

**BETHLEHEM TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
JUNE 17, 2024**

**MEMBERS PRESENT** John Merhottein, President  
John Gallagher, Vice President  
Jan Beatty, Commissioner  
Michael Hudak, Commissioner

**MEMBERS ABSENT** DeAnn Lawrence, Commissioner

**OTHERS PRESENT** James L. Broughal, Township Solicitor  
Doug Bruce, Township Manager  
Samantha Smith, 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 assembled in the Pledge of Allegiance.

**OATHS OF OFFICE**

**SERGEANTS &  
CORPORALS &  
PATROL OFFICERS** Chief Gottschall said that five officers graduated from the Allentown Police Academy. He said that Kenneth Kane ranked first and Garrett Chirik ranked third in the class. Mr. Merhottein administered the police oaths to Sergeant Kirk Harryn, Sergeant Jeremy Anderson, Corporal Patrick Brehm and Corporate Seth Williams. He also administered the police oaths to Officer Garrett Chirik, Officer Steven Roe, Officer Salvatore Crivello, Officer Brody Keefe, and Officer Kenneth Kane. The board welcomed the new police officers and congratulated the promoted officers and thanked them all for their service.

**COURTESY OF THE  
FLOOR**

**BARRY ROTH  
4323 CHETWIN TERR.** Mr. Roth commended that Bethlehem Township Volunteer Fire Company for doing a great job putting together Community Days. The fireworks, food and bands were excellent.

**TOM KEEFER  
3803 CARTER ROAD** Mr. Keefer said the fireworks were the quietest he ever heard and commended the fire company.

**APPROVAL OF  
MINUTES** Upon motion (Hudak-Gallagher), the Board of Commissioners voted 3-0-1 by voice vote to approve the June 3, 2024, regular public meeting minutes as amended. Ms. Lawrence was absent. Ms. Beatty abstained.

**SUBDIVISIONS AND  
LAND  
DEVELOPMENT**

**RESOLUTION R043-24 A RESOLUTION GRANTING CONDITIONAL FINAL PLAN APPROVAL  
OF CALIBER COLLISION PROPOSED AUTO REPAIR GARAGE**

Ms. Smith said the applicant is proposing to retrofit the existing Aldi on Easton Avenue to reopen as a Caliber Collision Auto Body Repair and Paint Shop. There are no proposed major changes to the site other than restriping the parking lot and adding fence for the outdoor vehicle storage area. The Planning Commission recommended conditional approval of the plan.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R043-24 granting conditional final plan approval of Caliber Collision proposed auto repair garage. Ms. Lawrence was absent.

**RESOLUTION R044-24 A RESOLUTION GRANTING CONDITIONAL FINAL PLAN APPROVAL OF FINAL AMENDED LAND DEVELOPMENT PLANS FOR HECKTOWN ROAD BUSINESS PARK**

Ms. Smith said this is a revised Preliminary/Final Plan application for a previously approved development known as Hecktown Road Business Park, Lots 6 & 7. The revision from the previously approved plans is only related to Lot 6. Lot 6 was previously approved for a 108,350 square foot one-story flex office/warehouse building. The most recent proposal is to build a 90,000 square foot food product manufacturing, assembly and processing facility. Lot 7 will continue to have a 67,800 square foot two-story medical office building. The Planning Commission recommended conditional approval of the plan.

Upon motion (Hudak-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Resolution R044-24 granting conditional final plan approval of final amended land development plans for Hecktown Road Business Park. Ms. Lawrence was absent.

**MOTIONS OF THE BOARD OF COMMISSIONERS**

**MOTION**

**A MOTION APPROVING CHANGE ORDER #4 FOR THE PEDESTRIAN CROSSING IMPROVEMENT PROJECTS ON OAKLAND AND HECKTOWN ROADS**

Mr. Merhottein Change said the change order represents a \$10,000 deduction from overall cost.

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Change Order #4 for the pedestrian crossing improvement projects on Oakland and Hecktown roads. Ms. Lawrence was absent.

**MOTION**

**A MOTION APPOINTING A ZONING OFFICER**

Mr. Bruce recommended the current Code Enforcement Officer Aaron Stasiw be appointed as Zoning Officer.

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote appointing Aaron Stasiw as Zoning Officer. Ms. Lawrence was absent.

**MOTION**

**A MOTION APPOINTING AN ASSISTANT ZONING OFFICER**

Upon motion (Gallagher-Hudak), the Board of Commissioners voted unanimously by voice vote appointing Erika Soto as Assistant Zoning Officer. Ms. Lawrence was absent.

**MOTION**

**A MOTION APPOINTING BETHLEHEM TOWNSHIP’S BUILDING CODE OFFICIAL**

Mr. Bruce recommended Aaron Stasiw be appointed as Building Code Official.

Upon motion (Beatty-Gallagher), the Board of Commissioners voted unanimously by voice vote appointing Aaron Stasiw Bethlehem Township’s Building Code Official. Ms. Lawrence was absent.

**MOTION**

**A MOTION APPROVING AND AUTHORIZING SIGNATURE OF CONFIRMATION AGREEMENTS RELATED TO IMPROVEMENTS AT SIX HIGHLAND AVENUE PROPERTIES**

Solicitor Broughal said these agreements confirm that the required site improvements have been completed and the security was released. Additionally, plans to install a parking lot were approved in May 2023. Solicitor Broughal confirmed that those plans were withdrawn.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve and authorize signature of confirmation agreements related to improvements at six Highland Avenue properties. Ms. Lawrence was absent.

**BILL AGENDA OF JUNE 12, 2024**

Upon motion (Gallagher-Hudak), the Board of Commissioners voted unanimously by voice vote to approve the bill agenda of June 12, 2024 as presented. Ms. Lawrence was absent.

**PURCHASE ORDERS**

- PO 20241433 – DUAL TEMP – PPIS – \$4,397.12**
- PO 20241434 – MICHAEL F. RONCA & SONS – PPIS – \$52,269.98**
- PO 20241445 – TIMBER RIDGE EQUIPMENT – PW – \$3,072.02**
- PO 20241465 – PORTNOFF LAW ASSOCIATES – FINANCE – \$28,887.98**
- PO 20241466 – BTMA – PPIS – \$19,070.00**

Mr. Bruce apologized and said purchase order 20241466 was missed on the meeting agenda and could not be voted on.

Upon motion (Gallagher-Beatty), the Board of Commissioners voted unanimously by voice vote to approve purchase orders 1-4 as presented. Purchase order 20241466 was missed on the meeting agenda and therefore was not voted on. Ms. Lawrence was absent.

**TREASURER’S REPORT OF MAY 31, 2024**

Upon motion (Hudak-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve the treasurer’s report of May 31, 2024, subject to audit. Ms. Lawrence was absent.

**ZONING HEARING BOARD MEETING OF JUNE 26, 2024**

Ms. Smith said two appeals were on the agenda. She said township staff and the solicitor’s office recommend the board oppose both and requested the solicitor attend to the meeting.

Upon motion (Hudak-Beatty), the Board of Commissioners voted unanimously by voice vote to direct the solicitor to attend the June 26, 2024 zoning hearing board meeting. Ms. Lawrence was absent.

**MONTHLY REPORTS** There were no comments on the monthly reports.

**DISCUSSION ITEM** **PROPOSED CHANGES TO CHAPTER 187, “PROPERTY, ABANDONED AND FORECLOSED,” OF THE BETHLEHEM TOWNSHIP CODE OF ORDINANCES**

Solicitor Broughal said the current ordinance lists the fines between \$400 and \$600. This amendment would allow the fines not to exceed \$1,000, changing the violation from a summary offense to a criminal offense. Mr. Gallagher commented that vacant implies not legally occupied. By consensus, the board directed the Township Solicitor to draft the ordinance.

**ADJOURNMENT** There being no further business, Mr. Merhottein adjourned the meeting at 7:40 p.m.

Respectfully submitted,

Laura G. Zapata  
Recording Secretary