

Upper Milford Township  
Board of Supervisors  
Township Building, Old Zionsville, PA 18068  
May 21st, 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.

*Upper Milford Board of Supervisors held an executive session beginning at 6:30 pm prior to the start of this meeting to discuss a legal and personnel matter.*

**PUBLIC INPUT:** None

**ACCEPTANCE OF MINUTES:**

Approval of May 7<sup>th</sup>, 2026, Regular meeting minutes.

**MOTION:** Supervisor Mohr made a motion to approve the May 7<sup>th</sup> 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. **1907 to 1940** in the amount of **\$139,018.40**

**FIRE SERVICE FUND:**

PLGIT XXXX7167 - Check No's. **1002 to 1003** in the amount of **\$121,718.90**

**HIGHWAY AID FUND:**

PLGIT XXXX7112 - Check No. **2650** in the amount of **\$164,166.57**

**ACKNOWLEDGEMENT OF BANK TRANSFER:**

Transfer No's. 2026-026 to 2026-036

**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:**

### 1. Public Hearing for Zoning Ordinance # 175 Motion to Approve Ordinance # 175

Solicitor Fisher opened a public hearing for proposed Ordinance # 175 providing for a comprehensive revision of the Township Zoning Ordinance of 2010 as previously amended. As Solicitor he made a part of the record that notice of this hearing as well as possible advertisement was placed in the East Penn Press during the weeks of April 22<sup>nd</sup>, April 23<sup>rd</sup>, April 29<sup>th</sup>, and April 30<sup>th</sup>, 2026. In addition, notice of this hearing and proposed ordinance was sent to the Lehigh Valley Planning Commission and by letter dated April 17<sup>th</sup>, 2026, the Lehigh Valley Planning Commission provided a response. Notice of this hearing was sent to all members of the Southwestern Lehigh Comprehensive Plan. The Borough of Alburtis sent correspondence to the Township concerning the proposed amendments. Lower Milford by letter dated April 23<sup>rd</sup>, 2026, thanked the Township for the opportunity to review the Zoning ordinance and indicated no questions or comments. Borough of Alburtis by letter dated April 9<sup>th</sup>, 2026, also thanked the Township for referring the proposed ordinance and indicated they had no questions or comments. Notice of the Ordinance was also given to the Upper Milford Township Planning Commission, letter dated April 20, 2026, recommended adoption contingent on addressing a minor formatting error that has since been corrected.

Solicitor Fisher opened the public for comments or questions. Seeing no comments and hearing no questions the public hearing was closed.

**MOTION:** Supervisor Ashbrook made a motion to approve Ordinance # 175. Supervisor Zgura seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

### 2. Public Hearing for Subdivision and Land Development Ordinance # 176 Motion to Approve Ordinance# 176

Solicitor Fisher opened a public hearing for proposed Ordinance # 176 providing for a comprehensive revision to the Upper Milford Subdivision and Land Development Ordinance of 2010 as previously amended. As Solicitor for the Township, he noted that this hearing and possible consideration of ordinance was properly advertised in the East Penn Press during the weeks of April 22<sup>nd</sup>, April 23<sup>rd</sup>, April 29<sup>th</sup>, and April 30<sup>th</sup>, 2026. Copy was sent to the Lehigh Valley Planning Commission submitted comments back to the Township April 16<sup>th</sup>, 2026. In addition, copies of the proposed ordinance was sent to all members of the Southwestern Lehigh Comprehensive Plan. By letter dated April 9<sup>th</sup>, 2026, the borough of Alburtis thanked the Township for the opportunity to review the proposed ordinance and indicated no questions or comments. By letter dated April 23<sup>rd</sup>, 2026, Lower Milford thanked the Township for the opportunity to review the Ordinance indicated no comments or questions. This matter was also reviewed by the Upper Milford Township Planning Commission, letter dated May 20<sup>th</sup>, 2026, recommended adoption of the draft ordinance.

Supervisor Mohr questioned the Ordinance number? Solicitor Fisher answered # 176. Supervisor Mohr continued questioning why the letters had proposed Ordinance # 174 and # 175 from Alburtis and Lower Milford. Planning Coordinator Miller answered they were sent out prior to advertisement, but it was confirmed they did see the same ordinances.

Solicitor Fisher opened the public for comments or questions. Seeing no comments or hearing no questions the public hearing was closed.

**MOTION:** Supervisor Ashbrook made a motion to approve Ordinance # 176. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

Manager Carter thanked Judith Goldstein and Stacy Yoder with Gilmore & Associates Inc for all their hard work. Judy and Stacy who were in the audience thanked the Township and mentioned they enjoyed working with them and hope to work with the Township again.

**OLD BUSINESS:** None

**NEW BUSINESS:**

1. Permission to send Offer Letter to D.B for the open Public Works Position

Manager Carter read the Memo regarding the Offer Letter for D.B:

Jared Bailey Public Works Foreman and I have conducted interviews as approved by the Board of Supervisor. After careful review of all the candidates, both of us agreed that the best candidate for the Public Works position would be,

D.B. of Macungie

At this time if the Board agrees. A motion to hire D.B. of Emmaus as a full-time Public Works Employee, at the rate of \$23.00 per hour and terms offered to him in his Employment offer letter would be in order.

**MOTION:** Supervisor Ashbrook made a motion for Manager Carter to send the offer letter to D.B. for the open Public Works Position. Supervisor Mohr seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

2. Ordinance No. 177 Draft Recreation Commission

Manager Carter explained during the May 7<sup>th</sup>, 2026, meeting the board asked for a draft resolution for the Parks and Recreation Committee 5-member board with 2 alternates change. Supervisor Ashbrook asked will the existing members decide who will be members and who will be alternates? Manager Carter said a conversation would be needed to decide. He suggested having terms. Supervisor Ashbrook questioned number 9; full record of its business and annually make a written report? Solicitor Fisher answered this language comes directly from Second Class Township code. Manager Carter suggested forwarding the minutes from each meeting.

Solicitor Fisher said they will bring the Ordinance back once they have properly advertised it.

**DEP MODULES / SEWAGE PLANNING:** None

**PLANNING COMMISSION – OLD BUSINESS:** None

## **PLANNING COMMISSION – NEW BUSINESS:**

6331 Batman Rd Land Development – Nikola Enterprises  
Waiver Request Letter from Nikola Enterprises  
Contingent Land Development Approval  
Letter from Brian Miller

Planning Coordinator Miller read an excerpt of his letter to the Board:

At their meeting on December 29<sup>th</sup>, 2025, the Planning Commission reviewed the Nikola Enterprises LLC Land Development. The Planning Commission recommends approval of the SALDO Waivers as listed in the attached letter from Nikola Enterprises.

Planning Coordinator Miller read an excerpt from the letter received from Nikola Enterprises addressed to the Planning & Board of Commissioners stating the Waiver request:

**SALDO Section 1004.E.11.** – For minimum use driveways (as defined by PennDOT), the radii shall be a minimum of 15 feet. For low volume and medium volume driveways (as defined by PennDOT), the radii shall be a minimum of 25 feet. In all cases, the radii shall be designed to accommodate the largest vehicle expected to frequently use the driveway. The applicant already has a Driveway Permit for the existing driveway access onto Batman Road. Drive and / or Access Permit Number 2022-046 was granted on 12/22/2022 and copies will be provided to the Township.

**SALDO Section 1011.B.2.** – The applicant requests a waiver from providing the perimeter easements.

**SALDO Section 1012.C.1.** – The maximum slope of an access drive or driveway shall be 14 percent, except the first 20 feet adjacent to a cartway of a street shall have a maximum slope of 4 percent. The applicant already has a Driveway Permit for the existing driveway access onto Batman Road. Drive and / or Access Permit Number 2022-046 was granted on 12/22/2022 and copies will be provided to the Township.

**SALDO Sections 1004.C.2, 1004.F.1, 1004.F.2, 1004.L**

- i. Chestnut Street - The applicant requests a waiver from requiring the additional Right-of-Way Dedication along Chestnut Street
- ii. Batman Road - The applicant agrees to offer as opposed to dedicate the additional Right-of-Way along Batman Road.

Planning Coordinator Miller continued reading his letter to the Board:

The Planning Commission also recommended the Board grant approval of the Land Development Plan, contingent on the applicant addressing all the comments in the Township Engineers Review Letter dated December 22<sup>nd</sup>, 2025, addressing all Zoning comments, updating the grading to meet ADA requirements and adding a note on the plan in regard to the abandoned driveway along Chestnut Street.

Since that time the applicant has revised the plan to address the comments, the latest review letter from the Township Engineer dated May 18<sup>th</sup>, 2026, is attached. There are a few minor items to be addressed, but if you agree, the Land Development Plan may receive approval contingent on; approval of the SALDO waivers requested, addressing the final items in the Township Engineers review letter dated May 18<sup>th</sup>, 2026, and payment of any outstanding fees.

Supervisor Ashbrook asked what the ultimate plan for this land is? Tom Barlow the Engineer in the audience answered that the owner Jim Lazaridis would like to use the existing building and proposed pole building for trades people, like a storage facility.

**MOTION:** Supervisor Zgura made a motion to approve the waiver request letter from Nikola Enterprises. Supervisor Ashbrook seconded the motion. Hearing no questions or comments, all were in favor, motion carried.

**MOTION:** Supervisor Zgura made a motion to accept the land development approval of the SALDO waivers requested, addressing the final items in the Township Engineers review letter dated May 18<sup>th</sup>, 2026, and payment of any outstanding fees. Supervisor Ashbrook 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: Supervisor Ashbrook read a message received from Lauren Haponski who was present via zoom:

Main issue is not enough flat grass space for growing number of kids signing up for UMYA sports.

Discuss acquiring parking signs for clarification during events.

Getting running water in concession building.

Follow up on upkeep of boy scout project walking path.

Supervisor Mohr asked for clarification on no running water in the concession stand? Manager Carter asked Planning Coordinator Miller if it was abandoned when the sewer went in? Manager Carter continued that the stand is lower than the restrooms. There was a short discussion on the history of running water at the concession stand and the cost of running water and sewer in the concession stand.

Supervisor Zgura commented on the parking issues at Jasper Park. There was a short conversation on the issues with the extra parking during bad weather and discussed looking for any other options. Cost was mentioned, and discussion about possible grants.

Township Manager: No Report

Supervisors:

John D. Zgura – Supervisor Zgura reported that the next 250 meeting is at the Township building on May 27, 2026.

Daniel J. Mohr – Supervisor Mohr mentioned the Vera Cruz Community Association is in search of a food truck vendor. Supervisor Zgura suggested talking to Amy with Macungie Park about the Smitty’s French Fries truck that sits at the park. Supervisor Mohr said that the Community Association is collecting ads for the advertising booklet for the next month. He also mentioned that Main Rd East looks different, the stones appear swept to the side by the state.

Angela Ashbrook – No Report

**EXECUTIVE SESSION:** - Not Needed

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

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Chair, Angela Ashbrook

06/04/2026  
Date

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Secretary, Kimberly Mory