

**Lower Milford Township**  
Lehigh County, Pennsylvania  
Board of Supervisors  
December 19, 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 11 members of the Public.

The meeting was called to order at 6:36PM by Koplin.

All stood for the Pledge of Allegiance.

Motion by Cogle to approve the minutes of the November 21, 2024 regular meeting as presented. Seconded by Linde and unanimously approved.

Cogle read the Treasurer's report as of November 30, 2024 aloud:

• General Fund	\$ 1,920,291.00
• Historical Registry Fund	5,735.00
• Fee-In-Lieu of Fund	24,000.00
• Sewer Fund	112,356.00
• Capital Reserve Fund	375,966.00
• Fire Fund	302,049.00
• Highway Capital Improvement	338,697.00
• ARPA of 2021 Fund	7,329.00
• State Liquid Fuels Tax Account	134,058.00
• Developer Escrow (Non-Township Funds)	38,585.00

Motion by Linde to approve the Treasurer's report as of November 30, 2024 as read. Seconded by Cogle and unanimously approved.

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

Motion by Cogle to accept the Administrator Report for December 19, 2024, the Zoning report for November 2024, the Public Works report for November 2024 and the Administrative Assistant report for November 2024. Seconded by Linde and unanimously approved.

Koplin announced the Macungie Ambulance report for November 2024.

Lower Milford Township Fire Company No. 1 representative Ed Miller provided the Board with details on recent calls and accidents. Miller informed the Board that the Engine can no longer turn onto Hoffman Lane from Limeport Pike and expressed concerns that a home has occupancy in the Limeport Commons development prior to the fire access lane being installed. Miller informed the Board that a meeting is scheduled for January 15, 2025 with radio supplier

Kenwood to discuss the County upgrade. Miller provided information on grants that had been submitted and on an accident the utility truck was involved in while responding to a call. Miller stated that the annual Santa Run was a success and that hoagie sales begin in January with the new hoagie supplier.

**Under Old Business:**

Cappuccio announced that a hearing was scheduled for the adoption of Ordinance No. 141 to vacate Township Road T-432 Janes Lane and declare as private, but will be continued tentatively until January. John Neilson and representatives from Charles Davis, Inc, property owners on Janes Lane, requested the Board provide additional time for them to receive a Highway Occupancy Permit (HOP) from PennDOT for a shared driveway. Neilson informed the Board that a design has been agreed upon between property owners and a submission of the HOP to PennDOT will be made in the near future.

Motion by Cogle to table the adoption of Ordinance No. 141 until further notice, with a future meeting date for adoption pending the issuance of an HOP from PennDOT by the affected property owners, and requiring that monthly updates are provided on the status of the HOP. Seconded by Linde and unanimously approved.

Motion by Cogle to authorize moving forward with a truck restriction on Milky Way based on the recommendation of Cowan Associates, Inc to restrict the roadway under Act 31 of 2018. Seconded by Linde and unanimously approved.

Ed Lounsberry asked if any update was received from PennDOT on Kings Highway and Limeport Pike. Discussion was held on how the Township can make an additional request of PennDOT to take action. A consensus was received from the Board that another letter will be drafted to PennDOT with attachments to show accidents at the intersection, traffic counts and to request support from Senator Coleman and State Representative McKenzie.

Motion by Cogle to ratify the cancellation of the open burn ban, effective December 15, 2024. Seconded by Linde and unanimously approved.

**Under New Business:**

Motion by Cogle to ratify the approval of the reallocation of ARPA funding to purchase the Case Quick Attach Fork set and the U.S. Municipal salt brine production system to utilize the remaining \$23,102.10 of ARPA funding in full. Seconded by Linde and unanimously approved.

Koplin announced the 2024 Bridge and Culvert Inspections report.

Motion by Linde to adopt resolution 2024-16 establishing an addition to the agricultural security area. Seconded by Cogle and unanimously approved.

Motion by Cogle to adopt resolution 2024-17 opposing House Bills 1976 and 2045. Seconded by Linde and unanimously approved.

Motion by Cogle to adopt resolution 2024-18 setting the tax millage for 2025 at .67756 mills. Seconded by Cogle and unanimously approved.

Motion by Cogle to adopt resolution 2024-19 establishing the tax millage for special tax for fire services for 2025 at .33878 mills. Seconded by Linde and unanimously approved.

Motion by Linde to adopt resolution 2024-20 appointing the firm of Hutchinson, Gillahan and Freeh, P.C. (MVA Tax & Advisors, LLC) to perform the 2024 audit. Seconded by Cogle and unanimously approved.

Motion by Cogle to adopt Resolution 2024-21, approving Draft 3 of the 2025 Budget, dated November 7, 2024. Seconded by Linde and unanimously approved.

Motion by Cogle to approve the requested solicitor rate change for Zoning Hearing Board attorney Jeff Fleischaker from \$115.00 per hour to \$150.00 per hour. Seconded by Linde and unanimously approved.

Koplin announced the DEP Sewage Inspection Report for Limeport WWTP and noted there were no violations.

Koplin announced the request from the Tax Collector for a resolution to update tax collector fees and approve an increase in compensation. A consensus was received to table the item until the February 2025 regular meeting.

**Under Correspondence:**

Koplin announced the December 2024 social security newsletter.

Koplin announced the County of Lehigh Board of Assessment Appeals hearing notice for breach of Act 319 agreement for Franklin and Kimberly Reith.

Koplin announced the PSATS News Bulletin for November 2024.

Koplin announced the Keep Pennsylvania Beautiful donation request and no action was taken.

Koplin announced the Pennsylvania Leadership Institute donation request and no action was taken.

Koplin announced the notice from the LVPC of the SWL Multi Municipal Plan website closure.


**Under Public Comment:**

Russell Reitnauer questioned if additional trimming will be performed to street trees in the Township and noted areas of concern. Koplin responded that Public Works will be informed and trim back trees as they see necessary. Reitnauer made complaints regarding his neighbor's open burning. Cogle commented on the burden that nuisance complaints create on the Fire Company when they are called to respond to permitted open burns.

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

Meeting adjourned at 7:55PM.

Respectfully Submitted,

  
Emily Fucci  
Township Secretary