

**BIENNIAL REORGANIZATIONAL MEETING  
JANUARY 2, 2018**

**MEMBERS PRESENT** Malissa Davis, Commissioner  
John Gallagher, Commissioner  
Michael Hudak, Commissioner  
John Merhottein, Commissioner  
Thomas Nolan, Commissioner

**OTHERS PRESENT** John Harrison, Township Solicitor  
Melissa Shafer, Township Manager  
Doug Bruce, Assistant Township Manager  
Brian Dillman, Township Engineer

**CALL TO ORDER** Solicitor Harrison called the meeting to order at 7:00 p.m. and following the Pledge of Allegiance introduced Judge Patricia Broscius who was present to administer the Oath of Office to the Commissioners Elect.

**OATH OF OFFICE** Ms. Broscius administered the Oath of Office to Commissioners Elect Michael Hudak, John Gallagher and John Merhottein.

**ELECTION OF OFFICERS** Solicitor Harrison welcomed the newly elected Commissioners and explained the process for the election of officers. Solicitor Harrison then called for nominations for President of the Board of Commissioners. Mr. Merhottein nominated Mr. Hudak and was the nomination seconded by Mr. Gallagher. There being no other nominations, upon motion (Merhottein-Gallagher), the Board of Commissioners unanimously voted by voice vote to close the nominations. By a 3-2 roll call vote, Mr. Hudak was elected President of the Board of Commissioners (Mr. Hudak, Mr. Merhottein and Mr. Gallagher were in favor). (Ms. Davis and Mr. Nolan opposed).

Solicitor Harrison turned the meeting over to Mr. Hudak.

Mr. Hudak called for nominations for Vice President of the Board of Commissioners. Ms. Davis nominated Mr. Nolan and the nomination was seconded by Mr. Gallagher. There being no other nominations, upon motion (Davis-Gallagher), the Board of Commissioners unanimously voted by voice vote to close the nominations. By a 5-0 roll call vote, Mr. Nolan was elected Vice President of the Board of Commissioners.

**POLICE OFFICER  
CITATION OF  
APPRECIATION** Mr. Hudak presented citations of appreciation to Sergeant Daryl LaPointe, Officer Gretchen Kraemer, Officer Grimaldi Gonzalez, Officer Robert Stametz and Officer John Meehan for their dedication and professionalism during the incident on December 22, 2017.

**COURTESY OF THE FLOOR** There were no comments or concerns during Courtesy of the Floor.

**APPROVAL OF MINUTES** Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to approve the minutes of the December 18, 2017 regular public meeting as presented. The motion passed 3-0-2. Mr. Merhottein and Mr. Gallagher abstained.

**RESOLUTIONS & AGREEMENTS**

**RESOLUTION R001-18**

**A RESOLUTION APPOINTING A TOWNSHIP MANAGER**

Upon motion (Nolan-Davis), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R001-18 as presented, appointing Melissa Shafer as Township Manager.

**RESOLUTION R002-18**

**A RESOLUTION APPOINTING A TOWNSHIP SOLICITOR**

Upon motion (Davis-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R002-18 as presented, appointing Broughal & DeVito LLC as Township Solicitor.

**RESOLUTION R003-18**

**A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP SOLICITOR**

Upon motion (Nolan-Davis), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R003-18 as presented, appointing Margle Law Offices PC as Assistant Township Solicitor.

**RESOLUTION R004-18**

**A RESOLUTION APPOINTING A LABOR COUNSEL**

Upon motion (Nolan-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R004-18 as presented, appointing John Harrison of Broughal & DeVito LLC as labor counsel.

**RESOLUTION R005-18**

**A RESOLUTION APPOINTING A TOWNSHIP ENGINEER**

Upon motion (Davis-Gallagher), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R005-18 as presented, appointing The Pidcock Company as Township Engineer.

**RESOLUTION R006-18**

**A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP ENGINEER**

Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R006-18 as presented, appointing ARRO Consulting, Inc. as Assistant Township Engineer.

**RESOLUTION R007-18**

**A RESOLUTION APPOINTING AN INDEPENDENT AUDITOR**

Upon motion (Nolan-Jenkins), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R007-18 as presented, appointing Campbell, Rappold & Yurasists LLP as Independent Auditor for the fiscal year 2018.

**RESOLUTION R008-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY**

Upon motion (Gallagher-Davis), the Board of Commissioners unanimously voted by voice vote to table Resolution R008-18 as presented, appointing a member to the Bethlehem Township Municipal Authority.

**RESOLUTION R009-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP PLANNING COMMISSION**

Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R009-18 as presented, appointing Joseph Soresi to the Planning Commission.

**RESOLUTION R010-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP PLANNING COMMISSION**

Upon motion (Nolan-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R010-18 as presented, appointing Lee Snover to the Planning Commission.

**RESOLUTION R011-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP RECREATION COMMISSION**

Upon motion (Merhottein-Gallagher), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R011-18 as presented, appointing Ben Hedrick to the Bethlehem Township Recreation Commission.

**RESOLUTION R012-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP ZONING HEARING BOARD**

Upon motion (Merhottein-Nolan), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R012-18 as presented, appointing Dave Chismar to the Bethlehem Township Zoning Hearing Board.

**RESOLUTION R013-18**

**A RESOLUTION APPOINTING THE REGISTERED ELECTOR MEMBER OF THE BETHLEHEM TOWNSHIP VACANCY BOARD**

Upon motion (Gallagher-Davis), the Board of Commissioners unanimously voted by voice vote to table Resolution R013-18 as presented, appointing a member as the registered elector member of the Bethlehem Township Vacancy Board.

**RESOLUTION R014-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP CIVIL SERVICE COMMISSION**

Upon motion (Gallagher-Merhottein), the Board of Commissioners unanimously voted by voice vote to table Resolution R014-18 as presented, appointing a member to the Bethlehem Township Civil Service Commission.

**RESOLUTION R015-18**

**A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM AREA PUBLIC LIBRARY ADVISORY BOARD**

Upon motion (Davis-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R015-18 as presented, appointing Randi Blauth to the Bethlehem Area Public Library Advisory Board.

**RESOLUTION R016-18**

**A RESOLUTION APPOINTING A TOWNSHIP TREASURER**

Upon motion (Merhottein-Gallagher), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R016-18 as presented, appointing Mary Lou Uangst as Township Treasurer.

**RESOLUTION R017-18**

**A RESOLUTION AWARDDING THE CONTRACT FOR JANITORIAL SERVICES AT THE BETHLEHEM TOWNSHIP COMMUNITY CENTER**

Upon motion (Davis-Gallagher), the Board of Commissioners unanimously

voted by voice vote to adopt Resolution R017-18 as presented, awarding Clean All USA, Inc. the contract for janitorial services at the Bethlehem Township Community Center.

**RESOLUTION R018-18**

**A RESOLUTION AWARDING THE CONTRACT FOR ANNUAL MISCELLANEOUS PAVING, IN CONJUNCTION WITH THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY**

Upon motion (Davis-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R018-18 as presented, awarding Schuylkill Paving Inc. the contract for annual miscellaneous paving, in conjunction with the Bethlehem Township Municipal Authority.

**RESOLUTION R019-18**

**A RESOLUTION AMENDING BETHLEHEM TOWNSHIP'S OFFICIAL SEWAGE FACILITIES PLAN (ACT 537 PLANNING MODULE COMPONENT 3M) FOR THE CONSTRUCTION OF A SANITARY SEWER EXTENSION TO PROVIDE SERVICE TO FIVE PROPERTIES ALONG THE NORTH SIDE OF EASTON AVENUE NEAR BETHMAN ROAD**

Upon motion (Nolan-Merhottein), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R019-18 as presented, amending Bethlehem Township's Official Sewage Facilities Plan (Act 537 Planning Module Component 3M) for the construction of a sanitary sewer extension to provide service to five properties along the north side of Easton Avenue near Bethman Road.

**RESOLUTION R020-18**

**A RESOLUTION AMENDING BETHLEHEM TOWNSHIP'S OFFICIAL SEWAGE FACILITIES PLAN (ACT 537 PLANNING MODULE COMPONENT 3M) FOR THE CONSTRUCTION OF A SANITARY SEWER EXTENSION TO PROVIDE SERVICE TO 10 PROPERTIES ALONG FARMERSVILLE COURT**

Upon motion (Davis-Gallagher), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R020-18 as presented, amending Bethlehem Township's Official Sewage Facilities Plan (Act 537 Planning Module Component 3M) for the construction of a sanitary sewer extension to provide service to 10 properties along Farmersville Court.

**RESOLUTION R021-18**

**A RESOLUTION AUTHORIZING OFFICERS JEREMY ANDERSON AND EDWARD FOX TO ATTEND NORTHEAST COUNTERDRUG TRAINING CENTER COURSES JANUARY 11-12, 2018, AND MARCH 5-7, 2018, IN FORT INDIANTOWN GAP, PENNSYLVANIA**

Upon motion (Nolan-Gallagher), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R021-18 as presented, authorizing Officers Jeremy Anderson and Edward Fox to attend Northeast Counterdrug Training Center courses January 11-12, 2018, and March 5-7, 2018, in Fort Indiantown Gap, Pennsylvania.

**MOTIONS OF THE BOARD OF COMMISSIONERS**

**MOTION**

**A MOTION APPOINTING A COMMISSIONER TO THE FIRE RELATIONS COMMITTEE**

Upon motion (Nolan-Davis), the Board of Commissioners unanimously voted

by voice vote to appoint Commissioner John Gallagher to the Fire Relations Committee.

**PUBLIC HEARINGS**

**ORDINANCE 01-18**

**AN ORDINANCE AMENDING CHAPTER 212, "SOLID WASTE," OF THE TOWNSHIP OF BETHLEHEM CODE OF ORDINANCES, BY AMENDING ARTICLE II, "RECYCLING," TO AMEND THE HOURS THAT WASTE COLLECTORS CAN COLLECT REFUSE, RECYCLABLE MATERIALS, AND OTHER WASTE, AND REPEALING ALL OTHER ORDINANCES INCONSISTENT WITH THIS AMENDMENT**

Upon motion (Nolan-Davis), the Board of Commissioners voted by voice vote to adopt Ordinance 01-18 amending Chapter 212, "Solid Waste," of the Township of Bethlehem Code of Ordinances, by amending Article II, "Recycling," to amend the hours that waste collectors can collect refuse, recyclable materials, and other waste, and repealing all other ordinances inconsistent with this amendment from 5:00 a.m. to 6:00 a.m. Mr. Gallagher opposed.

**APPROVAL OF PURCHASE ORDERS**

**PO 20172949 – AXON ENTERPRISES INC. – POLICE – \$5,512.00  
PO 20172951 – D.S. CORRELL CO. INC. – PPIS – \$5,642.80**

Upon motion (Merhottein-Nolan), the Board of Commissioners unanimously voted by voice vote to approve purchase orders PO20172949 and PO 20172951 as presented.

**EXECUTIVE SESSION**

Mr. Hudak announced that the Board of Commissioners will meet in Executive Session on January 2, 2018 immediately after the Board of Commissioners meeting to discuss personnel issues.

**ADJOURNMENT**

Upon motion (Davis-Merhottein), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 7:49 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary