

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

**MINUTES
June 4, 2026**

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, June 4, 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 Gary Asteak, Township Engineer Robert Collura, Chief Michael McLouth, Zoning Officer Todd Weidman, and Open Space Coordinator Kerry Reider. There were 20 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 Keith McKeon was seconded by Randy Knauss and approved unanimously to approve the agenda.

Approval of Minutes

May 7, 2026 - Motion by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve the minutes of May 7, 2026.

Reports

1. **Police** - Chief McLouth provided the Police Report.
 - a. **New Hire** - Chief McLouth stated that the process for hiring began in February 2026. Six interviews were conducted. Request to hire Seth Gable as a full-time officer, and Joseph Arredondo as a part-time officer. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to approve the hiring of Seth Gable and Joseph Arredondo.
2. **Treasurer** - Report Enclosed
3. **Tax Collector** - No Report
4. **Zoning Officer** - Zoning Officer, Todd Weidman provided the report.
 - **Zoning Hearing Board Appeals:** No June Meeting
5. **Public Works** - Report Enclosed
6. **Library** - Report Enclosed
7. **Recreation** - May meeting was cancelled.
8. **Fire Company** - BTVFC President Alex Thompson provided the report.
 - a. **Training** - President Alex Thompson requested permission to use equipment to attend training at Norfolk Southern, in Bethlehem on July 6, July 7 & July 8. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve BTVFC to attend the training.
9. **Engineer** - Township Engineer Robert Collura has requested that Ryan Dentith be appointed as an Alternate SEO. **Motion** by Ketih McKeon was seconded by Randy Knauss and approved unanimously to appoint Ryan Dentith as Alternate SEO.
10. **Solicitor** -
 - a. **Holding Tank Agreement** – Solicitor Asteak stated that the Holding Tank agreement for 209 W. Douglasville Road is completed per the recommendations provided by

Township Engineer, Robert Collura. Authorization is requested to execute the agreement upon receipt of the completed documents along with the required escrow from Homerun Home Solutions. Once documents are received the Township Engineer/SEO may provide the necessary permit for the holding tank. **Motion** by Keith McKeon was seconded by Carolyn Hill and approved unanimously to authorize Solicitor Asteak to mail the Holding Tank Agreement.

b. Resolution 2026-17- Solicitor Asteak stated Resolution 2026-17 is to acquire a Conservation Easement at the property of Veronica Kostenbader. The property is located at 600 Schoeneck Avenue, conservation of 5.6965 acres. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to approve Resolution 2026-17.

c. Agreement of Sale - Solicitor Asteak requested authorization to execute the agreement of Sale for the conservation easement of 5.6965 acres, at 600 Schoeneck Avenue. **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to authorize execution of the sale agreement.

11. EAC - Open Space Coordinator Kerry Reider stated the report enclosed.

a. OS Seasonal - Kerry Reider stated that interviews were held and is asking for authorization to hire Ian Defebbo for 10-20 hours a week at a rate of \$20.00. **Motion** by Randy Knauss was seconded by Keith McKeon and approved unanimously to authorize hiring Ian Defebbo.

b. Kerry Reider asked to interview and hire one additional part-time OS employee. Kerry stated that he and Supervisor Bender would interview prospective candidates and offer employment, with formal approval at the July meeting. **Motion** by Keith McKeon was seconded by Carolyn Hill and approved unanimously to authorize the interviews.

12. NAZ COG - Nothing to note.

13. Emergency Mgmt. - Emergency Mgmt. Coordinator Tom Barnowski provided the report.

OLD BUSINESS:

14. Municipal Building Roof Replacement - Township Engineer Robert Collura will draft bid specifications for the Municipal Building Roof Replacement. Bids will be received and opened on July 2, 2026, at 2pm, with consideration at the July 2, 2026, Meeting. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to authorize the Roof replacement bid.

NEW BUSINESS:

15. Library Representative - Recommendation provided from Library Board to appoint Ms. Jennifer Minnich to represent Bushkill Township as Library Representative. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to appoint Jennifer Minnich as Library Representative.

16. BTVFC Pavilion - Township Manager Belinda Roberts requested approval to waive the required permit fees for the BTVFC Community Pavilion. **Motion** by Randy Knauss was seconded by Carolyn Hill and approved unanimously to waive the permit fee for the BTVFC Community Pavilion.

PAY BILLS: Bill List - \$254,744.53 - Motion by Keith McKeon was seconded by Randy Knauss and approved unanimously to pay the bills.

COORESPONDENCE: PSATS News Bulletin

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting - July 2, 2026 @ 6:00pm

EXECUTIVE SESSION: The Board of Supervisors entered Executive session at 6:30pm to discuss matters of Real Estate. The Board of Supervisors reconvened at 6:38pm and made the following motion:

Authorize the Open Space Coordinator to obtain an appraisal for a conservation easement on OS-104. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to obtain the appraisal for OS-104.

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 6:40pm.

Respectfully Submitted,

Belinda A. Roberts, Manager