

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

**MINUTES
September 3, 2026**

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, September 3, 2026, in the Bushkill Township Municipal Meeting Room. The following Supervisors were present: Mrs. Bender, Mrs. Hill, Mr. Knauss, Mr. Kocher, and Mr. McKeon. Also present at the meeting were the Manager, Belinda A. Roberts, Attorney Steve Mills, Township Engineer Robert Collura, Zoning Officer Todd Weidman, and Open Space Coordinator Kerry Reider. There were 8 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: None

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 Keith McKeon was seconded by Carolyn Hill and approved unanimously to approve the agenda.

Approval of Minutes

August 6, 2026 - Motion by Julie Bender was seconded by Randy Knauss and approved unanimously to approve the minutes of August 6, 2026.

WAIVER REQUEST: 1295 Seifert Road – Property Owner Larry Parsons is seeking relief from Zoning Ordinance Section 905; Riparian and Wetland Buffers prohibiting land disturbance within a 50ft. Riparian Buffer from the edge of a wetland. The relief will allow for 30ft. of encroachment into the front edge of the wetland area along Seifert Road for the construction of a house and garage as shown on the plan drawn by KCE dated 6/5/26, and contingent on DEP's approval for wetland encroachment. Chairman Kocher asked if there were any questions from the Board, Supervisor McKeon asked for clarification on the process. Mr. Parsons explained that the relief request is part of the requirement for DEP to review the encroachment request along with approval from Northampton County Conservation District. Chairman Kocher confirmed with Mr. Parsons that there weren't any concerns from neighboring property owners regarding the wetland encroachment. **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to grant relief in accordance with the Zoning Ordinance Section 905 and condition of the granted relief is compliance with the EAC letter dated August 24, 2026.

Reports

1. **Police** – Captain Dempsey provided the Police Report.
 - a. **The Cops & Runners 5K** - Officer Zaso provided the proposal for The Cops & Runners 5K to be held on Saturday, October 10, 2026, which included information regarding insurance. **Motion** by Randy Knauss was seconded by Carolyn Hill and approved unanimously to hold the event contingent on receiving the COI for the event.
2. **Treasurer** - Report Enclosed
3. **Tax Collector** - No Report
4. **Zoning Officer** - Zoning Officer, Todd Weidman provided the report.
 - **Zoning Hearing Board Appeals:** No September Meeting

5. **Public Works** - Public Works Director, Peter Yotter provided the report
 - a. **2002 F250** - No action
6. **Library** – Val Hoff provided the report
7. **Recreation** - No meeting in August.
8. **Fire Company** - BTVFC President Alex Thompson provided the report.
 - a. **Training/Parade Attendance:** Authorization to take vehicles to training/parades on the following dates; 9/5, 9/7, 10/17 & 10/20 - Prior approval for Mutual Aid Asst. on 9/2 at Moore Twp. **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to approve the attendance at the listed dates for Training or parades.
9. **Engineer** - No Report
10. **Solicitor** -
 - a. **Ordinance 2026-03** - Attorney Mills stated that the Ordinance Prohibiting Motor Vehicles on Township Owned Property was 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 or the public regarding the Ordinance, hearing none. **Motion** by Keith McKeon was seconded by Carolyn Hill and approved unanimously to approve Ordinance 2026-03.
 - b. **Agreement of Sale - Conservation Easement** - Attorney Mills requested authorization of to execute the Agreement of Sale for a Conservation Easement of 45.0353 acres, at 600 Creamery Road. **Motion** by Julie Bender was seconded by Randy Knauss and approved unanimously to approve the execution of the sale agreement.
 - c. **Agreement of Sale - Conservation Easement** - Attorney Mills requested authorization of to execute the Agreement of Sale for a Conservation Easement of 61.7024 acres, at 600 Creamery Road. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve the execution of the sale agreement.
 - d. **Resolution 2026-25** - Attorney Mills stated Resolution 2026-25 is to acquire a Conservation Easement of 45.0353 acres, at 600 Creamery Road and authorize Kerry Reider to sign on behalf of Bushkill Township at time of settlement. **Motion** by Keith McKeon was seconded by Julie Bender and approved unanimously to approve Resolution 2026-25.
 - e. **Resolution 2026-26** - Attorney Mills stated Resolution 2026-26 is to acquire a Conservation Easement of 61.7024 acres, at 600 Creamery Road and authorize Kerry Reider to sign on behalf of Bushkill Township at time of settlement. **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to approve Resolution 2026-26.
11. **EAC** - Open Space Coordinator Kerry Reider provided the report. Kerry also stated that former employee Barry Gaugler will return for the remainder of the mowing season at a rate of \$22.50/hour.
12. **NAZ COG** - Township Manger, Belinda Roberts provided an update.
13. **Emergency Mgmt.** - Emergency Mgmt. Coordinator Tom Barnowski provided the report.
 - a. **Fire Extinguisher Training** - Authorization for 3-hour Fire Extinguisher Training on Thursday, Sept. 24th for Public Works Employees (Bushkill, LNT, UNT, Moore & Plainfield). Training for PD on Thursday, Oct. 8th. **Motion** by Julie Bender was seconded by Randy Knauss and approved unanimously to approve

OLD BUSINESS:

NEW BUSINESS:

14. **2027 MMO (Uniform & Non-Uniform Pension)** - Uniform MMO is \$310,709.64 and Non-Uniform MMO is \$112,692.48. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to approve the 2027 Uniform and Non-Uniform MMO.

- 15. Trick or Treat** - Saturday October 31, 2026, from 6pm to 8pm. **Motion** by Carolyn Hill was seconded by Julie Bender and approved unanimously to approve the date and time for Trick or Treat.
- 16. Resolution 2026-27** - Resolution 2026-27 approves the application and designates the officials to execute documents for the 2026 LSA Monroe County Grant. The application in the amount of \$124,247 is for the purchase of Compact Utility Tractor for Bushkill Township Volunteer Fire Company. **Motion** by Carolyn Hill was seconded by Keith McKeon and approved unanimously to approve Resolution 2026-27.
- 17. Resolution 2026-28** - Resolution 2026-28 approves the application and designates the officials to execute documents for the 2026 LSA Northampton & Lehigh County Grant. The application in the amount of \$72,450 is for the purchase of a Mass Warning Notification Siren for Bushkill Township Volunteer Fire Company. **Motion** by Randy Knauss was seconded by Julie Bender and approved unanimously to approve Resolution 2026-28
- 18. Resolution 2026-29** - Resolution 2026-29 approves the application and designates the officials to execute documents for the 2026 LSA Northampton & Lehigh County Grant. The application in the amount of \$398,316 is for the purchase of a Leeboy 8616D Narrow Conveyor Paver for Bushkill Township Public Works. **Motion** by Keith McKeon was seconded by Julie Bender and approved unanimously to approve Resolution 2026-29
- 19. Resolution 2026-30** - Resolution 2026-30 approves the application and designates the officials to execute documents for the 2026 LSA Monroe County Grant. The application in the amount of \$60,410 is for the purchase of 2026 2500 Tradesman Crew Cab 4x4 Truck for Bushkill Township Public Works. **Motion** by Randy Knauss was seconded by Carolyn Hill and approved unanimously to approve Resolution 2026-30.

PAY BILLS: Bill List - \$238,924.59- **Motion** by Julie Bender was seconded by Keith McKeon and approved unanimously to pay the bills.

COORESPONDENCE: Thank You Note

EXECUTIVE SESSION: The Board of Supervisors entered Executive session at 6:27pm to discuss matters of Real Estate. The Board of Supervisors reconvened at 6:51pm and made the following motion:

Authorize the Open Space Coordinator to make an offer up to the appraised value for Conservation Easements on OS-104. **Motion** by Carolyn Hill was seconded by Keith McKeon and approved unanimously to authorize the Open Space Coordinator to make an offer up to the appraised value for OS-104.

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting - October 8, 2026 @ 6:00pm
Touch-A-Truck Event - October 3, 2026, 10am - 2pm

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 6:53pm.

Respectfully Submitted,

Belinda A. Roberts, Manager