LOWER MILFORD TOWNSHIP

Lehigh County, Pennsylvania

Board of Supervisors Regular Meeting Minutes

Thursday, September 17, 2026

The Board of Supervisors met for their scheduled Regular Meeting on Thursday, September 17, 2026, 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 Cougle, Chair; Susan LaBrie, Vice Chair; Jason Flexer, Supervisor; Mark Cappuccio, solicitor; and Elizabeth Lembach, secretary.

Public in Attendance: 6
Public Watching Virtually: 5

Cougle called the meeting to order at 6:34 PM and led attendees in the Pledge of Allegiance.

Cougle announced that an Executive Session was held September 10th regarding personnel.

Motion by Flexer to approve the meeting minutes from August 20, 2026 and September 10, 2026. **Seconded** by LaBrie and **unanimously approved**.

Cougle read through the Treasurer's Report as of September 3rd. **Motion** by LaBrie to approve the report as read. **Seconded** by Flexer and **unanimously approved**.

Motion by Flexer to authorize paying the September 2026 bills. **Seconded** by LaBrie and **unanimously approved**.

Cougle announced receipt of the August staff reports. Lembach highlighted attending a presentation from the Lehigh Valley Planning Commission (LVPC) regarding the County's stated housing shortage, noting that the County claims that Lower Milford Township is short on 34 new housing units a year. The report also included that the Township needed 822 units by the year 2050 to keep up with the projected resident increase of 55.1%. Lembach continued that the County does not appear to consider how increased housing could affect individual municipalities or what would be lost and that it remains unclear on how the County would try to enforce the results of their study to be addressed but that it might include the Township not being eligible for unspecified municipal incentives. LaBrie shared she had attended an LVPC event in the Spring and had asked if the large percentage of preserved farmland in the Township would be considered in their plans. Flexer asked if the Zoning Officer could reach out to PPL regarding piles of tires sitting on their property. **Motion** by LaBrie to approve the August staff reports. **Seconded** by Flexer and **unanimously approved**.

Cougle announced the August EMS Reports, noting that Macungie responded to six calls in Lower Milford that month and Upper Perk responded to one.

Ed Miller announced that he was continuing to research how the Fire Company's ISO rating impacts the Township and how the rating could be affected by the tanker's loss of certification. LaBrie noted

that the Township's lack of water source and the location of the station significantly impact the rating. Cougle and Miller shared that state elected officials were assisting in searching for grants that could help with affording a new station. Miller said he was also speaking with Upper Macungie who are working on lowering their ISO rating and the process they are going through. Discussion continued on the ISO rating's impact on resident's insurance and the tanker's upcoming loss of certification.

Cougle announced receipt of a new application for the Davis/Linde Subdivision/Low Line Change. Lembach noted that the intention of the application was to help the Linde's achieve Act 319 eligibility.

OLD BUSINESS:

Cougle read through a letter from the Township Zoning Officer explaining that the Planning Commission (PC) revised the draft solar and timber harvesting ordinance to remove the allowance of timber harvesting within the zone 1 riparian buffer, as was suggested by LVPC, and to remove the repeated verbiage pointed out by Upper Macungie. The Board agreed to advertise the proposed ordinance amendment for adoption.

Lembach offered new information regarding the website quote from na|Studios. She explained that the owner was not able to identify which features were different between the included and updated ADA compliance versions but that the upgraded version was insured. LaBrie asked if the Township's insurance would cover the included ADA compliance. LaBrie had other questions on options and Lembach explained that the quote was based on the owner's interpretation of the Township's current website content and was completely negotiable on what it could really look like or include. The Board debated paying an additional $390.00/year for the upgraded ADA compliance. Cougle suggested setting a cap price in any motion to accept the quote. **Motion** by LaBrie to accept the quote from na|Studios with the included ADA compliance not to exceed $8,000.00. **No second, motion dies**. **Motion** by Flexer to accept the quote from na|Studios not to exceed $9,000 with the ADA compliance upgrade included. **Seconded** by Cougle and **unanimously approved**.

Cougle announced that the suggestion to livestream PC meetings was discussed at the last regular meeting and that a PC member that had been sitting in the audience voiced their disapproval of the idea. Cougle continued that an email had been sent out to poll PC members individually and received mixed feedback. Cougle then read through a letter from the PC Chair, requesting the opportunity for the PC to address the Board at their next meeting to voice their concerns. Flexer asked if the PC should be coming to a Board meeting instead. Discussion ensued about who should be attending the other's meeting and what discussion could take place without violating quorums. Cappuccio interjected that the Board could advertise a special meeting to attend the PC meeting and allow deliberation on both ends. The Board also discussed if a joint meeting involving the Board of Supervisors would be livestreamed. The Board agreed to accept the PC's invitation to attend their meeting on October 5th and would advertise it as a special meeting of the Board.

Cougle announced a request for a truck restriction on the northern end of Chestnut Hill Church Road. Lembach explained that the complaint had come before the Board a year ago and that the complainant was looking for updates on the situation. Lembach continued that when it came before the Board last year, they had decided to request PennDOT's compliance to create a truck restriction throughway to connect the current restriction on the Township's southern end to the northern end as was being requested by the PennDOT owned portion between Limeport Pike and Church View Road. Lembach said she was 98% sure that PennDOT denied the request but that she had been unable to locate any supporting evidence. Cougle agreed that he thought PennDOT denied the request. Lembach added that even with implementing the same truck restriction on the northern end that currently exists on the southern stretch, which is up to 45' in length, it would not prohibit the dump trucks mentioned by the complainant from using the roadway. Cougle added that he believed the trucks were headed to a construction site in Upper Milford, which would also prevent those trucks from being included in a truck restriction as a local delivery. Lembach also stated that the Board would have to authorize a study to be completed by the Township engineer to enact any truck restriction that would restrict trucks smaller than 45' in length. Lembach also shared that the custom truck restriction signs within the Township are not PennDOT compliant and that violation of the truck restrictions is not something that would be enforced by state police. Cougle requesting looking again for PennDOT's denial and continuing discussions at another meeting.

Lembach explained the Treasurer's request for clarification on which fund the cost of the portable radio purchase for the Lower Milford Township Fire Co. would come out of. She continued that when the Township wrote Ordinance No. 145 to increase the Township's indebtedness for the radio purchase, it did not name which fund would transfer money into the newly established sinking fund depository. Lembach said she found evidence in meeting minutes from November 24, 2025, which did provide evidence that monies related to the radio purchase in a different aspect had come out of the fire tax fund. Miller said he thought it hadn't been discussed. Cougle recalled having an informal discussion suggesting that half would come from the general fund and the other half would come from the fire fund btu did not believe that any formal motions had been made to support it. **Motion** by Flexer to fund the purchase from the fire tax fund. **No second, motion dies**. **Motion** by LaBrie to split the cost of the radios 50/50 between the general fund and fire fund. **Seconded** by Cougle and **unanimously approved**.

Cappuccio explained the PC's review of Lower Macungie's proposed zoning and SALDO amendments, noting that they were concerned with the proposed removal of some of their commercial and industrial uses as members of the joint southwestern regional comprehensive plan. Cappuccio continued that he sent a letter on the PC's behalf requesting clarification on the uses they were looking to remove and any response received would be reviewed by the PC at their next meeting.

NEW BUSINESS:

Cougle announced expressed interest from some Board members to discuss the possibility of timber harvesting on Township-owned properties. Flexer said he felt it was worth investigating and suggested the parcels on East Mill Hill and County Line Roads as potential options. Lembach asked if timber harvesting on the County Line property could help install a driveway and Cougle noted that they'd have to install a temporary access road that could hopefully stay behind.

Cougle announced receipt of the Minimum Municipal Obligation Budget for 2027, which Lembach explained was the minimum amount the local government must contribute to the pension program which is state-mandated. **Motion** by LaBrie to approve the minimum municipal obligation budget for 2027 at $31,022.00. **Seconded** by Flexer and **unanimously approved**.

Cougle explained the Board's interest in outfitting the GMC utility truck for snowplowing after hiring an additional laborer in the Public Works Department. Cougle and Flexer agreed that they were originally thinking about installing a v-plow for intersection and cul-de-sac clean up. Lembach read a line from the foreman's proposal which noted that Public Works' preference and vendor recommendation was for a 9' straight blade plow for simplicity of operation and ease of maintenance. LaBrie also read that straight blade parts are easily interchanged and swapped out. Lembach then read through the foreman's recommendation for a salt spreader. The Board reviewed the various quotes provided by the foreman, including Trius inc., Storks Plows, Push-N-Pull and Stephenson Equipment. The Board debated the pros and cons of stainless-steel spreaders with lids and vibrators versus options without. Cougle totaled the cost of accepting the quote from Storks for both a plow and spreader at $15,050.00 as the cheapest option. **Motion** by Flexer to accept the quote from Storks Plows for the installation of a Western 9' Pro Plus Straight Blade plow and a Western S150A Marauder 1.5yd Stainless V-Box with Auger Spreader for a total cost of $15,050.00. **Seconded** by LaBrie and **unanimously approved**.

Lembach announced the need to vacuum-sweep the Municipal building's parking lot, as the pervious pavement requires regular maintenance which was not being done and she was unsure ever was, although she had not observed water pooling in the parking lot that would suggest the pervious nature wasn't working. She noted that she inquired with multiple companies but received a quote from only one. **Motion** by LaBrie to accept the quote for $769.84. **Seconded** by Flexer and **unanimously approved**. Cougle requested inquiring with the company to see if they offer regular maintenance packages to have it completed multiple times a year.

Cougle announced receipt of ZHB Docket 26-05, Blake & Theresa Helt requesting a variance regarding accessory structure placement.

Cougle announced receipt of ZHB Docket 26-06, Lynn Yost requesting a special exception for roof-top solar.

CORRESPONDENCE:

Cougle announced receipt of the September 2026 Social Security Newsletter.

Cougle read an email from resident Paul Carey, offering positive feedback for the recent road resurfacing in The Woodlands development.

PUBLIC COMMENT:

Ed Lounsberry asked if the Board could shed any light on the legal issues being discussed in executive sessions. Cappuccio explained that legal matters are an exception to Sunshine Law which is why they are discussed in executive sessions versus public meetings. Cappuccio asked Lounsberry if there was something specific he was looking for. Lounsberry asked when it can be discussed and Cappuccio responded that litigation is not discussed until there's a potential resolution.

LaBrie asked Lounsberry if he attended a recent LVPC meeting on behalf of the Township. He responded that he had attended a Lehigh County Conservation District meeting instead.

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

Meeting adjourned at 8:16 PM.