

# Lower Milford Township

Lehigh County, Pennsylvania

Board of Supervisors

February 15, 2024 Regular Meeting

## MINUTES

Present: Ellen Koplin, Chair; Lowell Linde, Vice-Chair; Timothy Cogle, Supervisor; Mark Cappuccio, Township Solicitor; Emily Fucci, Township Administrator/Secretary; and 12 members of the Public.

The meeting was called to order at 6:35PM by Koplin.

All stood for the Pledge of Allegiance.

Koplin announced that an executive session was held on February 1, 2024 and February 15, 2024 for personnel, and on February 15, 2024 for litigation.

State Representative Milou Mackenzie introduced herself and provided an update on meeting with PennDOT that she is assisting the Township in coordinating to discuss resident petitions on traffic concerns. Koplin thanked Mackenzie for her assistance.

Agenda item 24, "Adoption of Ordinance No. 141 Vacating Township Road T-432, Janes Lane, and Declaring Janes Lane as Private" was moved to accommodate the parties in attendance for the matter. David Tettermer, representative for Robert Mahler and Jessica Davis, requested the Board table the decision to allow for the Mahlers to explore options for access onto Kings Highway and potentially receive a Highway Occupancy Permit from PennDOT. Koplin suggested the matter be placed on the March regular agenda for further discussion and requested an update on the Mahlers progress be made at that time. Motion by Linde to table the adoption of Ordinance No. 141 until further discussion is held on March 21, 2024. Seconded by Cogle and unanimously approved.

Motion by Cogle to approve the January 2, 2024 organization meeting minutes as presented. Seconded by Linde and unanimously approved.

Motion by Linde to approve the January 2, 2024 regular meeting minutes as presented. Seconded by Cogle and unanimously approved.

Linde read the Treasurer's report as of December 31, 2023 aloud:

|                               |                 |
|-------------------------------|-----------------|
| • General Fund                | \$ 1,791,785.00 |
| • Historical Registry Fund    | 5,735.00        |
| • Sewer Fund                  | 23,005.00       |
| • Capital Reserve Fund        | 179,463.00      |
| • Fire Fund                   | 208,852.00      |
| • Highway Capital Improvement | 331,015.00      |
| • ARPA of 2021 Fund           | 47,104.00       |

- State Liquid Fuels Tax Account 120,209.00
- Developer Escrow (Non-Township Funds) 38,418.00

Cogle read the Treasurer's report as of January 31, 2024 aloud:

- General Fund \$ 1,773,322.00
- Historical Registry Fund 5,735.00
- Sewer Fund 28,688.00
- Capital Reserve Fund 179,764.00
- Fire Fund 208,732.00
- Highway Capital Improvement 331,446.00
- ARPA of 2021 Fund 38,487.00
- State Liquid Fuels Tax Account 120,310.00
- Developer Escrow (Non-Township Funds) 38,320.00

Motion by Linde to approve the Treasurer's report of December 31, 2023 as read and the Treasurer's report of January 31, 2024 as read. Seconded by Cogle and unanimously approved.

Motion by Cogle to authorize paying the February 2024 bills. Seconded by Linde and unanimously approved.

Koplin announced the Administrator Report for February 15, 2024, the Zoning report for December 2023 and January 2024, the Public Works report for December 2023 and January 2024 and the Administrative Assistant report for December 2023 and January 2024. Motion by Cogle to accept the reports as presented. Seconded by Linde and unanimously approved.

Koplin announced the December 2023 and January 2024 Macungie Ambulance reports.

Koplin announced the Lower Milford Fire Company No. 1 2023 incident report. Fire Company representative Ed Miller thanked the Township for assistance with barricades for downed trees and for help with a downed telephone pole at the fire station.

Cappuccio provided background to the Board on the status of the Limeport Commons Land Development Plan. The Plan will be placed on the March 7, 2024 Workshop agenda for potential action.

**Under Old Business:**

Motion by Cogle to appoint Jessica Skibicki as Alternate 1 and Emily Fucci as Alternate 2 to the Lehigh County Tax Collection Committee. Seconded by Linde and unanimously approved.

Motion by Cogle to increase the Treasurer's Bond to \$2,000,000. Seconded by Linde and unanimously approved.

Motion by Linde to adopt Resolution 2024-6 updating the Open Records Policy. Seconded by Cogle and unanimously approved.

Motion by Cogle to authorize the advertisement for bid for the replacement of the roof on the Township building for 60 days. Seconded by Linde and unanimously approved.

Motion by Linde to appoint William Roay to the vacant term on the Historic Commission, expiring December 31, 2026. Seconded by Cogle and unanimously approved.

**Under New Business:**

Motion by Cogle to approve the recommendation from the Township Tressurer to transfer \$200,000 from the General Fund into a PLGIT Prime Account at an interest rate of 5%. Seconded by Linde and unanimously approved. Fucci will discuss with the Treasurer options to transfer additional funds into PLGIT.

Motion by Cogle to request the Planning Commission review the Township Zoning Ordinance for potential amendments. Seconded by Linde and unanimously approved.

Koplin announced receipt of Docket 24-01, appeal of Elizabeth Lafrenz for a special exception for grading/regrading topsoil in a flood plain at 8325 School House Lane. No action taken.

Koplin announced receipt of Docket 24-02, appeal of Lynn Walters for a special exception for roof mounted solar at 2905 Church View Road. No action taken.

Koplin announced receipt of Conditional Use application CU-1-24, appeal of Pamela Schlaner for a bed and breakfast at 2912 Church View Road. The conditional use hearing will be scheduled for March 7, 2024.

**Under Correspondence:**

Koplin announced receipt of the January 2024 and February 2024 Social Security newsletters.

Koplin announced receipt of the Sanctuary at Haafsville fundraising appeal.

Koplin announced receipt of the "Fight the Bite" newsletter of vector management.

**Under Public Comment:**

Jim Tobin, representative of the Maplewood Homeowners Association (HOA), read a statement dated February 15, 2024 aloud to detail the concerns of the Maplewood HOA, which included questions on the terms of the maintenance agreement and the potential lack of action by the developer Gambone with the Lehigh County Conservation District. Tobin requested on behalf of the HOA that the Township review the maintenance agreements for enforcement, establish regular meetings with the involved parties and attend a March 28, 2024 meeting with the LCCD and support the conversion of basins within the development.

Sheila Quigley read a statement aloud to express her dismay that James Stango was not reappointed to the Zoning Hearing Board and commented on his value as a member.

John Quigley read a statement aloud regarding Donna Wright's appointment to the Zoning Hearing Board.

Motion by Linde to adjourn the meeting. Seconded by Cogle and unanimously approved.

Meeting adjourned at 8:24PM.

Respectfully Submitted,



Emily Fucci  
Township Secretary

APPROVED