

**REGULAR PUBLIC MEETING  
JUNE 19, 2017**

**MEMBERS PRESENT**

Michael Hudak, President  
Thomas Nolan, Vice-President  
Malissa Davis, Commissioner  
Kim Jenkins, Commissioner  
Pat Breslin, Commissioner

**OTHERS PRESENT**

James Broughal, Township Solicitor  
Melissa Shafer, Township Manager  
Doug Bruce, Assistant Township Manager  
Nathan Jones, Planning Director  
Brian Dillman, Township Engineer

**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.

**COURTESY OF THE FLOOR**

There were no comments or concerns during Courtesy of the Floor.

**APPROVAL OF MINUTES**

Upon motion (Nolan-Breslin), the Board of Commissioners unanimously voted by voice vote to table the minutes of the June 5, 2017 regular public meeting.

**SUBDIVISIONS & LAND DEVELOPMENT**

**RESOLUTION R053-17**

**A RESOLUTION GRANTING A ONE-YEAR EXTENSION TO MEET THE CONDITIONS OF THE WILLIAM PENN COMMONS LAND DEVELOPMENT PRELIMINARY/FINAL PLAN APPROVAL**

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by roll call vote to deny Resolution R053-17 granting a one-year extension to meet the conditions of the William Penn Commons Land Development Preliminary/Final Plan approval.

**MOTION**

**A MOTION APPROVING CORRESPONDENCE TO THE HEARING OFFICER SPECIFYING CONDITIONS RELATED TO TRADITIONS OF AMERICA AT GREEN POND PROPOSAL**

Upon motion (Jenkins-Breslin), the Board of Commissioners voted by roll call vote to approve a motion to separately review the standard conditions from the additional conditions based upon correspondence to the hearing officer specifying conditions related to the Traditions of America at Green Pond proposal. The motion passed 4 to 1. Mrs. Davis opposed.

Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to approve a motion approving 1 through 12 of the standard conditions based upon correspondence to the hearing officer specifying conditions related to Traditions of America at Green Pond proposal.

Mrs. Davis made a motion to separately review 6 additional conditions. There being no second, the motion failed.

Upon motion (Nolan-Davis), the Board of Commissioners voted by roll call vote to approve a motion to approve 1 through 6 of the additional conditions. The motion failed 3 to 2. Mr. Hudak, Mrs. Jenkins and Mr. Breslin opposed.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO A HIGHWAY OCCUPANCY PERMIT CONDITION STATEMENT AGREEMENT WITH THE HELLENIC ORTHODOX CHURCH ANNUNCIATION**

Upon motion (Jenkins-Breslin), the Board of Commissioners unanimously voted by voice vote to approve a motion authorizing the township manager to enter into a Highway Occupancy Permit Condition Statement agreement with the Hellenic Orthodox Church Annunciation.

**RESOLUTIONS OF THE BOARD OF COMMISSIONERS**

**RESOLUTION R054-17 A RESOLUTION PERMITTING BETHLEHEM TOWNSHIP FULL-TIME EMPLOYEES AND ACTIVE VOLUNTEERS OF THE BETHLEHEM TOWNSHIP VOLUNTEER FIRE COMPANY AND NANCY RUN FIRE COMPANY MEMBERSHIP TO THE BETHLEHEM TOWNSHIP COMMUNITY CENTER AT A DISCOUNTED RATE**

Upon motion (Nolan-Jenkins), the Board of Commissioners unanimously voted to approve Resolution R054-17 permitting Bethlehem Township full-time employees and active volunteers of the Bethlehem Township Volunteer Fire Company and Nancy Run Fire Company membership to the Bethlehem Township Community Center at a discounted rate as presented.

**MOTIONS OF THE BOARD OF COMMISSIONERS**

**MOTION**

**A MOTION APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN BETHLEHEM TOWNSHIP AND ST. LUKE'S HOSPITAL REGARDING A PARTNERSHIP BETWEEN THE TWO ENTITIES TO OFFER "WOMEN'S WALKING/RUNNING WORKSHOPS" AT THE BETHLEHEM TOWNSHIP COMMUNITY CENTER**

Upon motion (Jenkins-Nolan), the Board of Commissioners unanimously voted by voice vote to approve a motion approving a memorandum of understanding between Bethlehem Township and St. Luke's Hospital regarding a partnership between the two entities to offer "Women's Walking/Running Workshops" at the Bethlehem Township Community Center.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH THE PIDCOCK COMPANY FOR ADMINISTRATION OF THE BRODHEAD ROAD REHABILITATION**

**PROJECT**

Upon motion (Nolan-Breslin), the Board of Commissioners voted by voice vote to approve a motion authorizing the township manager to enter into an agreement with The Pidcock Company for administration of the Brodhead Road Rehabilitation Project. The motion passed 4 to 1. Mr. Hudak opposed.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO A CERTIFIED PUBLIC ACCOUNTANT SERVICES AGREEMENT WITH TODD BUSHTA OF BUSHTA & COMPANY LLC**

Upon motion (Jenkins-Nolan), the Board of Commissioners voted by voice vote to approve a motion authorizing the township manager to enter into a Certified Public Accountant services agreement with Todd Bushta of Bushta & Company LLC.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE AN ORDINANCE AMENDING THE BETHLEHEM TOWNSHIP CODIFIED CODE OF ORDINANCES BY AMENDING CHAPTER 95, HEALTH AND NUISANCES, BY PLACING CERTAIN RESTRICTIONS ON THE OPERATION OF WHEELED, ALL-TERRAIN, OFF-ROAD, AND SIMILAR TYPES OF VEHICLES (“ATVS”) WITHIN THE MUNICIPAL BOUNDARIES OF BETHLEHEM TOWNSHIP AND REPEALING ALL ORDINANCES INCONSISTENT HEREWITH**

Upon motion (Jenkins-Breslin), the Board of Commissioners voted by voice vote to table a motion authorizing the township manager to advertise an ordinance amending the Bethlehem Township Codified Code of Ordinances by amending Chapter 95, Health and Nuisances, by placing certain restrictions on the operation of wheeled, all-terrain, off-road, and similar types of vehicles (“ATVs”) within the municipal boundaries of Bethlehem Township and repealing all ordinances inconsistent herewith. The motion passed 4 to 1. Mr. Nolan opposed.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO A DESIGN, BIDDING, AND CONSTRUCTION PHASE SERVICES CONTRACT WITH T&M ASSOCIATES FOR THE SITE IMPROVEMENTS AT HOUSENICK MEMORIAL PARK**

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by voice vote to approve a motion authorizing the township manager to enter into a design, bidding, and construction phase services contract with T&M Associates for the site improvements at Housenick Memorial Park.

**MOTION**

**A MOTION TO HIRE A PART-TIME CLERK II**

Upon motion (Nolan-Davis), the Board of Commissioners unanimously voted by voice vote to approve to hire a part-time Clerk II.

**APPROVAL OF BILL AGENDA OF JUNE 14, 2017**

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by voice vote to approve the Bill Agenda of June 14, 2017.

**APPROVAL OF  
PURCHASE ORDERS**

**PO 20171222 – KeyNetGPS – PPIS – \$2,000.00**  
**PO 20171245 – Signal Service Inc. – PPIS – \$5,400.00**  
**PO 20171283 – Service Master Clean – BTCC – \$2,054.00**  
**PO 20171297 – Robert G. Ciccone Development – Public Works – \$8,639.13**  
**PO 20171302 – Plasterer Equipment Co. Inc. – Public Works – \$6,109.51**

Upon motion (Jenkins-Nolan), the Board of Commissioners unanimously voted by voice vote to approve Purchase Orders PO 20171222, PO 20171245, PO 20171283, PO 20171297 and PO 20171302 as presented.

**APPROVAL OF  
TREASURER’S  
REPORT OF MAY 31,  
2017**

Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to approve the Treasurer’s Report of May 31, 2017 as presented subject to audit.

**ZONING HEARING  
BOARD MEETING OF  
APRIL 26, 2017**

There were no comments regarding agenda of the Zoning Hearing Board meeting of June 28, 2017.

**ACCEPTANCE OF  
MONTHLY REPORTS**

Upon motion (Breslin-Jenkins), the Board of Commissioners unanimously voted by voice vote to accept all monthly reports as presented

**DISCUSSION ITEMS**

**ELECTRONIC SPEED  
SIGN POLICY**

Mrs. Shafer said that solar powered speed signs were acquired through grant money. She said it is important to have a policy with procedures in place directing the police department to determine where they are needed most.

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by voice vote to direct the township manager to form a committee to determine locations for the speed signs.

**ANNOUNCEMENT**

President Hudak invited the public to look at the 3 new pictures in the back of the meeting room. He said it is part of the township manager’s plan to make the room friendlier for the public.

Mr. Nolan welcomed the Boy Scouts who attended tonight’s meeting and hoped they got a better understanding of how the township is run.

**ADJOURNMENT**

There being no other business, upon motion (Nolan-Jenkins), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 8:08 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary