

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
September 19<sup>th</sup>, 2024, 7pm  
REGULAR MEETING MINUTES

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**ATTENDANCE:** Supervisors; Daniel Mohr, John Zgura, Angela Ashbrook; 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.

Please join us in a moment of silence for Larry Raudenbush who passed away at age 88 on September 15. He was a member and former Assistant Fire Chief, engineer and fire police of Upper Milford Western District Fire Company.

**PUBLIC INPUT:**

**Jim Krippe** of Mill Rd - Jim questioned what he called as racing on Mill Rd. He stated that now the racing was kicked off Buckeye that cars must be racing on Mill RD near Tank Farm Road as there are more and more black marks on the street that he notices each new day. Manager Carter will investigate.

**Frank Kuklis** of Shimerville Rd – Frank asked if there was an update on the Turnpike and the Mill Rd. Manager Carter stated the Board has a meeting with the Turnpike scheduled.

**ACCEPTANCE OF MINUTES:**

Approval of September 5<sup>th</sup>, 2024, regular meeting minutes.

**MOTION:** Supervisor Mohr made a motion to accept the September 5<sup>th</sup> meeting 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 XXXX7096 - Check No's. **23314 to 23336** in the amount of **\$140,103.80**

**HIGHWAY AID FUND:**

PLGIT XXXX7112 - Check No. **2646** in the amount of **\$19,320.84**

**ACKNOWLEDGEMENT OF BANK TRANSFERS:**

Transfer No's. 2024-065 to 2024-067

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

**SOLICITOR'S REPORT:** No Report

**OLD BUSINESS:**

1.) Resolution 2024-034 – Fire Company Funding Procedures

Manager Carter presented that this is the Resolution that the Board has discussed prior. The Fire Companies have reviewed the resolution and signed it and it is now in front of the Board of adoption.

**MOTION:** Supervisor Mohr made a motion to adopt Resolution 2024-034. Supervisor Zgura seconded the motion. Hearing no questions or comments, Supervisors Mohr and Zgura were in favor, Supervisor Ashbrook was opposed, motion carried.

**NEW BUSINESS:**

1.) Humane Society Contract for 2025-2028

This is the same contract presented last meeting verified at \$1,000.00 for the first year with an increase of 3.4% through December 31<sup>st</sup>, 2028, for cat TNR, stray turn in and pet relinquishment with access to the Vet clinic for services.

**MOTION:** Supervisor Mohr made a motion to approve the Animal Control contract through the Lehigh County Humane Society as presented. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2.) Indian Mill Creek Agreement

Solicitor Fisher explained that this is the agreement for the Township to remove the tennis court at the Indian Mill Creek Townhouse development. This is the last item in the finalization for that development. Supervisor Ashbrook asked if the cost was the same as first thought. Manager Carter stated it would be \$4000.00.

**MOTION:** Supervisor Mohr made a motion to approve the agreement to remove the Tennis Courts at the Indian Mill Creek Townhouses to finalize the development for a cost of \$4,000.00. Supervisor Ashbrook 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:** None

## **CORRESPONDENCE:**

- 1.) Resignation of Michael Gray from the Zoning Hearing Board
  - a. Email from Michael Gray

Email from Michael Gray stated that he was thankful for the opportunity with the Planning Commission but that he was relocating to the Harrisburg area and would need to resign his position.

**MOTION:** Supervisor Mohr made a motion to accept Michael Gray's resignation and have staff send a thank you letter. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

- 2.) Kline's Island Sewer System open House Invitation

Lehigh County Authority has issued an invitation for anyone who wants to learn more about the Kline's Island sewer plant and the information will be on our website.

**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: Both companies trained with e rural water movement class last week. Western District has Chicken BBQ on October 14<sup>th</sup> and their mailer is already out. Citizen's Fire will have their mailer in out shortly. Citizen's Fire has a truck meeting on Wednesday.

Emmaus Library: Lisa Marten reported that the library has hired Lynnette Seager from the Southern Lehigh Library as interim Librarian until a permeant employee can be found.

Recreation Commission: No Report

Township Manager:

Bud Carter – No Report

Supervisors:

Daniel J. Mohr – No Report

Angela Ashbrook – Angela asked if the Draft Budget could be presented to the Public at the October 17<sup>th</sup> workshop meeting for the public to follow along as the Board discusses the budget.

Manager Carter explained the concerns of the public with outdated copies and the confusion that tends to cause. Secretary/Treasurer O'Donald explained how the budget timeline was set up and thoughts behind it. The Budget is for the Board of Supervisors to see first and ask questions or make changes before they present it to the public and advertise it for public comment. Colt Hershinger asked why the Board and the public can't see it at the same time and why the budget process is started so late. Secretary/Treasurer responded that so much information that is needed for the budget just comes into the Township in September, that is why the draft budget is completed for October and that the Board of Supervisors needs time to understand the information and make changes prior to discussing it with the public. Lauren Haponski suggested that the Budget be placed on the screens to reduce the amount of confusion with draft copies. Supervisor Zgura stated that

after the workshop meeting, he wanted to add another meeting so that the Board didn't have to answer four hours of questions at the next regularly scheduled meeting where they would then have to adopt the tentative budget. He asked for a meeting to be scheduled the week of October 21<sup>st</sup> with date to be set after staff could look at calendars. Solicitor Fisher suggested that the Board make a motion at the October 3<sup>rd</sup> meeting to set the special meeting date and approve the draft budget for public review for the October 17<sup>th</sup> Workshop meeting.

John D. Zgura – No Report

**EXECUTIVE SESSION:** - Not needed

**ADJOURNMENT:** Meeting adjourned at 7:36 pm

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Chairman John D. Zgura

October 3<sup>rd</sup>, 2024  
Date

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Secretary/Treasurer Jessi O'Donald