

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

**MINUTES**  
**May 2, 2024**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, May 2, 2024, in the Bushkill Township Municipal Meeting Room. The following Supervisors were present: Mrs. Bender, Mrs. Hill, Mr. Knauss, Mr. Kocher, and Mr. Smith. Also, present was the Township Manager Belinda Roberts, Chief Michael McLouth, Solicitor Gary Asteak, Township Engineer Robert Collura, Public Works Director Peter Yotter, Open Space Coordinator Kerry Reider, Zoning Officer Kenny Shiffert, and Planning Administrator Todd Weidman. There were 10 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 APPROVE THE AGENDA:** Chairman Kocher asked if there was any need to amend the agenda. Township Manager Belinda Roberts stated there would be a Resolution added to the agenda under New Business. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the agenda.

**Approval of Minutes**

1. **April 4, & April 6, 2024 - Motion** by Jason Smith seconded by Randy Knauss and approved unanimously to approve the minutes of April 4, & April 6, 2024.

**SUBDIVISIONS: #2022-06 Bushkill Center Fields (Bushkill Center Rd/Church Rd) Preliminary/Final Major Subdivision Plan** - 11 Residential Lots, 1 New Road (RR) Rural Residential Zoning District. This plan was approved on May 4, 2023. They are requesting a one-year extension. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the request for a 1-year extension.

**#2023-03 Lichtenwalner** - Santee Subdivision - 480, 486 Schoeneck Avenue. Preliminary/Final Minor Subdivision Plan - 2 New Lots in the (RR) Rural Residential Zoning District. The plan was recommended for conditional approval by the Planning Commission during the April 22, 2024, meeting conditioned on satisfying the comments provided by the Township Engineer.

**Resolution 2024-09** - Approves the Lichtenwalner - Santee Preliminary Minor Subdivision Plan with the following conditions:

- 1.Plans must be signed by the Owner(s) and notarized. (Bushkill Township SALDO §503.C.C.5)
2. A construction easement must be provided on each side of the extended street.
- 3.Note Number 2 should state "Roof leaders from proposed dwellings shall be directed to drywells or leach areas."
4. Review and comments by the Lehigh Valley Planning Commission must be considered.
5. Review and comments by Bushkill Township EAC, must be satisfied
6. Where a revision is made the Developer shall submit a detailed list of revisions and the plan preparer shall certify to the revisions made.(§505)

**Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2024-09 with the conditions set forth in the Engineers Review Letter.

## Reports

2. **Police** - Chief McLouth provided the police report. Chief McLouth requested approval for Gabe Laslo to be an intern with the Police Department. **Motion** by Julie Bender seconded by Randy Knauss and approved unanimously to approve the request for May through August.
3. **Treasurer** - Report Enclosed
  - a. Belinda Roberts requested approval by the Board of Supervisors to merge the Police Officers Wages and the Shift Differential line item in the current budget. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to authorize the merger of the 2 individual line items.
4. **Tax Collector** - Report Enclosed
5. **Zoning Officer** - No meeting held in April
6. **Public Works** - Public Works Director Peter Yotter provided the report.
  - a. **2004 Colorado** – Public Works Director Peter Yotter requested approval to sell '04 Colorado to Jesse Longley in the amount of \$500.00. This vehicle would be for farm use only and will not be used on the road. **Motion** by Jason Smith seconded by Randy Knauss and approved unanimously to approve the request to sell the '04 Chevy Colorado with the agreement that the vehicle will not be used on the road.
7. **Library** – Keith McKeon provided the report
8. **Recreation** - Report Enclosed
9. **Fire Company** - BTVFC President Alex Thompson provided the report
10. **Engineer** -
11. **Solicitor** -
12. **EAC** - Kerry Reider provided the report.
  - a. **Seasonal OS Position** - Kerry Reider stated that interviews were conducted and recommends hiring Bob Vishnesky for seasonal OS position at \$17.00/hour to begin on May 20, 2024. **Motion** by Randy Knauss seconded by Jason Smith and approved unanimously to approve the hiring of Bob Vishnesky at a rate of \$17.00 per hour.
13. **NAZ COG** - The April meeting of the Nazareth Area Council of Governments was cancelled
14. **Emergency Mgmt.**

## **OLD BUSINESS:**

15. **Traffic Corridor Study (SR 946/Knauss Road & Penn Allen Road):**
16. **Zoning Ordinance Amendments** – Chairman Kocher and Vice-Chair Smith will be a subcommittee to review the Zoning Ordinance amendments. Chairman Kocher asked the Supervisors to review the amendments and provide comments/questions to the Township Manager or the subcommittee to be reviewed at the June meeting.
17. **SALDO Amendments** – The Board directed Solicitor Asteak to prepare the draft SALDO Amendments Ordinance to be reviewed at the June Meeting, with the intent to formally send to the Planning Commission for review and recommendations.
18. **2024 Fuel, Stone, Paving Material & Hauling Bid** - Township Manager confirmed that the bids were opened at 2pm via PennBid portal.

- a. **Fuel Bid** - 1 bid received from Suburban Propane. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to award the Fuel bid to Suburban Propane.
- b. **Stone Bid** - 1 bid received from Eureka Stone Quarry. **Motion** by Jason seconded by Randy and approved unanimously to award the Stone Bid to Eureka Stone Quarry.
- c. **Paving Material Bid** - 2 bids were received from Highway Materials and Eureka Stone Quarry. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to award the paving bid to the low bidder based on review and determination by Solicitor Asteak.
- d. **Hauling Bid** - 2 bids were received from Bracalente Construction and G & B Construction. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to reject both bids for hauling based on the recommendation of the Public Works Director Peter Yotter.

**NEW BUSINESS:**

- 19. **Resolution 2024-11** - Resolution Recognizing and honoring Peace Officers for their bravery, dedication, heroism and to designate May 15, 2024, as “Peace Officers Memorial Day” and May 12-18, 2024, as “Police Week” in Bushkill Township. **Motion** by Randy Knauss seconded by Julie Bender and approved unanimously to approve Resolution 2024-11.
- 20. **Resolution 2024-12** - Resolution Recognizing Public Works employees for their hard work and dedication and to designate May 19-24, 2024, as “Public Works Week” in Bushkill Township. **Motion** by Jason Smith seconded by Randy Knauss and approved unanimously to approve Resolution 2024-12
- 21. **Resignation** - Mason Messinger who has worked in our Rec Complex for 25 summers has decided not to return this year. Authorization to accept Mason’s resignation. **Motion** by Randy Knauss seconded by Jason Smith and approved unanimously to accept the resignation of Mason Messinger.
- 22. **Resolution 2024-13** - Resolution recognizing and honoring Firefighters for their bravery, dedication, and heroism and to designate May 4, 2024, as “Firefighters’ Day” in Bushkill Township. **Motion** by Carolyn Hill seconded by Randy Knauss and approved unanimously to approve Resolution 2024-13

**PAY BILLS: Bill List - \$460,402.96** - **Motion** by Julie Bender seconded by Randy Knauss and approved unanimously to pay the bills.

**GOOD OF THE BOARD:** Electronics Recycling Event - May 8, 2024, - 3 to 6pm  
Next regular Board of Supervisors Meeting - June 6, 2024 @ 6:00pm

**EXECUTIVE SESSION:** The Board of Supervisors entered into Executive session at 6:36pm to discuss matters of Real Estate. The Board of Supervisors reconvened at 6:55 pm and made the following motion:

Authorize the Open Space Coordinator to obtain an appraisal for OS-5. **Motion** by Jason Smith seconded by Randy Knauss and approved unanimously to authorize obtaining the appraisal for OS-5.

**ADJOURNMENT: Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:56pm.

Respectfully Submitted,

Belinda A. Roberts, Manager