

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
December 18<sup>th</sup>, 2025, 7pm  
REGULAR MEETING AGENDA

*Public Packet*

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.

Upper Milford Board of Supervisors held an executive session beginning at 6:45 pm prior to the start of this meeting to discuss a personnel matter.

**PUBLIC INPUT:**

**ACCEPTANCE OF MINUTES:**

Approval of December 4<sup>th</sup>, 2025, regular meeting minutes.

**APPROVAL OF PAYMENT OF BILLS:**

**GENERAL FUND:**

PLGIT XXXX7209 - Check No's. **1512 to 1553 except Check No. 1525** in the amount of **\$313,291.20**

**FIRE HYDRANT FUND:**

PLGIT XXXX7154 - Check No. **1022** in the amount of **\$3,146.61**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No's. 2025-078 to 2025-095

**SOLICITOR'S REPORT:**

**OLD BUSINESS:**

- 1.) Jasper Ridge HOA Revised Parking Plan

**NEW BUSINESS:**

- 1.) Barker & Barker Agreement for Lenape Park Completion and approval of **Check No. 1525** from General Fund PLGIT 7209 in the amount of **\$436,489.50**
- 2.) Emmaus Public Library Agreement for 2026
- 3.) Salem Bible Church Culvert Construction Extension Request
- 4.) Request for Approval of Truck Restriction Signs - Discussion

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

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

**PLANNING COMMISSION – NEW BUSINESS:**

- 1.) Time extension for 3001 2<sup>nd</sup> St Emmaus – (Goldstein) Kayaitz
  - a. Letter from Planning Coordinator Brian Milelr

**SUBDIVISIONS – IMPROVEMENTS:**

- 1.) Credit Release No. 8 – Fields at Twin Run in the amount of \$310,685.76
  - a. Letter from Township Engineer Jeffery Ott

**CORRESPONDENCE:**

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report:

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: Report on website

Fire Companies:

Emmaus Library:

Recreation Commission:

Township Manager:

Bud Carter –

Supervisors:

Angela Ashbrook –

John D. Zgura –

Daniel J. Mohr –

**EXECUTIVE SESSION:** - If needed

**ADJOURNMENT:**

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AGENDA PART II:

UNFINISHED BUSINESS (NO ACTION ANTICIPATED):

**OLD BUSINESS:**

1. Morrissey Property Concerns
2. Open Space Update
3. Recreation Plan Update
4. Krause Property Concerns

END AGENDA PART II:

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
December 4<sup>th</sup>, 2025, 7pm  
REGULAR MEETING MINUTES

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

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:** None

**ACCEPTANCE OF MINUTES:**

Approval of November 20<sup>th</sup>, 2025, regular meeting minutes.

**MOTION:** Supervisor Zgura made a motion to accept the minutes for November 20<sup>th</sup>, 2025, 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. 1488 to 1511 in the amount of \$63,188.19

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. 1423 in the amount of \$2,600.18

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

No Transfers

**MOTION:** Supervisor Ashbrook made a motion to pay the bills as read. 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.) Approval 2026 Budget

Manager Carter explained that the budget has been advertised and did not receive any comments during the comment period. It is presented for adoption this evening.

**MOTION:** Supervisor Ashbrook made a motion to adopt the 2026 budget as presented and advertised. Supervisor Zgura seconded the motion. Hearing no questions or comments, Ashbrook and Zgura were in favor, Mohr was against, motion carried.

2.) Approval Resolution 2025-042 Millage Rate for 2026

Resolution 2025-042 is to adopt the millage rate to go along with the 2026 budget. The millage rates stayed the same as in 2025.

**MOTION:** Supervisor Zgura made a motion to adopt Resolution 2025-042. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3.) Approval of Advertising 2026 Meeting Dates

Meeting dates for 2026 to be advertised to meet the advertising requirement for public meetings.

**MOTION:** Supervisor Ashbrook made a motion to approve the advertising of the meeting dates as presented for the 2026 meetings. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

4.) Fields at Indian Creek -Annex – Time Extension Expiration Discussion

Solicitor Fisher explained that the Annex time extension expires tomorrow (12/5/2025) The Board could not include the annex in the motion at the prior meeting to deny an extension and invade the security for the development.

**MOTION:** Supervisor Ashbrook made a motion to direct staff and solicitor to take all necessary steps to invade the security for the Annex portion of the Fields at Indian Creek development. Supervisor Zgura seconded the motion. Hearing no 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:**

- 1.) Credit Release No. 7 – Fields at Twin Run/Engleman in the amount of \$202,354.59
  - a. Letter from Township Engineer Jeffery Ott
- 2.) Credit Release No. 8 – Fields at Indian Creek Phase 1 in the amount of \$120,385.12
  - a. Letter from Township Engineer Jeffery Ott
- 3.) Credit Release No. 1– Fields at Indian Creek Phase 1B in the amount of \$8,717.79
  - a. Letter from Township Engineer Jeffery Ott
- 4.) Credit Release No. 3 – Fields at Indian Creek Phase 2 in the amount of \$60,049.98
  - a. Letter from Township Engineer Jeffery Ott
- 5.) Credit Release No. 5 – Fields at Indian Creek Phase 3 in the amount of \$76,619.31
  - a. Letter from Township Engineer Jeffery Ott
- 6.) Credit Release No. 8 – Fields at Indian Creek Phase 4 & 5 in the amount of \$43,656.00
  - a. Letter from Township Engineer Jeffery Ott

**MOTION:** Supervisor Mohr made a motion to grant credit releases as listed above. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**CORRESPONDENCE:** None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: No Report

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

**Township Manager:**

Bud Carter – Salem Bible Church Culvert will start to be replaced on December 15<sup>th</sup>, and the area will be closed to traffic for approximately two weeks for the replacement. Notices have been mailed. The Board of Supervisors had an executive session on Tuesday, December 2<sup>nd</sup> at 4:30 pm to discuss legal and personnel matters.

**Supervisors:**

Angela Ashbrook – No Report

John D. Zgura – No Report

Daniel J. Mohr – No Report

**Public Input:** Dave Skinner, HOA Representative of The Fields at Indian Creek – He asked for more information on the credit releases for FIC. Manager Carter asked him to fill out a Right to Know request for the Release letters.

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting adjourned at 7:13 pm.

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12/18/2025

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Chairman Daniel J. Mohr

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Secretary/Treasurer Jessi O'Donald

1:15 PM

12/18/25

**UMT-GENERAL FUND**  
**BOS Meeting AP Disbursements Report**  
**December 18, 2025**

Date	Num	Name	Paid Amount
<b>100.02 · PLGIT General Fund Checking 2.0</b>			
12/18/2025	1512	6267 Woodlawn Dr	-17.14
12/18/2025	1513	4247 Dillingersville Rd	-13.20
12/18/2025	1514	6225 Woodlawn Dr	-40.87
12/18/2025	1515	7155 Carls Hill Rd	-48.38
12/18/2025	1516	Kay Builders:The Fields	-9.43
12/18/2025	1517	Kay Builders:Engleman Tract	-2.82
12/18/2025	1518	4458 Taviston Court West	-1.15
12/18/2025	1519	4265 Tank Farm Rd	-2.67
12/18/2025	1520	4302 Mill Rd	-4.01
12/18/2025	1521	4102 Chestnut St	-1.43
12/18/2025	1522	4501 Colebrook Ave	-3.63
12/18/2025	1523	American Rock Salt Company LLC	-17,726.47
12/18/2025	1524	Analytical Laboratories, Inc.	-160.00
12/18/2025	1525	Barker & Barker Paving	-432,489.50
12/18/2025	1526	Bergey's Tire & Service Center	-1,084.00
12/18/2025	1527	Continental Fire & Safety	-84,024.00
12/18/2025	1528	Cooper Reporting	-240.00
12/18/2025	1529	Eddinger Propane	-85.00
12/18/2025	1530	EM KUTZ, INC.	-110,974.92
12/18/2025	1531	EZRA HOCH ELECTRICAL, INC.	-25,325.00
12/18/2025	1532	Gilmore & Associates, Inc	-5,013.78
12/18/2025	1533	HOME DEPOT CREDIT SERVICES	-252.16
12/18/2025	1534	Keith's Lock & Door Service LLC	-95.00
12/18/2025	1535	KLR Fire Services, INC	-7,068.27
12/18/2025	1536	MASTER SUPPLY LINE	-29.75
12/18/2025	1537	NAPA AUTO PARTS	-255.89
12/18/2025	1538	PASEO	-125.00
12/18/2025	1539	PENTELEDATA	-404.21
12/18/2025	1540	PMHIC	-51,316.53
12/18/2025	1541	PPL ELECTRIC UTILITIES	-34.21
12/18/2025	1542	Primo Brands	-13.84
12/18/2025	1543	PSATS	-2,348.00
12/18/2025	1544	Richter Total Office	-45.50
12/18/2025	1545	Suburban Propane	-2,365.07
12/18/2025	1546	TOSHIBA BUSINESS SOLUTIONS	-149.81
12/18/2025	1547	unifirst	-182.24
12/18/2025	1548	Verizon Wireless	-104.56
12/18/2025	1549	VISA # 3797 (RS)	-281.19
12/18/2025	1550	VISA #6488 (KW)	-311.28
12/18/2025	1551	VISA #6512 (BC)	-916.30
12/18/2025	1552	VISA#2958 (JO)	-537.04
12/18/2025	1553	Wehrung's Macungie LLC	-1,677.45
Total 100.02 · PLGIT General Fund Checking 2.0			-745,780.70
<b>TOTAL</b>			<b>-745,780.70</b>

1:00 PM

12/18/25

**UMT - FIRE HYDRANT FUND**  
**BOS Disbursement Report**  
**December 18, 2025**

Type	Date	Num	Account	Credit
Lehigh County Authority Bill Pmt -Check	12/18/2025	1022	100.01 · PLGIT Fire Hydrant Fund	3,146.61