

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

The Board of Supervisors Regular Meeting was scheduled for Thursday, March 19, 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.

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 6:31 PM and led attendees in the Pledge of Allegiance.

Public Comments: None

Cogle announced that the Board of Supervisors had met in executive session on March 12th and 16th to discuss personnel and on March 19th for pending litigation.

Motion by LaBrie to approve the minutes from the February 19th Regular Meeting, with the correction of noting the Fire Co. grant was for the HVAC system and not the radios. **Seconded** by Flexer and **unanimously approved**.

Flexer read through the Township Treasurer's Report as of March 4, 2026. **Motion** by Flexer to approve the Treasurer's Report, as stated on the agenda. **Seconded** by LaBrie and **unanimously approved**.

Motion by LaBrie to authorize the payment of March 2026 bills. **Seconded** by Flexer and **unanimously approved**.

Cogle asked how the interim Zoning Officer was working out. **Motion** by Flexer to approve the Interim Administrator, Public Works and Zoning Reports. **Seconded** by LaBrie and **unanimously approved**.

Cogle read through the submitted EMS report, noting that Macungie Ambulance Corps responded to five (5) calls and Upper Perkiomen Valley Ambulance responded to one (1) call in Lower Milford for the month of February.

Ed Miller provided a verbal report for the Lower Milford Township Fire Company, announcing the upcoming fundraisers including a Spring Craft Show, Sportsman Bingo and hoagie sales. Miller and Girard Graham announced they had been awarded a PEMA grant for roughly \$15,300.00. Miller thanked Public Works foreman Dan Wisser for helping them out Monday night, when they received 17 calls for a heavy windstorm. Miller asked about the LSA grant for the HVAC. Cogle asked Cappuccio if the project has to go out to bid, since the Township technically applied for the grant. Miller noted concern that the Fire Co. had been unaware they would need to consider prevailing wage when they obtained quotes to apply for the grant. Graham confirmed the work needs to be completed by 2028. Cogle requested the authorization to advertise bids for the project be put on the next agenda. Lastly, Miller announced that PPL would be conducting a Live Line Exhibit at the fire house on Monday, April 6th at 6:30 PM and invited residents and staff to attend.

There were no new subdivisions or action due on subdivisions to announce.

Hayden Rinde and Chloe Krempasky, liaisons with the Southern Lehigh Chamber of Commerce (SLCC), gave a presentation on the SLCC and ways they work within and help support the local communities, including municipalities.

OLD BUSINESS:

Cogle announced a draft of resolution for livestreaming certain meetings. Flexer asked if there was money in the budget for costs related to livestreaming. Cogle replied that he and his business will be donating and installing the equipment and hardware to make the meetings accessible for livestreaming, and he estimated the cost to be about \$250 for the subscription for video storage. LaBrie asked how long the Township would be storing the videos. Lembach suggested reviewing the Municipal Records Manual to see if there were stipulations to holding onto such records. **Motion** by Flexer to adopt Resolution 2026-11 for Livestreaming Board of Supervisors Meetings. **Seconded** by LaBrie and **unanimously approved**.

Cogle announced a draft resolution to adopt a Fire Services Advisory Committee. Miller asked if it should be Emergency Services versus Fire to include the three ambulance corps that support Lower Milford. Flexer and Cogle agreed that they preferred Fire Services to support the DCED Report. Lembach announced that no letters of interest had yet been received from residents interested in serving on the Committee. **Motion** by Flexer to adopt Resolution 2026-12 to Establish a Fire Services Fire Committee. **Seconded** by LaBrie and **unanimously approved**.

A discussion on utilizing Township-owned properties on either County Line or East Mill Hill Road for a Public Works Annex was tabled.

Lembach reviewed pricing from various companies for providing hi-vis t-shirts and sweatshirts for the Public Works crew, noting that the way each company offered discounts was different. Flexer

asked Lembach if she had a recommendation for a company, which she did not. Lembach did note that Public Works would be switching from safety green to safety orange instead for better visibility. Cogle stated he works with Full Source and has had no issues. Flexer asked where the Township name would be placed on the items and LaBrie responded that she'd like to see it on the chest of the shirts. LaBrie made a **motion** to utilize Full Source as the Township's vendor for purchasing Public Works personalized t-shirts and sweatshirts. **Seconded** by Flexer and **unanimously approved**.

NEW BUSINESS:

Cogle announced receipt of a Farmland Preservation Agreement, to preserve 32 acres at 9188 Kings Highway owned by Richard and Nina Fair. Cogle also noted that the Township's portion would be \$3,250.00 for the agricultural conservation easement. **Motion** by LaBrie to enter the agreement. **Seconded** by Cogle and **unanimously approved**.

Cogle announced receipt of the MS4 Inspection Report, noting that no violations were found. Flexer asked how often the inspection is conducted and Lembach replied that inspections occur every four years. Flexer asked about a previous project that was supposed to occur in Limeport relating to MS4 requirements and Lembach replied that the homeowner was no longer interested in participating. She also stated that per Wayne Doyle with Cowan Associates, our MS4 representative, the Township does not have another project that can be completed to fit the current requirements. Lembach noted that, per Wayne Doyle, we are not the only municipality unable to meet the requirements.

Cogle announced receipt of a Demolition Permit for a recorded Class II Historic Resource located at 1200 Wind Hill Road. Cogle read provided draft minutes from the Historic Commission (HC) who reviewed the application at their March 2nd Meeting, noting that Mandi Yoachim motioned to approve the permit, which was seconded by Lowell Linde and unanimously approved. LaBrie asked what the actual historical background of the home was. Lembach explained the history of the Historic Resource List that was adopted by the HC was based entirely on age for Class II Resources. **Motion** by Flexer to approve the demolition permit. **Seconded** by LaBrie. Cogle asked Cappuccio if the HC has the authority to make a request to use the original footprint of the home, if able to. Cappuccio responded that the homeowner cannot be required to follow the request. **Unanimously approved**.

Cogle announced receipt of new proposed Zoning and Subdivision and Land Development Ordinances from Upper Milford Township. Cappuccio explained that the Township's Board and Planning Commission have the opportunity to ask questions about the proposed ordinances before they are adopted. Discussion was tabled to allow the Board to further review the proposals.

LaBrie proposed more recognition from the Township to celebrate the America250PA initiative, and made some suggestions on what it could look like. LaBrie suggested reaching out to the Historic Commission for their input and suggestions, and asking the library if they could include the theme to one of the upcoming story times they will be hosting in the summer.

Cogle announced receipt of the Chapter 94 Municipal Wasteload Management Report. Lembach explained that the report is conducted annually by Cowan Associates and mentioned some of the facts noted in the report, including that 11 new connections were made in 2025 and that there are 76 EDU's currently being served by the Limeport Wastewater Treatment Plant, in 2025 the average daily flow was 19.4% of the rated capacity, flow through the plant equaled 2.494 million gallons and 56,500 gallons of sludge was hauled away. **Motion** by Flexer to accept the report as presented by Cowan to be sent to DEP. LaBrie asked about a projected overload noted in the report and asked if it's something the Township needs to be concerned about. Lembach will ask Cowan for clarification on the projected overload. The motion to accept the report was **seconded** by Labrie and **unanimously approved**.

Lembach announced a trial story time presented by the Southern Lehigh Public Library (SLPL) that will be hosted at the Township building. As SLPL's spring programming was already underway, the events at the Township would be a part of their summer programming. Lembach announced the two trial dates on Monday, June 22nd and Monday, July 13th, both at 10 AM. Lembach explained that the story time lasts about an hour long and includes two books, songs, dancing and crafts.

Motion by LaBrie to advertise the hiring of a Public Works Equipment Operator. **Seconded** by Flexer and **unanimously approved**.

CORRESPONDENCE:

Cogle announced receipt of the March 2026 Social Security Newsletter, and invitation to attend a webinar on the PA Green Amendment, and State Representative Milou Mackenzie's Spring Mailer.

PUBLIC COMMENTS:

Tom Fulton, President of Limeport Stadium, Inc. (LSI), and Debbie Klan, LSI Secretary, introduced themselves and Fulton suggested that they might be able to coordinate with the Township to help with the celebration of the America250PA initiative. Fulton announced submitted grant applications for a new cyclone fence to protect viewers in the grandstand and asked Lembach to watch the administrator@lowermilford.org email account, where notification should be sent if the grant is received. Fulton then went on to relay concerns about the culvert at the end of the stadium's driveway and Limeport Pike. Klan had called PennDOT, who told her she needed to contact the Township; and Lembach recalled viewing a written response that PennDOT

had sent Klan when Klan stopped by the office, where PennDOT stated the repairs would relate to a driveway permit and the persons responsible for maintaining the driveway would need to make the repairs. Cogle asked for clarification on which culvert they were referring to and noted that there is a drain pipe there, believed to be a storm drain that PennDOT should be maintaining. Cogle suggested that LSI make a new request to PennDOT, providing added clarification, and asked the Board if they'd support the Township writing a letter to PennDOT supporting LSI's request.

Ray and Barbara Lucente, residents on Wind Hill Road, voiced concern about the intersection of Grant Road at Allentown Road. Cogle noted that the intersection is a part of Milford Township, Bucks County, and suggested he reach out to Milford as well as PennDOT as Allentown is a state road.

Ron Tomes voiced concerns about a culvert near his home at Kings Highway and Limeport Pike, as cinders annually fill up the drain pipe that runs under Limeport Pike and takes repeated complaints for PennDOT to address. He went on to say that PennDOT sealed the low end with blacktop last year; but that they did come back to open it up after he complained. Ed Lounsberry noted that he has pictures from when they sealed it. Tomes continued that a stone wall at the top of the culvert is in need of repair and is falling, but PennDOT says they do not have enough people to repair it. Cogle recalled sending a letter last year about the wall, but that the Township can try again. Tomes asked about what happens when lives are at risk, and Cogle and Lounsberry recalled a previous meeting with PennDOT where they said enough accidents had not occurred there.

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

The meeting was adjourned at 7:52 PM.