION: Supervisor Zgura made a motion to approve October 2nd, 2025, minutes as presented. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7209 - Check No's. 1381 to 1407 in the amount of **\$93,342.24**

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. 1421 in the amount of **\$2,992.03**

Open Space Referendum Fund

PLGIT XXXX7146 – Check No. 1036 & 1037 in the amount of **\$179,346.00**

ACKNOWLEDGEMENT OF BANK TRANSFERS:

Transfer No's. 2025-058 to 2025-069

MOTION: Supervisor Ashbrook made a motion to approve the bills as read and acknowledge the bank transfers. Supervisor Zgura 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.) Discussion of 250th United States Anniversary Celebration

Supervisor Zgura spoke to the Historical Society Representatives in the audience about possibilities for a celebration. He was thinking of a little parade. Gary Heller stated that this was not really a party event as it is the anniversary of the signing of the Declaration of Independence, and they have some ideas for acknowledging that and to tie in history. It was agreed that Supervisor Zgura would meet with the Historical Society to go over ideas.

2.) Barker & Barker Time Extension for Lenape Park Contract a. Letter from Vincer Guadagnino

Barker & Barker still has items to complete for the Lenape Park Project and are requesting a time extension to the week of October 27th, 2025. They are working on Punch list items and items that might be identified still. Supervisor Ashbrook asked if they continued with differing fines. Here is a provision for the project not being completed on time in the contract.

There was a brief discussion of timing and ability to finish with weather. Manager Carter confirmed they have been working on the project consistently.

MOTION: Supervisor Ashbrook made a motion to grant the time extension until November 1st, 2025, for the Lenape Park Project without waving the Township's ability to assess liquidated damages. Supervisor Mohr seconded the motion. Hearing no further questions or comments, Both Supervisor Ashbrook and Supervisor Mohr were in favor, Supervisor Zgura abstained, motion carried.

3.) ESC Discussion

Manager Carter stated that he forwarded the response from the members of the ESC, and they were all in favor of continuing the committee. Supervisor Ashbrook said with Colt stepping up as a volunteer for the committee that we can see how it goes. Supervisor Mohr stated that this all started with a study done with a rep from PSATS Jerry Ozog recommendations. He also stated that the Board maybe should have sent the Western District Fire Company's building project to the Esc. Supervisor Ashbrook stated that the Board should be consistent with using the ESC.

4.) Appointment of C. Hershinger to ESC to fill vacant term until Jan 5th, 2026

Colt Hershinger applied to be a member at large for the Emergency Services Committee. Supervisor Ashbrook asked if this would be a reappointment in January. Manager Carter confirmed.

MOTION: Supervisor Zgura made a motion to appoint Colt Hershinger as a member of the Emergency Services Committee to fill the vacant term until January 5th, 2026. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

5.) Resolution 2025-037 – Sidewalk agreement

This agreement is for the sidewalk proposed PennDOT along Rt 29 area between Joe's Kwik Mart and the Trivet Diner. This section is within the Rt29 safety upgrade project. PennDOT doesn't retain maintenance of sidewalks for any project. PennDOT has the Municipality take over the maintenance of sidewalks after installation. The Township could in the future pass a sidewalk ordinance to move the maintenance of the sidewalks to residents. Supervisor Mohr had a concern about the walking space on the bridge is on the north bound side.

Phil Casey remembers that the walking area in planning was on the opposite side of the bridge and now it's on the other side. Supervisor Mohr remembered that it was changed due to the pedestrian accident. Supervisor Ashbrook stated that she feels the sidewalk is ridiculous and now PennDOT is going to force sidewalks. Supervisor Mohr was surprised that so many walks that stretch of road and the Township would have done things differently on the bridge had it been known that this was going to be installed. Supervisor Ashbrook had a concern with pushing off the maintenance onto the residents and businesses. PennDOT is paying for the initial installation. Colt Hershinger asked about curbing responsibility. Supervisor Zgura stated that PennDOT views curbing and sidewalk as one walking area, PennDOT owns to the base of the curb.

MOTION: Supervisor Zgura made a motion to approve Resolution 2025-037. Supervisor Ashbrook seconded the motion. Hearing no further questions, all were in favor, motion carried.

6.) Resolution 2025-038 - 6620 Crown Lane Preservation

A copy of the Baseline Document and Grant of Consideration Easement and Declaration of Covenants is attached for the TLS Preservation Inc. preservation of 6620 Crown Lane is attached. The easement appraisal was valued at \$4,700 per acre, and the final surveyed total area for the property was 35.18 acres, for a total easement cost of \$165,346.00. At this time TLS Preservation LLC. (Timothy Scott Manager) agrees with the Baseline Document & Declaration of Covenants and would like to proceed with the preservation of the property. If you agree and so desire, a motion to enter into the Grant of Consideration Easement and Declaration of Covenants for 6620 Crown Lane, Zionsville, Pa. would be in order. The Township Solicitor & Township Staff can complete the process and finalize the conservation easement agreement with the applicants.

Supervisor Ashbrook asked if this parcel was landlocked. Brain Miller stated it is but the bordering parcels are owned by the second person listed in the LLC and he is interested in possibly preserving the other parcels as well. He wanted to see the process on this one first.

MOTION: Supervisor Ashbrook made a motion to approve Resolution 2025-038 for the preservation of 6620 Crown Lane for \$165,346.00. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

7.) Salem Bible Church Road Easement Agreement – Bible Fellowship Church

This agreement is for the work easement for the Salem Bible Church Road culvert. The property owner has already signed this agreement.

MOTION: Supervisor Ashbrook made a motion to approve the work easement with the Bible Fellowship Church. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

~~8.) Salem Bible Church Road Easement Agreement – Homeowner – Tentative~~

9.) Announcement of new employee

Manager Carter announced that new employee Evan Barrall from Emmaus and will be starting on Monday, November 3rd, 2025.

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: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

Angela Ashbrook – She went to the parade, and they did a good job.

John D. Zgura – No Report

Daniel J. Mohr – The Vera Cruz Halloween Parade went well. People were even dancing in the intersection and they sold out of food, so they had a good event. Thanks to everyone that did participate.

EXECUTIVE SESSION: - Not needed

ADJOURNMENT:

Chairman Daniel J. Mohr

11/6/2025
Date

Secretary/Treasurer Jessi ODonald