

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING IN VIRTUAL FORMAT  
MARCH 1, 2021**

**MEMBERS PRESENT** Malissa K. Davis, Vice President  
John K. Gallagher, Commissioner  
John J. Merhottein Commissioner  
Dale A. Sourbeck, Commissioner

**MEMBERS ABSENT** Michael D. Hudak, President

**OTHERS PRESENT** James L. Broughal, Township Solicitor  
Anthony Giovannini, Township Solicitor  
Ronald Gawlik, Township Engineer  
Doug Bruce, Township Manager  
Amanda Raudenbush, Planning Director  
Steve Hunsberger, PPIS Director  
Ted Rewak, Court Reporter

**CALL TO ORDER** Vice President Davis called the meeting to order at 7:09 p.m.

**COURTESY OF THE  
FLOOR**

**JOY ALBANESE  
3825 CHURCH RD.** Ms. Albansese had questions concerning a recent letter from the municipal authority about a mandate requiring property owners to complete a certification to maintain their on-lot septic system and wondered if this was the right platform to address them. Mr. Hunsberger responded that he will invite all those who received a letter to a virtual meeting to discuss the project and answer any concerns.

**BARRY ROTH  
4323 CHETWIN TERR.** Mr. Roth asked for the meetings to be placed on the front board in a timely and accurate manner.

**APPROVAL OF  
MINUTES**

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the February 15, 2021 regular public meeting in virtual format. Mr. Hudak was absent.

**PUBLIC HEARING**

**ORDINANCE 02-21 AN ORDINANCE AMENDING CHAPTER 275 OF THE CODIFIED CODE OF THE TOWNSHIP OF BETHLEHEM “CODIFIED ORDINANCES,” BY AMENDING CERTAIN PROVISIONS OF CHAPTER 275 (ZONING), ARTICLE XXX, HOSPITAL HEALTH CARE VILLAGE DISTRICT, DEALING WITH DESIGN GUIDELINES FOR SIGNS CONTAINED IN EXHIBIT XXX-A, AND REPEALING ALL ORDINANCES INCONSISTENT THEREWITH**

Ms. Raudenbush said the proposed ordinance codifies the existing signs in the Hospital Health Care Village District and once adopted it will be the standard guideline for future signage in the district. Vice President Davis asked where the sign for St. Luke’s was located and the size. Tom Comitta, Township Planning Consultant said it is close to the Freemansburg Ave and Route 33 South ramp and is approximately 250 square feet. Solicitor Broughal said the public hearing was properly advertised.

Upon motion (Sourbeck-Merhottein), the Board of Commissioners voted unanimously by voice vote to adopt Ordinance 02-21 amending Chapter 275 of the Codified Code of the Township of Bethlehem “Codified Ordinances,” by amending certain provisions of Chapter 275 (Zoning), Article XXX, Hospital Health Care Village District, dealing with design guidelines for signs contained in Exhibit XXX-A, and repealing all ordinances inconsistent therewith. Mr. Hudak was absent.

**RESOLUTIONS OF  
THE BOARD OF  
COMMISSIONERS**

**RESOLUTION R013-21 A RESOLUTION ALLOWING AN ESCALATOR CLAUSE FOR  
BITUMINOUS MATERIAL TO BE INCLUDED AS PART OF THE  
PROPOSED TOWNSHIP LINE ROAD FDR AND PAVING PROJECT  
(PROJECT NO. 21-48-101-01)**

Vice President Davis said that there was concern at the pre-bid meeting about the price of oil that may continue and impact how this project is bid. The Base Bid Price Index (IB) will be calculated using the month of February in which the project is first advertised.

Upon motion (Sourbeck-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R011-21 allowing an escalator clause for bituminous material to be included as part of the Proposed Township Line Road FDR and Paving Project (Project No. 21-48-101-01). Mr. Hudak was absent.

**MOTION OF THE  
BOARD OF  
COMMISSIONERS**

**MOTION A MOTION AUTHORIZING THE PUBLIC BIDDING OF THE PUBLIC  
WORKS ELECTRICAL SYSTEM UPGRADE PROJECT**

Mr. Merhottein asked if there were any grants available to defray the cost of the upgrade. Mr. Hunsberger said no grants were available. Mr. Gallagher commented that this would save the township money in the long run. Mr. Hunsberger added that the cost reduction is in the lighting conversion.

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the public bidding of the public works electrical system upgrade project. Mr. Hudak was absent.

**MOTION A MOTION APPROVING COLLABORATION WITH LEHIGH  
UNIVERSITY ON A GRANT APPLICATION TO THE NATIONAL  
SCIENCE FOUNDATION’S SMART AND CONNECTED GRANT  
PROGRAM**

Vice President Davis explained that if this grant is funded, the township would assist Lehigh University in aiding measure flood and water flow characteristics in order to modernize technology and capacity in flooding prevention and mitigation.

Upon motion (Merhottein-Davis), the Board of Commissioners voted unanimously by voice vote to approve a motion approving collaboration with Lehigh University on a grant application to the National Science Foundation’s Smart and Connected Grant Program. Mr. Hudak was absent.

**APPROVAL OF  
PURCHASE ORDERS**

**PO 20210302 – PORTNOFF LAW ASSOCIATES – FINANCE – \$2,765.00**  
**PO 20210331 – BTAA – FINANCE – \$50,000.00**  
**PO 20210332 – FBTA – FINANCE – \$46,000.00**  
**PO 20210333 – MIRACLE LEAGUE OF NORTHAMPTON CTY**  
**– FINANCE – \$5,000.00**  
**PO 20210334 – BTVFC – FINANCE – \$317,300.00**  
**PO 20210335 – NANCY RUN FIRE COMPANY – FINANCE – \$169,700.00**

Mr. Merhottein asked that the additional \$10,000 payment to each of the athletic associations be held until leases are obtained.

**BARRY ROTH  
4323 CHETWIN TERR.**

Mr. Roth said the athletic associations don't have any plans at this time for leasing indoor practice space and shouldn't be awarded the money. Vice President Davis said the money will not be distributed until a lease is signed and given to the Township Manager.

Upon motion (Gallagher-Merhottein), the Board of Commissioners unanimously voted by voice to approve Purchase Orders 20210302, 20210333, 20210334 and 20210335 as presented. Purchase Orders 20210331 and 20210332 will have \$10,000 withheld until a lease is obtained, entered into, signed and forwarded to the Township Manager. Mr. Hudak was absent.

**ADJOURNMENT**

There being no other business, upon motion (Merhottein-Gallagher), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 7:36 p.m. Mr. Hudak was absent.

Respectfully submitted,

Laura Zapata  
Recording Secretary