

**REGULAR PUBLIC MEETING
JULY 7, 2014**

MEMBERS PRESENT D. Martin Zawarski, President
Michael Hudak, Vice President
Phil Barnard, Commissioner
Pat Breslin, Commissioner
Thomas Nolan, Commissioner

OTHERS PRESENT John Harrison, Township Solicitor
Melissa Shafer, Township Manager
Doug Bruce, Assistant Township Manager
Nathan Jones, Planning Director
Laura Zapata, Recording Secretary

CALL TO ORDER President Zawarski called the meeting to order at 7:04 p.m., and led those in attendance in reciting the Pledge of Allegiance.

ANNOUNCEMENT President Zawarski and the commissioners welcomed the new Planning Director, Nathan Jones to the township.

COURTESY OF THE FLOOR

**ALLEN KOSZI JR.
BETHLEHEM BOATING CLUB** Mr. Koszi asked the Commissioners to investigate the water run-off that has caused the Bethlehem Boating Club almost \$30,000 in damage to their property. He said the water is coming from the property owned by St. Luke's and from a retention pond on Hodle Avenue. He requested that steps be taken to find out exactly where the water is coming from and rectify the problem. Mr. Hudak stated that he had seen first-hand the damage and asked Mr. Koszi to express his concerns to the board. He also asked Mr. Koszi to meet with Melissa Shafer, Township Manager for further discussion.

**MARTIN COMER
3613 DEWALT STREET** Mr. Comer said there is flooding throughout the township and that some sort of draining system should be put in place. He also said that in his opinion, the position of Deputy Emergency Management Coordinator should be appointed to someone local.

APPROVAL OF MINUTES Upon motion (Hudak-Barnard), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the June 16, 2014 regular public meeting as presented.

**RESOLUTIONS OF THE
BOARD OF
COMMISSIONERS**

**RESOLUTION R054-14 A RESOLUTION AUTHORIZING THE TOWNSHIP MANAGER TO
UTILIZE MUNICIBID ON-LINE GOVERNMENT AUCTION SERVICE
FOR THE SALE OF TOWNSHIP-OWNED PERSONAL PROPERTY**

Melissa Shafer, Township Manager said that the Municibid On-Line Government Auction is a legal, efficient way to sell property such as police cars on line at a low cost.

Upon motion (Hudak-Breslin), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R054-14 authorizing the township manager to utilize Municibid on-line government auction service for the sale of township-owned personal property.

**RESOLUTION R055-14 A RESOLUTION AUTHORIZING THE TOWNSHIP MANAGER TO
APPROVE AND MAKE PAYMENTS TO CONTRACTORS RELATED
TO THE FREEMANSBURG AVENUE BRIDGE PROJECT**

Upon motion (Breslin-Nolan), the Board of Commissioners unanimously voted by voice vote to adopt Resolution 055-14 authorizing the Township Manager to approve and make payments to contractors related to the Freemansburg Avenue Bridge Project.

**RESOLUTION R056-14 A RESOLUTION AUTHORIZING AN APPLICATION TO THE
PENNSYLVANIA BUREAU OF HIGHWAY AND SAFETY TRAFFIC
ENGINEERING FOR THE BETHLEHEM TOWNSHIP DUI
ENFORCEMENT PROJECT, WITH PROJECT DIRECTOR SERGEANT
DARYL LAPOINTE AND AUTHORIZING OFFICIAL MELISSA
SHAFER**

Melissa Shafer, Township Manager explained that this is a standard grant application for the DUI program.

Upon motion (Barnard-Nolan), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R056-14 authorizing an application to the Pennsylvania Bureau of Highway and Safety Traffic Engineering for the Bethlehem Township DUI Enforcement Project, with project director Sergeant Daryl LaPointe and authorizing official Melissa Shafer.

**RESOLUTION R057-14 A RESOLUTION SUPPORTING PENNSYLVANIA SENATE BILL 1340,
INTRODUCED BY SENATOR RANDY VULAKOVICH (R-
ALLEGHENY/BUTLER), AND HOUSE BILL 1272, INTRODUCED BY
REPRESENTATIVE HARRY READSHAW (D-ALLEGHENY),
ENABLING ALL MUNICIPAL POLICE TO USE THE SAME MOTOR
VEHICLE SPEED-TIMING EQUIPMENT AS THE PENNSYLVANIA
STATE POLICE**

Melissa Shafer, Township Manager explained that this bill would allow local police to use radar to cite drivers for speeding. She said that only State Troopers

are allowed to use radar at this time. President Zawarski said this law would be a easier way to allow township police to enforce traffic laws but said that the number of speeding tickets the township police write are minimal.

Upon motion (Nolan-Hudak), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R057-14 supporting Pennsylvania Senate Bill 1340, introduced by Senator Randy Vulakovich (R-Allegheny/Butler), and House Bill 1272, introduced by Representative Harry Readshaw (D-Allegheny), enabling all municipal police to use the same motor vehicle speed-timing equipment as the Pennsylvania State Police.

RESOLUTION R058-14

A RESOLUTION AUTHORIZING REGISTRATION AS A PENNSYLVANIA DEPARTMENT OF TRANSPORTATION BUSINESS PARTNER, TO BE PERMITTED ELECTRONIC ACCESS TO THE PENNDOT ENGINEERING AND CONSTRUCTION MANAGEMENT SYSTEM

Melissa Shafer, Township Manager explained that this system is for making payments related to the Freemansburg Avenue project.

Upon motion (Barnard-Breslin), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R058-14 authorizing registration as a Pennsylvania Department of Transportation business partner, to be permitted electronic access to the PennDOT Engineering and Construction Management System.

RESOLUTION R059-14

A RESOLUTION AWARDING THE CONTRACT FOR FREEMANSBURG AVENUE BRIDGE INSPECTION

Melissa Shafer, Township Manager, explained that this a boiler plate PennDOT contract for the bridge portion of the Freemansburg Avenue project and is working with St. Luke's who is footing the bill. She said the contract has been reviewed by the Township Solicitor's office.

Upon motion (Hudak-Barnard), the Board of Commissioners unanimously voted by voice vote to adopt Resolution R059-14 awarding McTish, Kunkel & Associates of Allentown the contract for bridge inspection of the Freemansburg Avenue Bridge Project, based on its proposal of May 22, 2014.

MOTIONS OF THE BOARD OF COMMISSIONERS

MOTION

A MOTION RECOMMENDING AN APPOINTMENT TO THE POSITION OF ASSISTANT EMERGENCY MANAGEMENT COORDINATOR

Melissa Shafer, Township Manager, explained that this position is an unpaid volunteer position which is recommended by the board and appointed by the governor. She recommended that C.J. Kuronya be appointed and that he successfully passed a background screening. President Zawarski stated this would be an ideal situation.

Upon motion (Nolan-Hudak), the Board of Commissioners unanimously voted by voice vote to recommend to the governor C.J. Kuronya's appointment of Deputy Emergency Management Coordinator.

MOTION

A MOTION TO AWARD THE CONTRACT FOR TRAFFIC SIGNAL MAINTENANCE

Upon motion (Hudak-Barnard), the Board of Commissioners unanimously voted by voice vote to award the contract for Traffic Signal Maintenance.

APPROVAL OF PURCHASE ORDERS

PO 20141847 – PENNALLEEN CORP – FINANCE – \$21,059.00

Ms. Shafer stated that this is a tax refund not a purchase per court order.

Upon motion (Breslin-Nolan), the Board of Commissioners voted by voice vote to approve Purchase Order 20141847 as presented.

DISCUSSION ITEM

ATHLETIC FIELD USE POLICY

Mr. Hudak stated that the township needs to set up a policy governing use of its athletic fields. He said agreements have always been verbal. He believes that private athletic groups have been allowed to use the fields for free. Mr. Hudak said the fee is \$20 a day which is \$10, 140 in fees that they would demand from anyone else. He said these charges do not cover lighting and the fields are maintained by the township employees. Mr. Hudak stated that a policy should be in place in order to become fiscally responsible. Mr. Zawarski asked if there have been complaints. Mr. Hudak said the issue is not complaints; the issue is giving free access to private organizations who have their own budget. Mr. Nolan said that he has been involved with the Bulldogs. He said they are a group of dedicated volunteers and without them Bethlehem Township would not have an athletic organization. Mr. Nolan said he would like to look at leasing the field to see if they are being fully utilized. Mr. Barnard wondered if there were enough fields to use and if the township needs to make more fields. He asked why costs for developments are waived when the money can be used for the fields.

EASTON AVENUE SIDEWALK

Melissa Shafer, Township Manager explained that the section of concrete in front of homes across from the Keystone Pub have fallen into a utility culvert. She said that PennDOT representatives have met with township employees and have agreed to assist. That section of property is not shown on the tax maps. Ms. Shafer said that at this point put a pipe to allow owners to connect their sump pumps to. Mr. Barnard asked if this is a sink-hole issue. Ms. Shafer stated that a concrete slab crashed. She said she is looking for direction from the board as to lay grass down or concrete. Mr. Hudak recommended the culvert be filled with grass.

P3 TOWERS

President Zawarski stated that he and Melissa Shafer, Township Manager met with a representative from P3 Towers who wants to locate a property to erect a tower for multiple phone carriers in which the township would be paid a given rent. He said that they provide services to other municipalities by constructing towers and manage all costs. John Harrison, Township Solicitor stated he is

concerned those cell phone carriers do this without a middleman and that they should be contacted directly.

ADJOURNMENT

There being no other business, upon motion (Nolan-Hudak), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 8:12 p.m.

Respectfully submitted,

Laura Zapata
Recording Secretary