

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING**

**JUNE 20, 2022**

**MEMBERS PRESENT**

John J. Merhottein, President  
Malissa K. Davis, Vice President  
Jan Beatty, Commissioner  
John K. Gallagher, Commissioner  
Dale A. Sourbeck, Commissioner

**OTHERS PRESENT**

James L. Broughal, Township Solicitor  
Doug Bruce, Township Manager  
Amanda Raudenbush, Planning Director  
Ron Gawlik, Township Engineer  
Matthew Giovannini Jr., Court Reporter

**CALL TO ORDER**

President Merhottein called the meeting to order at 7:00 p.m., and led those in attendance in reciting the Pledge of Allegiance.

**OATHS OF OFFICE –  
POLICE OFFICERS**

Mr. Merhottein administered the police oath of office to Thomas Kohler and Jacob Farrell. The board welcomed the new police officers and thanked them for their service.

**COURTESY OF THE  
FLOOR**

**DIANE RUDOLPH  
1661 DENNIS ST.**

Ms. Rudolph said she and her neighbors have traffic concerns in the Prospect Heights section of the township and wanted to know the process of bringing those concerns to the township. Mr. Merhottein said the email addresses for the commissioners and township manager are on the website. Ms. Davis said constituents may reach out to their respective commissioner. Ms. Rudolph said she didn't know which ward she was in. Ms. Beatty informed her that there is a ward map available. She added that complaint forms are available in the municipal building and on the township website. Ms. Rudolph said her concerns were about speeding on neighborhood streets, speeding on Freemansburg Avenue, and high weeds causing a sight triangle problem at the intersection of 2<sup>nd</sup> Street and Freemansburg Avenue. Mr. Merhottein said he let the police know of her concerns.

**CHERYL FULMER  
1451 FOURTH ST.**

Ms. Fulmer said she resides in the Prospect Heights section of the township and expressed concerns about speeding on Freemansburg Avenue and four-foot tall grass at a vacant property.

**APPROVAL OF MINUTES**

Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted by voice vote to approve the minutes of the June 6, 2022 regular public meeting. The motion passed 3-0-2. Mr. Merhottein and Ms. Davis abstained.

**PUBLIC HEARING**

**ORDINANCE 04-22**

**AN ORDINANCE GRANTING TO SERVICE ELECTRIC CABLE TV INC. A NON-EXCLUSIVE FRANCHISE TO ERECT, INSTALL, MAINTAIN, AND OPERATE CABLE SERVICE IN, UNDER, OVER, ALONG, ACROSS, AND UPON THE STREETS, SIDEWALKS,**

**ALLEYS, BRIDGES, ROADS, HIGHWAYS, AND OTHER PUBLIC PLACES IN THE TOWNSHIP OF BETHLEHEM AND SUBSEQUENT ANNEXATIONS THERETO, INCLUDING IN CONNECTION THEREWITH THE RIGHT AND PERMISSION TO ERECT, INSTALL, AND MAINTAIN POLES AND TO INSTALL, ATTACH, AND MAINTAIN WIRES, CABLES, APPLIANCES, AND OTHER FACILITIES TO SUCH POLES AND TO EXISTING UTILITY POLES FOR THE PURPOSE OF TRANSMISSION AND DISTRIBUTION OF CABLE SERVICE; TO PROVIDE RECEPTION SERVICE FOR THE SAME TO THE MEMBERS OF THE PUBLIC DESIRING SUCH SERVICE IN THE TOWNSHIP OF BETHLEHEM, AND FOR OTHER PURPOSES FOR A PERIOD OF YEARS, SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE SAID FRANCHISE; PROVIDING FOR TOWNSHIP REGULATION AND USE OF THE SYSTEM, AND PROVIDING PENALTIES FOR VIOLATIONS**

Upon motion (Sourbeck-Beatty), the Board of Commissioners voted unanimously by voice vote to adopt Ordinance 04-22 granting to Service Electric Cable TV Inc. a non-exclusive franchise to erect, install, maintain, and operate cable service in, under, over, along, across, and upon the streets, sidewalks, alleys, bridges, roads, highways, and other public places in the Township of Bethlehem and subsequent annexations thereto, including in connection therewith the right and permission to erect, install, and maintain poles and to install, attach, and maintain wires, cables, appliances, and other facilities to such poles and to existing utility poles for the purpose of transmission and distribution of cable service; to provide reception service for the same to the members of the public desiring such service in the Township of Bethlehem, and for other purposes for a period of years, setting forth conditions accompanying the grant of the said franchise; providing for township regulation and use of the system, and providing penalties for violations.

**SUBDIVISIONS & LAND DEVELOPMENT**

**CONDITIONAL USE REQUEST**

**J.G. PETRUCCI INC. SEEKING CONDITIONAL USE OF DELIVERY VEHICLE PARKING LOT FOR MOWRER ROAD PROPERTY**

Solicitor Broughal said a hearing was held about a month ago and the only thing before the board is a decision. Ms. Raudenbush said the Planning Commission recommended approval of the conditional use request at their May 23, 2022 meeting.

Upon motion (Davis-Beatty), the Board of Commissioners voted 4-1 by voice vote to approve J.G. Petrucci Inc. seeking conditional use of delivery vehicle parking lot for Mowrer Road property. Mr. Sourbeck opposed.

**MOTION**

**A MOTION APPROVING IMPROVEMENT SECURITY RELEASE CERTIFICATION #9, IN THE AMOUNT OF \$601,172.65, FOR RIVER HILL ESTATES**

Mr. Merhottein asked how much security remained. Ms. Raudenbush said \$1,784,532.83 is left.

Upon motion (Sourbeck-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve a motion approving Improvement Security Release Certification #9, in the amount of \$601,172.65, for River Hill

Estates.

**APPROVAL OF BILL  
AGENDA OF  
JUNE 15, 2022**

Mr. Gallagher asked for clarification on the designer stained-glass listed on page three. Mr. Bruce said he didn't know either. Mr. Roth said the original stained-glass window at Housenick was broken and his father repaired it.

Upon motion (Sourbeck-Davis), the Board of Commissioners unanimously voted by voice vote to approve the Bill Agenda of June 15, 2022.

**APPROVAL OF  
PURCHASE ORDERS**

- 1. PO 20221292 – City of Allentown – BTPD – \$6,000.00**
- 2. PO 20221312 – A-1 Traffic Controls – PW – \$12,123.78**
- 3. PO 20221328 – Core & Main – PPIS – \$4,193.28**
- 4. PO 20221364 – McCann Associates – BTPD – \$4,758.39**
- 5. PO 20221368 – Traffic Services – PPIS – \$2,800.00**
- 6. PO 20221389 – City of Easton – BTPD – \$2,838.75**
- 7. PO 20221471 – Chapman Auto Group – BTPD – \$49,922.00**
- 8. PO 20221472 – Baker Ballistics – BTPD – \$9,555.00**
- 9. PO 20221473 – Recon Construction – PW – \$523,854.22**
- 10. PO 20221474 – UpCodes – CD – \$5,049.00**
- 11. PO 20221476 – Joao & Bradley Construction – PW – \$9,337.87**

Upon motion (Sourbeck-Beatty), the Board of Commissioners unanimously voted by voice to approve Purchase Orders 20221292, 20221312, 20221328, 20221364, 20221368, 20221389, 20221471, 20221472 and 20221473 as presented.

**APPROVAL OF  
TREASURER'S REPORT  
OF MAY 31, 2022**

Mr. Gallagher thanked the township treasurer for the explanation on the interest rates.

Upon motion (Sourbeck-Gallagher), the Board of Commissioners unanimously voted by voice vote to approve the Treasurer's Report of May 31, 2022 as presented, subject to audit.

**ZONING HEARING  
BOARD MEETING OF  
JUNE 29, 2022**

Ms. Raudenbush said there are two hearings on the agenda and no legal representation was requested.

**MONTHLY REPORTS**

Mr. Gallagher made a comment regarding the stormwater fund. He said he would like the stormwater fund to list the employee lines in the same manner as the general fund and sewer fund are listed. Mr. Bruce said he will look at it. Mr. Gallagher said the figures for the third-party planning review should be corrected. Ms. Raudenbush said they are still using a third-party plan reviewers and inspectors to handle the projects prior to hiring the residential inspector.

**DISCUSSION ITEMS**

**ILLEGAL DUMPING**

Mr. Sourbeck Fritch Drive provided photos to the commissioners. In the field, there are pails of hardened solution, bottles, cans, and televisions, and a semi-truck is parked there. He said it is hard to see at night because of the overgrown grass and weeds. Mr. Sourbeck asked if the property owner can be contacted to cut down the weeds.

Mr. Sourbeck said there is a similar situation at Mowrer and Highland roads, except there are "no parking" signs posted. There are trucks parked and trash. Ms. Raudenbush asked Mr. Sourbeck to submit a formal complaint since the township is complaint based and she will forward it to the Code Enforcement

Officer and start the notice of violation process. She said the actual dumping is a police matter. Ms. Davis said it is difficult to control illegal dumping because the person needs to be caught in the act in order to be fined. Mr. Sourbeck asked for cement barriers to be placed. Mr. Gallagher said that perhaps “no dumping” signs could be posted.

## **JOHNSTON MANSION SHUTTERS**

Mr. Gallagher said that at the last Housenick Mansion tour, Tim Brady, Housenick Board of Trustee, mentioned to him that exterior renovation work is not yet complete as some of the shutter and shutterdogs are missing. Mr. Gallagher said the PPIS department replaced and repaired the shutters that could be repaired. Mr. Gallagher said Mr. Brady mentioned that there is still money available in the grant for the exterior project. He said it is worth asking PPIS to take inventory of the missing/damaged shutters and dogs and get a price to repair them. He believes it is worth moving forward. Mr. Merhottein asked how many shutters were missing. Mr. Gallagher said there were about a dozen windows without shutters. Ms. Beatty asked is there anything else lacking that would be equally important. Mr. Gallagher said there are several windows with wood covers that are rotted and window wells that need to be painted.

Upon motion (Davis-Gallagher), the Board of Commissioners unanimously voted by voice vote to direct staff to determine the cost to replace/rehabilitate the remaining shutters.

## **ADJOURNMENT**

There being no other business, Mr. Merhottein adjourned the meeting at 7:58 p.m.

Respectfully submitted,

Laura G. Zapata  
Recording Secretary