



Lower Milford Township
Manager Report
September 2026

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Meetings Attended:

- BOS Special and Regular Meetings, plus Executive Session
- PSATS Webinar "Building a Better Budget"
- Quarterly Lehigh County Congress of Governments Meeting
- Southwestern Lehigh Comprehensive Partners Meeting
- Conducted September Safety Meeting – Fall Festival Safety
- Conducted monthly Staff Meeting
- Fire Services Advisory Committee Meeting
- Attended PSATS Regional Forum
- Fall Festival Committee Meeting

Tasks Completed:

- Prep & follow-up for BOS meeting(s)
- Prep & follow-up for Fire Services Advisory Committee meeting
- General Correspondence
- Received Notice of RTKL Appeal, required:
 - Conference w/ counsel regarding process & next steps
 - Document Research
- Festival Planning, including:
 - Advertising
 - Social Media Posts
 - Procurement
 - Yard Sign Placement
 - Prepping & Mailing Vendor Confirmations
 - Set-up
 - Tear down & notice of cancellation to vendors/entertainment
- Discussions with Finance regarding 2027 Budget
- EMS Resolution/Contract Research
- Researched Limeport Wastewater Treatment Plant History/Awarded Grants
- Inquired with other PA municipalities regarding PC Livestreaming
- Inquiry w/ East Penn Railroad regarding Train Derailment
- Signed up PW Department for multiple LTAP Courses
- Created & Submitted Ads for Publishing BOS Special and Fire Services Advisory Committee meetings
- Research regarding security options for Township grounds
- Requested line painting quotes
- Advertised proposed Zoning Ordinance Amendment & filed draft w/ Dept. of Law office
- Communication w/ Counsel
- New employee prep. & onboarding
- Conducted Probationary Employee 30-day Review



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Resident Complaints:

No. of Forms Submitted in September:	3
No. of Forms Submitted since Implementation on 2/19/2026:	32
No. of Open Complaints:	9



**Lower Milford
Township
Public Works
Report
SEPTEMBER 2026**

ROAD/TOWNSHIP MAINTAINANCE

- Move state road S.D.S from King's Highway to Zionsville Rd.
- Roadside Mowing: Baus. County Line, Kraussdale, Landis. Chestnut Hill Church Rd. McFetteridge, Pine Tree, Leh. Greenhouse, Bellgate. Benson, Urffers. Eberhardt, Cassle. Grant, Valley View, Windhill. Buhman.
- Weed wack around guardrails.
- Remove Chip and oil warning signage.
- Move state road S.D.S. From Zionsville rd to Churchview Rd.
- Move TWP S.D.S from CHCRd, Windhill, and Standard Ln to Leh, McFettridge, and Bellgate.
- Dirt/stone road grading: Yost, W.Mill & Buhman.
- Downed trees removed: E.Mill, Bellgate, Scout, Shultz Brg., Pond.
- Collect cones and signage from weather related road closures.
- Seal previously paved patch at Dylan and Locust Valley.
- Pave shoulder patch on Landis Ln.
- Fill Potholes with hot asphalt: Bellgate.
- Fix bump in asphalt on Yost with more smooth, tapered transition.
- Move state road S.D.S. from Churchview to Limeport Pike.
- Respond to Call ins for downed trees or assistance from P.S.P. or L.M.F.D.
- Check drainage and inlets throughout TWP.

SHOP/VEHICLE MAINTENANCE

- Pick up Truck #1 from sandblasting and paint.
- Pick up steel and supplies to patch body on tk #1 after sandblasting.
- Reassemble tk #1 and assess oil leak, attempted temporary patch, send truck to repair shop for oil pan replacement.
- Drop off truck #4 for strobe safety lighting installation.
- Pick up truck #4 after completion of lighting installation.
- Truck #2 taken to garage for state safety inspection and picked up after inspection.
- Truck #14 fix r/h rear body marker light, corroded wiring found and rectified.
- Unit #8 Boom mower, weld mowerhead support brackets back on to mowerhead housing. Factory welds failed due to fatigue. Weld patches to housing to fix holes.
- General shop housekeeping.

OTHER

- Regular mowing and weedwacking at TWP complex.
- Fall festival preparation: mowing of field adjacent to TWP. complex for parking, Facility clean up, weed removal, parking area sweeping, trimming of shrubbery, etc., Building 150 Scare crow crosses, roping-off/setting up parking areas, taking tents and other items out of storage, moving dumpsters and equipment, And... putting it all back into storage and place after rain cancellation.
- Attending monthly staff and safety meetings as requested.
- Attending multiple LTAP training courses.
- Wrap-up quotations regarding purchase of plow for tk #5.
- Contacting different vendors regarding quotes for replacement of vehicle #42 Ford Explorer.

LOWER MILFORD TOWNSHIP

7607 Chestnut Hill Church Road, Coopersburg, PA 18036

Zoning REPORT: September 2026

Permits Submitted This Month: 20

Z- 8 B-12 Issued: 12 Denied 3

Open Permit Applications Ready

Issued: 5

Use and Occupancy Permits: 4

Courtesy Contact: 7

Zoning Concerns and Updates: 8

Zoning Hearings:

8/26 4115 Dillingersville Rd Lot Line Change w/out full 4 acres: *Approved*

9/23 1575 Beverly Hills Rd Accessories unable to meet setback w/3 fronts

9/23 2945 Church View Rd Roof-Mounted Solar

Planning Commission Meetings: September 14 & 21 and October 5

9/14 Review Lower Macungie Ordinance and SALDO amendments

9/14 Review LVPC and SWL Timber/Roof Solar amendment comments

9/14 and 9/21 and 10/5 Discuss Aggregates of Data and Commercial Solar: Continued

11/2 Discuss Generators, Commercial Solar

12/7 Davis one new lot already w/home and lot line changes to accommodate Farm Preservation and Act 319

Zoning and Planning Tasks Addressed

*Assist residents w/ inquiries and question

*Correspondence/Meeting updates with Farm Land Preservation

*Correspondence/Meetings w/ SBO

*Research SALDO and ordinances for compliance questions

*Collaboration w/Assessment 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

*Inquiries and updates w/ 2 roof solar applicants awaiting amendment approval

*Updates to Permit Database

* Filing of records & materials

*Meet with Accessor

*Prepare and Provide Board of Assessment materials

*Research PC subjects to provide information

*Materials/Preparation/Correspondence Planning Commission

*SWL committee meeting 9/29 w/ LVPC members

*Clarify RTK info for zoning inquiries

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

* Materials/Preparation/Correspondence Zoning Hearing Board

*9/15 PSATS regional forum