Lower Milford Township
Manager Report
October 2026

Meetings Attended:

- BOS Workshop & Regular, plus Executive Session
- Meeting w/ Hi-Tech for Security Quote
- Conducted October Safety Meeting – Hearing Loss
- Met w/ Multiple Companies Responding to Janitorial Services RFP
- Attended "How to Fight Data Centers in Your Community" Webinar from Pasa Sustainable Agriculture
- Preliminary Zoning Meeting w/ Party Interested in a Township Property
- Southern Lehigh Chamber of Commerce (SLCC) Meeting

Tasks Completed:

- Prep & follow-up for BOS Meeting(s), including BOS Special Meeting w/ PC
- General Correspondence
- Correspondence w/ Counsel
- Review Checks & Accounts Payable from Treasurer
- Requested Financials from Fire Chief
- Stray Animal Services Inquiries
- Budget Discussion(s) w/ Finance
- Assist w/ RTKL Response – Approx. 3 Hours' Time (Open Records Officer & Zoning also involved in search)
- Called in Plumber Regarding Issue in Men's Bathroom off Lobby
- Prepared and Conducted Annual Employee Reviews, plus a Probational Employee Review
- Research Regarding Limeport Wastewater Treatment Plant & other Low-Pressure Sewer Systems
- Set up Account w/ New Salt Supplier & Placed 1st Initial Order
- Answered Phones, Greeted Window & Processed Mail during ZO's Scheduled Vacation
- Assisted in Processing Festival Vendor Refunds
- Reviewed & Signed Off on Annual MS4 Report, prepared by Wayne Doyle w/ Cowan Associates
- Signed Quote for New Phone Systems & Coordinated w/ Ironton to Schedule Install Date
- Scheduled Parking Lot Vacuuming, Requested Quote for Annual Service
- Submitted ZHB Legal Notice to Newspaper during ZO's Scheduled Vacation
- Placed order for T-shirts and Sweatshirts for PW Crew
- Coordinated with PW to Order Samples & Uniforms for New PW Personnel
- Research Regarding Various (Current) Township Contracts
- Inquiries w/ EMS Providers
- Researched and Prepared Various RFP(s)
- Drafted Resolutions 2026-18 and 2026-19 for November 19th Adoption
- Coordinated w/ PennDOT to Return 50T of Salt Borrowed Last Season
- Signed Settlement Paperwork for Fair Farmland Preservation Agreement
- Filed Ordinance No. 146 at Dept. of Law
- Scheduled Jack Lehr for Boiler Repairs and to Check Out HVAC Issues

Resident Complaints:

No. of Forms Submitted in September:	3
No. of Forms Submitted since Implementation on 2/19/2026:	35
No. of Open Complaints:	10

Resident Complaints – October Log

Written Complaint Policy Implemented February 19, 2026, Resolution 2026-09

Written complaints are kept confidential and are protected under Righ-to-Know Law, Section 708, Exemption 17

New Complaints

Form #	Date Received	Received By	Complainant Name (see submitted form for full complainant contact information)	Date of Complaint	Location of Complaint	Type of Complaint (See submitted form for full description)	Action Taken	Notes
26-33-ZP	10/14/2026	EL via email	Aaron Toth	10/14/2026	7252 Leh Street	Blighted property	Complainant referenced nuisance ordinance	
26-34-PW	10/19/2026	AS	Robert & Judith Furst	10/19/2026	Gable Drive @ Beverly Hill Road	Gable Drive missing street sign		Second complaint - See also 26-19-PW
26-35-BOS	10/19/2026	AS	Judith Furst	10/19/2026	Village of Limeport	Request for additional warning signs or flashing lights indicating drop in speed limit from 45 MPH to 35 MPH	State Road - Referred to PennDOT	

Open Complaints

Form #	Date Received	Received By	Complainant Name (see submitted form for full complainant contact information)	Date of Complaint	Location of Complaint	Type of Complaint (See submitted form for full description)	Action Taken	Notes

26-16-ZP	6/23/2026	AS	Stewart Smith	6/23/2026	7550 Carls Hill Road	Claims property owner is running business from home, noting he employs 6 people and the business has increased traffic by 50%		Property owner planning to submit home-related business application (per update from ZO 8/18)
26-20-ZP	7/10/2026	AS	Stephen Castellani	7/10/2026	Bridle Path Lane	28 junk cars dripping fluids		Andrea working with solicitor
26-22-ZP	7/28/2026	AS via email	Mark Somers	7/28/2026	1927 Urffers Lane	Zoning Violations from 7/21/25 decisions & new structures w/ no permits		Also refers to a complaint made 4/18/26, Manager does not have record of ; Twp. Currently in litigation w/ property receiving complaint
26-24-ZP	7/31/2026	AS	Russel Werkheiser	7/31/2026	2341 Bridle Path Lane	Property Maintenance Concerns about same property (all forms dropped off by R. Werkheiser) - Forms note: 33 (inoperable) vehicles on property, environmental risks, well water safety, fire risk, pests		See also 26-20-ZP ; Andrea working with solicitor to discuss complaints
26-25-ZP			Brandy Metcalfe & Rich Giunta	Always				
26-26-ZP			Peter Lang	7/18/2027				
26-27-ZP			Rachel Lyall	7/12/2026				
26-29-ZP	8/28/2026	AS	Jeff Werkeiser	8/28/2026	3156 Cassel Road	Unauthorized activity at address	ZO consulting w/ solicitor noted as of 9/11	
26-33-ZP	10/14/2026	EL via email	Aaron Toth	10/14/2026	7252 Leh Street	Blighted property		
26-34-PW	10/19/2026	AS	Robert & Judith Furst	10/19/2026	Gable Drive @ Beverly Hill Road	Gable Drive missing street sign		Second complaint - See also 26-19-PW

Lower Milford Township Public Works Report OCTOBER 2026

ROAD/TOWNSHIP MAINTAINANCE

- Crested acres, sign replacement as necessary: Street name signs and cross street signs, stop signs and speed limit signs on Hill St., Knoll rd., Crested rd.
- Roadside mowing: Bellgate (D/S), Elementary, Yost, Bellgate (P/S), Cassle, Shupps, Dillingersville, Orchard, Schoolhouse, E.Mill, Pond,
- Grant Rd. pipe crossing, relevel with Hot asphalt.
- Clean up fallen down trees on: Schoolhouse, E.Mill after poor weather
- Move all S.D.S. To new locations. State: from Limeport Pk. to Dillingersville and again to King's Hwy. TWP; From Leh, McFettridge, and Bellgate to Westminister, Hoffman, and Acorn
- Fill potholes on stone roads.
- D/S schoolhouse, Excavate buried drainage pipe inlet.
- Woodlands dvlp. Sign replacement as necessary: Street name signs and cross street signs, stop signs and speed limit signs on E.Mill, Pinoak, Rosewood, and Maplewood.
- Hot patch Potholes on Carls Hill, Pond, E.Mill, Schoolhouse, CHCRd.
- Kraussdale Bridge repairs: Excavate debris and washed-in silt from decking. Form and pour concrete to repair patch of decking on headwall side.
- Setup JAMAR radar box on CHCRd N.
- Kraussdale Rd, Hotpatch shoulder in corner.
- Cassle x Spinnerstown, Straighten street sign.
- McFettridge, Dig and fill shoulder patch w/ Hot asphalt.
- Seal previously paved patches on Grant and Landis.

SHOP/VEHICLE MAINTENANCE

- Tk#4, rear tires replaced. Worn beyond use for plowing, bubble in sidewall of 1 tire, cracks between tread observed.
- Tk#1, pickup from Repair/inspection after oil pan replacement.
- Tk#4, Free up tailgate latch, replace backup alarm, change hyd filter, install salter and new batter boards.
- Tk#14, install salter, welding on plow hitch.
- Tk#18, install salter
- Tk#1, welding and repairs to body, install new batter boards and tailgate latch cylinder.
- Tk#5, plow and salter installation by Stork's plows.
- Sweepers #11 and #12, replace wear shoes.
- Clean crack seal equipment, Clean burnt material residue from tanks.
- Remove brine system from tk#4 and install on tk#1.
- Repair and paint plow #13 and plow #2.
- Replace cutting edge on plow #4, install HD cutting edge on plow #5.
- Install cut and install snow foil on plow #5.
- General good housekeeping in shop and equipment cleaned.

OTHER

- Flagger Training for newest PW crew members.
- Attend LTAP course on Managing utility cuts.
- Employee reviews conducted.
- Attend safety and staff mtg's as requested/required.
- Weekly mowing/weedwacking and leaf control at TWP complex.
- Fix ruts by fill pile and fill ground hole by sand mound cleanout cover.
- Pickup and order supplies for repairs and roadworks as necessary.
- Take delivery of salt and stockpile in salt shed.

LOWER MILFORD TOWNSHIP

7607 Chestnut Hill Church Road, Coopersburg, PA 18036

Zoning REPORT: October 2026

Permits Submitted This Month: 16

Z- 6 B-8 O-2 Issued: 8 Denied: 0

Open Permit Applications Ready: 7

Use and Occupancy Permits: 3

Courtesy Contact: 6

Zoning Concerns and Updates: 8

Zoning Hearings:

10/28 9558 Landis Lane, NOV winery &animal husbandry: *continued 1/27/27*

TBD 2121 Church View Rd Commercial Indoor/Outdoor Hockey Field Use

Planning Commission Meetings: October 5, November 2, December 7

10/5 Discuss Livestreaming, Davis minor subdivision w/no development, Commercial Aggregates

11/2 Discuss Generators, Noise, Light, Water, etc in industrial areas, and Commercial Solar

12/7 Resubmision review: Davis 1 new lot already w/home and lot line changes for Farm Preservation and Act 319

12/7 Discuss nonresidential performance standards, review amendments and short term rental

Zoning and Planning Tasks Addressed

*Assist residents w/ inquiries and question

*Correspondence/Meeting updates with Farm Land Preservation

*Correspondence/Meetings w/ SEO

*Resarch SALDO and ordinances for compliance questions

*Collaboration w/Accessment office

*Research of Files and Ordinances for projects, questions, documentation

*Site visits

* Communications and discussion w/ BCO/Engineer

* Research and Follow up w/ Complaint Forms and calls

*Updates with Solicitor and ZHB Solicitor

*Drive through township observing properties

*Updates to Permit Database

* Filing of records & materials

*Multimunicipal Collaboration

*Prepare and Provide Board of Assessment materials

*Research PC subjects to provide information

*Materials/Preparation/Correspondence Planning Commission

*SWL committee meeting 10/27 w/ LVPC members

*Verify RTK info for zoning inquiries

* Meetings/calls/correspondence/research with residents, appraisers, et

* Materials/Preparation/Correspondence Zoning Hearing Board

*PSATs Fall seminar

*LVPC meeting addressing Data Centers