

**BOARD OF COMMISSIONERS  
BIENNIAL REORGANIZATIONAL MEETING  
JANUARY 6, 2020**

**MEMBERS PRESENT**

Michael Hudak, President  
Malissa Davis, Vice President  
John Gallagher, Commissioner  
John Merhottein Commissioner

**OTHERS PRESENT**

James Broughal, Township Solicitor  
Doug Bruce, Township Manager  
Rosalia Italiano-Cacciabeve, Township Treasurer  
Rich Kanaskie, Assistant Public Works Director

**CALL TO ORDER**

Solicitor Broughal called the meeting to order at 7:00 p.m. and following the Pledge of Allegiance introduced Laura Zapata, Notary Public, who was present to administer the Oath of Office to the Commissioners Elect.

**OATH OF OFFICE**

Ms. Zapata administered the Oath of Office to Commissioners Elect Malissa Davis and John Gallagher.

**ELECTION OF OFFICERS**

Solicitor Broughal welcomed the newly elected Commissioners and explained the process for the election of officers. Solicitor Broughal then called for nominations for President of the Board of Commissioners. Mr. Gallagher nominated Mr. Merhottein. Ms. Davis nominated Mr. Hudak. There being no other nominations, the Board of Commissioners voted by roll call vote. Ms. Davis and Mr. Hudak voted for Mr. Hudak. Mr. Gallagher and Mr. Merhottein voted for Mr. Merhottein. The vote was 2-2 and did not pass.

Solicitor Broughal then explained that the law requires the commissioners reorganize and elect a president within 10 days. If they fail to reorganize then the meeting is over with no business taking place. Ms. Davis nominated Mr. Hudak. By a 4-0 roll call vote, Mr. Hudak was elected President of the Board of Commissioners.

Solicitor Broughal turned the meeting over to Mr. Hudak.

Mr. Hudak called for nominations for Vice President of the Board of Commissioners. Mr. Merhottein nominated Ms. Davis. By a 4-0 roll call vote, Ms. Davis was elected Vice-President of the Board of Commissioners.

**COURTESY OF THE FLOOR**

**DAVID BUCHERER  
4220 NICHOLAS ST.**

Mr. Bucherer said that new construction is taking place next to his house and as a result, the workers are leaving mud trails on the road and dragged a chain across his lawn. He would like to see his property respected and the roads cleaned up. Mr. Merhottein said he spoke with Planning Director Amanda Raudenbush and confirmed that one of the issues had been resolved. Mr. Hudak said that Ms. Raudenbush has visited the site to make sure they were following the ordinances. Mr. Bucherer said he was also concerned about flooding on his property resulted from the water running off the vacant lot onto Sheridan.

**BARRY ROTH  
4323 CHETWIN TERR.**

Mr. Roth commented that the township needs to start enforcing ordinances and ensure that permits are obtained before any work is done.

**TOM KEEFER  
3803 CARTER RD.**

Mr. Keefer commented that fireworks were set off New Year's Eve in his neighborhood and believes the law should be enforced. Mr. Hudak asked him if he had called the police. Mr. Keefer said he has done so in the past but nothing was done. Mr. Merhottein said it is not easy for the police to catch them in the act and suggested that he contact the state legislature.

**STANLEY YAGLOWSKI  
3136 FAIRVIEW ST.**

Mr. Yaglowksi commented that his neighbors park up to his driveway and is concerned that snow plows may not be able to get through.

**ROSE SZABO  
2702 ROOSEVELT ST.**

Ms. Szabo said Clermont Street in her neighborhood is has not been repaved in 49 years. Mr. Hudak said half of the road belongs to the City of Bethlehem. She asked if perhaps the township could speak with the City of Bethlehem and work out an agreement to have the road paved.

**EXECUTIVE SESSION  
ANNOUNCEMENT**

Solicitor Broughal announced that the Board of Commissioners met in Executive Session on January 6, 2020 at 6:30 p.m. to discuss personnel matters pursuant to Section 708a of the Pennsylvania Sunshine Act.

**APPROVAL OF  
MINUTES**

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the December 16,2019 regular public meeting with amendment.

**RESOLUTIONS &  
AGREEMENTS**

**RESOLUTION R001-20 A RESOLUTION APPOINTMENT A TOWNSHIP MANAGER**

Upon motion (Gallagher-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R001-20 appointing Doug Bruce as Township Manager, is in accordance with the employment agreement originally approved by Resolution R035-18 on March 19, 2018.

**RESOLUTION R002-20 A RESOLUTION APPOINTING A TOWNSHIP SOLICITOR**

Upon motion (Davis-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Resolution R002-20 appointing Broughal & DeVito LLP as Township Solicitor.

**RESOLUTION R003-20 A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP SOLICITOR**

Upon motion (Davis-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R003-20 appointing Margle Law Offices, P.C. as Assistant Township Solicitor.

**RESOLUTION R004-20 A RESOLUTION APPOINTING A LABOR COUNSEL**

Upon motion (Davis-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R004-20 appointing John S. Harrison of Broughal & DeVito LLP as Labor Counsel.

**RESOLUTION R005-20 A RESOLUTION APPOINTING A TOWNSHIP ENGINEER**

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Resolution R005-20 appointing The Pidcock Company as Township Engineer.

**RESOLUTION R006-20 A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP ENGINEER**

Upon motion (Hudak-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R006-20 appointing ARRO Consulting Inc. as Assistant Township Engineer.

**RESOLUTION R007-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP PLANNING COMMISSION**

Upon motion (Merhottein-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R007-20 appointing James Daley to the Bethlehem Township Planning Commission.

**RESOLUTION R008-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP RECREATION COMMISSION**

Upon motion (Merhottein-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R008-20 appointing Marilyn Minder to the Bethlehem Township Recreation Commission.

**RESOLUTION R009-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP ZONING HEARING BOARD**

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R009-20 appointing Richard Pellizoni to the Bethlehem Township Zoning Hearing Board.

**RESOLUTION R010-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP VACANCY BOARD**

Upon motion (Gallagher-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R010-20 appointing Frank B. Pologruto to the Bethlehem Township Vacancy Board.

**RESOLUTION R011-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP CIVIL SERVICE COMMISSION**

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R011-20 appointing Timothy J. Brady to the Bethlehem Township Civil Service Commission.

**RESOLUTION R012-20 A RESOLUTION APPOINTING A TOWNSHIP TREASURER**

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Resolution R012-20 appointing Rosalia Italiano-Cacciabeve as Township Treasurer.

**RESOLUTION R014-20 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY**

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R014-20 appointing Ronald Gori to the Bethlehem Township Municipal Authority.

**RESOLUTION R015-20 A RESOLUTION APPOINTING AN ALTERNATE MEMBER TO THE BETHLEHEM TOWNSHIP CIVIL SERVICE COMMISSION**

Upon motion (Davis-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R015-20 appointing Luke Verdes as an alternate to the Bethlehem Township Civil Service Commission.

**RESOLUTIONS OF THE BOARD OF COMMISSIONERS**

**RESOLUTION R013-20 A RESOLUTION AUTHORIZING AND ENDORSING AN APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION FOR A GREEN LIGHT GO GRANT**

Pennsylvania’s Municipal Signal Partnership Program, also known as the “Green Light–Go Program”, provides state funds for the operation and maintenance of traffic signals along critical and designated corridors on state highways. Mr. Bruce said the grant application is due January 15, 2020.

Upon motion (Davis-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R013-20 authorizing and endorsing an application to the Pennsylvania Department of Transportation for a Green Light Go grant as amended (with match amount of \$6,400).

**MOTION OF THE BOARD OF COMMISSIONERS**

**MOTION**

**A MOTION AUTHORIZING A LETTER OF COMMITMENT FOR THE NANCY RUN TRIBUTARY RESTORATION PROJECT, ON BEHALF OF WILDLANDS CONSERVANCY IN SUPPORT OF A COLDWATER HERITAGE PROGRAM GRANT APPLICATION**

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing a letter of commitment for the Nancy Run Tributary Restoration Project, on behalf of Wildlands Conservancy in support of a Coldwater Heritage Program grant application.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH T&M ASSOCIATES CONSULTING ENGINEERS FOR GRANT APPLICATION, GRAPHIC SIGNAGE DESIGN, BIDDING AND CONSTRUCTION SERVICES FOR THE THIRD PHASE OF SITE IMPROVEMENTS AT HOUSENICK MEMORIAL PARK**

Upon motion (Gallagher-Davis), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the Township Manager to enter into an agreement with T&M Associates Consulting Engineers for grant application, graphic signage design, bidding and construction services for the third phase of site improvements at Housenick Memorial Park.

**APPROVAL OF  
PURCHASE ORDERS**

**PO 20192970 – U.S. MUNICIPAL SUPPLY – PW - \$73,500.00 (TABLED)  
PO 20200008 – ASL MECHANICAL – PPIS – \$19,400.00**

Upon motion (Hudak-Merhottein), the Board of Commissioners voted unanimously by voice vote to un-table Purchase Order 20192970.

Mr. Hudak said he received additional information from Public Works requested.

**BARRY ROTH  
4323 CHETWIN TERR.**

Mr. Roth commented aluminum is better and asked why the truck isn't being ordered in one piece as opposed to piecemealed.

**TOM KEEFER  
3803 CARTER RD.**

Mr. Keefer commented that aluminum is better and that the State purchases their trucks in one complete piece.

Mr. Gallagher said he needed more information and made a motion to table the purchase order.

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Purchase Order 20200008 and to table Purchase Order 20192970.

**ADJOURNMENT**

There being no other business, upon motion (Merhottein-Gallagher), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 8:13 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary