

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
July 16th, 2026, 7pm
REGULAR MEETING MINUTES

ATTENDANCE: Supervisors: Daniel Mohr, Angela Ashbrook, John Zgura; Manager Edward Carter, 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:

David Seislove of Linda Ln. – Followed up on the turnaround at the end of Linda Ln. most recently mentioned during the May 7th, 2026, meeting. Manager Carter explained that Maple Ridge is still working on the pedestrian rail trail; once that project is completed including closing out the NPDES permit, the Township will be able to fix the turnaround.

ACCEPTANCE OF MINUTES:

Approval of July 2nd, 2026, regular meeting minutes.

MOTION: Supervisor Mohr made a motion to approve the July 2nd, 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. **2044 to 2068** in the amount of **\$109,606.57**

OPEN SPACE REFERENDUM:

PLGIT XXXX7146 - Check No. **1038** in the amount of **\$155,856.00**

FIRE SERVICE FUND:

PLGIT XXXX7167 - Check No. **1004** in the amount of **\$11,905.81**

FIRE HYDRANT FUND:

PLGIT XXXX7154 - Check No. **1009** in the amount of **\$3,471.82**

ACKNOWLEDGEMENT OF BANK TRANSFER:

Transfer No's. 2026-048 to 2026-053

MOTION: Supervisor Zgura made a motion to pay the bills and acknowledge the bank transfers as read. Supervisor Mohr seconded the motion. Public Comment was made by Lauren Haponski –

Lauren asked what the Open Space Referendum entails. Supervisor Zgura answered that the money is used to purchase farms and parks; it can only be used for specific purposes for preservation. Manager Carter continued saying it is a tax on your income. Supervisor Ashbrook explained this check was for a preserved farm. All were in favor, motion carried.

SOLICITOR'S REPORT:

1. Ordinance No.178

Solicitor Fisher explained proposed Ordinance No. 178 exempts certain open space property from further millage increases. Reviewed every 10 years. It was properly advertised.

MOTION: Supervisor Ashbrook made a motion to approve Ordinance No. 178. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

OLD BUSINESS: None

NEW BUSINESS:

1. Approval to Advertise Request for Professional Services for a Township Engineer

Manager Carter presented a request to advertise a Request for Proposal (RFP) for professional engineering services. The purpose of the RFP is to review and compare pricing and service options for a Township Engineer.

MOTION: Supervisor Ashbrook made a motion to approve advertisement of RFP for a Township Engineer. Supervisor Zgura seconded the motion.

Public comment was made by Colt Hershinger regarding the operational strictness of potential new engineering firms compared to the current Township Engineer. Manager Carter responded that the evaluation would consider operational practices in addition to pricing, noting that the Township intends to contact both current and former municipal references to assess performance history.

All were in favor, motion carried.

2. Yard Waste Hours Discussion

Supervisor Ashbrook explained the last storm on the holiday weekend of July 4th, 2026, there was confusion among residents as to whether the yard waste center was open. Her question was what plan could be put in place for an event like this in the future. Manager Carter explained it would be up to the Board; the yard waste center is typically closed on all major holidays. Supervisor Ashbrook asked if the yard waste center was ever open unattended? Manager Carter answered that it used to be open 24/7 and there were a lot of issues with material and contractors. There was a short discussion regarding having someone on-site rather than leaving the yard waste unattended, as well as the need for an emergency plan.

3. Possible Purchase of a Ford F-350 from Upper Macungie

Manager Carter read the Memo provided to the Board regarding the 2018 Ford F-350:

Upper Macungie Township is selling a 2018 Ford F-350, Regular Cab pickup truck with an 8-foot bed, 6.2L gas engine, with a Fisher XLS snowplow. This truck has 48,119 miles on it. Lee Marks inspected the truck and noted that, while the interior shows slight wear, the underside and exterior are very clean. The truck also is well maintained and in good working order.

I would like to ask the Board permission to send an offer to purchase this truck from Upper Macungie for \$32,000, The Kelly Blue Book Value for this truck without the plow is \$31,000 to \$34,000 for a Private Party sale.

If you agree to this, and Upper Macungie accepts the offer, we would then sell the 1999 GMC and the 1999 Ford F-350.

Supervisor Zgura asked if the plow would be kept on the truck? Manager Carter answered yes, for a backup. Supervisor Ashbrook asked why Upper Macungie was selling the truck? Manager Carter answered they only keep trucks for 7 years. There was a short discussion about possibly painting the truck white to remove yellow stripes. Supervisor Ashbrook asked where the money would come from since it was not budgeted. Manager Carter suggested paying out of the General Fund, seeing how much is recuperated from the two trucks, and taking the remainder out of the Equipment Savings Fund.

MOTION: Supervisor Ashbrook made a motion for Manager Carter to pursue purchasing the F-350 from Upper Macungie for \$32,000.00. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

4. Appoint Open Records Officer- Appoint Edward Carter as the Open Records Officer.

Manager Carter explained a motion is needed to appoint the new Open Records Officer.

MOTION: Supervisor Zgura made a motion to appoint Edward Carter as the Open Records Officer. Supervisor Ashbrook seconded the motion. Public Comment was made by Colt Hershinger who asked what the Open Records Officer does? Manager Carter answered the Open Records Officer responds to Right-to-Know Requests. All were in favor, motion carried.

5. Resolution 2026-001 Amended.

Manager Carter explained this would amend Resolution 2026-001 to remove Kyle Walbert as the Assistant Zoning Officer and Assistant Secretary, and to appoint Edward Carter as Assistant Secretary effective 4:00 p.m. on July 17th, 2026.

Supervisor Ashbrook made a motion to approve Resolution 2026-001 Amended. Supervisor Mohr 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:

1. Fields at Twin Run Time Extension Request

Manager Carter explained they are requesting a 365-day extension to finish Twin Run. The bond will need to be increased by 10%. Supervisor Zgura suggested giving them until December 17th, 2026, and then provide an update at that time.

Supervisor Zgura made a motion to grant the time extension until December 17th, 2026. New graph requested with instructions showing when to be completed. Solicitor Fisher added, contingent on extending the security with a 10% increase. Supervisor Ashbrook seconded the motion.

Public Comment was made by Lauren Haponski asking what will be requested in December? Supervisor Zgura clarified they want to see what Kay Builders completed and have them ask for another extension at that time. Public Comment was made by Colt Hershinger asking if Maple Ridge developers asked for this many extensions? Solicitor Fisher answered that they did ask for extensions. Manager Carter continued that it was 2 or 3 times, and progress was made.

All were in favor, motion carried.

2. Jasper Ridge Punch List Completion

Manager Carter explained that this was for informational purposes only. Punch list items were to be done by July 17th, but most are still incomplete. Solicitor Fisher continued there is nothing before the board now, but it will be on the agenda for August 6th, 2026.

3. Stone Ridge 18-Month Maintenance Bond Release

Manager Carter explained that the 18-month inspection was done by him accompanied by Michael Lilly prior to the expiration date of July 7th, 2026. No reason not to release. Supervisor Zgura asked if in the future the Board could be notified to have the option to look over the project for a second set of eyes. Manager Carter agreed to notify the Board as requested.

Supervisor Ashbrook made a motion to approve the 18-Month Maintenance Bond Release for Stone Ridge. Supervisor Mohr seconded the motion. Public Comment was made by Lauren Haponski asking where Stone Ridge was? There was a short discussion with general directions to the development. All were in favor, motion carried.

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: Lauren Haponski reported the next meeting is Monday, July 20th, 2026, at Churchview Park.

Township Manager: Manager Carter announced that Kyle Walbert was leaving the Township after 8 years. He was a great employee and will be deeply missed. We will be looking for a replacement. The Board expressed gratitude for his time here at the Township and wished him luck in his endeavors.

Supervisors:

John D. Zgura – Supervisor Zgura reported a 250th parade meeting at 7:00 p.m. on Wednesday, July 22nd, 2026, at the Township building. They are still looking for convertibles or antique cars to transport veterans.

Daniel J. Mohr – Supervisor Mohr reported that as the Vera Cruz Homecoming is coming up, they are wrapping up the advertising book. Shirts and hats have been ordered. They secured a food vendor, and the association will provide hot dogs, ice cream, and soda. Two music groups will be in attendance. Homecoming will be August 16th, 2026.

Angela Ashbrook – No Report

EXECUTIVE SESSION: – Not Needed

ADJOURNMENT: Meeting was adjourned at 7:48 pm.

Chair, Angela Ashbrook	08/06/2026
	Date

Secretary, Kimberly Mory