

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

**MINUTES
August 5, 2021**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, August 5, 2021, at the Bushkill Township Recreation Pavilion. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mrs. Bender, Mr. Kline, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Solicitor Gary Asteak, Engineer Robert Collura, Chief Michael McLouth, Zoning Officer Kenneth Shiffert, Open Space Coordinator Kerry Reider and Planning Admin. 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: No changes

SUBDIVISIONS: #2021-01 Reagan Lot Line Adjustment – The Estate of Betty Reagan is requesting a lot line adjustment, most of the Reagan property is in Plainfield Township with a small piece in Bushkill. The plan was recommended for approval by the Township Planning Commission on May 24, 2021. **Resolution 2021-18** - Approving the lot line adjustment with conditions per the review of the Township Engineer. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2021-18.

#2021-03 Hoffman Lot Line Adjustment – Gary R. and Marie Hoffman, 234 Hoffman Road are requesting a lot line adjustment. Mr. & Mrs. Hoffman are transferring .508-acre parcel from Lot 1 to be merged with lot 2 (1538 Clearfield Road). **Resolution 2021-19** – Approving the lot line adjustment per the review of the alternate Engineer, Tom Deilly (Keystone Engineering). **Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to approve Resolution 2021-19.

Approval of Minutes

- 1. July 1, 2021 - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the minutes of July 1, 2021.

Reports

- 2. Police** – Chief McLouth provided the report and introduced Phillip Snyder who is proposing to create a memorial for 2 former chiefs and an officer for his Eagle Scout project. The project would include the planting of 3 dogwood trees and a memorial bench. Chairman Kocher asked Scout Snyder if there would be dedication once the project was done. Scout Snyder stated that would be fine, Chairman Kocher stated he would like to invite family members for whom the memorial is being created for. **Motion** by Harrison Kline seconded by Jason Smith and approved unanimously to accept the project proposal of Scout Snyder.
- 3. Treasurer** –Treasurer Report enclosed

4. **Tax Collector** – Tax Collector report for June & July enclosed
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report.
6. **Public Works** – PW Foreman Peter Yotter provided the Public Works Report. Supervisor Kline stated that the PW department is doing a fantastic job with paving, many residents have provided positive comments to Supervisor Kline.
7. **Library** – Shawn Wright provided the Library Report. Julie Bender stated there would be a concert at the Phoenix Room (Holy Family Club) featuring Craig Thatcher on Nov. 19th. Tickets will be going on sale at \$30.00 per person. Proceeds would go to the library.
8. **Recreation – Motion** by Julie Bender seconded by Jason Smith and approved unanimously to appoint Brian Lichtenberger to the Rec Board filling one of the two recent vacated positions. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to appoint Brian Lichtenberger to the Recreation Board.
9. **Fire Company** – BTVFC President Alex Thompson provided the report
10. **Engineer** – Engineer Robert Collura provided the report.
 - a. **Baron Road Bridge - Motion** by Harrison Kline seconded by Jason Smith and approved unanimously to close the Baron Road Bridge and authorize the Public Works department to work with the Engineer to facilitate the repair/replacement of the bridge and having it reopened at a weight limit of 5 tons.
11. **Solicitor** –
 - a. **Truck Restriction Ordinance:** Authorization to advertise the draft ordinance to restrict truck traffic except for local deliveries on township roads per the recommendation of the Township Engineer. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize advertisement of the Truck Restriction Ordinance.
 - b. **Weight Restriction Ordinance:** Authorization to advertise the draft ordinance to restrict any vehicle weighing over 5 Tons (10,000 pounds) to travel over the Baron Road Bridge. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize advertisement of the Weight Restriction Ordinance for the Baron Road Bridge.
12. **EAC** – OS Coordinator Kerry Reider provided the report.
 - a. **Resolution 2021-17** – Resolution amending the Rules & Regulations for the use by the public of the Albert Ponds Preserve, Ballas Meadow Preserve & Heintzleman Pond Preserve. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve Resolution 2021-17.
13. **NAZ COG** – No meeting held in July
14. **Emergency Mgmt.** – Emergency Management report was enclosed

OLD BUSINESS:

15. **Municipal Building Renovation** – The Manager stated that the flooring has been completed and things are still moving along.

NEW BUSINESS:

16. **PSATS Annual Business Meeting & Centennial Celebration** – Authorizing the Voting Delegate and Supervisors to attend on October 14th & 15th in Hershey. Registration started on August 2, 2021. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to authorize attendance by the voting delegate and supervisors to attend.
17. **Insurance Renewal** – Brown & Brown has provided the Township with the annual liability renewal for 7/13/21 -7/13/22. There is a \$3,940 increase from 2020. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to renew the Liability Insurance for the next year.

- 18. LSA Grant** – Bushkill Township was awarded \$168,306 for the purchase of the 2022 Mack Truck with Plow. The Total cost of the truck is \$218,306. The Township needs to incur the cost and request reimbursement. Request is made to pay the \$168,306 from the Capital Expenditures (PLGIT) Account to pay for the 2022 Mack Truck and reimburse the Capital Expenditures account with the grant proceeds. Motion by Julie Bender seconded by Jason Smith and approved unanimously to authorize the Manager to pay for the 2022 Mack Truck from the Capital Expenses account.
- 19. Block Party Request – (updated 8/3)** Request has been made by Ms. Robin Burk of 225 Abigail Drive to hold a Block Party on September 11, 2021, from 12pm to 8pm. They would like to block off traffic from approximately 356 Aubrey Lane (at the Fire Hydrant) blocking traffic into the Aubrey Lane Cul-de-sac. All other roads will remain open Public Works will provide barricades for resident. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to authorize the Block Party on Aubrey Lane.
- 20. Memorial Bench** – Request has been made by the daughters of Jean Williamson to place a Memorial Bench near the Baseball/Softball fields, since she was such an avid sports fan. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to authorize the placement of a Memorial Bench in memory of former employee Jean Williamson.

PAY BILLS: Bill List - \$167,378.08– **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

EXECUTIVE SESSION: Executive session was held to discuss Real Estate.

Motion by Julie Bender seconded by Jason Smith and approved unanimously to authorize OS 50 to be advertised for sale.

GOOD OF THE BOARD: Next regular Board of Supervisors meeting – September 2, 2021 @ 6:00pm
NCATO County Convention – September 30, 2021
Touch a Truck – October 2, 2021

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:45pm.

Respectfully Submitted,

Belinda A. Roberts, Manager