

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
March 5th, 2026, 7pm  
**REGULAR MEETING MINUTES**

---

ATTENDANCE: Supervisors: Daniel Mohr, Angela Ashbrook, John Zgura; Manager Edward Carter, Planning Coordinator Brian Miller; Solicitor Marc Fisher; Office Assistant Kyle Walbert

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 and address for the record and address the Board of Supervisors.

*Upper Milford Board of Supervisors held an executive session, February 25, 2026 at 4:30 PM to conduct interviews.*

**PUBLIC INPUT:**

1. Chamber Presentation- Hayden Rinde

Hayden Rinde of the Chamber gave a short presentation on what the Chamber does for the Lehigh Valley and thanked the Board of Supervisors and Township Manager in their support and activity with the Chamber.

Frank Kuklas of Shimerville Rd. read a statement he prepared to the Board of Supervisors expressing his concerns regarding Data Centers and how the Township should be preparing to deal with them with a separate Ordinance like some of the other surround Municipalities have. He gave some examples of what they require and how Data Centers can be a detriment to the existing residents.

**ACCEPTANCE OF MINUTES:**

Approval of February 19<sup>th</sup>, 2026, Regular meeting minutes.

**MOTION:** Supervisor Mohr made a motion to accept the minutes as presented for the February 19th regular meeting. Supervisor Zgura 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. **1708 to 1748** in the amount of **\$38,629.35**

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No's. 1427 in the amount of \$436.12

**ACKNOWLEDGEMENT OF BANK TRANSFER:**

No Bank Transfers

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

**SOLICITOR'S REPORT:**

Solicitor Fisher gave a short report regarding the Motion made at the previous meeting regarding the Mill Rd. construction and the bond requested by the Supervisors. He explained that after looking into it further the bond is not necessary on the Township's behalf but rather PennDOT will require a bond from the contractor to ensure the State and Local roads for the detour are not damaged during the construction. They will videotape the roads and detour route before and after construction and withhold 50% of the funds back from the payment until all of the necessary repairs are made to State or Local roads. He was satisfied with that and said this was just informational for the Board and no further action needed to be taken.

**PLANNING COMMISSION – NEW BUSINESS:** -

**OLD BUSINESS:**

1. ESC Committee Discussion

There was a short discussion regarding the proposed changes to the Resolution for the Emergency Services Committee. Manager Carter listed out some of the changes including:

- The membership is changed for 11 members to 9 members. The old resolution had two voting members for each fire company; the new one now only has one per fire company. This change should help with have quorum when the committee meets if the representative of the ambulance are not there. Most of the meeting Vera Cruz only has the Fire Chief present.
- Meeting will be held bi-monthly beginning in January.
- To submit to the Board by July 31 of each year a 10-year capital and operating expense report.
- To provide a report to the township at the first meeting of the month of the board of matters discussed at its prior bi-monthly meeting.

The Board agreed to the changes and Solicitor Fisher said he would make the formal changes and have the Resolution ready for the Board at the meeting on 03/19/2026.

**NEW BUSINESS:**

1. Approval to send offer letter for the Secretary/Treasurer position

Manager Carter read his memo regarding hiring KM of Emmaus for the Secretary/Treasurer position that was posted.

**MOTION:** Supervisor Zgura made a motion send the offer letter to KM of Emmaus for the Secretary/Treasurer Position and the terms of the offer letter. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Resolution 2026-024 Snow Emergency Declaration

**MOTION:** Supervisor Mohr made a motion to approve Resolution 2026-024 for the Snow Emergency Declaration on February 22-23, 2026 . Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3. Sale of 16 ft Landscape Trailer – Memo from Kyle Walbert

Kyle read his memo regarding the request to advertise the sale of the 16 ft landscape trailer on Municibid.

**MOTION:** Supervisor Ashbrook made a motion to advertise the sale of the 16 ft landscape trailer on Municibid. Supervisor Mohr seconded the motion. Public Comment: Colt Hershinger asked why the Township would not want to keep this trailer a spare? Kyle said the Township already has another trailer that Public Works could use in the event of an emergency and would need a backup. , Vote: all were in favor, motion carried.

4. Appointment of Jeffery Johns to Open Space Committee

Manager Carter read his memo regarding the application he received from Jeffrey Johns of Emmaus and his interest in serving on the Township’s Open Space Committee.

**MOTION:** Supervisor Mohr made a motion to accept the minutes as presented for the February 19th regular meeting. 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

**SUBDIVISIONS – IMPROVEMENTS:** -

Public Comment – None

**CORRESPONDENCE:** - None

**OTHER ISSUES:** - None

**REPORTS:**

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: N/A

Emergency Services Call Report: N/A

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – Read memo from Brian Miller giving an update on the Planning Module for 4680 Churchview Rd. He explained there were no public comment during the comment period and at this point all the requirements have been met and he is deeming it complete at this time and forwarding it to DEP.

Supervisors:

John D. Zgura – No Report

Daniel J. Mohr – No Report

Angela Ashbrook – No Report

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting was adjourned at 7:25 PM.

---

\_\_\_\_\_  
**Chair, Angela Ashbrook**

03/19/2026  
**Date**

\_\_\_\_\_  
**Secretary, Edward Carter**