

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
March 19th, 2026, 7pm  
REGULAR MEETING MINUTES

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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 7:00 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 and address for the record and address the Board of Supervisors.

**PUBLIC INPUT:**

Jim Krippe of Mill Rd. – Jim said he wanted to congratulate the newly weds. He then asked about meeting with Manager Carter to finalize his driveway and stated he had concerns about signing the documents for the Township to perform the work. Manager Carter stated he would reach out to him later next week to set up a time to discuss.

Colt Hershinger of St. Peters Rd. – Colt asked if the house on Chestnut St. would need an HOP for the work they were doing for their open house event. Supervisor Zgura said they suggested they should get traffic control but they would need to talk to PennDOT because it is a state road and out of the Township hands.

**ACCEPTANCE OF MINUTES:**

Approval of March 5th, 2026, Regular meeting minutes.

**MOTION:** Supervisor Mohr made a motion to accept the minutes as presented for the March 5th 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. 1749 to 1786 in the amount of \$144,434.55

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No's. 1428 in the amount of \$2,748.42

**ACKNOWLEDGEMENT OF BANK TRANSFER:**

Transfer No's. 2026-009

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

**SOLICITOR'S REPORT:** No Report

**OLD BUSINESS:**

1. Resolution 2026-025 – Emergency Services Committee

Manager Carter gave a quick summary of the Resolution and explained this is just the final draft of the Resolution that was in front of the Board at the previous meeting. He then explained the differences between the original Resolution adopted and the proposed new one.

**MOTION:** Supervisor Ashbrook made a motion to approve Resolution 2026-025 as presented. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**NEW BUSINESS:**

1. Request to close Pine Street for the Emmaus Marching Band

Manager Carter shared the letter from the Marching band and explained they did the same last year.

**MOTION:** Supervisor Zgura made a motion to approve the request from the Emmaus Marching band to close down Pine St. per the letter dated March 11, 2026. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Ulicny Easement Agreement

Manager Carter explained that this agreement is to solve a Stormwater issue that is occurring on Paul Ulicny's property. He was in here last year with this complaint. This agreement proposes a swale for the Township to own and maintain to get the road water off of his property and to the creek.

**MOTION:** Supervisor Zgura made a motion to approve and enter into the Ulicny Easement agreement. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3. Acceptance of offer letter for Secretary-Treasurer position

**MOTION:** Supervisor Ashbrook made a motion to appoint Kim Mory as the Township Secretary/Treasurer effective March 23, 2026 at the salary of \$58,000.00 per year. Supervisor Zgura seconded the motion. Public Comment – Colt Hershinger asked what the old salary for the position was. Manager Carter said it was around \$70,000. Kyle Walbert said to keep in mind the previous Secretary/Treasurer was here for over 10 years and was not sure what the starting salary was back then., Vote: all were in favor, motion carried.

Solicitor Fisher stated that there would be one more motion to be in order. A motion to amend Resolution 2026-001 to remove Edward Carter as the Township Secretary effective March 23, 2026.

**MOTION:** Supervisor Ashbrook made a motion to amend Resolution 2026-001 to remove Edward Carter as the Township Secretary effective March 23, 2026. Supervisor Zgura seconded the motion. Public Comment – None., Vote: all were in favor, motion carried.

4. Request to Advertise for open Public Works position

**MOTION:** Supervisor Ashbrook made a motion to advertise and interview for the open Public Works position. 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:**

1. Mohr Boundary Line Adjustment Revision

Brian Miller explained Attached is a revision to the boundary adjustment plan that was approved by the Township on May 15th, 2025. The revision is to address a typographical omission of a Lehigh County Property Identification Number associated with the property. In this case the County issued separate PIN's to the property on each side of the railroad track, treating it similar to a property that is bisected by a public road. The original approved plan omitted one of those PIN numbers. A note has been added to the plan to address the reason for the re-recording along with the omitted PIN number & information. A motion to approve the revised 3055 & 3061 Main Rd. E. Boundary Line Adjustment is in order if you agree.

**MOTION:** Supervisor Zgura made a motion to approve the revised 3055 & 3061 Main Rd. E. Boundary Line adjustment plan. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, Vote: Supervisor Zgura and Supervisor Ashbrook vote yes. Supervisor Mohr abstained. motion carried.

**PLANNING COMMISSION – NEW 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: Supervisor Ashbrook report there was no meeting held due to lack of quorum. They agreed that Bud will reach out to the committee and see who still wants to be an active member and/or solicit for any other volunteers that would like to serve on the committee.

Township Manager:

Bud Carter reported that PennDOT notified him Indian Creek Rd. (SR-2018) will be closed for 140 days starting April 1<sup>st</sup> to replace a box culvert. He said PennDOT told him there was a communication error and all correspondence went to Lower Milford so the Township had no idea this was happening until yesterday.

There was a short discussion about how this happened and what the project was all going to entail.

Supervisors:

John D. Zgura said he had another 250<sup>th</sup> meeting and said everything seems to be a go. They will send out pamphlets soon and start to solicit to local businesses to fund the event, so they are no using tax payer dollars. They are planning to use buses to shuttle people from the church parking lots down to the park to keep the parking out of the Lenape parking lot.

Daniel J. Mohr said they are getting ready for the egg hunt that is taking place on April 4<sup>th</sup> at Mystic Chain Park if anyone want to come help out with the event or participate in it. He said they are still trying to figure out a stage for the homecoming. They are looking to rent platforms instead for the bands.

Angela Ashbrook – No Report

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting was adjourned at 7:24 PM.

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Chair, Angela Ashbrook

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04/02/2026  
Date

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Secretary, Edward Carter