

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

**MINUTES
March 2, 2023**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, March 2, 2023, in the Bushkill Township Municipal Meeting Room. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mrs. Bender, Mr. Kline via telephone, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Chief McLouth, Attorney Gary Asteak, Open Space Coordinator Kerry Reider and Planning Administrator Todd Weidman. There were 8 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: Brian Panella introduced himself to the Board of Supervisors and attendants of the meeting. Mr. Panella is running for Northampton County Judge.

MOTION TO CHANGE AGENDA: Chairman Kocher asked if there was any need to amend the agenda. Township Manager stated there were 2 review letters from Township Engineer Collura regarding the final release of Maintenance Securities. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to approve the amended agenda.

SUBDIVISIONS: #2023-01 EUGENE C. ALBANESE, 229 Kromer Road. Minor Subdivision, Lot 1, and Remainder (Lot 2)

Two waiver requests were provided for consideration by the Board of Supervisors for the Albanese Estate Minor Subdivision.

1. 703.D.1. Contour Lines: The plan proposed no new development. All improvements are existing.
2. 703.D.4. Wetlands, etc., Wetland do exist on both proposed lots; however, the plan proposed no new development. The request includes waiving the requirement for even approximate wetland areas. The remaining land of over 10 acres is to remain in Act 319.

Motion by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the requested waivers.

Resolution 2023-08 – Motion by Jason Smith seconded by Julie Bender and approved unanimously to approve Resolution 2023-08.

Approval of Minutes

1. **February 2, 2023 - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the minutes.

Reports

2. **Police** – Chief McLouth provided the police report.
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed

5. **Zoning Officer** – Township Manager, Belinda Roberts provided the Zoning report. Chairman Kocher made a motion to authorize the Township Solicitor to represent the Township for the March 20, 2023, Zoning Hearing Board Meeting with regards to the Appeal for Krista & Richard Reiger. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to authorize Solicitor Asteak to represent the Township at the hearing on March 20, 2023.
6. **Public Works** – Bill Kummer provided the report.
7. **Library** – Laura Dunne provided the report.
 - a. **Touch a Truck** – Approving the use of the Rec. Complex for Oct. 7, 2023, from 10am - 2pm. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve the event to be held at the Township Rec Complex and fields and to allow the Public Works Department to assist with setup and attending the event.
8. **Recreation** - Draft Minutes of Feb. Meeting Enclosed. Township Manager Belinda Roberts stated that there has been an estimate received for upgrades to the Recreation Complex provided by Gilmore & Associates. The Rec Board during the February meeting reviewed the estimate and have prioritized the improvements. The recommendations are as follows: Tennis Court Rehabilitation, Pickleball Court Installation, Security Cameras for Lucas Lane fields, Poured in place surface for Pavilion Playground and Tot lot. Chairman Kocher requested that the Supervisors review the prioritization and provide feedback to the Township Manager due to the shortened time remaining to submit for the grant on April 5, 2023. Supervisor Bender stated she would like to see the possibility of Frisbee Golf added to the improvements.
9. **Fire Company** - BTVFC President Alex Thompson provided the report.
10. **Engineer** – Release of Maintenance Securities:
 - a. **Scenic View II - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to release the remaining maintenance escrow based on the Engineers review letter.
 - b. **Vistas at Bushkill (Phase I) - Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to release the remaining maintenance escrow based on the Engineers review letter.
11. **Solicitor** –
12. **EAC** – Kerry Reider provided the report. Kerry stated that the EAC would like to send a \$500.00 donation to the Pocono Wildlife Rescue. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the donation. Kerry also stated that he is in the process of applying for the LV Mini Grant to update the Official Map.
13. **NAZ COG** – No meeting held in February. Solicitor Asteak stated that the Implementation Agreement for the Comp plan is being circulated and any questions or concerns regarding the agreement are welcomed and encouraged.
14. **Emergency Mgmt.** – No report

OLD BUSINESS:

15. **Municipal Building Renovation** -

NEW BUSINESS:

16. **2023 Fuel, Stone & Paving Bid – Tabled**
17. **2023 Clean Up Day** – Scheduled for April 21st & 22nd.
18. **2023 Electronic Recycling** – Scheduled for Wednesday, May 10th from 3-6pm or until the 2 trucks are full. Will be coordinated through RRS (Responsible Recycling Services)
19. **2023 Road Inspection** – April 15, 2023, at 9:30am for the 2023 Road Inspection. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve the advertisement of the Road Inspection.
20. **Resolution 2023-06** – Repeals and replaces Resolution 2022-05 approved on February 3, 2022, Authorizing the execution of an agreement with PennDOT and Northampton County for Maintenance and Operation of Improvements identified in Federal Aid Reimbursement Agreement No. R23050001 for Two Rivers Trail. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-06
21. **PennDOT Traffic Count Study** – PennDOT will be conducting Traffic Count studies on the following Township Roads: Colonna Lane just off of Gove Road, Lynnwood between the Cul-de-sac and Woodsedge, Johnson Road between the Township line and Creamery Road, Crosshill Road between Blue Ridge Road and Highland Roads, Hahn Road between SR 4012 and Creamery Road, and Saddle Drive between SR 512 and Knoll Circle.
22. **PennDOT Traffic Signal Maintenance Agreement** – The Police Department was awarded a grant for a stationary License Plate Reader. PennDOT requires the TSMA be signed, executed and resolution 2023-07 approved for the placement of the License Plate Reader on a PennDOT device. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to authorize the Chairman and Township Manager to execute the required documents and approve Resolution 2023-07.
23. **Board Vacancies** – Krista McKeon and Robert Mack have provided notice of resignation from the Township Planning Commission. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to accept both resignations and to direct the Secretary to send letters to each resigning member.
 - a. **Appointments: Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to appoint Jonathan Schmidt and Linda Hess to the Planning Commission to fill the vacancies and complete the remaining term. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to appoint Stephanie De Fiore to the Recreation Board to fill the vacancy and complete term.
24. **Kellington Road** – Kellington Road is not included on the liquid fuels map for the Township. Bob has provided the Description and Dedication mapping. We can authorize the Solicitor to prepare the necessary paperwork and get the information to PennDOT to add to liquid fuels.
25. **Municipal Building Roof** – We had Mammoth Restoration in due to a musty odor and upon investigation by the remediation team they found many areas that had been wet indicating a leak. The current roof on the Municipal Building was done in approximately 2005. Seeking authorization for the Township Engineer to provided specs from the most eastern edge of the building to the valley that joins the Police addition to allow for the obtaining of bids. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the Township Engineer to inspect entire roof and create a bid spec to allow the Township to obtain quotes necessary for roof replacement.
26. **Municipal Building Air Conditioning** – Authorize the Township Manager to seek phone quotes for the replacement of the Air Conditioning Unit based on the provided Specifications. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the manager to obtain phone quotes.
27. **Bushkill Creek Bridge Replacement** - SR 4019-BC1 Seg 0120 off 3240 (Mountain Road) - Newell, Tereska & Mackay Eng., have provided notice that the firm will be submitting a General Permit 11 Application. Project Date info: Let Date: March 28, 2024, Projected Start Date: March 6, 2025, Projected Completion Date: December 31, 2025.

PAY BILLS: Bill List - \$200,606.01 - Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

EXECUTIVE SESSION:

**COORESPONDENCE: PSATS Bulletin
2023 Liquid Fuels Allocation**

**GOOD OF THE BOARD: Next regular Board of Supervisors meeting – April 6 @ 6:00pm
PSATS Annual Conference – April 23-26, 2023**

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:37pm.

Respectfully Submitted,

Belinda A. Roberts, Manager