

**BUSHKILL TOWNSHIP BOARD OF SUPERVISORS
1114 BUSHKILL CENTER ROAD
NAZARETH, PA 18064**

**MINUTES
April 2, 2020**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, April 2, 2020 via ZOOM. The meeting was held remotely due to the Coronavirus Pandemic and the Stay-at-home order. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mr. Kline, Mrs. Bender and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Solicitor Asteak, Engineer Robert Collura, Chief McLouth, and Open Space Coordinator Kerry Reider and no audience was present.

Pledge of Allegiance to the Flag

The Chairman, Brien Kocher called the meeting to order at 6:00 PM with the Pledge of Allegiance to the Flag.

SIGN INS: No sign ins and no one requested information to sign in.

SUBDIVISIONS:

2018-06 Scenic View Estates –Motion by Julie Bender seconded by Carolyn Hill and approved unanimously to approve Resolution 2020-13 with the following comments:

1. Plans must be signed by the Owner(s) and notarized (BT SALDO §503.C.C5)
2. Engineers' / Surveyor's signature is required (§503. C.C.6)
3. Additional soil testing for the reserved sewage system site on Lot 6 must be completed
4. The following outside agencies reviews and comments must be satisfied:
 - a. Soil Erosion & Sedimentation Control Plan must be approved by the Northampton County Conservation District
 - b. DEP Approval of the Planning Module & NPDES Permit are required (§503. C. P.2)
 - c. PennDOT approval of the HOP
5. The Improvements Quantity and Cost Estimate must be revised in accordance with the attached estimate satisfactory to the Township Solicitor shall be required.
6. Development Agreement and Performance guarantee for all required improvements satisfactory to the Township Solicitor shall be required
7. A unification description and deed must be provided for that portion to be merged with the adjacent property of Patricia J. Lantz
8. Proof of Insurance, satisfactory to the Township Solicitor shall be required (§803. B.4)
9. A Pre-Construction meeting shall be required. Attendees shall include:
 - a. Developer or Developers Agent
 - b. Developers Engineer

- c. Contractor
- d. Representative from NCCD
- e. Township Engineer

Approval of Minutes

1. **March 6, 2020 – Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the minutes.

Reports

2. **Police** – No Report
3. **Treasurer** –Treasurer’s Report was enclosed
4. **Tax Collector** –Tax Collectors Report was enclosed.
5. **Zoning Officer** – Belinda Roberts provided the ZHB report
6. **Public Works** – No Report
7. **Library** – No Report
8. **Recreation** – No report
9. **Fire Company** – BTVFC Report is enclosed
10. **Engineer** – Bob Collura provided the report.
11. **Solicitor** –
12. **EAC** – EAC Report was enclosed
13. **NAZ COG** – No report

OLD BUSINESS:

14. **Municipal Building Renovation** – Nothing to report
15. **2020 Fuel, Stone & Paving Bid - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to award bids subject to review by the solicitor.

NEW BUSINESS:

16. **Resolution 2020-11** – Mutual Aid Agreement between Bushkill, Upper Nazareth & Tatamy Borough to work together in times of disaster. Solicitor Asteak thanked Chief McLouth for a job well done in creating the framework for this Resolution. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously approve Resolution 2020-11.
17. **Tax Deadline - Motion** by Julie Bender seconded by Harrison Kline and approved unanimously to extend the base due date for Property Taxes from June 30, 2020 to August 31, 2020 due to the Coronavirus Epidemic
18. **2020 Clean Up Day – Motion** by Julie Bender seconded by Jason Smith and approved unanimously postpone the 2020 Clean Up Day.
19. **2020 Road Inspection – Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the Road Foreman to provide a list of roads to be viewed and Board members will check the roads individually and ask the foreman any questions.
20. **Bill Payments** – Chairman Kocher asked for a motion to authorize the Secretary-Treasurer to pay any bills for the next 60 days should a meeting not take place in May or June. All bills must be reviewed by Supervisor Bender. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the paying of bills.

- 21. Open Space Truck – Motion** by Julie Bender seconded by Jason and Smith approved unanimously to authorize the purchase of a 2020 Dodge Ram Truck from COSTARS member Regal Dodge.
- 22. Resolution 2020-12** – Chairman Kocher declared a Disaster Declaration on March 25, 2020 on the recommendation by the Emergency Mgmt. Coordinator. Resolution 2020-12 extends the Disaster Declaration to May 7, 2020. **Motion** by Julie Bender seconded by Harrison Kline and approved unanimously to adopt Resolution 2020-12.
- 23. Schedules** – Authorize the manager to adjust work schedules as necessary for non-uniformed employees and the chief to adjust uniformed employees’ schedules after conversations with the proper liaisons. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize adjusting of schedules by the manager and the chief.

PAY BILLS: Bill List - \$171,520.37 – Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

GOOD OF THE BOARD: Next regular Board of Supervisors meeting May 7, 2020
2020 PSATS Convention – Postponed

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:24 pm.

Respectfully Submitted,

Belinda A. Roberts
Manager