

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

**MINUTES
March 6, 2025**

The Bushkill Township Board of Supervisors held their regular meeting on Thursday, March 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, Solicitor Gary Asteak, Township Engineer Robert Collura, Open Space Coordinator Kerry Reider, and Zoning Officer Todd Weidman. There were 9 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 APPROVE THE AGENDA: Chairman Kocher asked if there was any need to amend the agenda. Chairman Kocher stated that there were 2 guests that would be introduced and request to have Old Business handled prior to the Approval of Minutes. **Motion** by Carolyn Hill was seconded by Julie Bender and approved unanimously to approve the agenda.

**Jeremy Clark – Running for Judge of Northampton County Court of Common Pleas*

**Rob Kemmerer – Running for District Magistrate*

OLD BUSINESS:

1. **DCED Greenways, Trails & Rec Park Grant** – Benjamin Kutz from Gilmore & Associates provided an overview of the bids received for the Pickleball and Disc Golf Courts. There were 5 bids received. Gilmore & Associates is still gathering all of the references for the bidders to establish the responsible low bidder. Chairman Kocher stated that per the bids and the grant funding, the Township may only be able to accomplish the installation of the Pickleball Courts. The Board of Supervisors will revisit the bids at the April 3, 2025, meeting.

Approval of Minutes

2. **February 6, 2025 - Motion** by Jason Smith was seconded by Randy Knauss and approved unanimously to approve the minutes of February 6, 2025.

PLANNING MODULES: Bushkill Center Fields – Resolution 2025-04 – Property is located at the corner of Bushkill Center Road and Church Road. DEP has returned the planning module requiring Component 2. **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to approve Resolution 2025-04.

1060 Bushkill Center Road – Authorize staff to draft letter stating, “No Planning Module required”. This will allow the engineer Joe Rentko to utilize the Planning Module approved in 2014 for the Blue Moo Deli. **Motion** by Julie Bender was seconded by Randy Knauss and approved unanimously to direct staff to write letter for DEP stating “No Planning Module required” for 1060 Bushkill Center Road. .

Reports

3. **Police** – Chief McLouth provided the report
4. **Treasurer** - Report Enclosed
5. **Tax Collector** - Report Enclosed
6. **Zoning Officer** - Zoning Officer Todd Weidman provided the report
7. **Public Works** - Report Enclosed
8. **Library** – Keith McKeon provided the report
9. **Recreation** – No Report
10. **Fire Company** – BTVFC President Alex Thompson provided the report
11. **Engineer** - No Report
12. **Solicitor** – Solicitor Asteak provided an update to the Board of Supervisors regarding the hearing that was held for Zoning Violations for the Hess Property. Solicitor Asteak stated that he received and reviewed the updates/amendments to the current Peddler/Solicitation Ordinance provided by Chief McLouth.
 - a. **Biosolids Ordinance** – Authorization to hire a consultant to assist with drafting of the Biosolids Ordinance. **Motion** by Carolyn Hill was seconded by Julie Bender and approved unanimously to authorize the expenditure (Not to exceed \$10,000) subject to review and approval of the proposal by the Township Solicitor.
13. **EAC** – Open Space Coordinator Kerry Reider provided the report
 - a. **Open Space Employee** - Open Space Coordinator, Kerry Reider stated that a Seasonal employee would not be returning this year. Authorization to advertise for the position if necessary. **Motion** by Jason Smith was seconded by Randy Knauss and approved unanimously to advertise for employment if necessary.
 - b. **Lehigh Valley Greenways Mini Grant** – Open Space Coordinator Kerry Reider stated that he would like to apply for the Lehigh Valley Mini Grant, the application would be for the removal 10 large Tree of Heaven at the Albert Pond, guiderail along the area the trees will be removed and plantings of native wildflowers for the pond berms at Albert Ponds and the Ballas Preserve. **Motion** by Jason Smith was seconded by Carolyn Hill and approved unanimously to authorize the application for the Lehigh Valley Greenways Mini Grant.
14. **NAZ COG** - No February Meeting
15. **Emergency Mgmt.** – Emergency Management Coordinator Tom Barnowski provided the report via Zoom.

NEW BUSINESS:

16. **2025 Fuel, Stone, Paving Material & Material Hauling Bid** – Advertise the 2025 Fuel, Stone, Paving & Material Hauling bids. All bids will be managed electronically through Penn Bid. Bids shall be submitted no later than 2:00pm Thursday, April 3, 2025, at which time the bids will be officially opened and results displayed publicly on Penn Bid and can be considered by the Board during the April 3, 2025, meeting. **Motion** by Julie Bender was seconded by Carolyn Hill and approved unanimously to authorize the advertisement of the 2025 Fuel, Stone, Paving Material & Material Hauling Bid.
17. **2025 Road Inspection** – Chairman Kocher asked the Board of Supervisors to check availability for April 5, April 12, or April 19th for the Road Inspection and let the manager know as to allow for advertisement and scheduling of the Road Inspection.
18. **Memorandum of Understanding** – The MOU memorializes the continued relationship between Bushkill Township and Northampton County Drug Task Force. **Motion** by Jason Smith was seconded by Randy Knauss and approved unanimously to approve the MOU for the Northampton County Drug Task Force.
19. **PennDOT Traffic Counts** – The Township has received notification that PennDOT will be conducting traffic counts on Local Roads throughout Northampton County. This will begin or has begun on March 3, 2025, and continue through November 2025. Local Roads for Bushkill Township will be; Hall Road, Clearview Avenue, Clearfield Road, Hildenbrandt Road, Best Road, James Way, Zimmer Court, Parkland Drive and Rone Drive.

PAY BILLS: Bill List - \$235,096.36 - Motion by Julie Bender was seconded by Jason Smith and approved unanimously to pay the bills.

**COORESPONDENCE: Jacobsburg Historical Society – House Tour
PennDOT – 2025 Liquid Fuels (Notice of Payment)
PSATS Conference Information**

EXECUTIVE SESSION: The Board of Supervisors entered into an Executive Session at 6:50pm to discuss Real Estate matters.

**GOOD OF THE BOARD: Next regular Board of Supervisors Meeting – April 3, 2025 @ 6:00pm
2025 Clean Up Day – April 25, 2025 & 26, 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 7:08pm

Respectfully Submitted,

Belinda A. Roberts, Manager