

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

**MINUTES
February 3, 2022**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, February 3, 2022, at the Bushkill Township Municipal Building. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mrs. Bender, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Attorney Gary Asteak, Engineer Robert Collura, Police Chief Michael McLouth, Zoning Officer Kenneth Shiffert, Open Space Coordinator Kerry Reider and Planning Administrator Todd Weidman. There were 5 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. There was a change to the agenda, adding the 2022 Farmland Lease. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to approve the amended agenda.

SUBDIVISIONS: None

Approval of Minutes

1. **January 6, 2022 - Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the minutes of January 6, 2022.

Reports

2. **Police** – Chief McLouth provided the Police Report
 - a. **LSA Statewide Grant** - Approval to apply for Grant application and authorize signing of Resolution 2022-06. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the application and Resolution 2022-06.
3. **Treasurer** –Treasurer Report enclosed
4. **Tax Collector** – Tax Collector report enclosed
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report
6. **Public Works** – Public Works report enclosed
7. **Library** – Library Report enclosed
8. **Recreation** – No Rec meeting held in January 2022.
9. **Fire Company** – No report
10. **Engineer** – Engineer Robert Collura provided the report.
11. **Solicitor** – Solicitor Asteak stated that the Snow Emergency Ordinance was advertised and will be on the agenda for the March 3, 2022, meeting.
12. **EAC** – Open Space Coordinator Kerry Reider stated the report was enclosed
13. **NAZ COG** – No meeting held in December 2021
14. **Emergency Mgmt.** – EMC Tom Barnowski attended the meeting via zoom and provided the report

OLD BUSINESS:

15. Municipal Building Renovation

NEW BUSINESS:

16. **2022 Fuel, Stone & Paving Bid** – The board can make a motion to advertise the 2022 stone, fuel and paving materials bid. Bids will be opened March 3, 2022, can considered at the next BOS meeting
Motion by Jason Smith seconded by Julie Bender and approved unanimously to authorize advertising the 2022 Bids.
17. **2022 Clean Up Day** – Chairman stated that the preference is to hold Clean Up Day within the Township
18. **2022 Road Inspection** – Chairman asked for the Road Foreman to prepare a list of roads to be completed during the 2022 Paving Season with length of road and estimated amount of material and budget.
19. **MS-965** - 2021 Liquid Fuels Report was submitted on January 24, 2022.
20. **2022 (REVISED) MMO** – RJ Hall reviewed and revised the **2022 MMO's** based of the 2021 Valuations. The Uniformed MMO has a reduction of **\$36,370** and the Non-Uniformed MMO has an increase of **\$4,616**. The result is an overall savings to the Township of **\$31,854**. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the revised 2022 MMO.
21. **Resolution 2022-04 - Snow Plowing Policy** - This policy replaces Resolution 2001-03 regarding snow plowing in the Township. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve Resolution 2022-04.
22. **American Recovery Plan Act** – Proposal from Zelenkofske Axelrod, LLC, they provide discount pricing for PSATS members with regards to technical assistance & compliance for the American Recovery Plan Act. Cory Johnson will manage the account. The cost is 2% of allocated funds and is payable through the American Rescue Plan Act funding. The cost covers all funding guidance, compliance and reporting for 4 years. They will also provide guidance regarding other COVID funding that will be rolled out at a future date. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve the proposal subject to final review by the Solicitor.
23. **2022 Spring Newsletter** – Articles needed by February 25, 2022
24. **2024 Bridge Replacement** – PennDOT has presented Preliminary project plans for bridge replacements on East Mountain Road and on Bushkill Drive. PennDOT is asking for the Supervisors to review and provide any comments regarding design plan. Construction of this project will be Spring 2024. Chairman stated that the EAC should review and provide comments.
25. **Resolution 2022-05** – Resolution 2022-05 replaces Resolution 2018-14 that was previously adopted June 7, 2018. This resolution authorizes the execution of an agreement with PennDOT & Northampton County for Maintenance and Operations of Improvements for federal aid reimbursement for the Two Rivers Trail Project. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve the Resolution but will withhold signatures until the Solicitor reviews the agreement with regards to the Township being responsible for the Trail only, not the culverts.
26. **2022 Farmland Lease** – The 2022 Farmland lease was awarded to Brad Weinhofer as high bidder from the bids that were opened during the January 6, 2022, meeting. Solicitor Asteak stated that the 2022 Lease is ready for execution by the Supervisors. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the Chairman to execute the 2022 Farmland Lease.

PAY BILLS: Bill List - \$204,917.501 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 6:38pm. to discuss property acquisition. The Board reconvened at 7:14pm from Executive Session - **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to authorize the Open Space Coordinator to obtain appraisals on the following properties: OS 60 for acquisition, OS 5 for an easement, OS 51 for acquisition & easement, OS 91 for an easement, and OS 30 for an easement.

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting – March 3, 2022 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 7:17pm.

Respectfully Submitted,

Belinda A. Roberts, Manager