

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
June 4<sup>th</sup>, 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, 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.

**PUBLIC INPUT:**

Lauren Haponski of Benjamin Ct – Lauren sent the Supervisors an article regarding data centers in CA she wanted to put on the record and be proactive, in lieu of one being proposed in Whitehall. Lauren stated hopefully we do not have land large enough to have one built. It has not been positive for any residents near recently built data centers. She wants the opposition on record and hopes to never see one near Upper Milford Township.

Phil Casey of Main Rd E. – Phil asked if the Township has any control over the timing of the stop light at St. Peters Rd and Route 29. Manager Carter answered no, they are set by PennDOT. Phil asked if the Township has any influence? Manager Carter explained no, the light is an offsetting intersection connecting Shimerville Rd and St. Peters Rd. Manager Carter said that Route 29 is the priority.

Paul Ulicny of Ridge Rd Ext – Paul expressed he was extremely grateful for the Board's support with the stormwater project, which he said was pulled off perfectly. He stated Manager Carter and the road crew did an outstanding job, and he presented photographs to the Board showing the completed project. Paul provided a thank-you note to Manager Carter to pass along to the road crew.

**ACCEPTANCE OF MINUTES:**

Approval of May 21<sup>st</sup>, 2026, Regular meeting minutes.

**MOTION:** Supervisor Mohr made a motion to approve the May 21<sup>st</sup>, 2026, regular meeting minutes. 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. **1941 to 1973** in the amount of **\$19,267.65**

**STREET LIGHT FUND:**

PLGIT XXXX7125 - Check No. **1431** in the amount of **\$3,072.58**

**ACKNOWLEDGEMENT OF BANK TRANSFER:**

Transfer No's. 2026-037 to 2026-041

**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:** None

**NEW BUSINESS:**

1. Resolution 2026-028 – Red Hill Water Authority Intergovernmental Agreement

Manager Carter read the Red Hill Water Authority Memo:

For many years, the Red Hill Water Authority has provided water service to 16 township properties where the water line crosses the property or runs along the adjacent roadway. This service extends from the Kemmerer Spring location at 6841 Sigmund Road to Route 29, where the line leaves the Township and enters Hereford.

The Red Hill Water Authority has no record of an intergovernmental agreement and would like to enter into one with the Township to formalize this long-standing arrangement for providing water service to these 16 Upper Milford Township customers.

Planning Coordinator Miller provided a map showing where the line runs. Solicitor Fisher added this is simply putting in writing what has been going on for years. The code requires an intergovernmental agreement between the Township and the Red Hill Water Authority.

Supervisor Ashbrook asked if this agreement would allow Red Hill in the future to run more sewer and water lines in the Township? Solicitor Fisher answered no, only the current 16 houses and added Red Hill is responsible for maintenance.

**MOTION:** Supervisor Zgura made a motion to approve resolution 2026-028 Red Hill Water Authority Intergovernmental Agreement. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Resolution 2026-029 – Workers Compensation

Manager Carter explained this resolution is adopted every year to cover the Workers Compensation for the Fire Companies extra activities such as fundraising. This is a requirement from the Insurance Company.

**MOTION:** Supervisor Mohr made a motion to approve Resolution 2026-029. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

### 3. Truck 17(1999 GMC) Discussion

Manager Carter explained during the May 7<sup>th</sup>, 2026, meeting a request had been made to sell Truck 17 (a 1999 GMC Sierra 3500) on Municibid. However, public works employee Lee Marks subsequently performed a pre-inspection on Truck 3, a 1999 F350 Super Duty with a dump insert. Lee discovered a fuel tank leak and broken manifold bolts on the engine blocks; the truck would also require four new tires to pass inspection. Manager Carter noted that based on these findings, Truck 3 will not pass its upcoming inspection at the end of August. While the original intention was to keep Truck 3 in service due to the dump body insert, this discovery changed plans. To avoid being short a vehicle, the Township will retain Truck 17, which is currently inspected through June 2027 and only requires two new tires. Once the inspection on Truck 3 expires at the end of August, a request will be made to sell that one instead.

Supervisor Zgura asked if Truck 17 was already on Municibid? Manager Carter answered it was never posted.

**MOTION:** Supervisor Zgura made a motion to rescind the motion to sell the 1999 GMC Truck. Supervisor Mohr seconded the motion. Public Comment was made by Phil Casey – Phil asked if the dump body could be transferred? Manager Carter answered no it is old and beat up. The goal is to try to go without it and adjust. All were in favor, motion carried.

**DEP MODULES / SEWAGE PLANNING:** None

**PLANNING COMMISSION – OLD BUSINESS:** None

**PLANNING COMMISSION – NEW BUSINESS:**

1. Request to Withdraw Goldstein 3001 N. 2<sup>nd</sup> St Subdivision Application Letter from Brian Miller

Planning Coordinator Miller read the Goldstein Minor Subdivision letter to the Board:

I received a subdivision withdrawal request today for the Goldstein Minor Subdivision from John & Kate Zayaitz, the property owners of 3001 N. 2nd St. Emmaus. John & Kate would like to build a home on the property and have decided not to pursue the subdivision at this time.

Supervisor Mohr made a comment that the Township has not had many withdrawals. Planning Coordinator Miller explained there were only a couple in the past.

**MOTION:** Supervisor Ashbrook made a motion to accept the withdrawal as stated. Supervisor Mohr 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:

### 1. Funding for Western District Fire Truck

The Board reviewed the final payment structure for the new pumper tanker expected to arrive at the end of August. The total remaining balance due upon delivery is \$873,313.41. Joe Terrible led a discussion regarding a low-interest state loan available at a 2% interest rate for a 20-year term in the amount of \$353,547. If approved, this loan would leave a remaining balance of \$519,766.41 to be disbursed from the Major Firefighting account.

Supervisor Ashbrook requested clarification on the total purchase price of the fire truck. Joe stated the total purchase price is \$1,400,414.00, noting that final reconciliation and discounts would be applied when the fire company takes delivery. In response to Supervisor Ashbrook's question regarding potential cost overruns, Michael Kline stated that no additional change orders are anticipated. Joe and Mike confirmed that the \$519,766.41 lump-sum payout from the Township remains a firm figure if the 2% loan is utilized.

Supervisor Zgura recommended that the Township pay the full \$873,313.41 outright from available funds rather than securing the 2% loan. There was a brief discussion regarding current fire service fund accounts. Manager Carter provided an overview of the five distinct accounts currently maintained for the two fire companies.

Supervisor Zgura noted that the payment agreement needs to include a provision stating that Upper Milford Township will acquire title to the truck in the event the Western District Fire company dissolves or defaults.

Joe Terrible and Mike Kline discussed the financial advantages of leveraging the state loan. Joe noted that because the Township's PLGIT (Pennsylvania Local Government Investment Trust) accounts are currently earning 3.96%, utilizing the 2% loan creates a positive interest spread of roughly 1.5%. Forgoing the loan would mean sacrificing interest earnings that could otherwise benefit the fire companies. Mike added that the state note carries no prepayment penalties and could be retired early. Joe agreed that protective language regarding asset recovery could be drafted into the Township agreement with the fire company.

Supervisor Ashbrook expressed concern that maintaining a high cash balance in the account rather than spending it on the truck outright might expose the funds to be reallocated for other purposes in the future budget cycles.

Supervisor Zgura asked about the feasibility of consolidating the various fire company accounts? Manager Carter explained that the two Major Firefighter accounts pre-date the active Fire Tax and no longer receive new revenue. Active fire tax revenues are deposited into a General Operating account shared by both companies, with separate savings accounts maintained for each. Manager Carter stated that while he believes these accounts must remain separated for their legal lifespan, he will verify with the Township auditors to confirm whether consolidation is permissible.

Supervisor Zgura maintained his preference to fund the full \$873,313.41 outright upon delivery of the fire truck. Manager Carter asked if the 2% loan could be structured on a shorter 10-year term? Mike and Joe confirmed a 10-year term is allowable. Manager Carter recommended that the Emergency

Services Committee (ESC) prepare comparative numbers for both the loan and outright purchase options for the Board to review. The final check will be required by the end of August.

Supervisor Mohr stated his vote would be to take the 2% loan. Supervisor Ashbrook asked if the Township pays taxes on its investment interest earnings? Manager Carter confirmed that the Township is tax-exempt.

#### Public Comment

Ben Kohler spoke in favor of taking the 2% loan.

## 2. Volunteer Fire Fighter Gift Card Incentive Program

Joe Terrible presented the revised qualification criteria for the Volunteer Firefighter Gift Card Incentive Program, noting that the guidelines had been updated based on the Board's requests at the April 2<sup>nd</sup> meeting. Joe thanked Manager Carter for his assistance in drafting the refined qualification language.

On behalf of the Emergency Services Committee (ESC), Joe requested approval of the program as presented. The ESC recommended that the incentive amount be the average residential fire tax bill, which is estimated to be \$125.00 for 2026.

Supervisor Ashbrook asked for clarification regarding whether responses tracked by the Lehigh County 911 Center would include calls outside of Upper Milford Township boundaries? Michael Kline and Joe confirmed that the program counts any incident for which the volunteer are paged out, noting that the companies are dispatched to assist neighboring municipalities.

Solicitor Fisher advised the Board that if they agree with the qualification criteria, a formal resolution would be required to establish the program legally. The resolution will define the program's effective state date, disbursement timelines, and the framework. The ESC recommended the gift card value be the average fire tax residential assessment in the year of payment, which would require an annual assessment figure if approved by the Board.

Supervisor Ashbrook asked if this would be retroactive back to January 1<sup>st</sup>, 2026? Solicitor Fisher stated that would be the Board's decision, noting his understanding that the fire companies have already been tracking responses for the current year. Mike confirmed that both fire companies maintain comprehensive call and response records.

Supervisor Mohr asked whether the Township or the fire companies would be responsible for generating tax forms for the recipients? Solicitor Fisher clarified that tax compliance would be the responsibility of the individual fire companies. The Township's role is limited to issuing gift cards directly to the fire companies based on the certifications.

Solicitor Fisher requested direction on whether the Board was comfortable tying the incentive value to the average residential fire tax assessment each year. Following a brief discussion, the Board agreed that the incentive rate should be reviewed and set annually by the Board during the fall budget process.

To align the program with the October budget preparation timeline, the Board discussed adjusting the qualification period. Following discussion, it was mutually agreed that the program would operate on a rolling evaluation year running from September 1<sup>st</sup> – August 31<sup>st</sup>.

Solicitor Fisher stated he would prepare a draft resolution for the Board's review.

Township Emergency Management Coordinator: No Report

Emergency Services Call Report: No Report

Fire Companies: Michael Kline reported the Western District Chicken BBQ sale is coming up June 27<sup>th</sup>, 2026, and tickets are available on their website.

Emmaus Library: No Report

Recreation Commission: Lauren Haponski asked questions regarding Arrow Head Park regulations and had a brief discussion with Manager Carter. Supervisor Ashbrook mentioned that Lauren is the new Recreation Commission Chair.

Township Manager: Manager Carter reported Dylan Baldwin accepted and passed all requirements in his offer letter and will start June 15<sup>th</sup>, 2026. Supervisor Zgura asked when his CDL classes will start? Manager Carter answered within a month or two.

Supervisors:

John D. Zgura – No Report

Daniel J. Mohr – Supervisor Mohr followed up from last meeting regarding Main Rd East where the state recently chipped and tarred saying they now have white dots where the plastic pieces were since they were hard to see. There was a short discussion on the condition of the road and the potholes that were patched.

Angela Ashbrook – No Report

**EXECUTIVE SESSION:** – Not Needed

**ADJOURNMENT:** Meeting was adjourned at 7:52 pm.

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Chair, Angela Ashbrook

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06/18/2026  
Date

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Secretary, Kimberly Mory