

**BOARD OF COMMISSIONERS  
REGULAR PUBLIC MEETING  
FEBRUARY 7, 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** Mr. Merhottein called the meeting to order at 7:00 p.m. and led those in attendance in reciting the Pledge of Allegiance.
- EXECUTIVE SESSIONS** Solicitor Broughal announced that the Board of Commissioners met in Executive Session on February 1 at 5 p.m. to approximately 8:15 p.m.; February 3 at 5:30 p.m. to approximately 8:30 p.m.; and February 7 from 6:30 p.m. to 7:00 p.m. to discuss personnel matters pursuant to Section 708a of the Pennsylvania Sunshine Act.
- COURTESY OF THE FLOOR**
- GLEN KRIER  
3942 KENRICK DR.** Mr. Krier asked if the money from the COVID-19 relief fund could be used towards stormwater issues and possibly reducing the stormwater fee the residents would have to pay. Mr. Merhottein said the board decided that they would hold on to the COVID relief money at this time.
- Mr. Gallagher said the federal money received represents about 7% of what the projected costs for the stormwater and flood mitigation projects will be. Putting the money towards the costs would not result in any significant savings.
- TOM KEEFER  
3803 CARTER RD.** Mr. Keefer said Lower Nazareth Township posted on Facebook road closures in Bethlehem Township due to potholes. He asked what the township plans on doing to repair them. Mr. Keefer said he hit a patch of ice on Church Road near the construction site. Mr. Sourbeck asked Mr. Bruce if he received any notifications regarding the potholes. Mr. Bruce said he learned about the potholes via Nixle. He said he spoke with Public Works and was told they would address it Saturday morning. Mr. Merhottein asked the township manager to follow up.
- BARRY ROTH  
4323 CHETWIN TERR.** Mr. Roth asked when the sinkhole across the street from McDonald's would be fixed. It's been two years and getting worse.
- APPROVAL OF MINUTES** Upon motion (Gallagher-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve the minutes of the January 17, 2022 regular public meeting as presented.

**SUBDIVISIONS &  
LAND DEVELOPMENT**

**SKETCH PLAN - 2251  
WILLOW PARK ROAD**

Ms. Raudenbush said Mr. Posh is the property owner of a 14.47-acre parcel on Willow Park Road and is proposing to subdivide the developed portion of the site to its own lot. This would create two lots, one 10.77-acres and one 3.04-acres. This parcel is located within the Conservation and Recreation Zoning District, and within the Commercial Enhancement Overlay District. Seth Gahman, Bohler Engineering, representing the developer, said the parcel is located at 2251 Willow Park Road at the corner of Willow Park and Middletown Roads. Lot one would be approximately three acres and contain the existing Palette Pro company and the Shively Moving Company. Lot two would be the remaining 10.6 acres that would contain the wooded area to the west of the Nancy Run. No development is proposed at this time but the property owners are seeking relief from the impervious coverage requirement. Mr. Gallagher asked why they would seek relief from a hardship brought about by their nonconformance and said it didn't make sense. Ms. Davis commented that the pallets are stacked so high and is concerned about the danger it poses. Ms. Raudenbush said staff has been in contact with Pallet Pro within the last week to remind them that they still have an open violation and to come into conformance.

No action was taken.

**MOTION OF THE  
BOARD OF  
COMMISSIONERS**

**MOTION**

**A MOTION AUTHORIZING THE TAX EXONERATION OF PARCELS N7-4-1 AND N7-4-4C FOR THE BETHLEHEM AREA SCHOOL DISTRICT**

Upon motion (Sourbeck-Beatty), the Board of Commissioners voted unanimously by voice vote to approve a motion authorizing the tax exoneration of parcels N7-4-1 and N7-4-4C for the Bethlehem Area School District.

**RESOLUTIONS &  
AGREEMENTS**

**RESOLUTION R021-22**

**A RESOLUTION AUTHORIZING THE EXECUTION OF A CERTAIN  
ADDENDUM TO THE EMPLOYMENT AGREEMENT BETWEEN DOUG  
BRUCE AND THE TOWNSHIP OF BETHLEHEM FOR THE POSITION OF  
TOWNSHIP MANAGER**

**TOM KEEFER  
3808 CARTER ROAD**

Mr. Keefer said he didn't agree at all with the pay increase for Mr. Bruce. Ms. Davis said the manager in Palmer Township makes \$135,000 per year. Mr. Merhottein said the manager in Hanover Township makes \$160,000 a year with half the size of this township. He said Mr. Bruce has not received a raise in four years and felt it was something overlooked.

Upon motion (Sourbeck-Davis), the Board of Commissioners voted unanimously by voice vote to approve Resolution R021-22 authorizing the execution of a certain addendum to the employment agreement between Doug Bruce and the Township of Bethlehem for the position of township manager.

**RESOLUTION R022-22 A RESOLUTION ADOPTING THE PALMER TOWNSHIP,  
NORTHAMPTON COUNTY, ACT 537 SEWAGE FACILITIES PLAN  
CENTRAL INTERCEPTOR SPECIAL STUDY**

Mr. Merhottein said this pertains to the township residents that drain to the Palmer Township sewage facilities. Mr. Gawlik said the Pennsylvania Department of Environmental Protection requires a special study for sewage facilities planning for the interceptor replacement. As part of the process, Palmer Township is required to have any municipality that has residents that drain into the facility approve by resolution this special study. Ms. Davis asked what road this is near. Mr. Gawlik said it was close the Maple Shade Estates development.

Upon motion (Sourbeck-Gallagher), the Board of Commissioners voted unanimously by voice vote to approve Resolution R022-22 adopting the Palmer Township, Northampton County, Act 537 Sewage Facilities Plan Central Interceptor Special Study.

**RESOLUTION R023-22 A RESOLUTION AUTHORIZING INVESTIGATOR EDWARD FOX TO  
ATTEND CRIME SCENE PROCESSING TRAINING FEBRUARY 22-23,  
2022, IN MATAMORAS, PENNSYLVANIA**

Upon motion (Davis-Sourbeck), the Board of Commissioners voted unanimously by voice vote to approve Resolution R022-22 authorizing Investigator Edward Fox to attend crime scene processing training February 22-23, 2022, in Matamoras, Pennsylvania

**APPROVAL OF  
PURCHASE ORDERS**

**PO 20220116 – NAZARETH FORD – BTPD – \$6,240.53**  
**PO 20220163 – SALZMANN HUGHES PC – PPIS – \$9,427.50**  
**PO 20220165 – AG INDUSTRIAL – PPIS – \$57,878.28**  
**PO 20220169 – ENTERTAINMENT SERVICES GROUP – BTCC – \$4,977.80**  
**PO 20220182 – EXETER SUPPLY COMPANY – PW – \$2,114.80**  
**PO 20220222 – AMERICAN RED CROSS – BTCC – \$1,214.00**  
**PO 20220223 – VERIZON WIRELESS – BTPD – \$5,744.00**

Mr. Gallagher had a question regarding purchase order 20220182. He asked listed as detention pond supplies and not street. It is a stormwater expense. Mr. Bruce said he will check to see where it was allocated to.

Upon motion (Sourbeck-Beatty), the Board of Commissioners voted unanimously by voice vote to approve Purchase Order 20220116, 20220163, 20220165, 20220169, 20220182, 20220222 and 20220223.

**DISCUSSION ITEM**

**ZONING HEARING  
BOARD AGENDA FOR  
FEBRUARY 23, 2022**

Ms. Raudenbush asked the board if they would like representation at the meeting for the following hearings:

1 – Pertains to a sketch plan proposed at the southeast corner of Farmersville Road and Easton Avenue. The applicant is proposing apartments and is seeking a height variance.

2 – Private citizen looking for some setbacks for accessory structures

3 – Residential Property on Manor Road where the in-law suite appears to have been changed to an income dwelling unit within that structure which is not permitted.

4 – 3608 Freemansburg Avenue – the applicant is requesting a certificate of non-conformity for their use.

Ms. Davis said she would like representation for hearings 1, 3 and 4. Mr. Sourbeck asked if any of these hearings would come back before the board. Ms. Raudenbush said only if they pertain to land development. The benefit of having a solicitor present is that it would make the township an interested party of record for that hearing. If something happened that the board did not agree with or done correctly, there would be an opportunity of appeal the decision of the Zoning Hearing Board. It was the consensus of the board to send the solicitor to the Zoning Hearing Board meeting of February 23, 2022.

**GLEN KREIER**  
**3942 KENRICK DR.**

Mr. Kreier asked if the plans for the site at ABE Salvage area was considered a brown field and the printing building would be part of the plan. Ms. Raudenbush said yes and that all of the property would be developed.

**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 G. Zapata  
Recording Secretary