

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

**MINUTES
June 5th, 2014**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, June 5, 2014. The meeting was held at the Bushkill Township Municipal Building, 1114 Bushkill Center Road, Nazareth, PA. The following Supervisors were present: Mrs. Bender, Mr. Smith and Mr. Kline. Also present were the Township Manager Brian Harris, Zoning Officer Kenneth Shiffert, Engineer Robert Collura, and Chief McLouth. There were 6 people in the audience.

Pledge of Allegiance to the Flag

The Vice Chairman, Jason Smith called the meeting to order at 6:00 PM with the Pledge of Allegiance to the Flag.

Sign Ins: None

SUBDIVISIONS:

#2009-04 – Broadview Estates LOC Release – Brian Harris informed the Supervisors that the 18 month maintenance period expired in June and that the Engineer recommended withholding \$1,000.00 until the filter fabric is removed from the inlets. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to reduce the letter of credit and withhold \$1,000.00.

#2004-07 – Colonial Walk Subdivision Improvements Agreement – Brian Harris stated the Improvements Agreement has been prepared by the Solicitor and executed by the developer. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to authorize execution of the agreement conditioned upon a letter of credit acceptable to the Solicitor.

#2013-09 – Cloverfield Estates Sub. Improvements Agreement - The Solicitor prepared the agreement and the applicant requested that once the property be conveyed to Ashview Development LLC that the agreement be revised. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to authorize execution of the agreement once the property is transferred to Ashview Development LLC and the Solicitor endorses the Letter of Credit in the appropriate amount.

Approval of Minutes

1. **April 3, 2014 & May 1, 2014** – **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to accept the minutes of April 3rd and May 1, 2014.

Reports

2. **Police** – Chief McLouth gave the report for April 2014.
3. **Treasurer's** – Brian Harris provided the Treasurer's Report.
4. **Tax Collector** – Brian Harris stated that the Tax Collector Report was enclosed.
5. **Zoning Officer** – Ken Shiffert provided the Zoning Officers report.
6. **Public Works** – Harrison Kline stated the Public Works report for April 2014 was enclosed.
7. **Library** – Lanie provided the Library Board report.
8. **Recreation** – Mr. Harris stated that the board was working on the Recreation Complex grant and that the Township received an initial deposit in the amount of \$37,000.00.
9. **Fire Company** – Representative not present.
10. **Engineer** – Mr. Collura provided the engineer's report. The Supervisors authorized the preparation and execution of the Flamisch Indemnification Agreement.
11. **Solicitor** – No report.
12. **EAC** – Brian Harris stated that the EAC recommended an appraisal on OS-45. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to authorize Snyder Appraisal Associates to appraise the property for the purposes of a conservation easement at a contracted price of \$2,500.00.
13. **NAZ COG** – Brian Harris stated the next COG meeting will be held June 24th.

OLD BUSINESS

14. **Ballas Tract Master Site Plan Closeout** – Brian Harris stated that the Township received the \$9,600.00 final payment request from DCNR and that the state approved the closeout of the project.
15. **2014 Treevitalize Project** – Brian Harris stated that the 40 Oak and Linden trees have been planted, gator bags have been installed and the gravel parking area is in place. Once all invoices have been paid and the bank statements are received the Township can proceed with grant closeout.
16. **Personnel Manual & Job Descriptions** – Brian Harris stated that the revised Personnel Manual is available for review and can be considered at the July Meeting.
17. **PA Dirt & Gravel Road Project** – Brian Harris stated that a preconstruction meeting will be held June 9th to review the project and the DSA application will be completed in July.

NEW BUSINESS

18. **Northampton County Open Space Application** – Brian Harris stated that the County Open Space application for the Ballas Tract was recommended by the Open space Committee and will be considered by County Council at the June 5th meeting. The application request was for \$137,000.00 to make trail improvements to the Ballas Tract.
19. **2014 Road Paving Project** – Brian Harris indicated that the bids were opened and read aloud on Wednesday, June 4th at 2:00pm. Asphalt Maintenance Solutions was the low bid

for the Double Bituminous Seal Coat (\$34,787.88) and Bracalente Construction was the low bid for the paving project with a bid of \$133,518.00. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to award the contracts to AMS and Bracalente Construction conditioned on the Solicitor reviewing the contracts and deeming them satisfactory.

20. Ordinance 2014-01-Floodplain Ordinance – Jason Smith stated that the revised floodplain ordinance has been reviewed and vetted by Leslie Rhoads and that the ordinance can be advertised and also forwarded to the Bushkill Township Planning Commission and the Lehigh Valley Planning Commission. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to authorize the Solicitor to advertise the proposed ordinance and forward the ordinance to the appropriate planning agencies.

21. Bushkill Township Invasive Species Grant – Jason Smith gave a brief overview of the grant and explained that the Township match is paying for the summer intern cataloging the invasive species. **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to hire Leah Hayden at \$10.00 per hour up to \$5,000.00 for summer work.

PAY BILLS: Bill List - \$166,099.69 – **Motion** by Julie Bender, seconded by Harrison Kline and approved unanimously to pay bills.

GOOD OF THE BOARD: Next scheduled meeting is on Thursday, July 3, 2014 at 6:00pm

ADJOURNMENT: Motion – Motion by Julie Bender, seconded by Harrison Kline and approved unanimously to adjourn the meeting at 6:33pm.

Respectfully Submitted,

Brian D. Harris

