

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

**MINUTES
May 4, 2023**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, May 4, 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 Gary Asteak, Open Space Coordinator Kerry Reider, Zoning Officer Ken Shiffert, and Planning Administrator Todd Weidman. There were 20 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: *No Sign Ins*

MOTION TO CHANGE AGENDA: Chairman Kocher asked if there was any need to amend the agenda. Township Manager Belinda Roberts stated that there was an addition to the agenda for Ag Security Proposal which would be handled under New Business. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve the amended agenda.

SUBDIVISIONS: Resolution 2023-11 Approving Preliminary/ Final Plan for Bushkill Center Fields - #2022-06
Bushkill Center Fields (Bushkill Center Rd/Church Rd) Preliminary/Final Major Subdivision Plan - 11 Residential Lots, 1 New Road (RR) Rural Residential Zoning District & Waiver request. Recommendation by the Planning Commission was to approve the waiver request to approve the plan as a Preliminary/Final with the following conditions based upon the submitted review letter from the Township Engineer:

1. *Plans must be signed by the Owner(s) and notarized (BT SALDO §703.C.4)*
2. *A description and Deed of Dedication shall be required for Sophia Drive*
3. *An Improvements Quantity/Cost Estimate must be provided for all required improvements.*
4. *A Development Agreement, satisfactory to the Township Solicitor, shall be required.*
5. *A Stormwater best management practices Operations and Maintenance Agreement shall be prepared for the owners of all lots containing any community shared storm water management facilities.*
6. *Approved DEP Planning Module shall be required.*
7. *Approved NPDES Permit shall be required.*

Motion by Jason Smith seconded by Julie Bender and approved unanimously to approve Resolution 2023-17 with the conditions listed above.

Approval of Minutes

1. **April 6, & April 15 , 2023 - Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the minutes.

Reports

2. **Police** – Chief McLouth provided the police report.
 - a. **Resolution 2023-12- Detective Knauss Retirement – Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-12.
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed
 - a. **Resolution 2023-13 - Document Destruction: Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve Resolution 2023-13.
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report.
6. **Public Works** – Director of Public Works Peter Yotter provided the report.
7. **Library** – Laura Dunne provided the report.
8. **Recreation** - Draft Minutes of April Meeting Enclosed.
9. **Fire Company** - BTVFC President Alex Thompson provided the report.
10. **Engineer** – No report
11. **Solicitor** –
 - a. **Kellington Road (Update)** –
 - b. **Indemnification Agreement (1474 Bushkill Center Road)** – **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the indemnification agreement for 1474 Bushkill Center Road.
12. **EAC** – Kerry Reider provided the report.
 - a. **LV Greenways Mini Grant Agreement** – Open Space Coordinator applied for the LV Greenways Mini Grant in the amount of \$3600.00, 50% match by the Township of \$1,800.00. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve the LV Mini Grant Agreement for the update of the Official Map.
 - b. **Heintzleman Field Barn Quotes - Tabled**
13. **NAZ COG** – No report
14. **Emergency Mgmt.** – EMC Tom Baranowski provided the report.

** Judy Stern Goldstein from Gilmore and Associates provided recommendations for updating the Township Zoning Ordinance to remain consistent with the Comprehensive Plan and the Freight Based Plan. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to direct the Zoning Officer, Ken Shiffert and the Planning Administrator, Todd Weidman, to work with Judy on all recommendations.

OLD BUSINESS

15. **2023 Stone & Paving Material Bid** – Stone and Paving bids we opened at 2pm on May 4th via PennBid. 2 bids were received for Paving Materials, 1 (one) from Highway Material (Cold Patch - \$0, 9.5mm -\$64.30, 25mm - \$53.85) and 1(one) from Eureka Stone Quarry (Cold Patch - \$0, 9.5mm -\$69.17, 25mm - \$56.48).

Low bid was Highway Materials. **Motion** by Harrison Kline seconded by Julie Bender and approved unanimously to award the Paving Material Bid to Highway Materials.

2023 Stone Bid – Tabled

NEW BUSINESS

- 16. Resolution 2023-14** - Resolution Recognizing and honoring Peace Officers for their bravery, dedication, heroism and to designate May 15, 2023, as “Peace Officers Memorial Day” and May 15-21, 2023, as “Police Week” in Bushkill Township. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-14.
- 17. Resolution 2023-15** - Resolution Recognizing Public Works employees for their hard work and dedication and to designate May 21–27, 2023, as “Public Works Week” in Bushkill Township. **Motion** by Harrison Kline seconded by Julie Bender and approved unanimously to approve Resolution 2023-15.
- 18. Resolution 2023-16** - Resolution recognizing and honoring Firefighters for their bravery, dedication, heroism and to designate May 4, 2023, as “Firefighters’ Day” in Bushkill Township. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-16.
- 19. Resolution 2023-17** - Resolution approving the application to be submitted to the DCED Greenways, Trails, and Recreation Program in the amount of \$172,605.04 for Bushkill Township Park Improvements. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously approve Resolution 2023-17.
- 20. Ag Security Area Proposal** - Solicitor Asteak stated the Township has received an Ag Security Area Proposal on May 4, 2023, from Susan and Chales Forney requesting to place approximately 150 acres into Ag Security. **Motion** by Carolyn Hill seconded by Harrison Kline and approved unanimously to acknowledge receipt of the request by Susan and Charles Forney and to authorize the Solicitor to proceed with the next steps in the process, advertisement, and schedule of Ag Security Committee meeting.

PAY BILLS: Bill List - \$559,781.27 - Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

COORESPONDENCE: Letter from Board of Auditors
LVPC Review Letter – Chapman Borough Zoning Map/Ordinance

EXECUTIVE SESSION: *No Executive Session*

GOOD OF THE BOARD: Township Electronic Recycling Day – May 10, 2023, 3-6pm on Lucas Lane
Election Day – May 16, 2023
Township Offices Closed – May 29, 2023
Next regular Board of Supervisors Meeting – June 1, 2023, 6:00pm @ Rec. Pavilion

ADJOURNMENT: **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:40pm.

Respectfully Submitted,

Belinda A. Roberts, Manager