

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

MINUTES
February 6, 2025

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, February 6, 2025, 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 for the meeting were the Manager, Belinda A. Roberts, Chief McLouth via Zoom, Solicitor Gary Asteak, Township Engineer Robert Collura, Public Works Director Peter Yotter, Open Space Coordinator Kerry Reider, and Zoning Officer Todd Weidman. 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. Township Manager Belinda Roberts stated there were no changes to the agenda. **Motion** by Jason Smith was seconded by Randy Knauss and approved unanimously to approve the agenda.

Approval of Minutes

1. **January 6, 2025 & January 9, 2025-** **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to approve the minutes of January 6, 2025 & January 9, 2025

Reports

2. **Police** – Captain Dempsey provided the report
3. **Treasurer** - Report Enclosed
4. **Tax Collector** - Report Enclosed
5. **Zoning Officer** - Zoning Officer Todd Weidman provided the report
 - a. **Zoning Enforcement** – October 2024 there was a hearing in the Court of Common of Common Pleas regarding 104 Kichline Lane, owner Alan Hess requiring him to clean up the property. Per the Order on Oct. 24, 2024, after the 10th day, the property owner would be assessed \$1000 per day until the property is cleaned up per the Township.
6. **Public Works** - Public Works Director Peter Yotter provided the report
7. **Library** - Jarred Bedoya provided the report
8. **Recreation** - No meeting in January.
9. **Fire Company** – BTVFC President Alex Thompson provided the report.
10. **Engineer** - No Report
11. **Solicitor** –
 - a. **Ordinance 2025-01 - SALDO** – Solicitor Asteak stated the SALDO Amendments have been sent to the LVPC, Township Planning Commission and the Nazareth COG for comments. No Comments were received. Chairman Kocher asked if there were any comments or questions from the Board regarding the SALDO Amendments, hearing none, Chairman Kocher asked if there were any questions or comments from the public, hearing none. **Motion** by Rand Knauss was seconded by Carolyn Hill and approved unanimously to approve Ordinance 2025-01.
 - b. **Ordinance 2025-02 - Zoning Ordinance** - Solicitor Asteak stated the Zoning Ordinance Amendments have been sent to the LVPC, Township Planning Commission and the Nazareth COG for comments. No Comments were received. Chairman Kocher asked if there were any comments or questions from the Board regarding the Zoning Ordinance Amendments, hearing none, Chairman Kocher asked if there were any questions or comments from the public, hearing none. **Motion** by

Jason Smith was seconded by Julie Bender and approved unanimously to approve Ordinance 2025-02.

12. EAC – Open Space Coordinator Kerry Reider provided the report.

13. NAZ COG - No Report

14. Emergency Mgmt. – Emergency Management Coordinator Tom Barnowski provided the report via Zoom.

OLD BUSINESS:

15. FRCA Agreement – Motion by Randy Knauss was seconded by Jason Smith and approved unanimously to approve the FRCA Agreement with 3 of 4 agreed upon revisions The last item that was not agreed upon was manning the satellite sites. Chairman Kocher directed the representatives for the FRCA to continue to monitor the machine breakdowns going forward.

NEW BUSINESS:

16. 2025 Clean Up Day – Scheduled for April 25 & April 26, 2025.

17. 2025 Electronic Recycling Day – May 8, 2025, is date e-recycling day event.

18. Resolution 2025-02 – Captain Dempsey provided an overview of the Resolution, which provides the Police Department to charge for vehicles kept in their pole building. **Motion** by Randy Knauss was seconded by Jason Smith and approved unanimously to approve Resolution 2025-02.

19. Tax Collector – Resolution 2025-03 Setting the wage for the Tax Collector, effective January 1, 2026, at an annual wage of \$15,000 per year. **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to approve Resolution 2025-03.

20. Resignation – Karen Mengel has been the current Court Reporter for ZHB for the last few years. Ms. Mengel has emailed her resignation effective February 1, 2025.

21. Court Reporter – Ms. Genova sent an email to the Zoning Officer expressing her interest to be the ZHB Court Reporter. Ms. Genova's fees would be the same as Ms. Mengel's (\$125 for the 1st hour and \$75 for each additional hour)

PAY BILLS: Bill List - \$176,388.82 - Motion by Julie Bender was seconded by Jason Smith and approved unanimously to pay the bills.

COORESPONDENCE: Resident Letter – Fire Hydrant

2022 Tax Audit

PennDOT Letter – Speed limit on Church Road

EXECUTIVE SESSION:

GOOD OF THE BOARD: Next regular Board of Supervisors Meeting - March 6, 2025 @ 6:00pm

2025 Spring Newsletter - Articles to be submitted by Thursday, February 28, 2025

ADJOURNMENT: Chairman Kocher asked if there was any other business, hearing none, Chairman Kocher asked for a motion to adjourn the meeting. **Motion** by Jason Smith was seconded by Carolyn Hill and approved unanimously to adjourn the meeting at 6:30pm

Respectfully Submitted,

Belinda A. Roberts, Manager