

**BETHLEHEM TOWNSHIP BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
APRIL 7, 2025**

<b>MEMBERS PRESENT</b>	John J. Merhottein, President John K. Gallagher, Vice President Matthew C. Deckman, Commissioner DeAnn L. Lawrence, Commissioner
<b>MEMBERS ABSENT</b>	Michael D. Hudak, Commissioner
<b>OTHERS PRESENT</b>	James L. Broughal, Township Solicitor Doug Bruce, Township Manager Samantha Smith, Community Development Director Ron Gawlik, Township Engineer
<b>CALL TO ORDER</b>	Mr. Merhottein called the meeting to order at 7:00 p.m. and led those assembled in the Pledge of Allegiance.
<b>COURTESY OF THE FLOOR</b>	
<b>DAVID BUCHERER 4220 NICHOLAS ST.</b>	Mr. Bucherer stated he would like to see all union contracts readily available on the website instead of filing a Right-To-Know request. Mr. Bucherer also commented that he did not agree with the many variances and waivers granted for newer construction especially regarding height and width of the buildings. He asked that each commission give their opinion on the matter, but Solicitor Broughal interjected and said by law Mr. Bucherer could not interrogate the board during courtesy of the floor, he could only make a statement. Solicitor Broughal said the law does not require the board to respond to any questions during public comment. Mr. Bucherer then stated the board members should make themselves available to their constituents to answer these questions. Mr. Gallagher said this board does not grant the waivers. Mr. Bucherer said the board can reject anything brought before them. Mr. Merhottein said some of the variances were granted by the Zoning Hearing Board. Mr. Gallagher said he has objected to many waivers but they were granted by majority vote.
<b>ROY ROTH 4323 CHETWIN TERR.</b>	Mr. Roth said the fire truck that crashed on Farmersville Road should not have been there. He said cinders should have been put down. Mr. Roth believes speed is a factor in recent crashes at the location and asked that a metal barrier be installed. Mr. Roth said the recycling center has not made a profit since its start. He asked the board to seek grant money to improve the center.
<b>APPROVAL OF MINUTES</b>	Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote to approve the March 17, 2025, regular public meeting minutes as presented. Mr. Hudak was absent.
<b>PUBLIC HEARING</b>	
<b>CHRIN V-7 CONDITIONAL USE</b>	<b>CHRIN V-7 CONDITIONAL USE HEARING – CHRIN V-7 ASSOCIATES SEEKING A CONDITIONAL USE FOR A 264-UNIT GARDEN APARTMENT COMPLEX AT 5218 WILLIAM PENN HIGHWAY.</b>

Solicitor Broughal said that at the request of the applicant the hearing was continued, and a future date was not yet determined.

## **SUBDIVISIONS & LAND DEVELOPMENT**

### **RESOLUTION R030-25    A RESOLUTION APPROVING THE NOTRE DAME HIGH SCHOOL FIELD HOUSE SITE PLAN**

Ms. Smith said the applicant proposes to remove and replace the existing field house with a new three-story building and some improvements. The Planning Commission recommended approval at their March meeting, subject to compliance of all review letters. Mr. Gallagher asked if this change triggers the roadway improvements in SALDO. Ms. Smith said the footprint remains the same, so it is being treated as a site plan.

Upon motion (Deckman-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R030-25 approving the Notre Dame High School field house site plan. Mr. Hudak was absent.

### **RESOLUTION R031-25    A RESOLUTION APPROVING THE COUNTRY MEADOWS BOUNDARY LINE ADJUSTMENT PLAN**

Ms. Smith said this application proposes consolidation of both lots which are owned by Country Meadows. The Planning Commission recommended approval subject to compliance of all review letters. They also recommended approval of five waivers and three deferrals.

Upon motion (Lawrence - Deckman), the Board of Commissioners voted unanimously by voice vote to approve Resolution R031-25 approving the Country Meadows Boundary Line Adjustment Plan. Mr. Hudak was absent.

### **MOTION                                    A MOTION TO EXTEND THE DEVELOPER'S OBLIGATION TO COMPLETE IMPROVEMENTS, PURSUANT TO THE DEVELOPMENT AGREEMENT, FOR RIVER HILL ESTATES TO NOVEMBER 30, 2025**

Ms. Smith said approval was recommended subject to strict compliance with the construction schedule. Mr. Gallagher asked what the delay was. Mr. Gawlik said the developer ran into problems with the property owners in managing some of the required improvements.

### **GLENN KRIER 3942 KENDRICK DR.**

Mr. Krier said he went through River Hill and noticed they are tearing up some of the sidewalks. Ms. Smith said the sidewalks were deemed deficient and are being replaced with those that meet township standards.

Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote to extend the developer's obligation to complete improvements, pursuant to the development agreement, for River Hill Estates to November 30, 2025. Mr. Hudak was absent.

## **MOTION**

### **A MOTION APPROVING IMPROVEMENTS SECURITY RELEASE CERTIFICATION NO. 3, IN THE AMOUNT OF \$ \$264,174.83, FOR GRACE CHURCH**

Mr. Merhottein said this was a standard security release. Mr. Gallagher said they did a nice job.

Upon motion (Gallagher-Deckman), the Board of Commissioners voted unanimously by voice vote approving Improvements Security Release Certification No. 3, in the amount of \$ \$264,174.83, for Grace Church. Mr. Hudak was absent.

## **RESOLUTIONS OF THE BOARD OF COMMISSIONERS**

### **RESOLUTION R025-25 A RESOLUTION APPOINTING A PATROL OFFICER TO THE BETHLEHEM TOWNSHIP POLICE DEPARTMENT**

Ms. Lawrence nominated Brandon Jones.

The Board of Commissioners unanimously approved Resolution R025-25 appointing Brandon Jones patrol officer to the Bethlehem Township Police Department. Mr. Hudak was absent.

### **RESOLUTION R026-25 A RESOLUTION APPOINTING A PATROL OFFICER TO THE BETHLEHEM TOWNSHIP POLICE DEPARTMENT**

Mr. Deckman nominated Gabriel Rodriguez.

The Board of Commissioners unanimously approved Resolution R026-25 appointing to approve Resolution R026-25 appointing Gabriel Rodriguez patrol officer to the Bethlehem Township Police Department. Mr. Hudak was absent.

### **RESOLUTION R027-25 A RESOLUTION APPROVING AND AUTHORIZING THE IMPLEMENTATION OF AN UPDATED EMERGENCY OPERATIONS PLAN (EOP) AND ADOPTING THE NOTIFICATION AND RESOURCE MANUAL OF THE BETHLEHEM TOWNSHIP EOP FOR THE PREVENTION AND MINIMIZATION OF INJURY AND DAMAGE CAUSED BY A MAJOR EMERGENCY OR DISASTER WITHIN BETHLEHEM TOWNSHIP, COUNTY OF NORTHAMPTON, COMMONWEALTH OF PENNSYLVANIA**

Mr. Merhottein said the township is required by state law to maintain an emergency operations plan and update it every two years.

Upon motion (Lawrence - Deckman), the Board of Commissioners voted unanimously by voice vote to approve Resolution R027-25 approving and authorizing the implementation of an updated Emergency Operations Plan (EOP) and adopting the Notification and Resource Manual of the Bethlehem Township EOP for the prevention and minimization of injury and damage caused by a major emergency or disaster within Bethlehem Township, County of Northampton, Commonwealth of Pennsylvania. Mr. Hudak was absent.

### **RESOLUTION R028-25 A RESOLUTION AUTHORIZING THE ATTENDANCE OF INVESTIGATOR GRETCHEN KRAEMER AT THE PENNSYLVANIA STATE POLICE CRIMINAL INVESTIGATION ASSESSMENT UNIT BASIC HOMICIDE**

04-07-2025

**INVESTIGATION COURSE MAY 12-16, 2025, IN HARRISBURG,  
PENNSYLVANIA**

Mr. Merhottein said this is a standard police training.

Upon motion (Gallagher-Deckman), the Board of Commissioners voted unanimously by voice vote to approve Resolution R028-25 authorizing the attendance of Investigator Gretchen Kraemer at the Pennsylvania State Police Criminal Investigation Assessment Unit Basic Homicide Investigation Course May 12-16, 2025, in Harrisburg, Pennsylvania. Mr. Hudak was absent.

**RESOLUTION R029-25 A RESOLUTION AUTHORIZING THE ATTENDANCE OF SERGEANT KIRK HARRYN AND INVESTIGATOR ADAM EBNER AT THE PENNSYLVANIA STATE POLICE BUREAU OF FORENSIC SERVICES CRIME SCENE PHOTOGRAPH COURSE MAY 12-16, 2025, IN HARRISBURG, PENNSYLVANIA**

Mr. Merhottein said this is a standard police training.

Upon motion (Deckman - Lawrence), the Board of Commissioners voted unanimously by voice vote to approve Resolution R029-25 authorizing the attendance of Sergeant Kirk Harryn and Investigator Adam Ebner at the Pennsylvania State Police Bureau of Forensic Services Crime Scene Photograph course May 12-16, 2025, in Harrisburg, Pennsylvania. Mr. Hudak was absent.

**RESOLUTION R032-25 A RESOLUTION AWARDDING THE CONTRACT FOR THE COLD IN-PLACE RECYCLING AND OVERLAY PROJECT**

Mr. Merhottein said this was the annual road paving. He said two projects were bid out and he supported moving forward with just one project. Mr. Bruce said the bidder is Recon Construction to do the Riverview Estates/Overlook Estates. Mr. Merhottein said the original estimate was \$425,000, about \$130,000 less than the bid.

Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote to approve Resolution R032-25 awarding the contract for the cold in-place recycling and overlay project to Recon Construction for \$558,306 for the base bid area Riverview Estates/Overlook Estates. Mr. Hudak was absent.

**RESOLUTION R033-25 A RESOLUTION AUTHORIZING THE ATTENDANCE OF SERGEANT JEREMY ANDERSON, SERGEANT KIRK HARRYN, AND CLERK JENNIFER HARDING AT THE CODY CONNECT TRAINING CONFERENCE APRIL 21-24, 2025, IN HERSEY, PENNSYLVANIA**

Mr. Merhottein said this was a standard police training.

Upon motion (Deckman - Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R033-25 authorizing the attendance of Sergeant Jeremy Anderson, Sergeant Kirk Harryn, and Clerk Jennifer Harding at the CODY Connect training conference April 21-24, 2025, in Hersey, Pennsylvania. Mr. Hudak was absent.

**MOTIONS OF THE  
BOARD OF  
COMMISSIONERS**

**MOTION****A MOTION AUTHORIZING THE TOWNSHIP MANAGER TO ENTER INTO AN AGREEMENT WITH GRANICUS FOR ANNUAL SUBSCRIPTION FOR “SMARTGOV” PERMITTING AND CODE ENFORCEMENT SOFTWARE**

Upon motion (Gallagher-Lawrence), the Board of Commissioners voted unanimously by voice vote authorizing the township manager to enter into an agreement with Granicus for annual subscription for “SmartGov” permitting and code enforcement software. Mr. Hudak was absent.

**PURCHASE ORDERS**

**PO 20250545 – TRANS-BRIDGE INC. – BTCC – \$7,639.44**  
**PO 20250598 – FRANK BUBBA & SONS – PPIS – \$3,600.00**  
**PO 20250599 – NORTHEAST TECHNICAL SALES – PPIS – \$5,379.00**  
**PO 20250600 – FRANK BUBBA & SONS – PPIS – \$10,888.00**  
**PO 20250636 – ESRI INC. – PPIS – \$21,300.00**  
**PO 20250712 – MOYER INDOOR OUTDOOR – PW – \$8,237.00**  
**PO 20250713 – U.S. MUNICIPAL SUPPLY – PW – \$2,045.02**  
**PO 20250714 – CHEMUNG SUPPLY – PW -- \$2,681.08**  
**PO 20250715 – GAI CONSTRUCTION MONITORING – PW – \$13,842.00**

Upon motion (Gallagher-Deckman), the Board of Commissioners voted unanimously by voice vote to approve purchase orders as presented. Mr. Hudak was absent.

**ADJOURNMENT**

There being no further business, Mr. Merhottein adjourned the meeting at 7:28 p.m.

Respectfully submitted,

Laura G. Zapata  
Recording Secretary