

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

**MINUTES
April 2, 2026**

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, April 2, 2026, in the Bushkill Township Municipal Meeting Room. The following Supervisors were present: Mrs. Hill, Mr. Knauss, Mr. Kocher, and Mr. McKeon. Also present at the meeting were the Manager, Belinda A. Roberts, Attorney Steven Mills, Township Engineer Robert Collura, Chief Michael McLouth, Zoning Officer Todd Weidman, and Open Space Coordinator Kerry Reider. 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:

Motion to Approve the Agenda: Chairman Kocher asked if there was any need to amend the agenda. Belinda Roberts stated there were no changes to the agenda. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve the agenda.

Approval of Minutes

March 5, 2026 - Motion by Keith McKeon was seconded by Randy Knauss and approved unanimously to approve the minutes of March 5, 2026.

SUBDIVISION: 2026-01 Jacobsburg Road/Farmhouse Lane - Lot Line Adjustment - Preliminary/Final Plan - Lot Line Adjustment / Minor Subdivision - Located in the (RR) Rural Residential District. At the March 23, 2026, Planning Commission Meeting, the plan received conditional approval with the following conditions per the Engineers Review:

1. Owner's statement must be signed by the owner and notarized. (BT SALDO §703.C.4)
2. The location map should show street names.
3. At least two concrete monuments shall be required. (§703.E.2; 1019.A)
4. Primary and reserved sewage disposal sites must be shown. (703.G)
5. Lot line utility/drainage easements must be shown. (703.E.3; 1011.C)

Motion by Carolyn Hill was seconded by Keith McKeon and approved unanimously to approve Resolution 2026-09.

2023-04 Klump Subdivision - The preliminary/final subdivision plan received approval by the Board of Supervisors on July 11, 2024. The applicant is requesting an extension to get the subdivision plans recorded with Northampton County.

Motion by Keith McKeon was seconded by Randy Knauss and approved unanimously to approve extension request through September 2026. Supervisor Hill abstained from the vote.

Reports

1. **Police** - Chief McLouth provided the Police Report.
2. **Treasurer** - Report Enclosed
3. **Tax Collector** - No report.

4. **Zoning Officer** - Zoning Officer, Todd Weidman provided the report.
 - **Zoning Hearing Board Appeals:** No appeals - April 13, 2026, ZHB meeting is cancelled.
5. **Public Works** - Public Works Director Peter Yotter provided the report.
 - a. **Seasonal Employees** - Public Works Director stated that he contacted the prior Seasonal Employees, Drew Hoagland and Collin Wells and both gentlemen have stated they would be interested in returning for Seasonal Rec Park Maintenance on April 13, 2026, the hourly rate will remain the same. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to rehire Drew Hoagland and Collin Wells.
6. **Library** - Report enclosed. Supervisor McKeon on behalf of the library wanted to thank the BTVFC for their help and support during the Library Bingo Event on March 22, 2026.
7. **Recreation** - Nothing to note.
8. **Fire Company** - BTVFC President Alex Thompson provided the report.
 - a. **Emergency Vehicle Operator Course** - BTVFC has submitted a request for both volunteers and equipment to attend the Emergency Vehicle Operator Course at Emerald Fire, Lehighton on April 4, 2026. **Motion** by Randy Knauss was seconded by Carolyn Hill and approved unanimously to approve the request.
 - **Ambulance Report** -
9. **Engineer** - No report
10. **Solicitor** -
 - a. **Zoning Ordinance Amendment** - Attorney Mills stated that the Zoning Ordinance Amendments were advertised for Public Inspection in the Home News and on the Bushkill Township Website. No Comments were received. Chairman Kocher asked if there were any comments or questions from the Board regarding the Zoning Ordinance Amendments, hearing none, Chairman Kocher asked if there were any questions or comments from the public, Mr. Werkheiser asked for clarification regarding datacenter requirements for setbacks, and noise. Attorney Mills provided the information and Chairman Kocher stated that the use would be a special exception in the GC/I Zoning District. **Motion** by Keith McKeon was seconded by Carolyn Hill and approved unanimously to approve **Ordinance 2026-01**.
 - b. **Supervisor Compensation Ordinance** - Solicitor Mills stated that the Supervisor Compensation Ordinance is ready for review by the Board and if all agree, can be advertised for public inspection with potential adoption at the next meeting. **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to authorize the advertisement of the Supervisor Compensation Ordinance for potential adoption at the May 7, 2026, meeting.
11. **EAC** - Open Space Coordinator Kerry Reider stated the report enclosed.
 - a. **DCNR C2P2 Grant Application** - Kerry stated that this grant application is for the Highland Meadow Preserve. The grant is a 50/50 matching grant, the full cost of the project is \$100,000, the Grant application will be for \$50,000 and Kerry intends to apply for other funding to offset the matching cost. **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to authorize the C2P2 Grant application.
 - b. **Conservation Easement** - Kerry stated that the Township is in receipt of the Kucsan Conservation Easement, this easement is for 1.38 acres, located in the greenway on the Official Map. The easement has been signed by Mr. Kucsan and Ms. Maslonka and is now ready for execution by the Board. Resolution 2026-11 approves the Kucsan conservation easement. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve Resolution 2026-11
 - c. **OS Seasonal Employee** - Kerry requested approval to hire Shane Reider at a rate of \$30.00/hour. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to approve hiring Shane Reider at the recommended hourly rate.
12. **NAZ COG** -
13. **Emergency Mgmt.** - Emergency Mgmt. Coordinator Tom Barnowski provided the report.
 - a. **FEMA Act of 2025**
 - b. **Emergency Action Plan**
 - c. **Fire Extinguisher Training**

NEW BUSINESS:

- 14. Resolution 2026-10** - Resolution recognizing and honoring Firefighters for their bravery, dedication, heroism and to designate May 4, 2026, as “Firefighters’ Day” in Bushkill Township. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve Resolution 2026-10.
- 15. BTVFC Carnival** - BTVFC has submitted their Sponsorship request for the 2026 Carnival. The following is what was sponsored in 25’ - Thursday night Band \$1,200, Friday Night Fire Truck Rides \$1,500, Wednesday parking \$900 & Thursday parking \$900, Thursday night food stand \$500. **Motion** by Keith McKeon was seconded by Carolyn Hill and approved unanimously to authorize the sponsorship for the BTVFC Carnival.
- 16. 2025 Municipal Annual Audit** - Township Elected Auditors have completed and submitted the 2025 Audit to the Commonwealth of PA on March 12, 2026, per the enclosed report, the Auditors stated the report is favorable, as all accounts balance.
- 17. Road Inspection** - Public Works Director Peter Yotter stated that he will have a list of roads to the Board prior to the next meeting for review.

PAY BILLS: Bill List - \$200,039.60 - **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to pay the bills.

COORESPONDENCE: PSATS Bulletin

2026 Proposed Resolutions & Nominations Report

GOOD OF THE BOARD: 2026 PSATS Conference - April 19, 2026 - April 22, 2026

2026 Clean Up Day - April 24, 2026 & April 25, 2026

2026 BTVFC Carnival - April 29, 2026 - May 3, 2026

Next regular Board of Supervisors Meeting - May 7, 2026 @ 6:00pm

ADJOURNMENT: Chairman Kocher asked if there was any other business, hearing none, Chairman Kocher asked for a motion to adjourn the meeting. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to adjourn the meeting at 6:39pm.

Respectfully Submitted,

Belinda A. Roberts, Manager