

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 23, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, February 23, 2022. Chairman James Pennington called the meeting to order at 7:00 PM.

Present were:

James Pennington – Chairman
Martin Boucher – Vice-Chairman
Stephen Brown – Supervisor
Robert Hoyer - Supervisor

Lori A. Stauffer – Township Manager

**The Board held an executive session prior to this evening's meeting to discuss legal issues **

Agenda Amendment and Approval

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the February 23rd meeting agenda. The motion carried unanimously.

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the February 9th meeting minutes. The motion carried unanimously.

Reports

There were no reports presented for this meeting.

Supervisor's Comments

Parks & Recreation – Mr. Brown reported planning for the Township Easter Egg Hunt is under way. The event is scheduled for April 9th at 11:00 a.m. with a rain date of April 10th. The Township is receiving generous donations from local businesses. He also reported the Recreation Committee is recommending the Township apply for funding through the 2022 Livable Landscapes grant for a pavilion and creek overlook at Surrey Glen Park.

Mr. Brown also requested the Board consider authorizing the Township Manager to coordinate the submission of applications for NPDES permits for Hahn's Meadow Park and Surrey Glen Park. Mr. Boucher made a motion to authorize applications for NPDES permits for Hahn's Meadow Park and Surrey Glen Park. Mr. Hoyer seconded. Motion passed unanimously.

Solicitor's Report

None

Engineer's Report

None

Manager's Report

Fuel Escalator Clause LNT-12-22 – Ms. Stauffer stated the fuel escalator clause resolution pertains to the current 2022 road projects that are out to bid. The adoption of the fuel escalator clause provides assurance to the contractor that in the event of fuel price increases, they will be able to adjust their contract accordingly. Mr. Brown made a motion to adopt Resolution LNT-12-22. Mr. Boucher seconded. Motion passed unanimously.

Server Upgrade 2022 – Ms. Stauffer requested authorization for an expenditure for the purchase of a new server based on the quote provided by Integra. The replacement of the server was discussed during the 2022 budget meeting. Mr. Boucher made a motion to authorize the expenditure of \$50,149.63 for the replacement of the server and an additional \$572 for the required licensing. Mr. Brown seconded. Motion passed unanimously.

Payment of the Bills

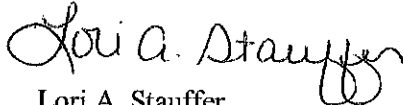
A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve payment of the bills dated February 23rd.

Courtesy of the Floor

None

Adjournment – The meeting adjourned at 7:09 PM.

Respectfully submitted by,



Lori A. Stauffer
Township Manager

Lower Nazareth Township

Bills To Be Approved

February 23, 2022

GENERAL FUND CHECKING ACCOUNT

| Num | Name | Memo | Amount |
|----------------|---------------------------------------|---------------------------------------|---------------|
| PAID ONLINE | Thyssenkrupp Elevator Corporation | Elevator Maintenance | \$ 1,300.00 |
| 21867 | Safeguard Business Systems | Office Supplies | \$ 454.23 |
| 21868 | Pitney Bowes | Office Supplies | \$ 80.74 |
| 21869 | Pitney Bowes Purchase Power | Postage | \$ 2,020.99 |
| 21870 | Suburban Propane | Park Fuel | \$ 199.76 |
| 21871 | Suburban Propane | Public Works Fuel | \$ 1,720.06 |
| 21872 | Signal Service, Inc. | Traffic Signal Maintenance | \$ 372.50 |
| 21873 | Easton Suburban Water Authority | Fire Company Water | \$ 65.57 |
| 21874 | Verizon Wireless | Fire Company Wireless | \$ 330.40 |
| 21875 | Verizon Wireless | Fire Company Wireless | \$ 108.57 |
| 21876 | Fogels Fuel Service | Fire Company Fuel | \$ 4,230.85 |
| 21877 | Assured Partners of Northeast PA | Fire Company Insurance | \$ 7,408.25 |
| 21878 | Fraser Advanced Info Systems | Fire Company Copier Lease/Maintenance | \$ 24.97 |
| 21879 | Fraser Advanced Info Systems | Fire Company Copier Lease/Maintenance | \$ 95.00 |
| 21880 | Sparkle Car Wash on 248 LLC | Fire Company | \$ 5.64 |
| 21881 | PPL, Inc. | Fire Company Electricity | \$ 571.96 |
| 21882 | PPL, Inc. | Fire Company Electricity | \$ 29.07 |
| 21883 | Verizon Wireless | Municipal/Public Works Wireless | \$ 550.36 |
| 21884 | City of Bethlehem | Hydrant Assessment | \$ 156.54 |
| 21885 | Fraser Advanced Info Systems | Copier Lease/Maintenance | \$ 409.00 |
| 21886 | Environmental Energy Solutions, LLC | Winter Maintenance Materials | \$ 6,760.00 |
| 21887 | PAPCO | Equipment Motor Fuel | \$ 1,713.60 |
| 21888 | The Pennsylvania Municipal League | Membership Renewal | \$ 65.00 |
| 21889 | Assured Partners of Northeast PA | Fire Company Insurance | \$ 1,280.25 |
| 21890 | The Key | Advertisement | \$ 465.12 |
| 21891 | Cumberland Truck Parts | Public Works Equipment Parts/Supplies | \$ 99.02 |
| 21892 | Staples Business Advantage | Office Supplies | \$ 67.51 |
| 21893 | New Enterprise Stone & Lime Co., Inc. | Paving/Patching Material | \$ 2,029.17 |
| 21894 | New Enterprise Stone & Lime Co., Inc. | Construction/Paving/Patching Material | \$ 2,552.48 |
| PAID ONLINE | Home Depot | Facilities Maintenance Supplies | \$ 116.34 |
| 21895 | Keystone Consulting Engineers, Inc. | Engineering & Inspection Services | \$ 6,959.88 |

Lower Nazareth Township
Bills To Be Approved
 February 23, 2022

GENERAL FUND CHECKING ACCOUNT

| Num | Name | Memo | Amount |
|--|---------------------------------|---|-----------------------------------|
| 21896 | Service Electric Cable TV Inc | Fire Company Internet | \$ 114.38 |
| 21897 | Witmer Public Safety Group | Fire Company Supplies | \$ 91.55 |
| 21898 | Wex Bank | Fire Company | \$ 828.38 |
| 21899 | A&A Sales Associates, LLC | Public Works Supplies | \$ 255.75 |
| 21900 | Cumberland Truck Parts | Public Works Equipment Parts/Supplies | \$ 186.01 |
| 21901 | Sprayer Specialties Inc. | Public Works Equipment Parts/Supplies | \$ 212.96 |
| 21902 | Wilson Products | Public Works Equipment Parts / Supplies | \$ 176.94 |
| 21903 | American Rock Salt Company LLC | Winter Maintenance | \$ 6,905.57 |
| 21904 | Easton Suburban Water Authority | Municipal Bldg Water | \$ 67.34 |
| <i>Total General Fund Checking Account...</i> | | | <u><u>\$ 51,081.71</u></u> |

PAYROLL ACCOUNT

| Num | Name | Memo | Amount |
|-----|-------------------|------|-----------------------------------|
| | February 25, 2022 | | <u><u>\$ 41,777.59</u></u> |

CAPITAL RESERVE ACCOUNT

| Num | Name | Memo | Amount |
|--|--------------------|----------------------|----------------------------------|
| 1234 | MRP Electric, Inc. | Capital Construction | \$ 4,643.36 |
| PAID ONLINE | Home Depot | Capital Construction | \$ 1,782.82 |
| <i>Total Capital Reserve Account...</i> | | | <u><u>\$ 6,426.18</u></u> |

OPEN SPACE ACCOUNT

| Num | Name | Memo | Amount |
|---|-----------------------|----------------------|------------------------------------|
| 1580 | MRP Electric, Inc. | Capital Construction | \$ 320.00 |
| 1581 | Bath Supply Co., Inc. | Capital Construction | \$ 704.50 |
| <i>Total Open Space Account...</i> | | | <u><u> </u></u> |

SEWER ACCOUNT

| Num | Name | Memo | Amount |
|------|--------------------------------------|-------------|--------------------------------|
| 1177 | Hanover Engineering Associates, Inc. | Sewer Study | <u><u>\$ 411.26</u></u> |

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MASTER ESCROW ACCOUNT

| Num | Name | Memo | Amount |
|------------|-------------------------------------|---------------------------------------|---------------------|
| 2843 | PPL Electric Utilities | Traffic Signal Electricity | \$ 173.85 |
| 2844 | Asteak Law Offices | Legal Services | \$ 380.00 |
| 2845 | Keystone Consulting Engineers, Inc. | Engineering & Consulting Services | \$ 37,218.25 |
| | | <i>Total Master Escrow Account...</i> | <u>\$ 37,772.10</u> |