

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

**MINUTES
July 2, 2026**

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, July 2, 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 Gary Asteak, Township Engineer Robert Collura, Chief Michael McLouth, Zoning Officer Todd Weidman, and Open Space Coordinator Kerry Reider. There were **11** 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 is an addition to the Agenda under New Business; Authorize the preparation of a standalone ordinance prohibiting E-bikes and other motor vehicles on Township owned property.

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

Approval of Minutes

June 4, 2026 - Motion by Randy Knauss was seconded by Keith McKeon and approved unanimously to approve the minutes of June 4, 2026.

SUBDIVISIONS: 2025-08 Douglasville Road Subdivision (148 W. Douglasville Road)

Preliminary/Final Plan - Major Subdivision - creating 3 lots in the (RR) Rural Residential Zoning District. During the June 22, 2026, Planning Commission Meeting, the plan received conditional approval with the following conditions per the Engineers Review:

1. Plans must be signed by the Owner(s) and notarized. (Bushkill Township SALDO §503.C.C.5)
2. Monumentation (or securities for placement) must be in place prior to Plan recording.
3. Comments by the Northampton County Conservation District must be considered.

The following waivers are also granted:

- SALDO §502.A. A preliminary plan submission is required for a major subdivision or land development.
- SALDO §1004.C.2. Where a subdivision or land development abuts or contains an existing street of inadequate cartway or right-of-way width, additional right-of-way and/or cartway width shall be required conforming with Table 10.1, "Design Standards for Streets."

Resolution 2026-12 - Approves the Preliminary/Final plan for the Douglasville Road Subdivision with the conditions as listed above provided by the Township Engineer. **Motion** by Randy Knauss was seconded by Julie Bender and approved unanimously to approve Resolution 2026-12

Chairman Kocher inquired as to who would be responsible to hold the securities for the water line installation for the Douglasville Road project. Solicitor Asteak stated that the Municipality should hold the securities, unless the contract with PA American Water would require the securities be held

with them. Chairman Kocher requested a motion to include the requirement to hold securities for the waterline installation as an additional comment on Resolution 2026-12. **Motion** by Keith McKeon was seconded by Randy Knauss and approved unanimously to add the security requirement for the waterline installation.

Reports

1. **Police** - Chief McLouth provided the Police Report.
 - a. **PCCD Grant** - Resolution 2026-18 approves the application and designates the officials to execute documents for the 2026 PCCD Grant. The application is for the purchase of 3 Fixed Automated License Plate Reader camera systems. **Motion** by Randy Knauss was seconded by Julie Bender and approved unanimously to approve Resolution 2026-18.
2. **Treasurer** - Report Enclosed
3. **Tax Collector** - No Report
4. **Zoning Officer** - Zoning Officer, Todd Weidman provided the report.
 - **Zoning Hearing Board Appeals:** No July Meeting
 - **Enforcement Request** - Todd requested approval for Solicitor Asteak to proceed with Zoning Enforcement. The Supervisors reiterated that the Solicitor does not need approval from the Board of Supervisors to assist staff with duties.
5. **Public Works** - Report Enclosed
6. **Library** - Valorie Hoff introduced recently appointed Library Representative Jennifer Minnich and presented the report.
7. **Recreation** -
 - a. **Park Improvements Grant** - Rec Board recommends approval of update cost estimate provided by Gilmore & Associates for the use of funds and projected schedule. **Motion** by Keith McKeon was seconded by Randy Knauss and unanimously approved the project schedule provided by Gilmore & Associates for the park improvement grant.
8. **Fire Company** - BTVFC President Alex Thompson provided the report.
9. **Engineer** -
10. **Solicitor** -
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 Brett Miller for 10-20 hours a week at a rate of \$20.00. **Motion** by Carolyn Hill was seconded by Randy Knauss and approved unanimously to authorize hiring Brett Miller.
12. **NAZ COG** - Solicitor Asteak briefly discussed the Curative Amendment filing in Lower Nazareth Township. **Motion** by Keith McKeon was seconded by Randy Knauss and unanimously approved to draft a letter in support of Lower Nazareth Township.
13. **Emergency Mgmt.** - Emergency Mgmt. Coordinator Tom Barnowski provided the report.

OLD BUSINESS:

14. **Municipal Building Roof Replacement** - No Bids were received prior to July Board of Supervisors Meeting. Township Manager recommended readvertising in Home News as well as listing project on Penn Bid.

NEW BUSINESS:

15. **2026 Fall Newsletter Articles** - Articles for the Fall Newsletter will be accepted through Friday, August 28, 2026. They may be submitted to bushkillnews@gmail.com

16. BTVFC Outdoor Restrooms - Authorization to waive permitting fees for the BTVFC Outdoor Restrooms. **Motion** by Carolyn Hill was seconded by Julie Bender and approved unanimously to waive the permit fee for the BTVFC Outdoor Restrooms.

17. E-Bike Ordinance - Authorization to have Solicitor Asteak draft a standalone ordinance prohibiting the use of E-bikes and motor vehicles on Bushkill Township properties. **Motion** by Julie Bender was seconded by Keith McKeon and approved unanimously to authorize the ordinance to be drafted for review at the August Board of Supervisors meeting.

PAY BILLS: Bill List - \$186,800.41- Motion by Julie Bender was seconded by Randy Knauss and approved unanimously to pay the bills.

**COORESPONDENCE: CJERP Regional Comp Plan
PA Environmental Council
PSATS News Bulletin**

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

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 6:33pm.

Respectfully Submitted,

Belinda A. Roberts, Manager