

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
February 20th, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors: Daniel Mohr, Angela Ashbrook, John Zgura; Manager Edward Carter, Planning Coordinator Brian Miller; 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:

- 1.) Chamber of Commerce Presentation – Hayden Rinde joined via Zoom to discuss the Chamber of Commerce and how it benefits the Township and the Businesses within the Township. The East Penn Chamber is one of 30 members within the Greater Lehigh Valley Chamber. The Greater Lehigh Valley Chamber is one of the largest in PA and in the country. Hayden's favorite promotion is the ribbon cuttings for new businesses. She also asked if there was a list of businesses for the Township that could be shared with the Chamber to make sure they are in contact with all the businesses in the Township.
- 2.) Joelle Strahler – email question - What are the reasonable or required expectations for Kay Builders to address snow and ice removal on the roads in Jasper Ridge?
It seems that every time there is inclement weather, both the HOA Board and residents must repeatedly request that Kay Builders properly clear the streets. Often, they only respond after multiple emails and photos are sent specifically when Mr. Carter is cc'd. Why is it necessary for the community to constantly monitor, follow up, and escalate concerns just to receive adequate snow removal? Shouldn't there be a clear and enforceable expectation in place to ensure timely and effective service without frustration and repeated efforts from residents? Any advice going forward? Or a reasonable expectation when the streets will be turned over to the township? Thank you.

There was a brief discussion of road ownership and responsibilities. Manager Carter is happy to help facilitate but the Township really can't do anything about the roads until they are dedicated. Road maintenance is the responsibility of Kay Builders until dedication to the Township. Manager Carter will be in touch with Joelle.

ACCEPTANCE OF MINUTES:

Approval of February 5th, 2025, regular meeting minutes.

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

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7096 - Check No's. **23628 to 23661** in the amount of **\$99,460.08**

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. **1415** in the amount of **\$2,642.50**

FIRE HYDRANT FUND:

PLGIT XXXX7154 – Check No. **1020** in the amount of **\$2,951.55**

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.) Request to close Pine Street for band festival – Emmaus High School
 - a. Letter from Music Coordinator Brian Wessner

The Emmaus Parents in Music Club (EPIMC), the booster club for Emmaus High School Bands, is requesting the closure of Pine Street between Cedar Crest Blvd and Macungie Avenue on the evening of September 27, 2025. We are planning to host a Marching Band Competition in conjunction with US Bands and require the road closure from 3:30 PM until 11:00 PM (although the road may reopen before 11:00 PM). This event will feature up to ten local high school marching bands and a college band for the exhibition. Pine Street will be used for bus parking and band entrance into the stadium, making it easier for the front ensembles to access the stadium with their equipment. The closure will directly affect four houses and the Lutheran Church of the Holy Spirit. We will contact these residents and the church over the summer to explain the event and its impact. Buses will be parked single file on the school side of the road, allowing space for bands to walk and ensuring access for emergency vehicles if necessary. Additionally, Oakwood Drive will be closed at Pine Street during this time.

The Township can only control Pine Street from Cedar Crest up to the Administration Building. The Macungie Ave/Pine Street intersection is under the Emmaus Borough Control. Mr. Wessner stated the Borough would follow the Township for the closure. Supervisor Zgura asked how the road would be closed. The school has barricades and there will be volunteers. The neighbors will be contacted ahead of time, and they will be able to move in or out of the road if needed along with any EMS if a need were to arise.

MOTION: Supervisor Zgura made a motion to allow the closure of Pine Street for the Band Festival on September 27th, 2025, from 3:30 until 11pm. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) 6620 Crown Lane Conservation Preservation
 - a. Letter from Planning Coordinator Brian Miller

I received the Natural Area Conservation Easement appraisal for 6620 Crown Lane Zionsville, the appraisal valued the easement at \$4,700 per acre, or approximately \$163,442 for the +/- 34.775-acre property. At this time TLS Preservation has agreed to accept that appraised value per acre and would like to move forward with the process for preservation of the property. The next step would be to have a Boundary Retracement Survey and create a Natural Resource Conservation Easement Plan. I spoke with Mike Houston at Aurther A. Swallow and Associates, they would be able to complete the survey & plan in approximately 5 to 6 weeks at the cost of \$10,000. If you agree to Authorize the survey, I will work with Mike Houston & the applicant to complete the survey & plan.

MOTION: Supervisor Ashbrook made a motion to approve the appraisal request per Brian Miller's letter dated February 19th, 2025. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 3.) Request from Recreation Committee to host event in Jasper Park June 21st with Rain Date June 22 from 10-1. – Olivia Fay

Olivia Fay presented the Jasper Day Celebration and 5K event for June 21st with a rain date of June 22 from 10 am to 1pm. This event is proposed by the Recreation Committee partnering with UMYA. The day will include a 5k trail run through Jasper and Fulmer Preserve. And a 1.5K family stroll through Jasper along with food sales, sports demos and other vendors. The run sign-ups will be through a site called runsignup.com and that also captures waivers. The Recreation Committee is asking for an upfront dollar amount of \$430.00 for race directional signage and paper race bibs to identify runners. This cost will be recouped by offering sponsorships and t-shirt sales. Approval for the use of Special Fire Police are also requested to help with traffic control during the race.

MOTION: Supervisor Zgura made a motion to approve the use of Jasper Park for June 21st with a rain date of June 22nd along with the \$430.00 requested and allow the use of Special Fire Police for traffic control. Supervisor Ashbrook seconded the motion. Lauren Haponski commented that it will be good for community engagement, hearing no other 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.) FIC Phase 1B & 2-time extension until March 1st, 2026.
 - a. Letter from Rick Koze of Kay Builders

Frank D'Amore representing kay Builders was present. There was a discussion over the timeline for finishing this development. Supervisor Zgura questioned the new paper comments from Kay Builders and stated he is only willing to give an extension until the end of the year as he believes no work would get done in January, February or March.

MOTION: Supervisor Zgura made a motion to grant a time extension for Fields at Indian Creek Phase 1B & 2 until December 31st, 2025. Supervisor Ashbrook seconded the motion. Hearing no further 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: Report on website

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager:

Bud Carter – manager Carter mentioned the salt concerns. The Township has looked into getting more salt and right now has 500 tons in the shed.

Supervisors:

Angela Ashbrook – No Report

John D. Zgura – No Report

Daniel J. Mohr – He wanted to thank Citizens Fire Company for a 911 call at this Mother In law’s home. The Fire Company arrived before the ambulance and were very professional.

EXECUTIVE SESSION: - Executive session to discuss a Real Estate matter – No Decision

Frank Kuklis – Mill Rd- Stated the extra stop sign at the other end of Mill Rd was good as he would hate to see the evergreens trimmed back far enough to see the original stop sign. He then asked about right of way and tree trimming as the crew did a good job trimming the trees but asked if there was normally advanced notice.He also commented on the water coming down Shimerville road and said that he had offered a solution to Staff but he understands

ADJOURNMENT: Meeting was adjourned at 7:44 pm.

Chairman Daniel J. Mohr

March 6th, 2025
Date

Secretary Jessi O’Donald