

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
APRIL 1, 2024**

- MEMBERS PRESENT** John J. Merhottein, President  
John K. Gallagher, Vice President  
Jan Beatty, Commissioner  
Michael D. Hudak, Commissioner  
DeAnn L. Lawrence, Commissioner
- OTHERS PRESENT** James L. Broughal, Township Solicitor  
Doug Bruce, Township Manager  
Amanda L. Jensen, Community Development Director
- CALL TO ORDER** Mr. Merhottein called the meeting to order at 7:00 p.m. and following the Pledge of Allegiance.
- EXECUTIVE SESSION ANNOUNCEMENT** Solicitor Broughal announced that the Board of Commissioners met in Executive Session on March 18, 2024, at 6:30 p.m. to discuss personnel matters and again on April 1, 2024, at 6:30 p.m. to discuss litigation matters pursuant to Section 708a of the Pennsylvania Sunshine Act.
- COURTESY OF THE FLOOR**
- JUNE DING  
2761 KINGS VIEW  
AVE.** Ms. Ding said street trees pushing up sidewalks cause very unsafe walking conditions in her neighborhood. She said she had split the cost with a neighbor to fix the sidewalk on her street. Ms. Jensen said the township is complaint-based and encouraged Ms. Ding to contact her with any specific sidewalk concerns.
- Ms. Ding asked when Kings View Avenue and Danberry Drive will be paved. Mr. Merhottein said they have a five-year plan and was unsure if those streets were on it. He said he will ask Public Works to look at the road. Mr. Hudak added that paving township roads is funded by Liquid Fuels tax and not real estate taxes.
- RICH KNAUSS  
4040 DANBERRY DR.** Mr. Knauss agreed with Ms. Ding about the roads being in poor shape. He also said he has neighbors that won't cut their grass and are parking multiple vehicles in their yard. Ms. Jensen said the township is complaint driven and asked Mr. Knauss to forward his complaint to her for further investigation.
- TOM KEEFER  
3803 CARTER RD.** Mr. Keefer said the Bethlehem Township Volunteer Fire Company EMS squad was now helping out in the City of Easton; he asked what would happen if there were mass casualties in both municipalities. Mr. Merhottein there is a mutual aid agreement which is dictated by Northampton County 911. He also assured Mr. Keefer that BTVFC EMS was covering the township while still helping out in Easton.
- ROY ROTH  
4323 CHETWIN TERR.** Mr. Roth said the Fairway/Bethman stormwater problem is minor and shouldn't be part of the stormwater capital improvement plan. He believes the money is being squandered. Mr. Gallagher said he serves on the Stormwater Committee and looked at that intersection and the repair is relatively inexpensive. He added that stormwater is a common problem for all in the township and the board is very careful where and how the money is spent.

**BARRY ROTH  
4323 CHETWIN TERR.**

Mr. Roth asked the board to contact St. Luke's to stop piling dirt at Hope Road. He said that is the gateway into the township and is an eyesore. Ms. Jensen said she will look into it.

**STEVE HUNT  
2197 COOK DR.**

Mr. Hunt asked about the silt fence around the stormwater collection pond on Emrick Boulevard by Dealtry Avenue which connects to Madison Farms. Ms. Jensen said she will look into it.

**APPROVAL OF  
MINUTES**

Upon motion (Beatty-Lawrence), the Board of Commissioners voted 4-0-1 by voice vote to approve the March 18, 2024 meeting minutes as presented. Mr. Hudak abstained.

**RESOLUTIONS OF  
THE BOARD OF  
COMMISSIONERS**

**RESOLUTION R027-24 A RESOLUTION AWARDING THE CONTRACT FOR THE COLD IN-PLACE RECYCLING AND OVERLAY PROJECT**

Mr. Merhottein said this is the township's annual road paving contract, this year covering Millstone Development west of Santee Road and the old Knollcroft Section 1 and Fairway Acres subdivisions. One bid was received and was under budget.

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Resolution R027-24 awarding the contract for the Cold in-Place Recycling and Overlay project to Recon Construction Services Inc. for \$617,365.40.

**RESOLUTION R028-24 A RESOLUTION AUTHORIZING THE ATTENDANCE OF OFFICER ERIC NORDER AT TOP GUN NARCOTICS INTERDICTION TRAINING HELD BY THE PENNSYLVANIA NARCOTIC OFFICERS' ASSOCIATION APRIL 17-23, 2024, IN FORT INDIANTOWN GAP, PENNSYLVANIA**

Mr. Merhottein said this resolution was for a standard police training.

Upon motion (Beatty-Hudak), the Board of Commissioners voted unanimously by voice vote to approve Resolution R028-24 authorizing the attendance of Officer Eric Norder at Top Gun Narcotics Interdiction Training held by the Pennsylvania Narcotic Officers' Association April 17-23, 2024, in Fort Indiantown Gap, Pennsylvania.

**MOTION OF THE  
BOARD OF  
COMMISSIONERS**

**MOTION**

**A MOTION AUTHORIZING AND APPROVING A MEMORANDUM OF UNDERSTANDING TO AMEND THE COLLECTIVE BARGAINING AGREEMENT BETWEEN THE TOWNSHIP OF BETHLEHEM AND THE POLICE DEPARTMENT OF THE TOWNSHIP OF BETHLEHEM**

Mr. Bruce said this a minor amendment to the existing contract between the township and the police union regarding vacation accrual language changing from "calendar year" to "anniversary year". The police union agreed to the change, he said.

Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote authorizing and approving a memorandum of understanding to amend the collective bargaining agreement between the Township of Bethlehem and the Police Department of the Township of Bethlehem.

**MOTION**

**A MOTION AUTHORIZING AND APPROVING A LETTER IN SUPPORT OF THE LEHIGH VALLEY PLANNING COMMISSION AND PENNSYLVANIA DEPARTMENT OF TRANSPORTATION’S JOINT APPLICATION TO THE ENVIRONMENTAL PROTECTION AGENCY’S CARBON POLLUTION REDUCTION GRANT (CPRG) PROGRAM**

Mr. Gallagher said the Lehigh Valley Planning Commission and PennDOT are applying for a \$120 million federal grant to reduce carbon pollution by planting trees at the interchanges including the Park & Ride. He said there is a major benefit to this.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote authorizing and approving a letter in support of the Lehigh Valley Planning Commission and Pennsylvania Department of Transportation’s joint application to the Environmental Protection Agency’s Carbon Pollution Reduction Grant (CPRG) program.

**MOTION**

**A MOTION APPOINTING KEVIN BEYER AND BRANDON BRONISZEWSKI OF GILMORE & ASSOCIATES AS SEWAGE ENFORCEMENT OFFICERS ON BEHALF OF BETHLEHEM TOWNSHIP FOR THE LOUISE MOORE PARK MAINTENANCE BUILDING PROJECT, LOCATED PRIMARILY IN LOWER NAZARETH TOWNSHIP**

Mr. Merhottein said small part of the development’s septic system is located in Bethlehem Township and the township needs to formally appoint Lower Nazareth Township’s sewage enforcement officers to monitor and regulate it.

Upon motion (Hudak-Lawrence), the Board of Commissioners voted unanimously by voice vote appointing Kevin Beyer and Brandon Broniszewski of Gilmore & Associates as sewage enforcement officers on behalf of Bethlehem Township for the Louise Moore Park Maintenance Building project, located primarily in Lower Nazareth Township

**APPROVAL OF PURCHASE ORDERS**

- PO 20240739 – POWER DMS – BTPD – \$6,444.73**
- PO 20240783 – H.T. LYONS CONTRACTORS – PPIS – \$18,438.00**
- PO 20240784 – BERKONE – PPIS – \$20,000.00**
- PO 20240794 – HI-TECH SECURITY ALARMS – PPIS – \$32,937.00**
- PO 20240802 – PRECISION MAINTENANCE & REPAIR – PPIS – \$2,105.25**
- PO 20240810 – GOLDEN EQUIPMENT – PPIS – \$6,679.34**
- PO 20240809 – STRYKER MEDICAL – BTVFC – \$3,095.00\**
- PO 20240811 – SNAP-ON INDUSTRIAL – PW – \$13,573.90**
- PO 20240812 – TRACTOR SUPPLY – PW – \$3,399.99**
- PO 20240813 – MOYER INDOOR/OUTDOOR – PW – \$9,255.00**
- PO 20240814 – GRANTURK EQUIPMENT – PW – \$7,626.98**
- PO 20240815 – GROFF TRACTOR & EQUIPMENT – PW – \$2,282.56**

Mr. Gallagher asked what caused the CCTV to fail. Mr. Bruce said he was not aware of what caused the failure but said the systemi was original to the building. Mr. Bartholomew said it was very old and was budgeted as a capital expense in 2025.

Upon motion (Lawrence-Hudak), the Board of Commissioners voted unanimously by voice vote to approve all the purchases orders as presented.

## **DISCUSSION ITEMS**

### **HOUSENICK PARK TRAILS COMPLETION**

Mr. Hudak said he would like a one-day event to mark the completion of the Housenick Park trail system. He said it is a beautiful park and is heavily used. Mr. Gallagher suggested a ribbon cutting. Mr. Hudak said summer time is nice when the flowers have bloomed. Ms. Beatty said she didn't want to plan anything close to Community Days which is mid-June. Mr. Hudak said he spoke with Ms. Bittel, Director of the Community Center, for ideas. Mr. Bruce said the board should direct and he will assign staff as needed. Mr. Merhottein said late August, early September would be an ideal time. Mr. Hudak agreed and said it could be published in the fall newsletter.

By consensus, the board directed the township manager to schedule a ribbon-cutting event, details to be determined.

### **JOHNSTON MANSION PROJECT**

Mr. Gallagher said nothing seems to be done at the mansion. He said the ARCHIE Project is waiting for drawings, the architect said she is waiting on the township for direction, while the Housenick Trust is waiting for action of some kind. He said he would like the trust to consider a full installment payment of \$130,000 this year. Ms. Lawrence asked if the ARCHIE Project hired a professional fundraiser. Mr. Gallagher said they need architectural plans so they know what they are asking for. Ms. Beatty said they need to move the project along or else they will have to give the money back to the trust. Mr. Merhottein said they don't have a use for the mansion. Mr. Gallagher believes the board should ask the trust for the money to get things started.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to request a two-year extension of the current grant agreement with the Housenick Memorial Foundation.

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to request the Housenick Memorial Foundation make a 2024 payment as per the current grant agreement.

### **ADJOURNMENT**

There being no other business, Mr. Merhottein adjourned the meeting at 8:10 p.m.

Respectfully submitted,

Laura G. Zapata  
Recording Secretary