

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

**MINUTES  
March 3, 2016**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, March 3, 2016. The meeting was held at the Bushkill Township Municipal Building, 1114 Bushkill Center Road, Nazareth, PA. The following Supervisors were present: Mr. Kocher, Mrs. Hill, Mr. Smith and Mrs. Bender. Also present were the Township Manager Brian Harris, Solicitor Gary Asteak, Chief McLouth and Captain Dempsey and 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:**

**Subdivisions:** Eagles Ridge SIA - Tabled

**Approval of Minutes**

1. **February 4, 2016 – Motion** by Julie Bender, seconded by Carolyn Hill and approved unanimously to accept the minutes of February 4, 2016.

**Reports**

2. **Police** – Chief McLouth provided the Police Report. K9 Havoc was retired in January 2016. Chief McLouth presented Officer Miller with a plaque recognizing Havoc's continued service from 2007 – 2016. Chief McLouth also presented Officer Miller a gift card for Havoc to enjoy his retirement. **Resolution 2016-06** recognizing Havoc's retirement was presented to K9 Havoc's handler Officer Joshua Miller. **Motion** by Jason Smith, seconded by Julie Bender and approved unanimously to approve Resolution 2016-06.
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** – Mr. Harris stated the report was enclosed.
6. **Public Works** – William Kummer provided the Public Works report.
7. **Library** – Brian Harris provided the Library report.
8. **Recreation** – Brian Harris stated that excavation has begun on the playground and the installation will be completed in March.
9. **Fire Company** – Brian Harris stated that the report is on file.
10. **Engineer** – Mr. Collura stated all items were on the agenda.
11. **Solicitor** – Solicitor Asteak stated that all items were on the agenda.
12. **EAC** – Jason Smith provided an update on the progress of the St. Luke's trail easement.

Mr. Smith indicated a meeting was held March 1<sup>st</sup> with St. Luke's representatives to discuss the draft trail easement language. Brian Harris stated that a meeting will be held March 30<sup>th</sup> to walk the site and finalize the trail location.

- 13. NAZ COG** – Brian Harris stated the next NazCOG meeting will be held on March 29, 2016

#### **OLD BUSINESS:**

- 14. Municipal Building Expansion** – Engineer Collura stated that Labor & Industry have reviewed the plans and the Engineer indicated that the plans are being revised per L&I's comments.

#### **NEW BUSINESS:**

- 15. 2016 Stone, Fuel, Paving Bid** – Brian Harris recommended awarding the stone bid to New Enterprise (Eastern) since it is 6.1 miles to the plant and Hanson is 13.4 miles. **Motion** by Harrison Kline, Jr., seconded by Jason Smith and approved unanimously to award the Stone Bid to Eastern Industries. **Motion** by Julie Bender, seconded by Carolyn Hill and approved unanimously to reject all bids for Paving Materials and utilize Highway Materials through the COSTARS contract.
- 16. 1990 GMC Bid** – Bids were tallied on March 3<sup>rd</sup> and Mr. Harris recommended awarding the bid to Panzarella Construction for \$4,100.00. **Motion** by Harrison Kline, Jr., seconded by Jason Smith and approved unanimously to award the bid to Panzarella Construction.
- 17. 2016 Road Inspection Advertisement** – Brian Harris stated the BOS can make a motion to advertise the Road Inspection for either April 9<sup>th</sup> or 16<sup>th</sup>. **Motion** by Jason Smith, seconded by Julie Bender and approved unanimously to advertise the 2016 Road Inspection for Saturday, April 9<sup>th</sup> at 9am.
- 18. Havoc Bill of Sale** – Bill of Sale transferring ownership of Havoc to Joshua Miller for \$1.00. **Motion** by Julie Bender, seconded by Jason Smith and approved unanimously to transfer ownership of K9 Havoc for \$1.00 to Officer Miller.
- 19. Resolution 2016-04 - Heintzelman DCNR Grant** – Resolution authorizing submission of the 2016 DCNR C2P2 application. Estimated application will be for \$50,000.00. **Motion** by Jason Smith, seconded by Harrison Kline, Jr. and approved unanimously to authorize submission of C2P2 application.
- 20. Heintzelman Concept Plan and Subdivision** – Brian Harris stated that the Board can authorize the Engineer to prepare and submit the subdivision plan. **Motion** by Jason Smith, seconded by Carolyn Hill and approved unanimously to authorize the Township Engineer to prepare and submit subdivision plan.
- 21. DCED 2015 AFR Submission** – Brian Harris stated that the board can authorize submission of the Annual Financial Report once the Auditors complete the 2015 audit. **Motion** by Julie Bender, seconded by Jason Smith and approved unanimously to authorize AFR submission.
- 22. 2015 Concise Financial Statement** – Brian Harris stated the board can authorize advertising the 2015 concise financial statement. **Motion** by Julie Bender, seconded by

Carolyn Hill and approved unanimously to authorize advertisement of concise financial statement

**23. 2009 Leeboy Paver Bid** – Brian Harris stated bids were opened and tallied March 3rd. **Motion** by Harrison Kline, Jr., seconded by Jason Smith and approved unanimously to award the bid to US Municipal in the amount of \$51,500.00

**24. Resolution 2016-05 - G7-5-17 Conservation Easement** - Resolution authorizing purchase of the DiGerlando Conservation Easement 9.1 acre - \$43,470.00. **Motion** by Jason Smith, seconded by Harrison Kline, Jr. and approved unanimously to authorize the solicitor to proceed to settlement.

**25. Boyko's Fuel Pump Quote** – Tabled.

**26. Veteran's Event** – Brian Harris stated that the Veteran's Memorial event will be held on May 29<sup>th</sup>.

**27. 2016 Spring Newsletter** – **Motion** by Julie Bender, seconded by Carolyn Hill and approved unanimously to authorize the manager to send the 2016 Spring Newsletter to print once vetted by all BOS members.

**28. Nazareth SD ScienceFest** – Brian Harris stated that the EAC will be participating at ScienceFest on April 17 at Butz Elementary.

**29. E-Cycling event April 16th NAIS** – **Motion** by Jason Smith, seconded by Carolyn Hill and approved unanimously to participate in the April 16<sup>th</sup> event with a municipal fee of \$136.

**PAY BILLS: Bill List** - \$134,893.03 – **Motion** by Julie Bender, seconded by Jason Smith and approved unanimously to pay bills.

**GOOD OF THE BOARD:** Next regularly scheduled meeting April 7, 2016 at 6:00pm

**EXECUTIVE SESSION:** The Board of Supervisors entered into Executive Session to discuss real estate matters at 6.45pm. The board exited executive session at 7:15pm.

**Motion** by Jason Smith, seconded by Harrison Kline and approved unanimously to authorize the Solicitor to offer \$250,000.00 for OS-38 with the condition that all structures are demolished, well is capped and the septic is filled. The motion is also conditioned on a recommendation from the EAC.

**ADJOURNMENT: Motion** by Jason Smith, seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 7:19pm

Respectfully Submitted,

Brian D. Harris