

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

**MINUTES
January 6, 2022**

The Bushkill Township Board of Supervisors held their regularly scheduled meeting on Thursday, January 6, 2022, at the Bushkill Township Municipal Building. The following Supervisors were present: Mr. Kocher, Mr. Smith, Mrs. Bender, Mr. Kline, and Mrs. Hill. Also, present were Township Manager Belinda Roberts, Attorney Gary Asteak, Engineer Robert Collura, Zoning Officer Kenneth Shiffert and Open Space Coordinator Kerry Reider via Zoom. 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: NONE

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

SUBDIVISIONS: #2006-22 - Estates at Sullivan Trail (Time Extension Request) - James Faust currently has a preliminary subdivision plan on file with 30 proposed lots, 15 in Bushkill & 15 in Plainfield. He is requesting an additional extension through June 7, 2023. This is when the NPDES permit expires. Plainfield Township BOS did extend the subdivision through June 30, 2023, to stay consistent with the NPDES permit. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve accept extension until June 7, 2023.

#2021-07 Church Road Subdivision – Resolution 2022-03 Final Plan Approval – Plan is dated Feb. 24, 2021, and last revised on Nov. 29, 2021. The plan proposes a Minor Subdivision (2 lots) of a 2.0009-acre tract, creating two residential lots within the Rural Residential (RR) Zoning District. The plan was reviewed by the Township Engineer and Planning Commission at the December 20, 2021, meeting. The plan has received conditional/ final approval based upon the Engineers recommendations. **Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to approve Resolution 2022-03.

Approval of Minutes

- 1. December 2, 2021 & January 3, 2022 (Reorganization Minutes) - Motion** by Julie Bender seconded by Jason Smith and approved unanimously to approve the minutes of December 2, 2021 & January 3, 2022. *Chairman Kocher stated that the Auditors minutes have been received from January 4, 2022. Chairman Kocher stated that the Auditors will need to meet again to set the wages for the Supervisors as Road Master and setting the wage for Harrison Kline as a part-time employee. The meeting will be advertised for a future date.*

Reports

2. **Police** – Chief McLouth provided the Police Report
 - a. **Part-Time Officer** – Chief McLouth introduced Officer Colin Keiser to the Board of Supervisors and stated that he has passed all preliminary hiring requirements. Chief McLouth requests to hire Officer Keiser as a part-time officer. **Motion** by Julie Bender seconded by Jason Smith and approved unanimously to hire Officer Keiser conditional upon pending requirements to include medical exam, physical exam and background check Officer Keiser was sworn in by Chairman Kocher.
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** – Public Works Foreman Peter Yotter provided the report
7. **Library** – Library Representative Shawn Wright provided the Library Report.
8. **Recreation** – No Rec meeting held in December 2021.
9. **Fire Company** – BTVFC President Alex Thompson provided the report.
10. **Engineer** – Engineer Robert Collura provided the report.
11. **Solicitor** –
 - a. **2022 Farmland Lease** – 4 Bids were received for the Farmland Lease. Bidders were Robert Kroboth, Phil Ronca, Weinhofer Farms, and Andrew Wolbers. **Motion** by Carolyn Hill seconded by Jason Smith and approved unanimously to authorize Solicitor Asteak and Open Space Coordinator Kerry Reider to review the bids, select the high bidder for the parcels, and execute the lease.
12. **EAC** – Open Space Coordinator Kerry Reider stated the report was enclosed
 - a. **Resignation Acceptance** – David Crowther resigned from the Bushkill Township EAC. **Motion** by Julie Bender seconded by Harrison Kline and approved unanimously to accept the resignation from David Crowther.
 - b. **Livable Landscape Grant - Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to authorize the Chairman to execute the documents extending the Grant for the Dally Property acquisition to May 2022.
13. **NAZ COG** – No meeting held in December 2021
14. **Emergency Mgmt.** – EMC Tom Barnowski attended the meeting via zoom and provided the report

OLD BUSINESS:

15. Municipal Building Renovation

NEW BUSINESS:

16. **Resolution 2022-02 – Fee Schedule - Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to approve Resolution 2022-02
17. **Snow Ordinance – Motion** by Carolyn Hill seconded by Julie Bender and approved unanimously to authorize the Solicitor to draft and advertise the Snow Ordinance.
18. **Fehr Property Divesture – Motion** by Jason Smith seconded by Carolyn Hill and approved unanimously to authorize Open Space Coordinator Kerry Reider to advertise the property for sale. Bids to be opened at the April 7, 2022, meeting of the Board of Supervisors.

PAY BILLS: Bill List - \$184,608.40– Motion by Julie Bender seconded by Jason Smith and approved unanimously to pay the bills.

EXECUTIVE SESSION: The Board of Supervisors entered Executive Session at 6:28pm. to discuss property acquisition.

The Board reconvened at 6:35pm - Motion by Jason Smith seconded by Julie Bender and approved unanimously to authorize the Open Space Coordinator to extend an offer to the owners of OS 58a for conservation easement and OS 88 for fee simple purchase.

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting – February 3, 2022 @ 6:00pm

ADJOURNMENT: Motion by Jason Smith seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:39pm.

Respectfully Submitted,

Belinda A. Roberts, Manager