

LOWER MILFORD TOWNSHIP
Lehigh County, Pennsylvania
Board of Supervisors Regular Meeting Minutes
Thursday, May 21, 2026

The Board of Supervisors held their Regular Meeting on Thursday, May 21, 2026, at the Lower Milford Township Municipal Building located at 7607 Chestnut Hill Church Road, Coopersburg, PA, 18036. The meeting was also livestreamed on Youtube.

In attendance were Timothy Cogle, Chair; Susan LaBrie, Vice-Chair; Jason Flexer, Supervisor; Mark Eastburn, Solicitor; and Elizabeth Lembach, secretary.

Public in Attendance: 11

Public Watching Virtually: 15

Cogle called the meeting to order at 6:30 PM and led attendees in the Pledge of Allegiance.

Public Comment: None

Motion by Flexer to approve the April 16th Workshop Minutes and May 7th Regular Meeting Minutes. **Seconded** by LaBrie and **unanimously approved**.

LaBrie read through the Township Treasurer's Report, as of May 11, 2026, as it appeared in the agenda. **Motion** by Flexer to approve the Treasurer's Report. **Seconded** by LaBrie and **unanimously approved**.

Motion by LaBrie to pay the May 2026 bills. **Seconded** by Flexer and **unanimously approved**.

Cogle announced receipt of the May 2026 Manager, Public Works and Zoning Reports. LaBrie made a request that the Public Works report include the names of roads being serviced. LaBrie inquired about a line item on the Manager's Report regarding Cintas. Cogle commented that he loved the Zoning Report and LaBrie and Flexer agreed that they liked the new layout and ability to see what's going on in the Township. Lembach thanked LaBrie and Flexer for their help with Spring Clean Up Day and Cogle read through the results from the event, which were attached to the Manager's Report. **Motion** by Flexer to accept the reports. **Seconded** by LaBrie and **unanimously approved**.

Cogle announced receipt of the Macungie Ambulance Corps. and Upper Perkiomen Valley Ambulance Reports. Relating to the Lower Milford Township Fire Company, who was not in attendance, Cogle read through a letter from the Department of Labor & Industry confirming that prevailing wage will need to be paid for the HVAC replacement.

Cogle noted that final plans were received for the 1200 Beverly Hills Subdivision, which were set to be reviewed by the Planning Commission on June 1st.

Cogle announced that County Executive Josh Siegel, who was scheduled to attend the meeting, provided notice earlier that day that he would have to reschedule to a later date.

OLD BUSINESS:

Cogle continued discussion on purchasing a new wheel loader. LaBrie asked if the crew had an opportunity to demo the Case machine from Powerco and what their overall opinion was on it. Cogle summarized the previous discussions and questions that the Board had relating to the purchasing of the new machine and the total price on the final quote from Powerco for a 2026 Case Model 621G2, which was \$195,600.00 and included the trade-in value of the Township's 1998 wheel loader, factory warranty, a 72-month planned maintenance agreement, and brush grapple, with the option to purchase an extended 84-month warranty for an additional \$4,020.00. Ed Lounsberry commented on the need ensure the new equipment is being properly maintained. Kevin John shared his positive experience in working with Powerco. Flexer made a **motion** to purchase the Case 621G Wheel Loader with the added 84-month warranty with a five-year payment plan. **Seconded** by LaBrie and **unanimously approved**. LaBrie asked if the demo machine would be the same machine the Township would be keeping and asked for clarification on language that was included in the quote.

LaBrie gave a brief background on the America250PA initiative and summarized a meeting she had with the Limeport Stadium, Inc. president, Tom Fulton, for holding a baseball game in conjunction with the cause. She announced two date possibilities, June 19th or July 11th. She further explained other ideas that Fulton had suggested to add on to the event and her idea to honor veterans at the game and offer them free admission and a hot dog. Flexer asked about making admission free to all Lower Milford Township residents. The Board discussed how an admission or ticket process could work in offering that. The Board agreed to go with the game on the 19th featuring both home teams. Cogle suggested trying to get donations to financially support offering free registration to residents.

Cogle noted that the Board did not yet have a draft Zoning Ordinance update from the Planning Commission. Flexer explained some issues that were noticed at their workshop meeting and had to be corrected before presenting it to the Board.

Cogle announced a draft resolution for updating the electronics policy to reflect new staff emails. **Motion** by LaBrie to adopt Resolution 20216-16, Updating Electronics Policy. Flexer asked for clarification that the section pertaining to emails was the only section that was changed. Lembach clarified that the cell phone section was updated as well to reference two other resolutions that cover cell phones. **Seconded** by Flexer and **unanimously approved**.

NEW BUSINESS:

Cogle announced the need to ratify an addendum to the Maplewood Settlement Agreement, regarding moving \$50,000.00 from one escrow account to another. Cogle raised concern about releasing the \$50,000 from the one account without having had the opportunity to view the approval letter from Cowan. Eastburn explained that the addendum was an alternative agreement to short-circuit the procedure that was previously followed for the escrow releases. Flexer asked if there was anticipation to need to use the money in escrow for road repairs, citing cracking that had occurred in the development. Cogle explained that the Township engineer cited it as thermal cracking and relayed that the engineer had sent a letter to the developer and signed off on their repair; but Cogle noted the repair was unnoticeable a week later. LaBrie asked Eastburn what would happen if the Board didn't sign the agreement. LaBrie also voiced concern of an upcoming deadline for one of the maintenance periods in June. **Motion** by LaBrie to ratify the addendum to the agreement for Maplewood Estates. **Seconded** by Flexer, who then asked if the Township will then try to get the repairs made before the June 26th end of maintenance period. Cogle asked Lembach to draft a letter to Cowan with the Township's concerns and dissatisfaction with the repairs. The motion was then **unanimously approved**.

Cogle announced receipt of ZHB Application 26-02, requesting a variance for backyard setbacks to build a deck.

Cogle announced receipt of ZHB Application 26-03, for 4535 Zionsville Road requesting variance for backyard setbacks to build a garage/workshop.

Lembach announced a requirement for the Township's website to be ADA compliant and LaBrie announced the deadline of Spring 2028. Lembach further explained that the deadline can be used as motivation to update the website completely to be more user-friendly and current. Lembach shared that she had tested the www.lowermilford.org homepage for ADA compliance, which received a 8.5/10 from one source and a 53% compliance rating from another. Lembach suggested other additions such as online bill pay and e-code. LaBrie voiced some of the concerns that she had noticed with the current website that may cause it to be out of compliance and that a good website requires minimal clicks to get to the correct page. Lembach shared her limits with the ability to design on Wix and suggested getting quotes from other website providers to redesign entirely. Lembach suggested to the Board looking at other municipalities to find layouts they might like and she would work on getting quotes.

Cogle announced receipt of the 2024 Liquid Fuels Tax Fund Compliance Audit Report and voiced praise for the Township's treasurer and the good job she does in keeping track of Township funds.

Lembach shared some concerns about kids that have begun playing on the Township grounds, including climbing on equipment and rock piles and a complaint that was received about kids riding dirt bikes in the park. Lembach continued that the park is posted with rules that include no bikes, scooters, etc. and that she had received a recommendation from the Township's insurance provider to post additional signage. Lembach asked the Board if they were interested in setting further rules and restrictions for Township grounds outside of the park. Cogle and Flexer shared having seen the group of kids on dirt bikes previously. Cogle agreed with the recommendation of the insurance company for added signage but did not want to restrict bikes or scooters on the grounds. Cogle also suggested

speaking with the kids or parents directly if it can be determined where they're coming from. Flexer voiced that enforcing new rules can also be hard. Eastburn suggested going off of the recommendation of the insurance company for verbiage on the new signs.

CORRESPONDENCE:

Cogle announced receipt of notice from PPL regarding a Utility Pole Replacement across East Penn Railroad Property and the Hosensack/Upper Hanover Fiber and Recloser Installation Project.

Cogle announced receipt of the May 2026 Social Security Newsletter.

PUBLIC COMMENT:

Ellen Koplin asked if there was a map for the PPL Hosensack project. Lembach to post online.

Lounsberry commented that the Township's placement of temporary speed display signs (SDS) was ineffective. Lembach explained that the Township is limited on where they can be placed on state roads. Lounsberry suggested that an empty post near his home may have been for a speed limit sign and Lembach suggested using Google Maps to determine what sign used to be on the post. Cogle suggested a bi-weekly plan for moving the SDS around the Township.

LaBrie asked if the Township has maintenance logs for equipment.

Flexer asked for an update on the Maplewood curbing. Lembach shared that the foreman was researching proper repair and that she had requested a quote from a third-party to see what they would charge to fix it.

Flexer asked for an update on the vacation of Jane's lane and the Board asked for the topic to be returned as a continued agenda item.

LaBrie suggested communicating with Maplewood HOA about where the curbing stands and Cogle suggested getting more quotes from contractors.

LaBrie asked if the escalator clause was included in the bid packets, which Lembach confirmed it was.

Flexer asked if any feedback, positive or negative, had been received about livestreaming the meetings.

Motion by LaBrie to adjourn the meeting. **Seconded** by Flexer and **unanimously approved**.

Meeting was adjourned at 8:00 PM.