

LOWER MILFORD TOWNSHIP
Lehigh County, Pennsylvania
Board of Supervisors Regular Meeting Minutes
February 19, 2026

The Board of Supervisors Regular Meeting was scheduled for Thursday, February 19, 2026, at 6:30 PM, or upon conclusion of Conditional Use Hearing CU-2-25, at the Lower Milford Township Municipal Building, 7607 Chestnut Hill Church Road, Coopersburg, PA 18036.

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

Public in Attendance: 23

Cogle called the meeting to order at 6:47 PM and led attendees in the Pledge of Allegiance.

Public Comments: None

Cogle announced that the Board of Supervisors met for Executive Session on February 5th after the Workshop Meeting to discuss pending litigation and personnel and on February 17th and 19th to discuss personnel.

Motion by Flexer to approve the meeting minutes from the December 29, 2025, Vacancy Board Meeting, January 5, 2026, Organization and Regular Meetings and the February 5, 2026, Workshop Meeting. **Seconded** by LaBrie and **unanimously approved**.

Motion by Flexer to approve the Treasurer Reports from December 31, 2025, and January 31, 2026, as stated on the agenda. **Seconded** by LaBrie and **unanimously approved**.

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

Motion by LaBrie to approve the staff reports. **Seconded** by Flexer and **unanimously approved**.

Cogle announced that Macungie Ambulance Corps responded to zero (0) calls in December and four (4) calls in January within the Township and Upper Perkiomen Valley Ambulance responded to none.

Cogle announced that the Lower Milford Fire Co. responded to 154 incidents in 2025. Ed Miller asked for the status of the awarded LSA Grant. Cogle responded that he had struggled to get in touch with anyone for an update, but was advised to not move forward with the HVAC purchase until the grant was finalized. Lembach responded that she was waiting to be told signature pages were ready. Miller also voiced concern that the fire lane for the Limeport Commons development did not plow in

the snowstorms. Ed Bendekovitz announced the dates of the next hoagie sale.

Ellen Deebel, Township representative for the Southern Lehigh Public Library, provided the Board with details on active patrons for the last 12 months separated by municipality. Deebel also provided information on Upper Saucon Township Environmental Advisory Council's Earth Steward Program. Deebel announced that the library is working on a strategic plan and wanted to discuss the possibility of hosting a story time at the Township building. Deebel also mentioned that the library's "Rainy Day Fund" was being spent down and that there will come a time when the library relies more on Township donations. Deebel also provided the Board with the Library Treasurer's report and the library's hope to bring in tech support for seniors.

OLD BUSINESS:

Cogle announced receipt of a letter from Lehigh County Conservation District, stating review of an E&S Control Plan for a new driveway entrance which appeared adequate, which was noted as being one step closer to the vacation of Jane's Lane.

Cogle announced a response received from the Pennsylvania Turnpike Commission regarding the Township's request for an additional access point along the northeast extension, which the Turnpike denied.

Regarding yard waste, Cogle announced a quote provided in November from Victory Gardens to rent a 40-yard dumpster and a response from Upper Saucon Township that they did not have space to partner with other municipalities at this time. Lembach relayed information received from Upper Milford Township, who were not interested in partnering with other municipalities and the hardships they've experienced in manning their site due to illegal dumping and commercial entities using the resident-only area. Lembach announced she had spoken with the Township foreman, who's suggestion was opening up the leaf drop off area to accept more yard waste materials and see if the Township got enough participation to warrant renting a dumpster. No action taken.

Cogle announced an example of a resolution from Upper Macungie Township for live streaming meetings. Lembach stated that as the resolution was written, it was purely for visual purposes and offered no virtual interaction between the Board and the public. Lembach also explained that she had reached out to multiple other municipalities who had no policy in place or were still operating on Covid requirements for live streaming meetings. LaBrie voiced concern with accepting audio from virtual participants, regarding requirements that would need to be followed and cost. Flexer and Cogle agreed that they both had received the same feedback discouraging virtual comments. Cogle suggested adopting the same policy as Upper Macungie for offering virtual live streaming and recording, to be accepted at the next meeting.

Regarding legal advertising, Cappuccio confirmed a weekly-issued newspaper was sufficient, but that it would add stress to staff for meeting deadlines, as compared to a paper that's issued daily. Cogle offered an example of the potential savings for advertising with East Penn Press versus The Morning Call. Flexer asked if items that had to be advertised on multiple dates could be done in two different papers. Cappuccio recommended consistent advertising in that case. **Motion** by LaBrie to primarily advertise legal ads in the East Penn Press and to use The Morning Call as back up, as needed. **Seconded** by Flexer and **unanimously approved**.

Cogle reviewed Resolution 2007-25, establishing an Emergency Services Advisory Committee and how it was structured. LaBrie voiced that bringing back this committee would be an asset to moving forward in working with the fire department. Cogle also reviewed an example of how Lower Saucon Township's Fire Services Executive Committee was structured. Miller thought that the previous structure was good. Cogle suggested two representatives from the fire company, one supervisor, the Township Administrator, and one resident. Flexer suggested two residents and Miller agreed he would like to see two residents, one from each side of the Township. Cogle asked to have a resolution ready for the March meeting to re-implement the committee.

NEW BUSINESS:

LaBrie read a letter from Daniel Wisser, requesting resigning from the position of EMC due to his recent promotion to Public Works Foreman. Cogle asked Lembach to advertise for a new EMC and announced that Wisser will remain in the position until a replacement has been approved. Cogle asked the fire company to share the opening with their members.

Motion by LaBrie to advertise hiring for a Public Works Laborer. **Seconded** by Flexer and **unanimously approved**.

Motion by LaBrie to advertise hiring for a full-time Zoning Officer & Planning Administrator/Administrative Assistant. **Seconded** by Flexer and **unanimously approved**.

Cogle announced proposed Resolution 2026-09 Establishing a Written Complaint Policy. Flexer asked where the line is drawn between who would have to fill out the form and who doesn't. Lembach voiced using the form will offer better explanation of the concern and help track it through the Township departments. She also suggested they can be used to create complaint reports, show trends and to support resident concerns with other entities, like PennDOT. Flexer also voiced concern that complaints would be missed by people who don't want to fill out a form and said he did not think it would achieve what Lembach hopes it would. **Motion** by LaBrie to adopt Resolution 2026-09. **Seconded** by Cogle. **Motion passes 2-1**.

Cogle announced proposed Resolution 2026-10 Authorizing the Township Administrator to Sign Farmland Preservation Agreements of Sale and that there were currently three (3) farms pending approval. **Motion** by Flexer to approve Resolution 2026-10. **Seconded** by LaBrie and **unanimously approved**.

CORRESPONDENCE:

Cogle announced receipt of the January 2026 Social Security Newsletter and that copies can be requested through Lembach.

Cogle read through a complaint received by State Representative Milou Mackenzie's office from a resident, voicing complaints regarding snow plowing. Lembach announced that some municipalities do enter into winter maintenance agreements with PennDOT for the municipality to plow state routes, but that Lower Milford Township does not have the manpower to do so. Flexer agreed with the complainant that plowing in Lower Milford Township needs to improve. Lembach said she would bring the concerns to the foreman's attention, though he had only been in his position a month, and one of his first tasks in his new position was to redo the plow routes. The Board asked Lembach to respond to the resident and copy Milou on it.

Cogle announced an invitation to attend the 2026 State of Lehigh County Address with County Executive Josh Siegel at Coca-Cola Park on February 26th.

Cogle announced an invitation to attend the Spring 2026 Lehigh Valley General Assembly, presented by LVPC.

LaBrie read through a letter of congratulations to recently elected and appointed officials from United States Congressman Ryan Mackenzie.

Cogle announced an invitation to attend a NIMS Overview for Senior Officials Course.

Public Comment:

Joe Bubba introduced himself as an attorney representing Pat Flanley and Dan Schantz. Pat Flanley introduced himself as the former owner of Dan Schantz Greenhouse. Bubba explained they were present to request monies from an escrow account established in 1999 for nitrate levels in on-site and nearby wells. Bubba explained his understanding of the agreement and why he thought the money should be returned. Cappuccio explained to the Board the Township's history regarding why the escrow was established and why previous Boards felt those requirements were not met, including nitrate levels not showing consistent decreasing levels for a two-year period. Cappuccio offered to review the agreement, which he did not have in front of him, and discuss with the current Board. Cogle asked why the new owners of the property did not reimburse Flanley for the escrow.

Miller said he received information from Arland Schantz regarding a seminar on March 26th for grants for first responders.

LaBrie commented that she would attend the Lehigh Valley General Assembly by LVPC and asked if someone from the Planning Commission should attend.

Angela Cogle asked how the link would be provided for the virtual meetings.

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

Meeting adjourned at 8:00 PM.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Elizabeth Lembach', written in a cursive style.

Elizabeth Lembach
Secretary