

# Lower Milford Township

Lehigh County, Pennsylvania

Board of Supervisors

December 18, 2025 Regular Meeting

## MINUTES

Present: Ellen Koplin, Chair; Timothy Cougle, Supervisor; Mark Cappuccio, Township Solicitor; Emily Fucci, Township Administrator/Secretary; and 16 members of the Public.

The meeting was called to order at 6:30PM by Koplin.

All stood for the Pledge of Allegiance.

Koplin announced that an executive session was held on December 18, 2025 for litigation.

Motion by Koplin to approve the minutes of the November 24, 2025 rescheduled regular meeting as presented. Seconded by Cougle and unanimously approved.

Fucci read the Treasurer's report as of November 30, 2025 aloud.

• General Fund	\$ 2,022,120.00
• Historical Registry Fund	5,735.00
• Fee-In-Lieu of Fund	24,000.00
• Sewer Fund	94,264.00
• Capital Reserve Fund	419,114.00
• Fire Fund	310,408.00
• Highway Capital Improvement	354,088.00
• ARPA of 2021 Fund	0.00
• State Liquid Fuels Tax Account	150,852.00
• Developer Escrow (Non-Township Funds)	45,847.00

Motion by Cougle to approve the Treasurer's report of November 30, 2025 as read. Seconded by Koplin and unanimously approved.

Motion by Cougle to authorize paying the December 2025 bills. Seconded by Koplin and unanimously approved.

Motion by Cougle to accept the Administrator Report for December 18, 2025, the Zoning report for November 2025, the Public Works report for November 2025 and the Administrative Assistant report for November 2025. Seconded by Koplin and unanimously approved.

Koplin announced the Macungie Ambulance report for November 2025.

Koplin announced the Upper Perkiomen Valley Ambulance Report for October and November 2025.

Lower Milford Fire Company No. 1 representative Ed Bendekovitz stated that the Fire Company was awarded an LSA Grant for HVAC repairs, is planning the upcoming Santa run and had

successful fundraisers in 2025. Koplin noted the LSA grant was prepared and submitted by the Township on behalf of the Fire Company.

**Under Old Business:**

Fucci announced that the Janes Lane Highway Occupancy Permit was still under review by PennDOT.

Motion by Cougle to adopt Ordinance No. 145, repealing and replacing Ordinance No. 143 and increasing the indebtedness of Lower Milford Township by issuance of a promissory note in the amount of \$184,829.48 for the purchase of radio equipment as part of the Lehigh County 9-1-1 system upgrade. Seconded by Koplin and unanimously approved. Cougle asked if any radios had been received yet and Bendekovitz responded the Fire Company had received some, but the new system was not active yet.

Fucci read the response from PennDOT on the request for updated traffic counts on Kings Highway and Limeport Pike. PennDOT declined performing new traffic counts.

Fucci and Koplin summarized the response from the Pennsylvania State Historic Preservation Office on the Township's request to preserve 3050 Church View Road from demolition during the PA Turnpike reconstruction project A-48 to A-53, which stated the property was not eligible for the National Historic Registry. Koplin stated that a letter should be sent stating the property is eligible under the Township's Historic List and the Lehigh County Historic Society should be contacted for help. Koplin also stated that letters of support should be requested from local state representatives. Cougle stated he was fine with the additional letters.

Koplin provided history on the yard waste drop off site on County Line Road and stated that Christmas tree drop off should be provided this winter. Cougle stated he would like to see the Township collect trees and bring them to local farms for animals. Koplin and Cougle requested it be advertised that the Township will accept Christmas trees at the Township building starting on January 1, 2026 and requested that staff look for farms willing to accept the trees.

**Under New Business:**

Motion by Cougle to adopt resolution 2025-26 setting the tax millage for 2026 at .67756 mills. Seconded by Koplin and unanimously approved.

Motion by Cougle to adopt resolution 2025-27 establishing the tax millage for special tax for fire services for 2026 at .33878 mills. Seconded by Linde and unanimously approved.

Motion by Cougle to adopt resolution 2025-28 appointing the firm of MVA Tax & Advisors, LLC to perform the 2025 audit. Seconded by Koplin and unanimously approved.

Motion by Cougle to adopt resolution 2025-29 approved draft 4 of the 2026 Budget, dated November 24, 2025. Seconded by Koplin and unanimously approved.

Motion by Cougle to adopt resolution 2025-30 updating the Open Record Policy to reflect new contact information for the Office of Open Records. Seconded by Koplin and unanimously approved.

Motion by Cougle to appoint Jason Flexer to the Board of Supervisors vacancy. Motion by Koplin to appoint Ed Lounsberry to the Board of Supervisors vacancy. Cougle motioned again to

appoint Flexer to the vacancy. No second received. Koplin motioned again to appoint Lounsberry to the vacancy. No second received. Discussion was held on advertising for a Vacancy Board meeting on Monday, December 29, 2025. Jason Flexer asked when a decision is required to be made.

**Under Correspondence:**

Koplin announced the December 2025 social security newsletter.

**Under Public Comments:**

None Received.

Motion by Cougle to adjourn the meeting. Seconded by Koplin and unanimously approved.

Meeting adjourned at 7:03PM.

Respectfully Submitted,

  
Emily Fucci  
Township Secretary

APPROVED