

**BOARD OF COMMISSIONERS
BIENNIAL REORGANIZATIONAL MEETING
JANUARY 3, 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

CALL TO ORDER Solicitor Broughal called the meeting to order at 7:00 p.m. and following the Pledge of Allegiance introduced Laura Zapata, Notary Public, who was present to administer the Oath of Office to the Commissioners Elect.

OATH OF OFFICE Ms. Zapata administered the Oath of Office to Commissioners Elect Jan Beatty and John Merhottein.

ELECTION OF OFFICERS Solicitor Broughal welcomed the newly elected Commissioners and explained the process for the election of officers. Solicitor Broughal then called for nominations for President of the Board of Commissioners. Ms. Davis nominated Mr. Merhottein. There being no other nominations, the Board of Commissioners voted by roll call vote. By a 5-0 roll call vote, Mr. Merhottein was elected President of the Board of Commissioners.

Solicitor Broughal turned the meeting over to Mr. Merhottein. Mr. Merhottein thanked the board and welcomed Commissioner Beatty.

Mr. Merhottein called for nominations for Vice President of the Board of Commissioners. Mr. Sourbeck nominated Ms. Davis. There were no other nominations. By unanimous voice vote, Ms. Davis was elected Vice-President of the Board of Commissioners.

COURTESY OF THE FLOOR

**BARRY ROTH
4323 CHETWIN TERR.** Mr. Roth welcomed Commissioner Beatty. Mr. Roth said township-owned property on Ohio Street and William Penn Highway has been used for parking by nearby neighbors and asked for No Parking signs to be posted.

**TOM KEEFER
3803 CARTER RD.** Mr. Keefer welcomed Commissioner Beatty. He also reminded the board that they work for the residents.

COMMISSIONER SOURBECK Mr. Sourbeck asked if the news about the children Christmas shopping with the police officers could be placed in the newsletter.

APPROVAL OF MINUTES Mr. Gallagher noted that on page three, it was not noted that he seconded the motion authorizing the submission of the updated Pollutant Reduction Plan to the Pennsylvania Department of Environmental Protection. Mr. Bruce noted the error.

Upon motion (Gallagher-Merhottein), the Board of Commissioners voted by voice vote to approve the minutes of the December 20,2021 regular public meeting with amendment. Ms. Beatty abstained.

RESOLUTIONS & AGREEMENTS

RESOLUTION R001-22 A RESOLUTION APPOINTMENT A TOWNSHIP MANAGER

Upon motion (Davis-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve Resolution R001-22 appointing Doug Bruce as Township Manager.

RESOLUTION R002-22 A RESOLUTION APPOINTING A TOWNSHIP SOLICITOR

Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve Resolution R002-22 appointing Broughal & DeVito LLP as Township Solicitor.

RESOLUTION R003-22 A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP SOLICITOR

Upon motion (Davis-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R003-22 appointing David M. Backenstoe as Assistant Township Solicitor.

RESOLUTION R004-22 A RESOLUTION APPOINTING A LABOR COUNSEL

Ms. Davis nominated John Harrison of Broughal & DeVito LLP. The Board of Commissioners voted unanimously by voice vote to approve Resolution R004-22 appointing John S. Harrison of Broughal & DeVito LLP as Labor Counsel.

RESOLUTION R005-22 A RESOLUTION APPOINTING A TOWNSHIP ENGINEER

Mr. Gallagher nominated The Pidcock Company. The Board of Commissioners voted unanimously by voice vote to approve Resolution R005-22 appointing The Pidcock Company as Township Engineer.

RESOLUTION R006-22 A RESOLUTION APPOINTING AN ASSISTANT TOWNSHIP ENGINEER

Ms. Davis nominated ARRO Consulting Inc. The Board of Commissioners voted unanimously by voice vote to approve Resolution R006-22 appointing ARRO Consulting Inc. as Assistant Township Engineer.

RESOLUTION R007-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP PLANNING COMMISSION

Ms. Davis nominated Peter Chase. The Board of Commissioners voted unanimously by voice vote to approve Resolution R007-22 appointing Peter Chase to the Bethlehem Township Planning Commission.

RESOLUTION R008-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP PLANNING COMMISSION

Mr. Gallagher nominated Harold Levy. Ms. Davis nominated Joseph Soresi. The Board of Commissioners voted 3-2 by roll vote to approve Resolution R008-22 appointing Harold Levy to the Bethlehem Township Recreation Commission. Commissioners Gallagher, Beatty, and Davis voted for Mr. Levy. Commissioners Merhottein and Davis voted for Mr. Soresi.

RESOLUTION R009-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP RECREATION COMMISSION

Ms. Beatty nominated Lucia Leao. The Board of Commissioners voted unanimously by voice vote to approve Resolution R009-22 appointing Lucia Leao to the Bethlehem Township Recreation Commission.

RESOLUTION R010-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP RECREATION COMMISSION

Ms. Davis nominated Steve Greco. The Board of Commissioners voted unanimously by voice vote to approve Resolution R010-22 appointing Steve Greco to the Bethlehem Township Recreation Commission.

RESOLUTION R011-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP ZONING HEARING BOARD

Ms. Davis nominated Rodman Law. The Board of Commissioners voted unanimously by voice vote to approve Resolution R011-22 appointing Rodman Law to the Bethlehem Township Zoning Hearing Board.

RESOLUTION R012-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP VACANCY BOARD

Mr. Gallagher nominated Frank Pologruto. The Board of Commissioners voted unanimously by voice vote to approve Resolution R012-22 appointing Frank B. Pologruto to the Bethlehem Township Vacancy Board.

RESOLUTION R013-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM AREA PUBLIC LIBRARY ADVISORY BOARD

Ms. Davis nominated Dale Sourbeck. The Board of Commissioners voted unanimously by voice vote to approve Resolution R013-22 appointing Dale Sourbeck to the Bethlehem Area Public Library Advisory Board.

RESOLUTION R014-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY

Ms. Davis nominated Paul Hosking. The Board of Commissioners voted unanimously by voice vote to approve Resolution R014-22 appointing Paul Hosking to the Bethlehem Township Municipal Authority.

RESOLUTION R015-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY

Mr. Gallagher nominated David Thomsen. The Board of Commissioners voted unanimously by voice vote to approve Resolution R015-22 appointing David

Thomsen to the Bethlehem Township Municipal Authority.

RESOLUTION R016-22 A RESOLUTION APPOINTING A MEMBER TO THE BETHLEHEM TOWNSHIP MUNICIPAL AUTHORITY

Ms. Davis nominated Howard Kutzler. The Board of Commissioners voted unanimously by voice vote to approve Resolution R016-22 appointing Howard Kutzler to the Bethlehem Township Municipal Authority.

RESOLUTION R017-22 A RESOLUTION APPOINTING A TOWNSHIP TREASURER

Mr. Gallagher nominated Rosalia Italiano-Cacciabeve. The Board of Commissioners voted unanimously by voice vote to approve Resolution R017-22 appointing Rosalia Italiano-Cacciabeve as Township Treasurer.

RESOLUTION R018-22 A RESOLUTION APPOINTING A TAX COLLECTOR

Solicitor Broughal explained that the Tax Collector position is an elected position. He said that although no one ran for the position at the November 2021 election, Tom Rutherford was elected by write-in votes. Mr. Rutherford wrote a letter declining the position thereby creating a vacancy. Solicitor Broughal said the board must appoint someone to fill the vacancy until the next election.

Ms. Davis nominated Todd Kowalski. The Board of Commissioners voted unanimously by voice vote to approve Resolution R018-22 appointing Todd Kowalski as Tax Collector.

MOTION OF THE BOARD OF COMMISSIONERS

MOTION

A MOTION AUTHORIZING THE PUBLIC ADVERTISEMENT OF AN ORDINANCE AMENDING ORDINANCE NO. 5-99, THE BETHLEHEM TOWNSHIP ZONING ORDINANCE; CHAPTER 275, ZONING; OF THE TOWNSHIP OF BETHLEHEM CODE OF ORDINANCES, AS AMENDED, BY AMENDING ARTICLE II, TERMINOLOGY; SECTION 275-24, DEFINITIONS; REPEALING ORDINANCES, RESOLUTIONS, OR PARTS THEREOF IN CONFLICT HERewith, PROVIDING FOR SEVERABILITY OF PARTS OF THIS ORDINANCE DEEMED TO BE INVALID AND PROVIDING FOR AN EFFECTIVE DATE

Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the public advertisement of an ordinance amending Ordinance No. 5-99, the Bethlehem Township Zoning Ordinance; Chapter 275, Zoning; of the Township of Bethlehem Code of Ordinances, as amended, by amending Article II, Terminology; Section 275-24, Definitions; repealing ordinances, resolutions, or parts thereof in conflict herewith, providing for severability of parts of this ordinance deemed to be invalid and providing for an effective date.

MOTION

A MOTION AUTHORIZING AND APPROVING AN AGREEMENT WITH MKSD ARCHITECTS FOR SERVICES RELATED TO THE PUBLIC BIDDING PROCESS FOR THE BETHLEHEM TOWNSHIP COMMUNITY

CENTER ROOF AND KALWALL REPLACEMENT PROJECT

Upon motion (Sourbeck-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing and approving an agreement with MKSD Architects for services related to the public bidding process for the Bethlehem Township Community Center roof and Kalwall replacement project.

**APPROVAL OF
PURCHASE ORDERS**

PO 20220004 – NEW HOLLAND AUTO GROUP – PPIS – \$33,914.00

Upon motion (Sourbeck-Davis), the Board of Commissioners voted unanimously by voice vote to approve Purchase Order 20200008 and to table Purchase Order 20220004.

ADJOURNMENT

There being no other business, upon motion (Sourbeck-Gallagher), the Board of Commissioners unanimously voted by voice vote to adjourn the meeting at 7:27 p.m.

Respectfully submitted,

Laura Zapata
Recording Secretary