

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

MINUTES
June 6, 2024

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, June 6, 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, Captain Scott Dempsey, Solicitor Gary Asteak, Township Engineer Robert Collura, Open Space Coordinator Kerry Reider. 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 the Solicitor for the Conservation Easement agreement. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to approve the agenda.

Approval of Minutes

1. **May 2, 2024- Motion** by Julie Bender seconded by Randy Knauss and approved unanimously to approve the minutes of May 2, 2024.

SUBDIVISIONS:

#2005-13 Vistas at Bushkill LOC Release - The 18-month maintenance period for Vistas at Bushkill expires on July 5, 2024. The Township Engineer Robert Collura provided the review for final release of the LOC. **Motion** by Jason Smith seconded by Randy Knauss and approved unanimously to approve the final release of security and closeout maintenance of the Vistas at Bushkill Subdivision.

#2024-03 – Potope Lot Line Adjustment - 1098 & 1104 Keller Road - Lot Line Adjustment - Minor Subdivision located 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 2024-10 - Approves the Potope Lot Line Adjustment/ 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. Description of final Lots 1 and 2 and add on parcels shall be required.

Motion by Carolyn Hill seconded by Julie Bender and approved unanimously to approve Resolution 2024-10 with the conditions set forth in the Engineers Review Letter.

Reports

2. **Police** – Captain Dempsey provided the report
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed
5. **Zoning Officer** -
 - a. **Zoning Hearing Board Meeting** - Township Manager Belinda Roberts stated that there would be a ZHB meeting held on June 10, 2024, for the property located at 180 Nazareth Drive. The applicant is seeking a Special Exception Use for Special Events venue. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to authorize Solicitor Asteak with guidance from the Municipal Staff to attend the meeting to represent the Township.
6. **Public Works** - William Kumer provided the report
7. **Library** - Jarred Bedoya provided the report
8. **Recreation** - No meeting held in May
9. **Fire Company** - BTVFC President Alex Thompson provided the report
10. **Engineer** - Township Engineer Collura stated that he had reviewed the Speed Study prepared by Lehigh Engineering for Church Road. Engineer Collura stated that Church Road is a State Road, and the request is not being made by the Township but by the developer for the property.
11. **Solicitor** –
 - a. **Resolution 2024-16 - Deed of Dedication** – Resolution 2024-16 accepts the executed Deed of Dedication for Vistas at Bushkill Subdivision- Abigail Drive, Aubrey Road, & Bella Lane. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to approve Resolution 2024-16 and the acceptance of the Vistas at Bushkill Subdivision.
 - b. **OS-12 Divestiture** – NO bids were received for OS 12.
 - c. **Resolution 2024-17 - Fessler Conservation Easement** – Approved acquisition of 52 acres for Conservation Easement. Settlement to be scheduled within the next 2 weeks. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the execution of the Conservation Easement.
12. **EAC** - Kerry Reider provided the report.
13. **NAZ COG** - The May meeting of the Nazareth Area Council of Governments was cancelled
14. **Emergency Mgmt.**

POLICIES:

15. **Payroll Policy** - Payroll Policy was reviewed by the Board of Supervisors. **Motion** by Julie Bender seconded by Randy Knauss and approved unanimously to adopt Policy 2024-02.

OLD BUSINESS:

16. **Traffic Corridor Study (SR 946/Knauss Road & Penn Allen Road)** -

17. Zoning/SALDO Amendments

18. Bushkill Township Lot Line Adjustment (BTVFC) – Engineer Collura will provide the plan and legal descriptions to unify property. **Motion** by Julie Bender seconded by Randy Knauss and approved unanimously to approve the Bushkill Township Lot Line Adjustment.

NEW BUSINESS:

19. Resolution 2024-15 Official Map - Resolution 2024-15 - Approves the update of the Official Map that was originally adopted in 2005. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2024-15.

20. County Bridge Replacement - County Bridge located on E. Douglasville Road will be replaced. The project is scheduled to begin on July 8, 2024, and will last approximately 5 months. The Road will be closed during this time and detours will be in place.

21. Touch a Truck - The Library's Annual Fundraising Event Touch a Truck is scheduled for Saturday, October 5, 2024. Holly Bennett, Executive Director has requested approval to use the Bushkill Township Rec Parking Lot for this event. **Motion** by Randy Knauss seconded by Carolyn Hill and approved unanimously to approve request for Touch a Truck.

22. Rope Rescue Certification - BTVFC is requesting to use of area of the hillside near Fields 10 & 11 for the practical part of Rope Rescue Certification, they are also planning to use the 6-wheeler side by side vehicle as an anchor point for the scenario and request permission to use it in the park. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve the request of the BTVFC with the condition that if there is any damage to the area it will be repaired by BTVFC.

PAY BILLS: Bill List - \$214,194.87- Motion by Julie Bender seconded by Randy Knauss and approved unanimously to pay the bills.

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting - July 11, 2024 @ 6:00pm

EXECUTIVE SESSION: The Board of Supervisors entered into Executive session at 6:30pm to discuss matters of Real Estate. The Board of Supervisors reconvened at 6:45 pm and made the following motion:

Authorize the Open Space Coordinator to offer the fair market value for a Conservation Easement on OS-5. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize Open Space Coordinator to make an offer for a Conservation Easement on OS-5.

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:46pm.

Respectfully Submitted,

Belinda A. Roberts, Manager