APPROVED MINUTES

Upper Milford Township
Board of Supervisors
Township Building, Old Zionsville, PA 18068
October 15th, 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.

PUBLIC INPUT: None

ACCEPTANCE OF MINUTES:

Approval of October 1st, 2026, regular meeting minutes.

MOTION: Supervisor Mohr made a motion to approve the October 1st, 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. **2226 to 2270** in the amount of **$112,639.68**
STREET LIGHT FUND:
PLGIT XXXX7125 - Check No. **1436** in the amount of **$2,809.21**

ACKNOWLEDGEMENT OF BANK TRANSFER:
Transfer No's. 2026-067 to 2026-071

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 No. 2026-032 Local Services Grant Application

Manager Carter summarized this was discussed at the October 1, 2026 meeting: a resolution for the Western District's additional $1 million grant application for the fire house.

MOTION: Supervisor Zgura made a motion to accept Resolution 2026-032 Local Services Grant Application Phase II. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Sale of 1999 GMC and 1999 Ford F-350

Manager Carter read the prepared memo regarding the sale of the 1999 GMC Sierra:

> *The 1999 GMC Sierra 3500 was advertised and listed on Municibid for auction ending Friday, October 9, 2026. The winning bid was for $6,600*
>
> *At this time, I would like to ask the Board to approve the sale of the 1999 GMC Sierra 3500 to Lee Marks of Zionsville PA, for the amount of $6,600.*

MOTION: Supervisor Zgura made a motion to accept the winning bid of $6,600.00 from Lee Marks of Zionsville for the 1999 GMC Sierra. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Manager Carter read the prepared memo regarding the sale of the 1999 Ford F-350:

> *The 1999 Ford F-350 was advertised and listed on Municibid for auction ending Friday, October 9, 2026. The winning bid was for $3,500.00*
>
> *At this time, I would like to ask the Board to approve the sale of the 1999 Ford F-350 to Ronald Zarocki, of Aliquippa PA for the amount of $3,500.*

MOTION: Supervisor Zgura made a motion to accept the winning bid of $3,500.00 from Ronald Zarocki of Aliquippa for the 1999 Ford F-350. 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:

1. 4190 Shimerville Rd & 4135 Mill Rd Lot Line Adjustment

Planning Coordinator Miller read the prepared letter regarding the lot line adjustment:

> *At their meeting on September 28th, 2026 the Planning Commission reviewed the Frank & Deborah A. Kuklis, 4190 Shimerville Road & William S. Wall, 4135 Mill Road Lot Line Adjustment. The Planning Commission discussed the road Right of way along the property involved and recommends the Board accept the dedication along Shimerville Road and an easement area now shown on the plan in the intersection of 4190 Shimerville Road (shown on the attached). The Planning Commission also recommended approval of the Lot Line*

Adjustment plan contingent on addressing the staff municipal review letter comments, Lehigh Valley Planning Commission approval and payment of any outstanding fees. Currently the applicants Engineer has addressed staff comments and the LVPC has responded favorably.
If you chose to accept the dedication of right of way along Shimerville Road and the easement area shown on the attached sheet on the 4190 Shimerville Road property, any and all required legal documentation should be reviewed/completed and approved by the Township Solicitor along with review and approval of the new deed descriptions for both 4190 Shimerville Road & 4135 Mill Road, and any required additional notes on the plan that may be required by the Solicitor.
Approval can be made contingent on addressing the items above along with payment of any Township fees acquired in the process.

Planning Coordinator Miller referred to the map included for the Board's review. Applicant William (Bill) Wall, and Martin (Marty) Smith PE with Pany & Lentz Engineering were in the audience to answer questions regarding the lot line adjustment. Supervisor Ashbrook asked what the reasoning was for the lot line adjustment. Marty explained it is an adjustment between the two properties to equalize areas for the houses. There was a brief discussion with the Board and Planning Coordinator Miller regarding bridge work and clean up needed at the corner of Mill Road.

MOTION: Supervisor Zgura made a motion to accept the lot line adjustment of 4190 Shimerville Road and 4135 Mill Road contingent on addressing items addressed in the letter dated October 15, 2026, and payment of any Township fees acquired in the process. Solicitor Fisher added dedication to the Township for the ultimate right-of-way along 4190 Shimerville Road shown in the plan and 5-foot easement on 4190 Shimerville Road and 9-foot easement along 4135 Mill Road as shown in the plan. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

SUBDIVISIONS – IMPROVEMENTS: None

CORRESPONDENCE:

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: Supervisor Ashbrook reported there is a meeting Monday, October 19, 2026 at the Municipal Center.

Township Manager: Manager Carter reported the new full-time public works employee Michael Schmaldinst started on October 12, 2026.

Supervisors:

John D. Zgura – No Report

Daniel J. Mohr – Supervisor Mohr reported on the Vera Cruz Community Association Halloween Parade on Wednesday, October 14, 2026. The attendees had a good time, dancing in the streets during the periods after the parade passed before it came back around. There was a DJ on the porch of the Vera Cruz Tavern playing music. There was a fire call in the middle of the parade; some mistook this for the actual parade.

Angela Ashbrook – Supervisor Ashbrook reported that since they only got part way through the budget review during the workshop prior to the Board of Supervisors meeting, the next one will be kept in place for Wednesday, October 21, 2026 at 6:30 pm at the Municipal Center.

ADJOURNMENT: Meeting was adjourned at 7:16 pm.

EXECUTIVE SESSION: – Executive session was held immediately following the meeting to discuss a personnel matter.

_____ **11/5/2026**

Chair, Angela Ashbrook **Date**

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Secretary, Kimberly Mory