

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
FEBRIARY 6, 2023**

**MEMBERS PRESENT** John J. Merhottein, President  
John K. Gallagher, Vice President  
Jan Beatty, Commissioner  
Luke A. Verdes, Commissioner

**MEMBER ABSENT** Dale A. Sourbeck, Commissioner

**OTHERS PRESENT** James Broughal, Township Solicitor  
Doug Bruce, Township Manager  
Amanda L. Raudenbush, Community Development Director  
Ron Gawlik, Township Engineer

**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** Solicitor Broughal announced that on Monday, February 6, 2023, the Board of Commissioners met in executive session at approximately 6:30 p.m. to 7 p.m. to discuss personnel issues pursuant to Section 708a of the Pennsylvania Sunshine Act.

**COURTESY OF THE FLOOR**

**BARRY ROTH  
4323 CHETWIN TERR.** Mr. Roth said the graffiti in the township is getting bad and is concerned about gang activity. Cleaning it up and keeping the township beautiful is very important, he said. Mr. Roth noted that the purchase order for a community development vehicle was back on the agenda. Mr. Bruce said other vehicles are slated for auction.

**TOM KEEFER  
3803 CARTER RD.** Mr. Keefer agreed with Mr. Roth and said he was opposed to the purchase of the vehicle.

**DAVE BUCHERER  
4220 NICHOLAS ST.** Mr. Bucherer said a moratorium should be placed on building.

**MICHELINA LAFORGIA  
3826 LOYAL CIR.** The resident of Traditions of America thanked the board for their efforts related the development's security release.

**RICHARD GORDON  
4910 WAGNER DR.** Mr. Gordon said he is concerned with the speeding taking place in his neighborhood. Mr. Merhottein said the chief if aware and will speak to him about putting a speed limit sign.

**APPROVAL OF MINUTES** Upon motion (Beatty-Verdes), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the January 16, 2023 regular public meeting as amended. Mr. Sourbeck was absent.

**RESOLUTIONS OF THE BOARD OF COMMISSIONERS**

**RESOLUTION R012-23** **A RESOLUTION APPOINTING A CAPTAIN TO THE BETHLEHEM TOWNSHIP POLICE DEPARTMENT**

Upon motion (Beatty-Verdes), the Board of Commissioners voted unanimously by voice vote to approve Resolution R012-23 appointing Shaun Powell as Captain of the Bethlehem Township Police Department. Mr. Sourbeck was absent.

**RESOLUTION R013-23**

**A RESOLUTION APPOINTING A SERGEANT TO THE BETHLEHEM TOWNSHIP POLICE DEPARTMENT**

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R013-23 appointing Troy Abelovsky as Sergeant of the Bethlehem Township Police Department. Mr. Sourbeck was absent.

**RESOLUTION R014-23**

**A RESOLUTION APPOINTING A CORPORAL TO THE BETHLEHEM TOWNSHIP POLICE DEPARTMENT**

Upon motion (Verdes-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R014-23 appointing Andrew Kanaskie as Corporal of the Bethlehem Township Police Department. Mr. Sourbeck was absent.

**RESOLUTION R015-23**

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

Mr. Gallagher said he would like to remove the six vehicles from the list to determine what repairs are needed to get sufficient use out of them. Mr. Gallagher made a motion to pull the six vehicles from the list. There being no second, the motion failed.

Upon motion (Beatty-Verdes), the Board of Commissioners voted by voice vote to approve Resolution R026-23 authorizing the township manager to utilize Municibid on-line government auction service for the sale of township-owned personal property. The motion passed 3-1. Mr. Gallagher opposed. Mr. Sourbeck was absent.

**RESOLUTION R016-23**

**A RESOLUTION AUTHORIZING THE ATTENDANCE OF DAWN WAGNER, FISCAL AND HUMAN RESOURCES ADMINISTRATOR, AT THE BENECON HEALTH BENEFITS SEMINAR MARCH 30-31, 2023, IN LANCASTER, PENNSYLVANIA**

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R016-23 authorizing the attendance of Dawn Wagner, fiscal and human resources administrator, at the Benecon Health Benefits Seminar March 30-31, 2023, in Lancaster, Pennsylvania. Mr. Sourbeck was absent.

**RESOLUTION R017-23**

**A RESOLUTION AUTHORIZING THE ATTENDANCE OF AMANDA RAUDENBUSH, COMMUNITY DEVELOPMENT DIRECTOR, AND SAMANTHA SMITH, ZONING OFFICER, AT THE AMERICAN PLANNING ASSOCIATION NATIONAL CONFERENCE APRIL 1-4, 2023, IN PHILADELPHIA, PENNSYLVANIA**

Upon motion (Gallagher-Verdes), the Board of Commissioners voted unanimously by voice vote to approve Resolution R017-23 authorizing the attendance of Amanda Raudenbush, community development director, and Samantha Smith, zoning officer, at the American Planning Association national conference April 1-4, 2023, in Philadelphia, Pennsylvania. Mr. Sourbeck was absent.

**RESOLUTION R018-23**

**A RESOLUTION CALLING FOR LEGISLATIVE RULES IN THE PENNSYLVANIA HOUSE OF REPRESENTATIVES AND SENATE TO ENSURE THAT BILLS WITH BIPARTISAN SUPPORT RECEIVE A VOTE**

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R018-23 calling for legislative rules in the Pennsylvania House of Representatives and Senate to ensure that bills with bipartisan support receive a vote. Mr. Sourbeck was absent.

**RESOLUTION R019-23**

**A RESOLUTION APPOINTING A MEMBER OF THE BETHLEHEM TOWNSHIP RECREATION COMMISSION**

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R019-23 appointing Ellyn Scheier to the Bethlehem Township Recreation Commission. Mr. Sourbeck was absent.

**RESOLUTION R020-23**

**A RESOLUTION APPOINTING A MEMBER OF THE BETHLEHEM TOWNSHIP RECREATION COMMISSION**

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R020-23 appointing Charles Piazza to the Bethlehem Township Recreation Commission. Mr. Sourbeck was absent.

**MOTIONS OF THE BOARD OF COMMISSIONERS MOTION**

**A MOTION AUTHORIZING AND APPROVING A MEMORANDUM OF UNDERSTANDING BETWEEN BETHLEHEM TOWNSHIP AND BETHLEHEM AREA VOCATIONAL-TECHNICAL SCHOOL REGARDING THE DONATION OF A TOWNSHIP VEHICLE TO THE SCHOOL**

Mr. Merhottein said a few weeks ago, Mr. Sourbeck brought this up before the board. Solicitor Broughal provided an agreement to be signed by both parties regarding the donation.

**TOM KEEFER  
3803 CARTER RD.**

Mr. Keefer asked if this vehicle was on the auction list. Mr. Bruce said this vehicle was not on the list.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing and approving a memorandum of understanding between Bethlehem Township and Bethlehem Area Vocational-Technical School regarding the donation of a township vehicle to the school. Mr. Sourbeck was absent.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE AN ORDINANCE AMENDING CHAPTER 252, VEHICLES AND TRAFFIC; ARTICLE IV, GENERAL PARKING; SECTION 252-24, PARKING PROHIBITED AT ALL TIMES, AND SECTION 252-26, SPECIAL PURPOSE PARKING ZONES ESTABLISHED, PARKING OTHERWISE PROHIBITED; OF THE CODE OF CODIFIED ORDINANCES TO PROVIDE CHANGES TO PARKING PROHIBITIONS AND SPECIAL PURPOSE PARKING ZONES FOR PUBLIC STREETS LOCATED WITHIN THE TOWNSHIP OF BETHLEHEM**

Mr. Merhottein said this ordinance and the following one were related to the township taking dedication of certain streets in Madison Farms.

Upon motion (Beatty-Verdes), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to advertise an ordinance amending Chapter 252, Vehicles and Traffic; Article IV, General Parking; Section 252-24, parking prohibited at all times, and Section 252-26, special purpose parking zones established, parking otherwise prohibited; of the Code of Codified Ordinances to provide changes to parking prohibitions and special purpose parking zones for public streets located within the Township of Bethlehem. Mr. Sourbeck was absent.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE AN ORDINANCE AMENDING CHAPTER 252, VEHICLES AND TRAFFIC; ARTICLE II, TRAFFIC; SECTION 252-10, SPEED LIMITS; SECTION 252-15, STOP INTERSECTIONS; AND SECTION 252-16, YIELD INTERSECTIONS; OF THE CODE OF CODIFIED ORDINANCES TO PROVIDE CHANGES TO SPEED LIMITS, STOP INTERSECTIONS, AND YIELD INTERSECTIONS FOR PUBLIC STREETS LOCATED WITHIN THE TOWNSHIP OF BETHLEHEM**

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to advertise an ordinance amending Chapter 252, Vehicles and Traffic; Article II, Traffic; Section 252-10, speed limits; Section 252-15, stop intersections; and Section 252-16, yield intersections; of the Code of Codified Ordinances to provide changes to speed limits, stop intersections, and yield intersections for public streets located within the Township of Bethlehem. Mr. Sourbeck was absent.

**MOTION**

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

Upon motion (Gallagher-Beatty), 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. Mr. Sourbeck was absent.

**MOTION**

**A MOTION AUTHORIZING AND APPROVING A HOLD HARMLESS INDEMNIFICATION AGREEMENT BETWEEN BETHLEHEM TOWNSHIP AND KAITLYN KOCH AND TYLER WILLIAMS REGARDING A FENCE SITUATED IN TOWNSHIP EASEMENTS AT 1784 EMMA LANE**

Upon motion (Beatty-Verdes), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing and approving a hold harmless indemnification agreement between Bethlehem Township and Kaitlyn Koch and Tyler Williams regarding a fence situated in township easements at 1784 Emma Lane. Mr. Sourbeck was absent.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE FOR BID THE JANET JOHNSTON HOUSENICK/WILLIAM D. HOUSENICK MEMORIAL PARK SITE IMPROVEMENTS PHASE 3 PROJECT**

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to advertise for bid the Janet Johnston Housenick/William D. Housenick Memorial Park Site Improvements Phase 3 project. Mr. Sourbeck was absent.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH MUNICIPAL PUBLICATIONS FOR PUBLICATION AND DISTRIBUTION OF A TOWNSHIP MAP**

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to enter into an agreement with Municipal Publications for publication and distribution of a township map. Mr. Sourbeck was absent.

**APPROVAL OF PURCHASE ORDERS**

- PO 20230106 – KOCH 33 FORD TOYOTA – CD – \$38,845.00**
- PO 20230317 – DEEP RUN AQUATIC SERVICES – BTCC – \$2,414.00**
- PO 20230318 – PCPA –BTPD – \$2,039.15**
- PO 20230328 – BOYKOS PETROLEUM SERVICE – PPIS – \$9,300.00**
- PO 20230331 – GOLDEN EQUIPMENT CO. – PPIS – \$611,301.93**
- PO 20230334 – BROWN-DAUB DODGE – PPIS – \$2,598.92**
- PO 20230337 – METZ INC. – BTCC – \$5,078.00**
- PO 20230330 – CODY SYSTEMS – BTPD/PPIS – \$3,120.00**
- PO 20230333 – PROGRESSIVE K-9 ACADEMY – BTPD – \$2,125.00**
- PO 20230369 – STAR BUICK GMC – PW – \$2,664.37**
- PO 20230374 – CODY SYSTEMS – PPIS – \$88,050.00**

Upon motion (Beatty-Verdes), the Board of Commissioners voted unanimously by voice to approve Purchase Orders 20230106, 20230317, 20230318, 20230328, 20230331, 20230334, 20230337, 20230330, 20230333, 20230369 and 20230374 as presented. Mr. Sourbeck was absent.

**ADJOURNMENT**

The meeting adjourned at 7:43 p.m.

Respectfully submitted,

Laura G. Zapata  
Recording Secretary