

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
FEBRUARY 17, 2020**

- MEMBERS PRESENT** Michael D. Hudak, President  
Malissa K. Davis, Vice President  
John K. Gallagher, Commissioner  
John J. Merhottein Commissioner  
Dale A. Sourbeck, Commissioner
- OTHERS PRESENT** James L. Broughal, Township Solicitor  
Ronald Gawlik, Township Engineer  
Doug Bruce, Township Manager  
Amanda Raudenbush, Planning Director
- CALL TO ORDER** President Hudak called the meeting to order at 7:02 p.m., and led those in attendance in reciting the Pledge of Allegiance.
- EXECUTIVE SESSION ANNOUNCEMENT** Solicitor Broughal announced that the Board of Commissioners met in Executive Session on February 17, 2020 at 6:30 p.m. to discuss contract negotiation matters pursuant to Section 708a of the Pennsylvania Sunshine Act.
- COURTESY OF THE FLOOR**
- ROY ROTH  
4323 CHETWIN TERR.** Mr. Roth informed the board that a few shingles were missing from the roof of the township building. Concerning the stormwater report presented at the last meeting, Mr. Roth asked if the township had any ideas for funding the projects. Mr. Hudak said the board has not discussed it but that there was the possibility of having to borrow the money. Ms. Davis also said that the board has not discussed it but mentioned a few ideas for funding such as imposing a stormwater fee, raising taxes or borrowing. Mr. Roth said that in the report, many problem areas were not mentioned. Mr. Hudak said the study identified eight areas based on priority. Mr. Roth said a few years ago, the previous township manager, Melissa Shafer, had taken a trip to Lancaster to see how they managed stormwater and asked if a report had been done. Ms. Davis said it was only a fact-finding trip.
- MARTIN D. COMER  
3613 DEWALT ST.** Mr. Comer thanked Mr. Gallagher and Mr. Bruce for the table at Comer Park and asked for one more table.
- APPROVAL OF MINUTES** Upon motion (Gallagher-Sourbeck), the Board of Commissioners unanimously voted by voice vote to table the minutes of the February 3, 2020 regular public meeting.
- SUBDIVISIONS & LAND DEVELOPMENT**
- MOTION** **A MOTION APPROVING IMPROVEMENTS SECURITY RELEASE CERTIFICATION #3, IN THE AMOUNT OF \$850,790.86, FOR THE MADISON FARMS PHASE 4 LAND DEVELOPMENT**
- Solicitor Broughal said the board could vote on all five motions in one vote. Mr. Gallagher wanted to know what the security covers. Ms. Raudenbush said the security posted covers a variety of public improvements such as black top paving. Once all improvements are made, the plan goes into an 18-month maintenance period at which time security is posted to make sure everything was done correctly.

**BARRY ROTH  
4323 CHETWIN TERR.**

Mr. Roth asked which phase was responsible for ensuring that the “M” at Madison Farms will last. Mr. Gawlik said he was unsure.

Solicitor Broughal said that by law, the request for the security release is sent to the Township Engineer to be reviewed. Once the Township Engineer deems it appropriate to release, the board must act. Solicitor Broughal asked that a condition be placed going forward that all accounts must be brought to current before releasing security.

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Improvements Security Release Certification #3, in the amount of \$850,790.86, for the Madison Farms Phase 4 land development.

**MOTION**

**A MOTION APPROVING IMPROVEMENTS SECURITY RELEASE CERTIFICATION #4, IN THE AMOUNT OF \$334,139.61, FOR THE MADISON FARMS PHASE 2 LAND DEVELOPMENT**

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Improvements Security Release Certification #4, in the amount of \$334,139.61, for the Madison Farms Phase 2 land development

**MOTION**

**A MOTION APPROVING SECURITY RELEASE CERTIFICATION #2, IN THE AMOUNT OF \$1,028,728.18, FOR THE BRODHEAD ROAD DISTRIBUTION CENTER LAND DEVELOPMENT**

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Security Release Certification #2, in the amount of \$1,028,728.18, for the Brodhead Road Distribution Center land development

**MOTION**

**A MOTION APPROVING SECURITY RELEASE CERTIFICATION #1, IN THE AMOUNT OF \$2,148,824.70, FOR THE GREEN POND PRGCC TRADITIONS OF AMERICA AT GREEN POND LAND DEVELOPMENT**

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Security Release Certification #1, in the amount of \$2,148,824.70, for the Green Pond PRGCC Traditions of America at Green Pond land development

**MOTION**

**A MOTION APPROVING IMPROVEMENTS SECURITY CERTIFICATION RELEASE #1, IN THE AMOUNT OF \$707,191.43, FOR THE MADISON FARMS PHASE 5 LAND DEVELOPMENT**

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Improvements Security Certification Release #1, in the amount of \$707,191.43, for the Madison Farms Phase 5 land development

**RESOLUTIONS OF  
THE BOARD OF  
COMMISSIONERS**

**RESOLUTION R020-20 A RESOLUTION AUTHORIZING AND ENDORSING AN APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR A GRANT FOR THE HOUSENICK MEMORIAL PARK DEVELOPMENT PHASE III PROJECT**

Mr. Bruce said this application is to the Department of Conservation and Natural Resources, in the amount of \$200,000. T&M Associates partnered with the township and are handling the grant applications for the Housenick Memorial Park Development Phase III project.

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R020-20 authorizing and endorsing an application to the Pennsylvania Department of Conservation and Natural Resources for a grant for the Housenick Memorial Park Development Phase III Project.

**RESOLUTION R023-20 A RESOLUTION AUTHORIZING AND ENDORSING AN APPLICATION TO THE COMMONWEALTH FINANCING AUTHORITY FOR A GREENWAYS, TRAILS AND RECREATION PROGRAM (GTRP) GRANT FOR THE HOUSENICK MEMORIAL PARK DEVELOPMENT PHASE III PROJECT**

Mr. Bruce said that this grant application for this project is to the Commonwealth Financing Authority in the amount of \$250,000.

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R023-20 authorizing and endorsing an application to the Commonwealth Financing Authority for a Greenways, Trails and Recreation Program (GTRP) grant for the Housenick Memorial Park Development Phase III Project.

**RESOLUTION R021-20 A RESOLUTION AUTHORIZING AND ENDORSING AN APPLICATION TO THE PENNSYLVANIA DEPARTMENT OF CONSERVATION AND NATURAL RESOURCES FOR A GRANT FOR THE NANCY RUN TRIBUTARY RESTORATION PROJECT**

Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve Resolution R021-20 authorizing and endorsing an application to the Pennsylvania Department of Conservation and Natural Resources for a grant for the Nancy Run Tributary Restoration Project.

**RESOLUTION R022-20 A RESOLUTION AUTHORIZING CORPORAL KIRK HARRYN AND CLERK JENNIFER SCHWARTZ TO ATTEND THE CODY CONNECT CONFERENCE MAY 18-20, 2020, IN HERSHEY, PENNSYLVANIA**

Upon motion (Merhottein-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R022-20 authorizing Corporal Kirk Harryn and Clerk Jennifer Schwartz to attend the Cody Connect Conference May 18-20, 2020, in Hershey, Pennsylvania.

**MOTION OF THE  
BOARD OF  
COMMISSIONERS**

**MOTION**

**A MOTION AUTHORIZING THE TAX EXONERATION OF PARCELS N7-4-1 AND N7-4-4C FOR THE BETHLEHEM AREA SCHOOL DISTRICT**

Mr. Hudak said that the land located on Freemansburg Avenue and Farmersville Road is a corn field being farmed by Koehler Farms for a minimal amount of money. In exchange, the township waives the fee to the school district for helping the farmers. Mr. Sourbeck asked why the school district isn't exempt. Solicitor Broughal explained that in this case, the school isn't using the land for a school-related purpose, therefore making it taxable.

Upon motion (Davis-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the tax exoneration of parcels N7-4-1 and N7-4-4C for the Bethlehem Area School District.

**APPROVAL OF BILL  
AGENDA OF  
FEBRUARY 12, 2020**

Upon motion (Davis-Sourbeck), the Board of Commissioners unanimously voted by voice vote to approve the Bill Agenda of February 12, 2020.

**APPROVAL OF  
PURCHASE ORDERS**

**PO 20200212 – EVERBRIDGE – PPIS – \$7,161.08**  
**PO 20200228 – L&L CONSTRUCTION – PPIS – \$3,632.20**  
**PO 20200236 – BTAA – ADMINISTRATION – \$40,000**  
**PO 20200237 – FBTA – ADMINISTRATION – \$36,000.00**  
**PO 20200238 – MIRACLE LEAGUE OF NC – ADMIN – \$5,000.00**  
**PO 20200239 – BTVFC – ADMINISTRATION – \$306,000.00**  
**PO 20200240 – NRFC – ADMINISTRATION – \$163,700.00**  
**PO 20200247 – BTVFC – ADMINISTRATION – \$20,000.00**  
**PO 20200306 – VALLEY BUSINESS SYSTEMS – PPIS – \$5,220.00**  
**PO 20200328 – PORTNOFF LAW ASSOCIATES – FINANCE – \$5,635.00**  
**PO 20200344 – IWORQ – PLANNING – \$16,000**  
**PO 20200360 – LIFE FITNESS – BTCC – \$29,976.94**  
**PO 20200392 – E.M. KUTZ INC. – PW – \$2,737.50**  
**PO 20200393 – U.S. MUNICIPAL SUPPLY – PW – \$3,829.37**  
**PO 20200394 – U.S. MUNICIPAL SUPPLY – PW – \$6,826.73**

Concerning purchase order number one, Mr. Gallagher asked how many residents use the NIXLE alerts and how many alerts were sent out last year. Mr. Bruce said he will get him those numbers.

Upon motion (Gallagher-Sourbeck), the Board of Commissioners unanimously voted by voice to approve Purchase Orders 202000212, 20200228, 20200236, 20200237, 20200238, 20200239, 20200240, 20200247, 20200306, 20200328, 20200344, 20200360, 20200392, 20200393 and 20200394 as presented.

**APPROVAL OF  
TREASURER'S  
REPORT OF JANUARY  
31, 2020**

Upon motion (Davis-Merhottein), the Board of Commissioners unanimously voted by voice vote to approve the Treasurer's Report of January 31, 2020 as presented, subject to audit.

**ZONING HEARING  
BOARD MEETING OF  
FEBRUARY 26, 2020**

Ms. Raudenbush said there is only one item on the agenda and the applicant is asking for the ability to park tractor trailers overnight on the property located at 1623 Freemansburg Avenue. Mr. Bruce said the board may want to have counsel there as

representation.

Upon motion (Hudak-Sourbeck), the Board of Commissioners unanimously voted by voice vote to send the Township Solicitor as a representative to the Zoning Hearing Board meeting of February 26, 2020.

**MONTHLY REPORTS** All monthly reports were accepted.

**DISCUSSION ITEMS**

**DEDICATION OF  
OVERLOOK &  
GAZEBO AT  
HOUSENICK PARK**

Ms. Davis said that Mr. Hudak and Mr. Nolan have been involved with the Housenick Park from the very beginning. She said she would like a plaque dedicating the overlook to Mr. Hudak and another plaque dedicating the gazebo to Mr. Nolan as a tribute to their support. Mr. Hudak said he was humbled by the gesture of a tribute to his father.

Upon motion (Davis-Sourbeck), the Board of Commissioners unanimously voted by voice vote to authorized the Public Works department and the Parks and Recreation Commission to work together to get the appropriate plaques.

**HOPE ROAD  
PROPERTY –  
APPRAISAL  
PROPOSAL**

Mr. Hudak began by saying that he is in support of spending the \$2,800 for the appraisal as he would like to know what the current value of the Hope Road property as it is currently zoned. Mr. Sourbeck asked what would be the reason for the appraisal since the board had not agreed to sell it. Mr. Gallagher said it would be a waste of money to have the appraisal done and then decide not to sell it. He said he would like to keep the options open and the perhaps a new public works building or a fire house can be built on the land. Mr. Merhottein said he believes the support is not there to sell the property. Ms. Davis said the money gained from the sale would not be enough to pay for the stormwater projects or the realigning of Farmersville Road and Freemansburg Avenue. She said the property is an asset to the township. The consensus was to keep the property. No action was taken.

**ADJOURNMENT**

There being no other business, upon motion (Merhottein-Sourbeck), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 7:50 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary