

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING IN VIRTUAL FORMAT  
FEBRUARY 15, 2021**

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

**OTHERS PRESENT** James L. Broughal, Township Solicitor  
Ronald Gawlik, Township Engineer  
Shawn Casey, Township Geotechnical Engineer  
Doug Bruce, Township Manager  
Steve Hunsberger, PPIS Director  
Richard Kanaskie, Assistant Public Works Director  
Amanda Raudenbush, Planning Director

**CALL TO ORDER** President Hudak called the virtual public meeting to order at 7:00 p.m.

**COURTESY OF THE  
FLOOR**

**BARRY ROTH  
4323 CHETWIN TERR.** Mr. Roth asked if the new heating and cooling system will have the capability of weeding out the viruses. President Hudak responded that the system comes with HEPA filters. Mr. Roth asked when the municipal building will re-open to the public and asked if the board could check the surrounding municipalities to find out which are opened. He said many residents, especially the elderly, would like to come in to pay their taxes and get receipts.

**APPROVAL OF  
MINUTES** Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the February 1, 2021 regular public meeting in virtual format.

**SUBDIVISION & LAND  
DEVELOPMENT**

**RESOLUTION R009-21 A RESOLUTION GRANTING CONDITIONAL SITE PLAN APPROVAL OF  
THE NOTRE DAME HIGH SCHOOL AUDITORIUM ADDITION**

President Hudak explained that the plans are for an addition to the existing auditorium and is a permitted by right accessory use. Both the planning commission and the township engineer have recommended approval of this plan with conditions

Upon motion (Merhottein-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R009-21 granting conditional site plan approval of the Notre Dame High School auditorium addition.

**RESOLUTION R012-21 A RESOLUTION GRANTING CONDITIONAL PRELIMINARY LAND  
DEVELOPMENT PLAN APPROVAL OF GRACE CHURCH**

Ms. Raudenbush explained that the site is located primarily in the township. A small portion of the site located on the northern edge is in Lower Nazareth Township. The plans proposed a new church with associated parking and 2 stormwater basins. Access is proposed via 2 connections to Hecktown Road and public water and

sanitary sewer would serve the development. She said 4 waivers were requested and recommended by the Planning Commission for conditional approval. The approvals were conditioned upon the township engineer's review letter of December 17, 2020, and the geotechnical engineer's review letter of January 25, 2021. Ms. Davis asked if there was a stormwater system in that area. Nicole Galio, Maser Consulting, the project engineer, said the basin will be connecting to an existing storm sewer network within the right-of-way of Hecktown Road. The basins designed will be reducing the rate and volume leaving the site so that it does not impact the development to the south. Mr. Gawlik noted that the stormwater management plan is reducing the rate and the volume of water leaving the site in all design storms. Ms. Galio said public water will be provided by the City of Bethlehem and the sewer by Bethlehem Township.

Upon motion (Sourbeck-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve Resolution R012-21 granting conditional preliminary land development plan approval of Grace Church.

**MOTION**

**A MOTION APPROVING IMPROVEMENT SECURITY RELEASE CERTIFICATION #1, IN THE AMOUNT OF \$683,728.65, FOR HECKTOWN RD BUSINESS PARK – LOT 4**

Mr. Gawlik said this is for stormwater management improvements on the site. Mr. Gallagher asked where the site is located. Mr. Gawlik said it is on the Hecktown Road Business Park by Young Volkswagen with a large portion of the site located in Lower Nazareth Township.

Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Improvement Security Release Certification #1, in the amount of \$683,728.65, for Hecktown Rd Business Park – Lot 4.

**MOTIONS OF THE BOARD OF COMMISSIONERS**

**MOTION**

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

President Hudak said the property is the cornfield located east of Farmersville Road. The school district allows Koehler to farm this field and the tax value is approximately \$600 annually. This is where they hope to realign Freemansburg Avenue and Farmersville Road in the future.

Upon motion (Merhottein-Sourbeck), 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.

**MOTION**

**A MOTION APPROVING SUPPLEMENT #1, IN THE AMOUNT OF \$12,000, FOR HERBERT, ROWLAND & GRUBIC INC. AS STORMWATER FEE CONSULTANT**

President Hudak said discussion of the stormwater fee took place at the board meeting of February 1, 2021 and that this motion formalizes additional work to be completed by Herbert, Rowland & Grubic Inc.

Upon motion (Gallagher-Davis), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Supplement #1, in the amount of \$12,000, for Herbert, Rowland & Grubic Inc. as stormwater fee consultant.

## MOTION

### **A MOTION AUTHORIZING THE ADVERTISEMENT OF AN ORDINANCE ESTABLISHING REGULATIONS FOR THE INSTALLATION, INSPECTION, AND ON-GOING MAINTENANCE OF ON-LOT SEWAGE DISPOSAL SYSTEMS, REQUIRING REGISTRATION OF SEPTAGE PUMPER/HAULER AND CERTIFIED INSPECTION BUSINESSES WITH BETHLEHEM TOWNSHIP, AND FURTHER, PROVIDING FOR IMPOSITION OF PENALTIES FOR NONCOMPLIANCE AND APPEALS FOR HARDSHIP SITUATIONS**

Mr. Hunsberger said the adoption of this ordinance is a requirement of the Act 537 Sewage Facilities Program. The purpose Act 537 is to help address existing sewage disposal needs and to help prevent future problems through the proper planning, permitting, and design of all types of sewage facilities. The majority of the properties in the township are supplied by public sewer. There are approximately 330 properties that have on-lot septic systems. Under Act 537, the property owners are required to enter into an on-lot septic management plan which is a maintenance plan to ensure the septic system is not failing. President Hudak said he had his septic system maintained last month. Mr. Hunsberger said a letter will be mailed to those property owners informing them of the mandate. They have one year to complete their certification and then the recertification process is done every three years. President Hudak asked who enforces this mandate. Mr. Hunsberger said it would be enforced by the Sewage Enforcement Officer, Rich Kanaskie. Mr. Sourbeck asked if the enforcement is done through the Public Works department. Mr. Hunsberger said it is done through the PPIS department at which at that point they will use a consultant. Mr. Gallagher commented that this is something that a property owner should be doing regularly. Ms. Davis asked if there are penalties. Mr. Hunsberger said they are listed near the end of the ordinance.

Upon motion (Davis-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the advertisement of an ordinance establishing regulations for the installation, inspection, and on-going maintenance of on-lot sewage disposal systems, requiring registration of septage pumper/hauler and certified inspection businesses with Bethlehem Township, and further, providing for imposition of penalties for noncompliance and appeals for hardship situations.

## MOTION

### **A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH FASCELLA CONSTRUCTION CORPORATION FOR REPAIR WORK ON THE SCULAC DRIVE CULVERT**

President Hudak said that this motion pertains to work on the Sculac Road culvert damaged by stormwater. On August 4, 2020, Tropical Storm Isaias flooded and damaged the culvert and since then the road has remained closed, he said. Fascella Construction Corporation has estimated the work will cost \$57,760. Ms. Davis commented that this was a lot cheaper than earlier estimates. Mr. Gawlik said while the township pursues grant funding, a “band-aid” repair could be done to get the road opened. Mr. Merhottein asked how long that would last. Mr. Casey said it depends on the severity of the next storm; in the meantime, the culvert needs to be kept clean. President Hudak asked when the project would start. Mr. Casey said as soon as the snow melts. Mr. Gawlik said they need to apply for a new emergency permit. President Hudak commended the Public Works department on a fantastic job of

plowing the snow.

Upon motion (Sourbeck-Merhottein), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to enter into an agreement with Fascella Construction Corporation for repair work on the Sculac Drive culvert.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH COMPACTION GROUTING SERVICES INC. FOR REPAIR WORK ON THE SCULAC CHANNEL BOX CULVERT**

Mr. Casey said that this particular repair is a permanent one to keep the trail open. Mr. Merhottein asked if the state owned the trail. Mr. Kanaskie said that the township is the owner of the 3 miles of trail and that the township is responsible for keeping it clean.

Upon motion (Merhottein-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to enter into an agreement with Compaction Grouting Services Inc. for repair work on the Sculac channel box culvert.

**APPROVAL OF BILL AGENDA OF FEBRUARY 10, 2021**

Ms. Davis asked if the \$539 on the Bill Agenda was for the winter brochure she received in January and added that it was very nicely done. Mr. Bruce confirmed and said the cost was very inexpensive.

Upon motion (Gallagher-Sourbeck), the Board of Commissioners unanimously voted by voice vote to approve the Bill Agenda of February 10, 2021

**APPROVAL OF PURCHASE ORDERS**

**PO 20210242 – NEARMAP US INC. – PPIS – \$17,793.00**  
**PO 20210243 – COOPER AERIAL SURVEYS CO. – PPIS – \$38,410.00**  
**PO 20210244 – GOVCONNECTION INC. – PPIS – \$9,789.39**  
**PO 20210251 – GOLDEN EQUIPMENT CO. – PPIS – \$29,275.00**  
**PO 20210252 – GOLDEN EQUIPMENT CO. – PPIS – \$39,300.00**  
**PO 20210254 – TACTICAL & SURVIVAL SPEC. – BTPD -- \$2,599.38**  
**PO 20210291 – C.M. HIGH INC. – PPIS – \$13,435.00**  
**PO 20210292 – STAR BUICK GMC – PW – \$2,235.89**  
**PO 20210293 – OLD DOMINION BRUSH CO. – PW – \$2,658.65**  
**PO 20210294 – TRIUS INC. – PW – \$3,150.00**

Mr. Gallagher commented that the first 2 purchase orders pertain to the stormwater fee analysis which will be recoverable once a stormwater fee is put in place.

Upon motion (Merhottein-Sourbeck), the Board of Commissioners unanimously voted by voice to approve Purchase Orders 20210242, 20210243, 20210244, 20210251, 20210252, 20210254, 20210291, 20210292, 20210293 and 20210294 as presented.

**APPROVAL OF TREASURER'S REPORT OF JANUARY 31, 2021**

Mr. Gallagher asked if any of the funds were interest bearing. Mr. Bruce said he will get the information out to him and the rest of the board.

Upon motion (Sourbeck-Davis), the Board of Commissioners unanimously voted by voice vote to approve the Treasurer's Report of January 31, 2021 as presented, subject to audit.

**ZONING HEARING  
BOARD MEETING OF  
FEBRUARY 24, 2021**

There were no questions or concerns regarding the Zoning Hearing Board Meeting agenda.

**MONTHLY REPORTS**

Mr. Sourbeck asked about the officer who was injured while apprehending a suspect. Mr. Bruce said the officer scratched his eye on a tree branch after the person was apprehended. Mr. Sourbeck asked if the officer was wearing a body camera. Mr. Bruce said officers on duty should be wearing their cameras. All monthly reports were accepted.

**ADJOURNMENT**

There being no other business, upon motion (Sourbeck-Gallagher), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 8:00 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary