

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
July 2nd, 2026, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors: Daniel Mohr, Angela Ashbrook, John Zgura; Manager Edward Carter, Planning Coordinator Brian Miller, Solicitor Marc Fisher, Secretary Treasurer Kimberly Mory

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.

Upper Milford Board of Supervisors held an executive session beginning at 6:15 pm prior to the start of this meeting to discuss a legal and personnel matter.

PUBLIC INPUT:

Colt Hershinger of St. Peters Rd. – Colt asked if there was a progress report on Indian Creek Rd? Manager Carter answered Indian Creek Rd is a state owned road and he has not received any progress report. Originally the state said the construction would run through September 2026.

Colt asked if the new Dunkin Donuts was designed for the state sidewalk construction? Planning Coordinator Miller answered the final plan was worked through the state. The state will tear the curb out to add a sidewalk if needed.

ACCEPTANCE OF MINUTES:

Approval of June 18th, 2026, regular meeting minutes.

MOTION: Supervisor Zgura made a motion to approve the June 18th, 2026, regular meeting minutes. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, Supervisor Ashbrook and Supervisor Zgura were in favor, and Supervisor Mohr abstained. The motion carried.

APPROVAL OF PAYMENT OF BILLS:

GENERAL FUND:

PLGIT XXXX7209 - Check No's. **2016 to 2043** in the amount of **\$35,097.88**

STREET LIGHT FUND:

PLGIT XXXX7125 - Check No. **1432** in the amount of **\$2,987.44**

ACKNOWLEDGEMENT OF BANK TRANSFER:

No Transfers

MOTION: Supervisor Mohr made a motion to pay the bills and acknowledge the bank transfers 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. Resolution 2026-030 Volunteer Fire Company Gift Card Program

Solicitor Fisher explained the draft resolution was reviewed at the June 18th, 2026, meeting and it is now presented for the Board's consideration. Supervisor Ashbrook confirmed that nothing changed? Solicitor Fisher answered no changes were made regarding requested omitted words from the previous meeting.

MOTION: Supervisor Zgura made a motion to authorize advertisement of the ordinance. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Draft Resolution 2026--____ Funding Western Fire Company's Pumper/Tanker

Solicitor Fisher explained this draft is a follow up from the June 18th, 2026, meeting discussion. Noting that Western District is in the process of acquiring a new pumper tanker. To be partially funded by a state loan in the amount of \$353,547.00 and partially funded by the Township making a lump sum contribution from the Major Fire Fighting Account in the amount of \$519,766.41. He explained the resolution states the Township agrees to make the lump sum contribution and reimburse Western District for the loan payments. The Township will make a monthly payment of \$1,788.54 which includes principal and interest from the restricted account. Western District will need to provide written evidence each month that the payment processed. The Township reserves the right to audit the account to verify payment was made. The resolution also states the pumper tanker reverts to the Township if Western District ceases to operate.

Supervisor Ashbrook asked if a new account will be needed? Manager Carter answered he checked with the accountant and confirmed since it is classified as a reserved account it should be separate.

There was a short discussion on what could happen in the next 20 years as the Board members change. Manager Carter stated that the resolution is a safeguard and in the best intention to raise as much money as possible for the Fire Company.

Solicitor Fisher stated a formal resolution will be approved by Western District prior to the July 16th, 2026, meeting for the Boards consideration.

DEP MODULES / SEWAGE PLANNING: None

PLANNING COMMISSION – OLD BUSINESS: None

PLANNING COMMISSION – NEW BUSINESS:

1. Grant Natural Resource Conservation Easement Agreement

Planning Coordinator Miller explained the completed baseline document for the Grant Natural Resource Conservation Easement Agreement. Teri Lyn agreed to sign both as presented, the Township staff and Solicitor Fisher will need to complete the process. Supervisor Ashbrook asked what the reasoning was for the price change? Planning Coordinator Miller answered there was a deed error with the piece of land across the street. The county recorded 31.35 acres, and the survey final was 30.74 acres.

MOTION: Supervisor Ashbrook made a motion to execute the Grant Natural Resource Conservation Easement Agreement. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Salisbury Comprehensive Plan Review, Comment Recommendation from Planning Commission

Planning Coordinator Miller read the Salisbury Comprehensive Plan Review letter:

At their meeting on June 29th, 2026, The Planning Commission reviewed the Draft Salisbury Township Comprehensive Plan. The Planning Commission recommends thanking Salisbury Township for the opportunity to review their draft plan and express concerns with changes on the Draft Future Land Use Map that may not be compatible with adjoining municipal zoning, physical environmental restrictions in the area & compatibility with existing neighborhood character and long-term land use objectives along their border with Upper Milford Township. The Future Land Use Map changes the area bordering Upper Milford Township in the area of S. 2nd St. Emmaus from Conservation Residential to Medium Density Residential.

Conservation Residential is defined as “Areas designed to conserve/preserve steep slopes, woodlands, wetlands, springs, seeps, important groundwater recharge areas and other sensitive natural features. These areas are mainly suitable for single family detached houses, with the size of the lot varying upon the natural features of the land. On a lot with few natural features, the minimum lot area should continue to be two acres”. Medium Density Residential is defined as “Areas contain development that consists of medium-density residential uses in areas predominantly served by public water and sewer, generally allowing densities of approximately 1 to 6 dwelling units per acre. Development is characterized by a suburban residential character and consists primarily of single-family detached dwellings, with select single-family attached housing types such as twin dwellings, duplexes, and triplexes.

The change noted above conflicts with the objectives that are written into their plan such as:

- “Prioritize Maintenance of Existing Sewer Infrastructure: Focus municipal investment on maintaining and improving the township’s existing sanitary sewer collection and conveyance infrastructure before pursuing system expansion. Given the limited need for new service areas, maintaining system reliability and capacity will help support redevelopment and higher-density development in appropriate locations while avoiding unnecessary infrastructure expansion and long-term maintenance costs.”
- “Preservation of Low-Density Neighborhoods: maintain community character by preserving existing low-density residential areas served by onlot water and septic systems.”
- “Preservation of Low-Density Neighborhoods: maintain community character by preserving existing low-density residential areas served by onlot water and septic systems.”
- “Compatible Land Use Transitions: ensure compatibility between land uses through appropriate transitions, particularly between higher-density development and surrounding lower-density residential areas, while considering conditions across municipal boundaries.”

The Plan also discusses Constraints on Development noting that Natural features and environmental constraints play a significant role in shaping where and how development can

occur within a community. Soil conditions, floodplains, wetlands, steep slopes, and conservation easements influence site design, construction feasibility, infrastructure costs, and long-term sustainability. Attached are copies of mapping to show the area in question.

Planning Coordinator Miller continued that the area is just above Unami Fish & Game Association on South 2nd Street in Emmaus. There is no public sewer or water, and there are currently 2 big parcels owned by wildlands on the hill with extremely steep slopes. He does not agree with going to medium density in an area like that.

Supervisor Ashbrook asked if Planning Coordinator Miller knew what they are trying to gain by doing this? He answered no, and it may be a mistake.

MOTION: Supervisor Ashbrook made a motion for Planning Coordinator Miller to express concerns on Salisbury Comprehensive Plan Review. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

3. Lower Milford Zoning Amendments, Comment Recommendation from Planning Commission

Planning Coordinator Miller read the letter for the Planning Commission Review and Consideration of the Lower Milford Draft Ordinance No. 146 with recommendation:

At their meeting on June 29th, 2026, The Planning Commission reviewed the Draft Lower Milford Township Ordinance 146 as required by the Southwestern Lehigh Comprehensive Plan Agreement. The Planning Commission recommends thanking Lower Milford Township for the opportunity to review the draft Ordinance and suggested that they address a typographical/formatting error with duplicated wording under Section 1005 Heritage Trees, and in doing so clarify that the Heritage Tree section of the Ordinance does not apply for a regulated Timber Harvest Plan.

During the review process I was able to discuss this with the Planning Administrator at Lower Milford Township and they agreed and will be addressing what is noted above. A draft response letter is attached if you agree.

MOTION: Supervisor Ashbrook made a motion for Planning Coordinator Miller to send the letter as written. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE: None

OTHER ISSUES: None

REPORTS:

Emergency Services Committee Report: No Report

Township Emergency Management Coordinator: No Report

Emergency Services Call Report: No Report

Fire Companies: No Report

Emmaus Library: No Report

Recreation Commission: No Report

Township Manager: No Report

Supervisors:

John D. Zgura – Supervisor Zgura reported and update on the 250th parade celebration on September 5th, 2026. He said there was an issue with getting the veterans from the Township building to Lenape Park due to insurance reasons. They are now looking for convertibles to transport the veterans. Volunteers are needed and will be presented with a reflective vest for protection. It is on the Township website and Facebook page.

Daniel J. Mohr – Supervisor Mohr reported there is another month before the Vera Cruz Home Coming starts. He is still rounding up ads for the advertisement book. A platform was secured for the stage and a tent. Now they need an inverter generator to rent since they are quiet. They are still working on T Shirts. There is a meeting next Thursday July 9th, 2026, at the Fire Company at 6:30pm.

Angela Ashbrook – Supervisor Ashbrook reported that the Township office is closed Friday July 3rd, 2026. She hopes everyone has a good 4th of July.

EXECUTIVE SESSION: – Not Needed

ADJOURNMENT: Meeting was adjourned at 7:34 pm.

Chair, Angela Ashbrook

07/16/2026
Date

Secretary, Kimberly Mory