

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

MINUTES
April 6, 2023

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, April 6, 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 19 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 there were no changes requested for the posted agenda. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve the agenda.

SUBDIVISIONS: *No Subdivisions*

Approval of Minutes

1. **March 2 , 2023 - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the minutes.

Reports

2. **Police** – Chief McLouth provided the police report.
 - a. **Detective Knauss Retirement** – Chief McLouth announced that Detective Randy Knauss will be retiring from the Bushkill Township Police Department on May 1, 2023, after 26 years with the Township. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to accept the letter of retirement from Detective Knauss.
 - b. **Department Staffing** – Chief McLouth introduced David Kokinda and Nicholas Zaso to the Board of Supervisors as potential new part time police officers.

David Kokinda - Motion by Julie Bender seconded by Carolyn Hill and approved unanimously to hire Officer Kokinda based on the conditions stipulated by Chief McLouth.

Nicholas Zaso - Motion by Jason Smith seconded by Harrison Kline and approved unanimously to hire Nick Zaso upon graduation from the Police Academy on June 8, 2023, and the conditions stipulated by Chief McLouth.

3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report.
6. **Public Works** – Kyle Kline provided the report.

- a. 96' International – Request was made to place the 1996 on the Municibid. 1996 is no longer able to pass inspection. **Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to place the 1996 International on Municibid site.

7. **Library** – Laura Dunne provided the report.

8. **Recreation** - Draft Minutes of March Meeting Enclosed. 5, 2023.

9. **Fire Company** - BTVFC President Alex Thompson provided the report.

- a. Nazareth Memorial Day Parade (May 29th) - **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to allow the BTVFC to attend the Nazareth Parade.

10. **Engineer** –

11. **Solicitor** –

- a. Kellington Road (Update) –
- b. Indemnification Agreement (1474 Bushkill Center Road) – **Tabled**

12. **EAC** – Kerry Reider provided the report.

- a. **COVID ARPA H2O Grant - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-09.

13. **NAZ COG** –

14. **Emergency Mgmt.** – No report

OLD BUSINESS:

15. **Municipal Building Roof** – Bob did an inspection of the Municipal Building Roof on Monday, April 3, 2023. In Bob's professional opinion, he stated that the Municipal Building roof has between 5-10 years before replacement would be necessary.

16. **Municipal Building Air Conditioning** – 3 Quotes received for replacement of Air Conditioning unit for the Municipal Meeting Room and Small Conference Room. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to award the contract to lowest bidder, and to comply with all guidelines set forth by Township Engineer, contractor must supply material cut information to Engineer for review.

17. **2023 Stone & Paving Bid** – One bid was received from New Enterprise for Stone bid and for Paving Material. The bids were tabled during the March 2, 2023, Supervisors meeting. **Motion** by Harrison Kline seconded by Jason Smith and approved unanimously to reject the bid and direct the Township Manager to readvertise the 2023 Stone Bid and 2023 Paving Materials Bid on PennBid.

18. **2023 Fuel Bid** – One bid was received from Suburban Propane, the bid was tabled at tabled during the March 2, 2023, meeting. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to award 2023 Fuel Bid to Suburban Propane.

NEW BUSINESS:

19. **Country Chase Block Party** - Brian Ransom has requested to close Country Chase for the annual Country Chase Block Party on Saturday, July 15, 2023. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to allow Country Chase to block off the roadway for annual Block Party.

20. **2022 Audit** - 2022 Audit has been completed and submitted to DCED on March 20, 2023.

21. EAC Board Vacancy - Motion by Julie Bender seconded by Jason Smith and approved unanimously to appoint Rob Kemmerer to the EAC.

22. Generator – No action required.

23. BTVFC Carnival Donation - The request for donation/sponsorship has been received. The following is what was sponsored in 22'and is recommended for 23'– Thursday night Band \$1,200, Friday Night Fire Truck Rides \$1,500, Wednesday parking \$900 & Thursday parking \$900, Thursday night food stand \$500 for a total of \$5000.00. **Motion** by Carolyn Hill seconded by Harrison Kline and approved unanimously approve the donation for the Carnival.

24. Resolution 2023-10 - Resolution approving the Bushkill Township Police Department to apply jointly with Tatamy Borough Police Department for the FY24 Community Project Funding to upgrade Portable Radios. Northampton County Emergency Mgmt. began transitioning to P25 communications in early 2023. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve Resolution 2023-10.

PAY BILLS: Bill List - \$175,903.22 - Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

GOOD OF THE BOARD: Road Inspection – April 15, 2023 @ 9:30am
Township Clean Up Days – April 21st & 22nd
PSATS Annual Conference – April 23-26, 2023
BTVFC Annual Carnival – May 3-6, 2023
Next regular Board of Supervisors Meeting – May 4, 2023 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:32pm.

Respectfully Submitted,

Belinda A. Roberts, Manager