

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

**MINUTES
March 3, 2022**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, March 3, 2022, at the Bushkill Township Municipal Building. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mr. Kline, Mrs. Bender, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Engineer Robert Collura, Police Chief Michael McLouth, Zoning Officer Kenneth Shiffert, Open Space Coordinator Kerry Reider 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: Mr. Benjamin Steadman spoke to the Board regarding his concerns with building a new home in the Township. Chairman Kocher asked if there was something specific that he found difficult, Mr. Steadman stated that the New Construction Checklist and the requirements on the checklist were holding up the ability to acquire a permit from PennDOT for the proposed driveway. Chairman Kocher stated that the requirement is a PennDOT related requirement, not a Township requirement. Chairman Kocher then stated that if Mr. Steadman had any recommendations, he should submit them in writing to the Township Zoning Office for consideration.

MOTION TO CHANGE AGENDA: Chairman Kocher asked if there was any need to amend the agenda. There were no changes to the agenda **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to approve the agenda.

SUBDIVISIONS: None

Approval of Minutes

1. **February 3, 2022 - Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to approve the minutes of February 3, 2022

March 2, 2022 – Auditor Minutes

Reports

2. **Police** – Chief McLouth provided the Police Report
3. **Treasurer** –Treasurer Report enclosed
4. **Tax Collector** – Tax Collector report enclosed
5. **Zoning Officer** – Zoning Officer Ken Shiffert provided the report
6. **Public Works** – Kyle Kline provided the Public Works Report
7. **Library** – Shawn Wright provided the Library Report. Chief McLouth wanted to thank Shawn for her help in connecting his daughter with the right people at the library to fulfill her volunteer hours for school.
8. **Recreation** – Requested to use Rec Funds to replace water heater at Snack Stand. **Motion** by Julie Bender seconded by Carolyn Hill and approved unanimously to authorize the use of funds to replace the water heater at the Snack Stand

9. **Fire Company** – Nick Zaso provided report. December Report Enclosed.
10. **Engineer** – No Report
11. **Solicitor** – No Report
12. **EAC** – Open Space Coordinator Kerry Reider stated the report was enclosed. Kerry stated that he would like to send a letter of support to the County with regards to the installation of a multifunctional buffer, containing wildflower/warm season grass meadow, and potentially other plantings around the Albert Ponds Preserve. This project will be completed using a Watershed Coalition of the Lehigh Valley (WCLV) PennVEST DCNR Multifunctional Buffer Grant that was originally used for the Misty Valley Buffer Project. There is leftover funding from the Misty Valley project that WCLV would like to use for the Albert Ponds Project. This project will provide fruit and nut trees/shrubs along two small streams that flow through the PPL Right-of-Way cut next to the Albert Ponds Preserve parking area. Lower shrubs will be planted directly underneath the power lines and the larger trees will be planted along the edges of the Right-of-Way. The wildflower/warm season grass meadow will be planted in the existing meadow close to Route 33. **Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize sending the letter of support
 - a. **Part-time OS Employee** – Authorize the hiring of Donald Ackerman as a part-time employee for Open Space at a rate of \$16.00/hour. **Motion** by Harrison Kline seconded by Julie Bender and approved unanimously to hire Donald Ackerman at an hourly rate of \$16.00.
13. **NAZ COG** – No meeting held
14. **Emergency Mgmt.** – EMC Tom Barnowski provided the report

OLD BUSINESS:

15. **Municipal Building Renovation** - Outside lighting is almost complete, the update of the Fire/Security alarms are also complete, and we are still waiting on additional components to complete the Audio-Visual upgrades in the Municipal Room.
16. **2022 Fuel, Stone & Paving Bid** – Bids were advertised in February and opened by the Township Manager & Admin at 2:05pm on March 3, 2022. **1**-bid was received for Fuel (Suburban Propane), **2** bids were received for Stone (New Enterprise & Hanson Aggregates), **2** Bids were received for Paving (New Enterprise & Highway Material) **Motion** by Jason Smith seconded by Harrison Kline and approved unanimously to approve the 2022 Fuel Bid to Suburban Propane. The Bids for Stone and Paving was tabled until the April Meeting.
17. **2022 Clean Up Day** - 2022 Clean Up Day is scheduled for Friday, May 20th and Saturday, May 21st. Clean Up Day will be held in the Township. Changes that would be made for this year would be a 2-load maximum per day per household on Friday and Saturday and the event would be a NO Contact event, residents would be required to unload their own vehicles.

NEW BUSINESS:

18. **Snow Emergency Ordinance 2022-01** –Ordinance provides the declaration of Snow Emergencies, prohibiting parking of vehicles on roadways, streets, highways , or right-of-way of any state of Township Road during a snow emergency; Prohibiting the dumping, shoveling, pushing or placement of snow or ice onto the public highways, streets, or roads within the Township; and providing for fines and removal of vehicle for violation. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to adopt **Ordinance 2022-01**.

- 19. Sonny Drive** – Authorizing the Solicitor to proceed with litigation against the homeowner at 206 Sonny Drive. **Motion** by Jason Smith seconded by Julie Bender and approved unanimously to proceed with litigation upon the recommendation of the Township Solicitor.
- 20. High Street Estates** – Tuskes Homes has sent over the Hydrant agreements to be executed by the Township for the High Street Estates Subdivision. Assistant Fire Chief, Kevin Reph has reviewed the Subdivision plan and approved the locations for the Hydrants. **Motion** by Harrison Kline seconded by Jason Smith and approved unanimously authorize the Manager to sign the Hydrant Agreements.
- 21. 2021 Municipal Audit** – The Board of Auditors have completed and submitted the 2021 Municipal Audit & Financial Report.
- 22. Agreement of Sale** – OS 58A **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to authorize the Chairman and Secretary to sign the agreement of sale for OS 58A.

PAY BILLS: Bill List - \$190,234.64 **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

EXECUTIVE SESSION:

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting – April 7, 2022 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:25pm.

Respectfully Submitted,

Belinda A. Roberts, Manager