

**REGULAR PUBLIC MEETING  
JANAURY 16, 2017**

**MEMBERS PRESENT** Pat Breslin, Vice-President  
Michael Hudak, President  
Thomas Nolan, Commissioner  
Malissa Davis, Commissioner  
Kim Jenkins, Commissioner

**OTHERS PRESENT** James Broughal, Township Solicitor  
Melissa Shafer, Township Manager  
Doug Bruce, Assistant Township Manager  
Andy Freda, Finance Director  
Nathan Jones, Planning Director  
Brian Dillman, Township Engineer

**CALL TO ORDER** President Breslin called the meeting to order at 7:04 p.m., and led those in attendance in reciting the Pledge of Allegiance.

**COURTESY OF THE FLOOR**

**GENE BOYER FARMERSVILLE RD.** Mr. Boyer asked why the community center budget line item for community events is a \$0 total. Mrs. Shafer said the scheduled events are sponsored.

**APPROVAL OF MINUTES** Upon motion (Davis-Jenkins) the Board of Commissioners voted by voice vote to approve the minutes of the January 3, 2017 regular public meeting as presented. The motion passed 4-0-1. Mr. Nolan abstained.

**SUBDIVISIONS & LAND DEVELOPMENT**

**HOPE ROAD COMMERCIAL DEVELOPMENT – CHRIN V7 PROPERTY – SKETCH PLAN** Greg Elko, Langan Engineering and Russ Pacala, Spillman Farmer Architects gave a visual presentation of the sketch plan. Mr. Elko said the plan proposes a convenience store with gas pumps, a movie house, a restaurant, bank and retail space. Mr. Nolan said the Comprehensive Plan will be up for adoption in April and feels that it would be appropriate to discuss permitted use at that time as opposed to holding a separate meeting. Ms. Davis asked if the convenience store could be move to the other side of the development as she feels it would be less disruptive for the surrounding neighbors.

**DON WRIGHT 2815 HOPE RIDGE DR.** Mr. Wright said the developer is working well with the Planning Commission. He believes that as a township the parking should be reduced for more green space and agrees with Ms. Davis about moving convenient store to the other side.

**ROY ROTH 4323 CHETWIN TERR.** Mr. Roth asked what the plans are for stormwater management. Mr. Hudak said the developer will have them at full submission.

**BARRH ROTH 4323 CHETWIN TERR.** Mr. Roth is concerned with where the gas station is located in the plan. He suggested it be moved to the other side.

**RESOLUTION R013-17**

**A RESOLUTION GRANTING A MODIFICATION OF PLAN TO THE BIRCHWOOD COMMONS LAND DEVELOPMENT PROJECT FOR CHANGES TO THE 12<sup>TH</sup> STREET EXTENSION PURSUANT TO PENNSYLVANIA DEPARTMENT OF TRANSPORTATION REVIEW, HIGHWAY OCCUPANCY PERMIT REQUIREMENTS AND STORMWATER MANAGEMENT DESIGN MODIFICATIONS**

Upon motion (Breslin-Nolan), the Board of Commissioners unanimously voted by voice vote to approve Resolution R013-17 granting a modification of plan to the Birchwood Commons Land Development Project for changes to the 12<sup>th</sup> Street extension pursuant to Pennsylvania Department of Transportation review, Highway Occupancy Permit requirements and stormwater management design modifications.

**RESOLUTION R010-17**

**A RESOLUTION AUTHORIZING TRAFFIC PLANNING & DESIGN INC. TO APPLY FOR A PENNSYLVANIA DEPARTMENT OF TRANSPORTATION HIGHWAY OCCUPANCY PERMIT FOR S.R. 2028-SEG. 100 OFFSET 0305-0570 ON BEHALF OF BETHLEHEM TOWNSHIP RELATED TO THE ANNUNCIATION HELLENIC CHURCH DEVELOPMENT**

Upon motion (Jenkins-Davis), the Board of Commissioners unanimously voted by voice vote to approve Resolution R010-17 authorizing Traffic Planning & Design Inc. to apply for a Pennsylvania Department of Transportation Highway Occupancy Permit for S.R. 2028-Seg. 100 Offset 0305-0570 on behalf of Bethlehem Township related to the Annunciation Hellenic Church development.

**RESOLUTION R011-17**

**A RESOLUTION AUTHORIZING TRAFFIC PLANNING & DESIGN INC. TO APPLY FOR A PENNSYLVANIA DEPARTMENT OF TRANSPORTATION HIGHWAY OCCUPANCY PERMIT FOR S.R. 2028-SEG. 100 OFFSET 0620-0700 ON BEHALF OF BETHLEHEM TOWNSHIP RELATED TO THE ANNUNCIATION HELLENIC CHURCH DEVELOPMENT**

Upon motion (Breslin-Davis), the Board of Commissioners unanimously voted by voice vote to approve Resolution R011-17 authorizing Traffic Planning & Design Inc. to apply for a Pennsylvania Department of Transportation Highway Occupancy Permit for S.R. 2028-Seg. 100 Offset 0620-0700 on behalf of Bethlehem Township related to the Annunciation Hellenic Church development.

**RESOLUTION R012-17**

**A RESOLUTION GRANTING CONDITIONAL APPROVAL OF THE LVIP VI, LOT 32, TRIPLE NET INVESTMENTS XIV LP PRELIMINARY/FINAL PLAN**

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by voice vote to approve Resolution R012-17 granting conditional approval of the LVIP VI, Lot 32, Triple Net Investments XIV LP preliminary/final plan.

**MOTIONS OF THE BOARD OF COMMISSIONERS**

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE AN ORDINANCE AUTHORIZING AND DIRECTING THE COUNTY OF NORTHAMPTON BOARD OF ELECTIONS TO SUBMIT TO THE QUALIFIED VOTERS OF THE TOWNSHIP OF BETHLEHEM A REFERENDUM**

**QUESTION PURSUANT TO THE LIBRARY CODE OF PENNSYLVANIA, THE ACT OF JUNE 14, 1961, P.L. 324, AS AMENDED, 24 PA. C.S.A 9301 ET SEQ.**

Upon motion (Breslin-Jenkins), the Board of Commissioners voted unanimously by voice vote to table a motion authorizing the township manager to advertise an ordinance authorizing and directing the County of Northampton Board of Elections to submit to the qualified voters of the Township of Bethlehem a referendum question pursuant to the Library Code of Pennsylvania, the act of June 14, 1961, P.L. 324, as amended, 24 Pa. C.S.A 9301 et seq.

**MOTION**

**A MOTION AUTHORIZING AN INDEMNIFICATION AGREEMENT BETWEEN BETHLEHEM TOWNSHIP AND THE ANNUNCIATION HELLENIC CHURCH OF EASTON, PA.**

Upon motion (Davis-Breslin), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing an indemnification agreement between Bethlehem Township and the Annunciation Hellenic Church of Easton, Pa.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH THE DIETRICK GROUP LLC FOR AN APPRAISAL OF 3001 HOPE ROAD**

Upon motion (Jenkins-Nolan), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to enter into an agreement with the Dietrick Group LLC for an appraisal of 3001 Hope Road.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH HOUGH ASSOCIATES TO COLLECT RESIDENTIAL AND COMMERCIAL RECYCLING DATA AND PREPARE PENNSYLVANIA DEPARTMENT OF ENVIRONMENTAL PROTECTION 904 RECYCLING GRANT APPLICATIONS**

Upon motion (Davis-Nolan), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to enter into an agreement with Hough Associates to collect residential and commercial recycling data and prepare Pennsylvania Department of Environmental Protection 904 Recycling Grant applications.

**MOTION**

**A MOTION AUTHORIZING A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO MODIFY BETHLEHEM TOWNSHIP'S AGREEMENT AND SCOPE OF SERVICES WITH TCA FOR COMPLETION OF THE 2017 DRAFT COMPREHENSIVE PLAN**

Upon motion (Nolan-Jenkins), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to modify Bethlehem Township's Agreement and Scope of Services with TCA for completion of the 2017 Draft Comprehensive Plan.

**MOTION**

**A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ADVERTISE A PUBLIC HEARING ON THE TRADITIONS OF AMERICA DEVELOPMENT FOR FEBRUARY 22, 2017, AT 6 P.M**

Upon motion (Davis-Breslin), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the township manager to advertise a public hearing on the Traditions of America development for February 22, 2017, at 6 p.m.

**APPROVAL OF BILL  
AGENDA OF  
JANUARY 11, 2017**

Upon motion (Davis-Jenkins), the Board of Commissioners unanimously voted by voice vote to approve the Bill Agenda of January 11, 2017.

**2017 BLANKET  
PURCHASE ORDERS**

Upon motion (Davis-Nolan), the Board of Commissioners unanimously voted by voice vote to approve the 2017 Blanket Purchase Orders as presented.

**APPROVAL OF  
PURCHASE ORDERS**

PO 20170067 – Bergey’s Inc. – Public Works – \$7,862.29  
PO 20170076 – Whitehall Turf Equipment Inc. – Public Works – \$22,584.00  
PO 20170077 – Deere & Co. – Public Works – \$138,953.61  
PO 20170078 – ESRI Inc. – PPIS – \$10,000  
PO 20170117 – Triad Truck Equipment Inc. – Public Works – \$66,740.00  
PO 20170118 – TransEdge Truck Centers – Public Works – \$127,939.00  
PO 20170119 – Wilson Products – Public Works – \$2,806.00  
PO 20170120 – Koch 33 Ford Toyota – Police – \$41,050.39

Upon motion (Nolan-Davis), the Board of Commissioners unanimously voted by voice vote to approve Purchase Orders PO 20170067, PO 20170076, PO 20170077, PO 20170078, PO 20170117, PO 20170118, PO 20170119 and PO 20170120 as presented.

**APPROVAL OF  
TREASURER’S REPORT  
OF DECEMBER 31, 2016**

Upon motion (Breslin-Jenkins), the Board of Commissioners unanimously voted by voice vote to approve the Treasurer’s Report of December 31, 2016 as presented subject to audit.

**ZONING HEARING  
BOARD MEETING OF  
JANUARY 25, 2017**

There were no comments or questions concerning the agenda of the Zoning Hearing Board’s meeting of January 25, 2017.

**ACCEPTANCE OF  
MONTHLY REPORTS**

All monthly reports were accepted as presented.

**DISCUSSION ITEM**

**CONTRACT REVIEW  
POLICY**

Ms. Jenkins suggested that an ordinance be established directing the township manager to do a review of the vendors every 3 years starting this year. Mr. Breslin said the township owes it to the residents to be fiscally responsible. Mr. Nolan said that every 2 years, the board reappoints the main contractors such as the solicitor. He said at that time, the board has the option to not reappoint. Mr. Hudak this is being put on the township manager to reach out internally for a better deal on services and believes there is no harm in doing so.

Upon motion (Breslin-Jenkins), the Board of Commissioners unanimously voted by voice vote to authorize the Township Solicitor to prepare an amended Manager’s Ordinance for Advertisement.

**ADJOURNMENT**

There being no other business, upon motion (Breslin-Jenkins), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 8:44 p.m.

Respectfully submitted,

Laura Zapata  
Recording Secretary

01-16-2017