

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

**MINUTES
February 2, 2023**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, February 2, 2023, in the Bushkill Township Municipal Meeting Room. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mrs. Bender, Mr. Kline, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Chief McLouth, Attorney Steve Mills, Zoning Officer Kenneth Shiffert, Engineer Robert Collura, Open Space Coordinator Kerry Reider and Public Works Foreman Peter Yotter. There were 7 people in the audience.

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: None

MOTION TO CHANGE AGENDA: Chairman Kocher asked if there was any need to amend the agenda. Township Manager stated there were two additions to the agenda, the Colonial IU Agreement under Police and Resolution 2023-05 Authorization of Agent for PennDOT under New Business. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve the amended agenda.

SUBDIVISIONS: None

Approval of Minutes

1. **January 5, 2023 - Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the minutes.

Reports

2. **Police** – Chief McLouth provided the police report.
 - a. **Colonial IU Agreement – 2023 Colonial IU Agreement- Motion** by Julie Bender seconded by Jason Smith and approved unanimously to authorize the execution of the Colonial IU Agreement.
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report enclosed.
5. **Zoning Officer** - Zoning Officer Ken Shiffert provided the report.
6. **Public Works** – Foreman Peter Yotter provided the report.
7. **Library** – Julie Bender provided the report.
8. **Recreation** - No meeting was held in January.
9. **Fire Company** - Report enclosed.
10. **Engineer** – Engineer Bob Collura provided the report.

11. **Solicitor - Resolution 2023-03** - Acquisition of a Conservation Easement on 7.87 acres on OS 89. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-03 for the conservation easement on OS 89.
12. **EAC** – Kerry Reider provided the report.
13. **NAZ COG** – Belinda Roberts reported that the COG meeting was held on 1/19 – Dues for the COG members to remain at \$250 annually. The 3-year Nixle Agreement was approved. Solicitor Asteak stated during the COG meeting that he would be meeting w/ LVPC to finalize Implementation Agreement for Comp. Plan.
14. **Emergency Mgmt.** – EMC Tom Barnowski provided the report.

OLD BUSINESS:

15. **Municipal Building Renovation** -

NEW BUSINESS:

16. **Resolution 2023-04 – Document Destruction** – Destruction of Litigation files from 2002-2009. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve Resolution 2023-04.
17. **2023 Fuel, Stone & Paving Bid** – 2023 Fuel, Stone & Paving Materials Bid will be submitted electronically through PennBid. Bids shall be submitted no later than 2:00pm Thursday, March 2, 2023. Bids will be opened, and results displayed publicly on PennBid. Bid results can then be considered by the Board during the March 2, 2023, Supervisors Meeting. **Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to advertise the 2023 Fuel, Stone & Paving Materials Bid.
18. **2023 Clean Up Day** – Belinda Roberts reported that the date is to be determined. The original date provided a few conflicts. The Township is waiting for new date availability. Public Works Foreman stated that all guidelines and expectations will run exactly as the 2022 Clean Up Day. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve Clean Up Day.
19. **MS965** – Liquid Fuels report was submitted on January 5, 2023
20. **2023 Spring Newsletter** – Articles to be submitted by Tuesday, February 28th.
21. **2023 Road Inspection** – Chairman Kocher instructed the Township Manager to secure a date for the Road Inspection and advertise accordingly.
22. **2023-05** – Authorization to appoint the Township Manager, Belinda Roberts as the authorized agent to sign on behalf of the Township for PennDOT permitting. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the authorization.

PAY BILLS: Bill List - \$167,811.70 - **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

EXECUTIVE SESSION: The Board of Supervisors entered Executive Session at 6:22pm to discuss matters of Real Estate. The Board reconvened at 6:30pm from Executive Session - **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the divestiture of OS 12 with one homesite.

COORESPONDENCE: PSATS Annual Conference – April 23-26, 2023

GOOD OF THE BOARD: Next regular Board of Supervisors meeting – March 2, 2023 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:31pm.

Respectfully Submitted,

Belinda A. Roberts, Manager