

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

**MINUTES
July 2, 2015**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, July 2, 2015. The meeting was held at the Bushkill Township Municipal Building, 1114 Bushkill Center Road, Nazareth, PA. The following Supervisors were present: Mr. Kocher, Mr. Kline, Mrs. Hill, Mr. Smith and Mrs. Bender. Also present were the Township Manager Brian Harris, Atty. Steven Mills, Engineer Robert Collura, and Chief McLouth. There were 10 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

Subdivisions

#2015-04 – Cole/Fenstermaker Lot Line Adjustment – Resolution 2015-14
Brian Harris stated the Planning Commission recommended final plan approval at the June 22, 2015 meeting with the following conditions:

1. Plans must be signed by the Owner(s) and notarized. The merger statement must be signed by the grantee.
2. A unification description and deed shall be required.
3. A description and grant of right-of-way shall be required for that portion of Meyer Road which is intended for dedication.

Motion by Jason Smith, seconded by Julie Bender and approved unanimously to approve Resolution 2015-14.

Approval of Minutes

1. **June 4, 2015 – Motion** by Carolyn Hill, seconded by Julie Bender and approved unanimously to accept the minutes of June 4, 2015 conditioned on adding a note in the minutes indicating that the open space transactions were conditioned on a recommendation by the Environmental Advisory Committee.

Reports

2. **Police** – Chief McLouth provided the Police Report.
3. **Treasurers** – Brian Harris provided the Treasurer’s Report.
4. **Tax Collector** – Brian Harris stated that the Tax Collector Report was enclosed.
5. **Zoning Officer** – Ken Shiffert stated the report was enclosed.
6. **Public Works** – Peter Yotter provided the Public Works report.
7. **Library** – Cindy Merrit provided the Library report.
8. **Recreation** – Nothing to report.
9. **Fire Company** – Tom Barnowski provided the BTVFC report as well as an update for Emergency Management.
10. **Engineer** – Mr. Collura indicated all items pertaining to him were on the agenda.
11. **Solicitor** – Nothing to report.
12. **EAC** – Nothing to report.
13. **NAZ COG** – Brian Harris stated that the next meeting will be held July 28th and the next multi-municipal review meeting will be held August 31st.

OLD BUSINESS

14. **Recreation Complex** – Brian Harris indicated that the site plan was still being reviewed by DCNR.
15. **Red Bridge Removal Update** – Brian Harris indicated that the consultant was still reaching out to the surrounding property owners regarding the project.
16. **Municipal Building Expansion** – Engineer Collura indicated the labor and industry submission will be completed within a month.
17. **Safety Manual** - Under review

NEW BUSINESS

18. **2015 Road Paving Project** – Bids were opened at 2pm on July 2, 2015 and tallied. Recon Construction services was the low bidder. **Motion** by Jason Smith, seconded by Julie Bender and approved unanimously to award the bid to Recon for FDR on Gladys, Hope and Lorraine; slurry sealing and paving portions of Golden Eagle and Beaver Run.
19. **2015 Treevitalize Grant Application – Resolution 2015-13**
Resolution authorizing applying for \$3,575 to plant 20 trees (oak and dogwood) in front of municipal building and at recreation complex. **Motion** by Carolyn Hill, seconded by Julie Bender and approved unanimously to approve Resolution 2015-13.
20. **2014 CFA Award \$33,000** – Authorization to execute contract for police communication equipment. **Motion** by Jason Smith, seconded by Harrison Kline and approved unanimously to execute the contract.

21. Resolution 2015-15 – Resolution authorizing acquisition of the 1.99 acre Erhardt tract.
Motion by Jason Smith, seconded by Julie Bender and approved unanimously to approve Resolution 2015-15.

DRAFT POLICIES:

- Policy 6 – Resume to Board of Supervisors
- Policy 7 – Personal Reimbursement
- Policy 8 – Returned Checks
- Policy 9 – Payroll Check Policy
- Policy 10 –Employee Travel Expenses

Draft policies were tabled and will be added to the August agenda for consideration.

PAY BILLS: Bill List - \$327,401.76 – **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to pay bills.

GOOD OF THE BOARD: Next regularly scheduled meeting August 6, 2015 at 6:00pm

ADJOURNMENT: Motion by Jason Smith, seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:23pm

Respectfully Submitted,

Brian D. Harris