

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

**MINUTES
January 5, 2023**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, January 5, 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 via Zoom, Attorney Steve Mills, Zoning Officer Kenneth Shiffert, Engineer Robert Collura, Planning Administrator Todd Weidman, and Open Space Coordinator Kerry Reider. There were 26 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. Township Manager stated there was an addition to the agenda, an LOC Reduction Request under the Engineer report. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve the amended agenda.

SUBDIVISIONS: None

Approval of Minutes

1. **December 1, 2022 & January 3, 2023 - Motion** by Carolyn Hill seconded by Harrison Kline and approved unanimously to approve the minutes.

Reports

2. **Police** – Captain Dempsey provided the police report
 - a. **Promotions** – On behalf of Chief McLouth, I am requesting a motion to promote David Marino and Dale Steigerwalt from Corporal to Sergeant. Last year the Chief and I put a plan together for the restructuring of the department which includes a more streamlined design for supervision, communication, accountability, and community outreach. We believe this approach will enhance the efficiency and effectiveness of the department. Part of the plan involves the promotion of two current patrol supervisors from Corporal to Sergeants. Their duties will continue to include the supervision of patrol officers and their respective teams but added management duties within various aspects of the department will also be involved. Some of these added duties will include scheduling, training, policy review and implementation, and accreditation standards.

David Marino joined the Bushkill Township Police Department as a part-time officer in 1999, moved to full-time in 2002, and was promoted to Patrol Corporal in 2007.

Dale Steigerwalt joined the Bushkill Township Police Department as a part-time officer in 1998, moved to full-time in 1999 and was promoted to Patrol Corporal in 2009.

Motion by Julie Bender seconded by Jason Smith and approved unanimously to approve the promotions of Corp. Marino and Corp. Steigerwalt.

3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report enclosed
5. **Zoning Officer** - Zoning Officer Ken Shiffert provided the report
6. **Public Works** - William Kummer provided the report
7. **Library** – Julie Bender provided the report and introduced Laura Dunne
8. **Recreation** - No meeting was held in December
9. **Fire Company** - BTVFC Pres. Alex Thompson provided the report
10. **Engineer** – Engineer Bob Collura provided the report
 - a. **LOC Reduction Request** – Vistas at Bushkill, Phase II has requested to enter into the 18-month maintenance period. Review Letter submitted by the Township Engineer reduces the existing LOC retaining \$179,197.76 for maintenance & basin screening. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve LOC reduction based on Engineers review.
 - b. **Basin B** – Broadview Estates, III (Edward & Elaine Mertz). Per the review letter submitted by the Township Engineer, Stormwater Basin B has been completed in accordance with the approved Plan. Mr. & Mrs. Mertz had the basin completed as part of the agreement when selling the rest of the Subdivision to Gregg Kindt (Mountainview Development). **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to accept the completion status of Stormwater Basin B based on the recommendation of the Township Engineers review letter.
11. **Solicitor** -
 - a. **2023 Farmland Lease** – 2 bids were received and opened at 6pm. Bids were received from Brad Weinhoffer at \$225 per acre and from Phil Ronca at \$265 per acre. Phil Ronca was high bidder. **Motion** by **Jason Smith** seconded by **Carolyn Hill** and approved unanimously to award the 2023 Farmland Lease to Phil Ronca at \$265 per acre, pending final review by the Township Solicitor.
12. **EAC** - No meeting was held in December
13. **NAZ COG** – No meeting was held in December
14. **Emergency Mgmt.** – EMC Tom Barnowski provided the report

OLD BUSINESS:

15. **Municipal Building Renovation** -

NEW BUSINESS:

16. **Resolution 2023-02 – Fee Schedule** - Setting the fees for Bushkill Township. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to adopt Resolution 2023-02.
17. **2023 Spring Newsletter** – Articles to be submitted by Tuesday, February 28th.

PAY BILLS: Bill List - \$261,090.48 - Motion by Julie Bender seconded by Carolyn Hill and approved unanimously to pay the bills.

COORESPONDENCE: LVPC Review Letter (Upper Nazareth)
Public Officials Day @ PA Farm Show – January 11, 2023
PSATS Annual Conference – April 23-26, 2023
PSATS News Bulletin (December 2022)
PSATS 2023 Advertising Requirements for Townships

GOOD OF THE BOARD: Next regular Board of Supervisors meeting – February 2, 2023 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:22pm.

Respectfully Submitted,

Belinda A. Roberts, Manager