

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

**MINUTES
July 6, 2023**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, July 6, 2023, at the Bushkill Township Municipal Building. 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, Township Engineer Robert Collura, Open Space Coordinator Kerry Reider, Zoning Officer Ken Shiffert, and Planning Administrator Todd Weidman. There were 9 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 were no changes to the posted agenda. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the posted agenda.

SUBDIVISIONS: Young Road Minor Subdivision: 2023-07 Young Road Minor Subdivision, creating 1 new lot at 217 Young Road, located in the Rural Residential District. Bushkill Township Planning Commission recommended approval of the Final Minor Subdivision during the June 26, 2023, regular meeting of the Township Planning Commission.

Resolution 2023-23 approves the Young Road Subdivision with the conditions of the Township Engineers review.

1. The Owner's statement of Content and certification of Ownership must be signed and notarized (§703.C.5)
2. The plan preparer's seal and signature must be provided on all plans (§703.C.5)
3. Approved DEP Planning Module shall be required
4. Grant of Right away shall be completed

Motion by Julie Bender seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-23 with the conditions listed above.

#2023-07 Young Road Minor Subdivision - Sewage Facilities Planning Module - The planning module is part of the conditions per Resolution 2023-23.

Motion by Jason Smith seconded by Julie Bender and approved unanimously to approve sending the Sewage Facilities Planning Module to DEP for review and approval.

Approval of Minutes

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

Reports

2. **Police** – Chief McLouth provided the report. Chief McLouth stated that the Police Department would like to apply for the following grants:
 - a. **Public Safety Grant** – Applying for 4 traffic calming speed signs (previously applied for through Grow NORCO was denied based on the scope of the project did not meet grant guidelines). Total grant amount would be \$32,898, this is a 50/50 match. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the application for the Public Safety Grant.
 - b. **LSA Northampton & Monroe Counties** – Applying for License plate reader. The total grant amount would be \$66,720. **Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to approve the applications for the LSA.
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report.
6. **Public Works** – Report Enclosed
7. **Library** – Jarred Bedoya provided the report.
8. **Recreation** – Report Enclosed
9. **Fire Company** - BTVFC President Alex Thompson provided the report.
10. **Engineer** –
11. **Solicitor** –
 - a. Resolution 2023-22: Pulcini Conservation Easement: 72.6141 acres to be placed into the Open Space Program. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-22.
12. **EAC** – Kerry Reider provided the report.
13. **NAZ COG** –
14. **Emergency Mgmt.** – Tom Barnowski provided the report

OLD BUSINESS

15. **Traffic Corridor Study (SR 946/Knauss Road & Penn Allen Road):** A scoping meeting was held on Wednesday, June 28, 2023, to discuss the beginning phase of the Traffic Corridor Study on SR 946 (also known as Daniels Road), Knauss Road and Penn Allen Road.

NEW BUSINESS

16. **Resolution 2023-21:** The Ag Security Board and the Planning Commission have recommended the acceptance of the Forney Property into the Bushkill Township Agricultural Security Program. Resolution 2023-21 authorizes the inclusion of the Forney Property (150 acres) into the Bushkill Township Agricultural Security Program. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2023-21.

17. Two Rivers Trail Gap 9A Intergovernmental Agreement: Execution of the agreement between Northampton County and Bushkill Township for the building of the Two Rivers Trail. **Motion** by Julie Bender seconded by Harrison Kline and approved unanimously to approve and execute the agreement.

18. Tax Collector Auditor: Ed Behrens, Owner of Vondercrones & Behrens who has completed the Audit for years, passed away in late 2022. It does not appear as though Mr. Behrens was able to complete the 2021 Audit. Need to appoint a new auditor to complete Tax Collector Audit. **Motion** by Julie Bender seconded by Harrison Kline and approved unanimously to authorize the Township Manager to send a letter of engagement to Cambell, Rappold & Yurasits to complete the outstanding audit.

PAY BILLS: Bill List - \$213,605.16 - Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

COORESPONDENCE:

EXECUTIVE SESSION: *Executive session will be needed to discuss matters of Real Estate*

The Board of Supervisors entered into Executive session at 6:33pm to discuss matters of Real Estate. The Board of Supervisors reconvened at 7:00pm and made the following motions:

Authorize the Open Space Coordinator to make an offer of the average of the 2 appraisals for OS-51 conditioned upon the life rights determination with the Solicitor. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to authorize the offer conditional on life rights determination.

Authorize the Open Space Coordinator to obtain an appraisal with a cost up to \$4000 for OS-90. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize the increase.

Authorize the Open Space Coordinator to obtain an appraisal with a cost up to \$2500 for OS-96. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize the increase.

Authorize obtaining an appraisal for potential condemnation for purposes of Public Safety. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to authorize the obtaining of the appraisal.

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting – August 3, 2023, 6:00pm @ Rec. Pavilion

ADJOURNMENT: **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 7:04pm.

Respectfully Submitted,

Belinda A. Roberts, Manager