

LOWER MILFORD TOWNSHIP
Lehigh County, Pennsylvania
Board of Supervisors Workshop Meeting
Thursday, May 7, 2026

The Board of Supervisors Workshop Meeting was scheduled for Thursday, May 7, 2026 at 6:30 PM and was held at the Lower Milford Township Municipal Building located at 7607 Chestnut Hill Church Road, Coopersburg, PA 18036. The meeting was also livestreamed via Youtube.

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

Public in Attendance: 9

Cogle called the meeting to order at 6:32 PM and led all in the Pledge of Allegiance.

Cogle announced that an Executive Session was held on April 16th to discuss pending litigation.

Discussion continued on purchasing a new wheel loader. Cogle quickly reviewed a letter written by Public Works Foreman Dan Wisser, with an update on quotes and questions answered that were raised at the April 16th Regular Meeting. LaBrie shared that she had reached out to her brother-in-law, who works for PennDOT, for his recommendation, who felt that Groff was difficult to deal with for service. Flexer shared an opinion he received from a neighbor who works as an equipment purchase manager for the PA Turnpike, whose opinion was that the machine did need replacement and he recommended the Case. Discussion continued on the differences in the quotes between Groff Equipment and Powerco. Lembach said that a demo machine arrived earlier that day and Wisser shared that he was so far pleased with the machine. The Board agreed that they were in favor of the Case, so long as the experience with the demo machine remained positive, and requested an updated quote from Powerco for the next meeting with their final number. Cogle requested the Treasurer's opinion on the financing options. LaBrie asked if the Board was interested in including the brush grapple in the final purchase price. Flexer requested inquiring about any extended warranty options.

The Board invited volunteer fire fighters Ed Miller, Ed Bendekovitz, Ron Detwiler, Jerry Graham, Gary Focht and Nate Woodruff to the front of the room to offer their appreciation, recognition and thanks for their dedication and service in responding to over 15 incidents overnight between March 16th and 17th, caused by severe storms resulting in many downed wire and tree incidents. Miller announced that the FEMA money was released for the radio grant. Graham announced that they were awarded \$110,116.76 but that the fire co. had borrowed \$115,622.60 from the Fire Fund, a difference of \$5,505.84. Miller briefly explained the history of the grant to the Board and Graham stated that they were inquiring on if the difference in money would need to be returned back to the Fire Fund. Cogle suggested putting it on the agenda to discuss at the Regular Meeting in two weeks to allow the Board time to discuss the matter with finance and the Township solicitor. Miller mentioned some unexpected, major expenses that they were recently faced with including over \$10,500 in repairs to the engine and installation of the new radios. Bendekovitz briefly explained an issue with a window on the engine that would not go up. Cogle asked if any testing had occurred with the new radios and

Miller answered that it should be now that the trees are filling with leaves. Miller mentioned that the fire co., as well as the gentleman that installed the new radios, were nervous to see how the new system worked. Graham voiced that the fire co. will return the difference in monies, as a promissory note had been signed, to help keep the transaction clean. The Board agreed and said they can have a discussion later on if expenses continued to climb that may require money from the Fire Fund. Miller thanked Lembach for volunteering at the fire co.'s Sportsman Bingo and the Township for lending their barricades for the Spring Craft Show.

Cogle asked Lembach to clarify a request to update the current electronics policy. Lembach explained that she had wanted to change the section relating to the email address format for staff members so they were personal to each person due to issues that she experienced taking over a current email address account previously monitored by a former employee. It was mentioned during the April Regular Meeting that other changes might need to be updated in the policy and Lembach said she would also correct the section on cellphones to reflect newer resolutions that had been adopted for public works and office personnel. Flexer asked if all emails would change, and Lembach said that the info and open records account will remain the same and she would ask the tax collector her preference. Lembach also shared that the Township's IT provider assured her that the current email addresses could continue to be used as aliases, to avoid emails getting lost in the transition.

Cogle announced receipt of draft Resolution 2026-15 to adopt a cell phone stipend policy for office personnel, noting that the Manager and Zoning Officer would be allotted \$20/monthly and the Treasurer would be allotted \$10/month. **Motion** by LaBrie and adopt Resolution 2026-15. **Seconded** by Flexer and **unanimously approved**.

LaBrie announced plans on how the America250PA theme would be tied into the fall festival, including acquiring the Keystone Kid and partnership with the Southern Lehigh Public Library. LaBrie also mentioned that she had met with the Historical Commission for assistance/participation and relayed that Lowell Linde had suggested reaching out to Kelly Butterbaugh to potentially host a round table event for historical recollection of events in the Township. LaBrie also mentioned that representatives for the Limeport Stadium had not gotten back to her for hosting a joint event.

Cogle announced that he had been hoping to have a draft ordinance update from the Planning Commission (PC) to discuss. LaBrie, who had attended the previous PC meeting, mentioned that they were hoping to have a final draft to approve at a May Workshop Meeting. Flexer asked if the ordinance only related to residential solar and Lembach responded that the draft she had found for the Zoning Officer to include in the PC meeting packet included both residential solar and timber harvest updates. Cogle voiced wanting to see some progress from the PC to address concerns and updates to many aspects of the zoning ordinance.

Cogle announced the need to advertise bids for road repairs. Lembach explained that it was late in the year to get advertisements out and that it had been on her radar earlier in the year, but that there were multiple factors that delayed the process including staffing constraints, the foreman researching options to improve on how the Township repairs it's roads and Lembach's inability to find one of PennDOT's forms. She further explained that when she reached out to inquire with PennDOT on how to access the form as she was aware that the previous Administrator and Foreman prepared the packets themselves, it was explained that it was set up that way for either

PennDOT or the Township's appointed engineer to complete the bid packets. She then went on to explain some of the changes the foreman, Dan Wissler, had proposed, which he had included in a letter of recommendation to the Board. LaBrie had a couple of questions regarding the bid paperwork, including how it was determined what roads were going to be treated, who completes the inspections and coordinates meetings before the work is completed, who reviews the contractor's insurance is acceptable, and the escalator clause. LaBrie suggested holding off on putting bids out in case oil prices go down, though Lembach countered that there was a deadline in the work being completed by the end of August as the process of sealcoating requires heat to help it set properly. Cogle also offered that the Township has the right to deny all bids if the prices drop and that there's only one contractor who bids sealcoating. **Motion** by Flexer to approve advertising the road bids. **Seconded** by LaBrie and **unanimously approved**.

Cogle announced receipt of a demolition permit for a Class II Historic Resource located at 5242 Wasser Road. Cogle briefly reviewed the summary results of a Historic Renovation Feasibility Report that the property owner had completed for the home. Lembach announced that she had not received a recommendation from the Historic Commission within their 35-day review period. LaBrie asked if the home had any historical value other than its age and Cogle noted that it was a two-story log home. Flexer mentioned driving past the property and agreed with the report's evaluation. Lembach noted that she thought the structure was too far gone long before the current property owners took ownership. Lowell Linde noted that two-story log homes were very rare and made a couple of suggestions, including having the property owners return the structure to being all original to its time period, including removing the utilities, asking the property owners if they'd offer letting someone else take the structure such as the Goshenhoppen Historians, or if the Township would buy it or a portion to later create a smaller log cabin somewhere for display. Concerns were raised about the Township taking on the project, including cost and ability to store the lumber. **Motion** by Flexer to approve the demolition permit. **Seconded** by LaBrie and **unanimously approved**. Linde voiced his agreement with the vote but felt it was worth asking the property owner to consider offering the structure to someone or an organization willing to restore it.

Public Comments:

Linde asked where the roof was leaking. Cogle said it was still being investigated but noted that it hasn't spread since winter.

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

The meeting was adjourned at 7:51 PM.