

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 28, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, September 28, 2022, Vice Chairman Martin Boucher called the meeting to order at 7:16PM.

Present were:

Martin Boucher	-	Vice Chairman	Gary Asteak, Esq.	-	Solicitor
Robert J. Hoyer	-	Supervisor	Albert Kortze	-	Engineer
Stephen A. Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Amy L. Templeton	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer

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

Agenda Amendment and Approval

Ms. Stauffer requested to add Hanoverville Road Improvements under Solicitor's Report. Mr. Hoyer made a motion to approve the amended the agenda. Mr. Brown seconded. Motion passed.

Approval of Minutes

The meeting minutes of September 14, 2022 were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Brown seconded. Motion passed.

Reports

The Financial Report for August 2022 were presented.

Supervisor's Comments

Mr. Brown reminded everyone of our Dog's Day Out event on October 22nd. Mr. Brown added that the Township has received a \$125,000 DCED Greenways, Trails, and Recreation Grant for the splash pad at Newburg Park.

Open Space Preservation - Mr. Hoyer had nothing to report.

Parks & Recreation - Ms. Templeton said we are excited about the October 22nd event.

Mr. Boucher attended the Colonial Regional Police meeting. Last month in Lower Nazareth there was 336 incidents and 1,136 service hours.

Subdivision and Land Development

Greg Properties - Kelly Nissan Improvements Agreement – Authorization to Execute – Agreement has been signed by Greg Properties and cash Security has been received. Ms. Templeton made a motion to authorize agreement to be signed. Mr. Hoyer seconded. Motion passed.

Solicitor's Report

Hanoverville Road Project -- Triple Net (Petrucci) and Trammell Crow have agreed to jointly make 400 feet of roadway improvements to the bridge. Previously estimates were \$75,000 and more recently MR.

**Board of Supervisors Minutes
September 28, 2022**

Kortze's estimates were even less. Just this week, Attorney Durso provided an estimated that is \$200,000. Solicitor Asteak stated the amount would be a traffic impact fee credit to developer for their portions of the work.

Mr. Kortze state that this latest estimate included items not related to that roadway improvements including \$50K off hours work, additional paving west of the bridge, and \$35K of stone for Triple Net's frontage. The Board is only interested in paving work east of the intersection.

Solicitor Asteak asked direction from the BOS. Mr. Boucher believes that \$200K out of line. Mike Wilson, from Trammell Crow agreed to take out the \$50K premium and remove additional work of \$13,661 bring the estimate down to \$139,000. Mr. Boucher still believes it is too high. Mr. Boucher said the Township would be willing to pay up to \$100K in traffic impact credit.

Mr. Wilson asked if we could meet in middle. Mr. Boucher commented that the Township is already compromising, as the original estimate was \$75K. Mr. Hoyer told Mr. Wilson to go back to Petrucci and discuss.

A motion was moved by Mr. Hoyer to offer \$100,000 in traffic impact credits for the 400-foot extension east of Georgetown to specs established by Mr. Kortze. Mr. Brown seconded. Motion passed.

Engineer's Report - There were no reports under Engineer's Report.

Manager's Report

Shred Event – Ms. Stauffer reported that Saturday's Shred Event was a success and we collected 4x as much shredding as last year.

Appointment of Assistant Zoning Officer – Ms. Stauffer presented the Board with a Professional Services Agreement with Barry Isett for assistant zoning officer services. The gentleman appointed in January is no longer a viable option. The individual would handle enforcement issues. The hourly fee would be the same and the contract would be to the end of the year. Mr. Brown made a motion to appoint. Mr. Hoyer seconded. Motion passed.

Building & Facility Use Ordinance – Authorization to Advertise – As we develop our parks, we need to establish forbidden activities, levy fines, allow the solicitor the latitude to seek restitution, and collect rental fees. Ms. Stauffer presented the Board with a draft ordinance establishing rules for the use of Township buildings and facilities. Mr. Brown made a motion to authorize the ordinance for advertisement. Ms. Templeton seconded. Motion passed.

Bushkill & Monocacy Creeks Watershed Protection Ordinances – Authorization to Advertisement – This is part of our MS4 permit requirements. The ordinance was just received, and Ms. Stauffer will forward to Board for their review. It was drafted by Ben Bowen of Keystone Consulting Engineers. Mr. Hoyer made a motion to authorize the ordinances be drafted. Ms. Templeton seconded. Motion passed. Solicitor Asteak stated this will be on the October 26th agenda.

Act 57 Property Tax Penalty Waiver Provisions – Resolution #LNT-37-22 – Act 57 of 2022 was signed by Governor Wolf on July 11, 2022 and amends the Local Tax Collection Law. Beginning January 1,

2023, if a taxpayer has recently purchased a property, fails to pay real estate taxes by the due date, and claims that the tax notice was never received, the taxpayer may file a waiver request on a provided form. The waiver request must be submitted to the tax collector within (12) twelve months of the property transfer. Upon receipt, the tax collector shall waive additional charges if the taxpayer provides the required documentation and pays the base fee along with the waiver request. Mr. Hoyer made a motion to approve Resolution #LNT-37-22. Mr. Brown seconded. Motion passed.

Traffic Signal Maintenance Agreement with PADOT – Resolution #LNT-38-22 – Ms. Stauffer noted that an agreement is required to apply for the grant or in the event a traffic signal is needed in future. She asked for authorization to submit the attached Traffic Signal Maintenance Agreement. Ms. Templeton made a motion to approve Resolution #LNT-38-22. Mr. Brown seconded. Motion passed.

PA DCED Traffic Signal Technologies Grant – Resolution #LNT-39-22 – Ms. Stauffer requested authorization to apply for a Traffic Signal Technologies grant in the amount of \$445,800 from the Commonwealth Financing Authority to be used for the purpose of upgrading six traffic lights on the Route 248 Corridor. Intersections will be upgraded with new ethernet switches, cabinet components, multi-directions FLIR Thermal detection, fiber optic cable connections, and Q-Free Advanced Traffic Management System (ATMS) software to connect to PennDOT’s central control system. Mr. Brown made a motion to approve Resolution #LNT-39-22. Ms. Templeton seconded. Ms. Stauffer noted that if we do not receive the money; we do not proceed with project. Motion passed.

Reimbursement Agreement Multi-Municipal Comp Plan – Ms. Stauffer noted that in 2019 we entered into agreement for the preparation of the Multi-Municipal Comprehensive Plan. The total cost of \$190,300 was paid by LVPC \$25,000, Northampton County \$62,500, \$62,800 by the municipalities, and the balance through a grant. The grant is a reimbursement grant however the money will not be received until the bill is paid and the check clears. The COG need funds to pay final bill. Lower Nazareth can provide the gap funding and the COG will reimbursement the Township once grant received.

Mr. Hoyer made a motion to enter into the reimbursement agreement. Mr. Brown seconded. Motion passed.

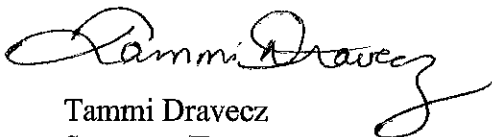
Payment of the Bills

Mr. Brown made a motion to pay the bills as presented. Ms. Templeton seconded. Motion passed.

Courtesy of Floor - There were no reports under Courtesy of the Floor.

Adjournment – The meeting adjourned at 7:52PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
September 28, 2022**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22456	PAPCO	Equipment Motor Fuel	\$ 2,360.54
22457	Assured Partners of Northeast PA	Fire Company Insurance	\$ 7,554.00
22458	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
22459	Lehigh Valley Fence Co.	Fire Company Construction	\$ 1,200.00
22460	PPL, Inc.	Fire Company Electricity	\$ 27.38
22461	PPL, Inc.	Fire Company Electricity	\$ 790.56
22462	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 1,439.00
22463	Easton Suburban Water Authority	Fire Company Water	\$ 83.07
22464	Technology Reflections, Inc	Fire Company Web Service	\$ 1,384.40
22465	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 722.96
22466	Sparkle Car Wash on 248 LLC	Fire Company	\$ 1.88
22467	Kretchman Upholstery	Fire Company Equipment Maintenance	\$ 525.00
22468	A & S HVAC, Inc.	Fire Company Maintenance	\$ 9,500.00
22469	Broughal & DeVito, LLP	Legal Services	\$ 325.00
22470	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
22471	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
22472	City of Bethlehem	Hydrant Assessment	\$ 156.54
22473	Brown & Brown of Lehigh Valley	Township Insurance	\$ 26,350.50
22474	Pitney Bowes	Postage Meter	\$ 180.00
22475	Staples Business Advantage	Office Supplies	\$ 131.69
22476	Sam's Club	Public Works Supplies	\$ 22.86
22477	East Lawn Supply Co., Inc.	Municipal Facilities Maintenance	\$ 166.43
22478	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 6.80
22479	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 55.00
22480	Krock's Sales & Service Inc.	Public Works Equipment Parts/Supplies	\$ 12.00
22481	Old Dominion Brush	Equipment Parts/Supplies	\$ 1,421.36
22482	Sharkan Supply Co.	Public Works Supplies	\$ 117.40
22483	Bath Supply Co., Inc.	Facilities Maintenance	\$ 30.06
22484	All Phase Electric Supply Co	Facilities Maintenance	\$ 374.52
22485	Nazareth Area Council of Government	Animal Control Officer - 4th Quarter 2022	\$ 3,461.00
22486	Trach Plumbing & Heating	Facilities Maintenance	\$ 435.00

**Lower Nazareth Township
Bills To Be Approved
September 28, 2022**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22487	General Highway Products, Inc.	Traffic Signal Supplies	\$ 228.00
22488	Migu	Fall Newsletter	\$ 6,143.00
<i>Total General Fund Checking Account...</i>			<u>\$ 66,044.86</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	September 23, 2022		<u>\$ 44,415.08</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2917	Kelly Management Corp	Escrow Refund	\$ 1,774.66
2918	Met-Ed	Traffic Signal Electricity	\$ 143.14
2919	PPL Electric Utilities	Traffic Signal Electricity	\$ 177.55
2920	Keystone Consulting Engineers, Inc.	Engineering & SEO Services	\$ 8,033.25
2921	Asteak Law Offices	Legal Services	\$ 157.50
2922	Kay Builders, Inc.	Escrow Refunds	\$ 36,350.00
2923	Andreas Laliotis	Escrow Refund	\$ 225.00
<i>Total Master Escrow Account...</i>			<u>\$ 46,861.10</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1260	Delaware Valley Paving	Capital Construction	\$ 7,015.06
1261	Environmental Planning & Design	Professional Services	\$ 7,591.74
<i>Total Capital Reserve Account...</i>			<u>\$ 14,606.80</u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1188	Hanover Engineering Associates, Inc	Sewer Study	\$ 7,911.77
1189	PPL Electric Utilities	Meter	\$ 24.28
<i>Total Sewer Account...</i>			<u>\$ 7,936.05</u>