

**BOARD OF COMMISSIONERS
REGULAR PUBLIC MEETING
OCTOBER 2, 2023**

MEMBERS PRESENT	John J. Merhottein, President John K. Gallagher, Vice President Jan Beatty, Commissioner DeAnn L. Lawrence, Commissioner Luke A. Verdes, Commissioner
OTHERS PRESENT	James L. Broughal, Township Solicitor Doug Bruce, Township Manager (virtual)
CALL TO ORDER	Mr. Merhottein called the meeting to order at 7:00 p.m. and led those in attendance in reciting the Pledge of Allegiance.
EXECUTIVE SESSION ANNOUNCEMENT	Solicitor Broughal announced that on Monday, October 2, 2023, the Board of Commissioners met in executive session from 6:30 pm to approximately 6:50 pm to discuss litigation and contract negotiations pursuant to Section 708a of the Pennsylvania Sunshine Act.
ADDITION TO THE AGENDA	Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to add a motion to the agenda directing the township solicitor to intervene in the Lower Saucon Landfill Procedural Validity Challenge.
COURTESY OF THE FLOOR	There were no comments during Courtesy of the Floor.
APPROVAL OF MINUTES	Upon motion (Lawrence-Verdes), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the September 18, 2023 regular public meeting as presented.
PRESENTATION	
2022 BETHLEHEM TOWNSHIP AUDIT – CAMPBELL, RAPPOLD & YURASITS	Melissa Grube of Campbell, Rappold & Yurasits LLP reported the 2022 audit was complete and there were no major concerns. She thanked Andy Freda, Finance Director, and staff for getting everything to them in a timely manner. Paul Mack presented the highlights of the audit. Mr. Gallagher asked about the risks regarding the pensions. Mr. Mack said the township’s finances were in good standing. Mr. Merhottein thanked Mr. Freda and Mr. Bruce for a job well done.
GLENN KRIER 3942 KENRICK DR.	Mr. Krier asked who manages the Defined Pension Plan. Mr. Bruce said the Police Pension Board oversees that particular pension fund and Wells Fargo is the financial adviser for all township pension funds.
SUBDIVISIONS & LAND DEVELOPMENT	
CONDITIONAL USE HEARING - DECISION	CONDITIONAL-USE HEARING DECISION: ST. LUKE’S HOSPITAL – ANDERSON CAMPUS SEEKS CONDITIONAL APPROVAL TO RELOCATE A HELIPAD TO A TEMPORARY POSITION AND

LATER A FINAL POSITION, PURSUANT TO ZONING ORDINANCE SECTION 275-248.C(2)

The temporary relocation of the existing helipad requires conditional use approval and was discussed at the September 18, 2023 conditional use hearing.

The Planning Commission recommended conditional approval of the use at its August 28, 2023 meeting based upon the following conditions:

The Applicant comply with comments contained in the Memorandum of Arro Consulting dated August 23 and 25, 2023; and

- The Applicant comply with comments contained in the Zoning Officer's conditional use memo dated August 24, 2023; and
- The Applicant comply with comments contained in the Fire Marshal's memo dated August 24, 2023; and
- The Applicant comply with comments contained in Thomas Comitta Associate's conditional use memo dated August 23, 2023; and
- The Applicant provide flight plan approvals from the FAA and PennDOT Bureau of Aviation; and
- The Applicant comply with all other applicable sections of the Township ordinances.

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve the relocation of a helipad to a temporary position and later a final position, pursuant to Zoning Ordinance Section 275-248.C(2) including the conditions listed.

RESOLUTION R065-23

A RESOLUTION GRANTING CONDITIONAL PRELIMINARY/FINAL LAND DEVELOPMENT PLAN APPROVAL OF ST. LUKE'S CAMPUS WING 3

Upon motion (Lawrence-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R065-22 granting conditional preliminary/final land development plan approval of St. Luke's Campus Wing 3.

RESOLUTIONS OF THE BOARD OF COMMISSIONERS

RESOLUTION R064-23

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

Mr. Gallagher said he prefers to reassign the 2017 Ford Explorer (#9) to another department. He believes it is would be less expensive than to replace. Mr. Gallagher asked Mr. Bruce for a cost estimate of the repairs. Mr. Bruce said he will get the estimate to him.

Upon motion (Gallagher-Beatty), the Board of Commissioners unanimously approved Resolution R064-23 authorizing the township manager to utilize

Municipal on-line government auction service for the sale of township-owned personal property, vehicles one through eight.

**MOTIONS OF THE
BOARD OF
COMMISSIONERS**

MOTION

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO
ADVERTISE FOR BID THE MADISON FARMS SNOW
PLOWING/REMOVAL WORK**

Mr. Gallagher asked who determines the depth of the snow. Mr. Bruce said Public Works will measure.

Upon motion (Verdes-Gallagher), the Board of Commissioners voted unanimously by voice vote to authorize the township manager to advertise for bid the Madison Farms snow plowing/removal work.

MOTION

**A MOTION APPROVING CHANGE ORDER #1 FOR \$22,595 FOR
THE HOUSENICK MEMORIAL PARK PHASE 3 SITE
IMPROVEMENT PROJECT**

Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote to approve Change Order #1 for \$22,595 for the Housenick Memorial Park Phase 3 Site Improvement Project

MOTION

**A MOTION DIRECTING THE TOWNSHIP SOLICITOR TO
INTERVENE IN THE LOWER SAUCON LANDFILL PROCEDURAL
VALIDITY CHALLENGE**

Upon motion (Verdes-Beatty), the Board of Commissioners voted unanimously by voice vote to direct the township solicitor to intervene in the Lower Saucon Landfill Procedural Validity Challenge.

**APPROVAL OF
PURCHASE ORDERS**

PO 20232425 – SCHUYLKILL PAVING – PPIS – \$15,062.60
PO 20232426 – SCHUYLKILL PAVING – PPIS – \$8,078.14
PO 20232427 – HYDRA-NUMATIC SALES – PPIS --\$11,776.60
PO 20232441 – STEAM SAUNA BATH – BTCC -- \$2,125.00
PO 20232443 – GROFF TRACTOR & EQUIPMENT – PW – \$4,505.31
PO 20232460 – HYDRA-NUMATIC SALES – PPIS – \$2,575.00
PO 20232463 – BARWIS CONSTRUCTION – PW – \$238,405.67
PO 20232466 – SELEX – BTPD – \$21,374.33

Regarding PO 20232466, for a license plate reader for the police department, Mr. Gallagher commented that there are benefits to having a plate reader such as in the case of an Amber Alert or theft, to name a few. Mr. Bruce said the purchase order is for a fixed license plate reader at Easton Avenue and Willow Park Road. Mr. Bruce said the police department already has several mobile license plate readers installed in vehicles. He said the township had unsuccessfully applied for grant funding for this purchase.

Mr. Krier asked who manages the Defined Pension Plan. Mr. Bruce said the Police Pension Board oversees that particular pension fund and Wells Fargo is the financial adviser for all township pension funds.

ADJOURNMENT

Upon motion (Lawrence-Gallagher), the Board of Commissioners voted unanimously by voice to approve the purchase orders as presented.

Mr. Merhottein adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Laura G. Zapata
Recording Secretary