

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 22, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, February 22, 2023, Chairman James Pennington called the meeting to order at 7:05 PM.

Present were:

James S. Pennington	-	Chairman	Steve Mills for Gary Asteak	-	Solicitor
Martin Boucher	-	Vice Chairman	Albert Kortze	-	Engineer
Robert J. Hoyer	-	Supervisor	Lori A. Stauffer	-	Manager
Stephen A. Brown	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	Lori B. Seese	-	Planning/Zoning Administrator

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

Agenda Amendment and Approval

Ms. Stauffer requested to add playground repairs under Parks and Recreation. Mr. Brown made a motion to approve the amended agenda. Mr. Boucher seconded. Motion passed.

Approval of Minutes

The meeting minutes of February 8, 2023 were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Brown seconded. Motion passed.

Reports

The Hecktown Fire Incident Report for January was presented.

Supervisor's Comments

Open Space Preservation – Mr. Hoyer reported that the EAC met on Monday. They forward a landscape plan to the Recreation Committee for review. They would like to plant trees on the western side of Newburg Park to complement the wooded area. Mr. Hoyer added that they will be having a cleanup at Surrey Glen Park, like last year, on Earth Day, April 22nd. More information will be provided, and fliers will be circulated. They are requesting up to \$750 for the event. Ms. Stauffer noted that this request was received after cutoff for the agenda and, unless the Board wishes to discuss this evening, the matter will be placed on the agenda for March 8th.

Parks & Recreation - Ms. Templeton provided updates on Township Parks and Events planned.

Newburg Park:

- Security cameras have been installed and are functioning.
- The lighting project will begin installation on Monday, February 27th.
- The Township has received approval from DCNR for the splash pad purchase only. The cost of the splash pad from Vortex is \$501,000 and will be added to the March 8th agenda for a motion to purchase. Mr. Pennington inquired about grant funds. Ms. Stauffer stated

we were awarded \$320,000. As the other components of the splash pad complex are approved, the Board will need to authorize those purchases.

- Mr. Kortze reported that work on the bathroom remediation project is scheduled to begin mid-March.
- Pickle Ball Courts - A payment request has been received from the contractor in the amount of \$26,436.10. It has been reviewed and recommended for payment by Carroll Engineering. Mr. Hoyer made a motion to authorize payment release. Mr. Boucher seconded. Motion passed. We do not have a concrete time frame from the contractor for when work will commence and be completed.

Surrey Glen Park:

- Engineering is underway and an estimate of the total cost of the walking trail is forthcoming.

Butztown Road Park:

- Playground Repairs – Mr. Brown made a motion to for the repairs up to \$14,000. Mr. seconded. Motion passed.

Community Events:

- The Easter Egg Hunt is coming along nicely. Donations are coming in from local businesses; however, donations are not as much as last year. Despite the decrease in donations, the Recreation Committee feels this event will be spectacular.
- Dog's Day Out – We already have numerous vendors and food trucks signed up for the event.
- Halloween – Trick-or-Treat will be on October 31st from 6:00 p.m. to 8:00 p.m. The Township will participate again in the annual Nazareth Halloween parade and will be handing out treats to the kids during trick-or-treat.
- Christmas Tree Lighting – We will be hosting a tree lighting at Newburg Park on Friday, December 1st. Santa and the Grinch will be on hand for pictures. The Lower Nazareth Elementary School Chorus will be joining the festivities with holiday music.

The Recreation Committee is also proud to partner with the Hecktown Volunteer Fire Company and the Colonial Regional Police Department at all Township community events!

Nazareth Area Baseball Softball Association (NABSA) Field Expansion Proposal:

A request was made to place an additional backstop near one of the existing fields at 306 Butztown Park. The Recreation Committee reviewed the request and supports the request. Mr. Brown noted that the Recreation Committee prefers the back corner for the backstop. Mr. Brown made a motion to approve the request of NABSA for the addition of a backstop at the Butztown Road Park per the recommendation of the Recreation Committee. Mr. Boucher seconded. Motion passed.

Nazareth Library:

- Jeff Shepherd recently accepted reappointment as a representative to the Library Board however he would like to resign once a replacement can be found. Mr. Pennington asked

the Township Secretary to include an article in the Spring Newsletter to provide information on this position.

Mr. Boucher had no comments.

Mr. Brown reminded everyone that the Egg Hunt will be at 11 am and noted that we are trying to make it more orderly this year. He also thanked the Lower Nazareth Elementary School Chorus for agreeing to participate in our Christmas Tree Lighting.

Subdivision and Land Development

Northampton Farms LLC Land Development – Official Map – Ms. Stauffer reported that on February 7th a submission received. This property is on the Township’s Official Map marked for development rights acquisition.

Mr. Brown made a motion to direct the Township Solicitor to correspond with the property owner and applicant to notify them of the property’s status on the Township’s Official Map and the Board’s desire to invoke the Township’s rights under the Official Map, to authorize the Township Manager to forward the matter to the EAC for recommendation, and to further authorize the Township Manager to obtain an appraisal of the development rights of the property. Mr. Hoyer seconded. Motion passed.

Northampton Farms LLC: Requests for Continuance:

- 523 Nazareth Pike & 578 Daniels Road - *TABLED* to March 8th
- 4215 Lonat Drive –*TABLED* to March 8th

Solicitor Asteak wants to meet with the applicant prior to our next meeting.

Koch 33 Toyota Dealership Expansion – LNT-12-23 – Acceptance of Terms – Ms. Stauffer reported that this matter has been resolved and may be removed from the agenda.

Fence Waiver – Mach – 4379 Saratoga Drive – Stephen Mach was present to explain his proposal. Mr. Boucher made a motion to grant the waiver. Mr. Brown seconded. Motion passed.

Solicitor’s Report

There was no report.

Engineer’s Report

Mr. Kortze reported that the Newburg Road demolition projects were advertised on Penn Bid today. The bid opening will be March 16th.

Mr. Kortze also noted that the NPDES Permit for Newburg Park will be expiring in November 2023 and, since it is a lengthy process, he will be starting the process to renew permit soon.

Manager’s Report

Emergency Operations Plan Update – Resolution #LNT-13-23 – Mr. Boucher made a motion to approve Resolution #LNT-13-23. Ms. Templeton seconded. Motion passed.

Time Extension Report -- The Board acknowledged receipt of the report.

Authorization for Bill Adjustment:

- Diving Immersion & Vocational Education LLC
- LVTC III LLC

Mr. Hoyer made a motion to acknowledge receipt of these bill adjustments. Mr. Brown seconded. Motion passed.

Mr. Pennington inquired about fencing around the detention pond behind the pickleball court. Ms. Stauffer noted we are waiting on Northampton County to approve the work on the pond and then we can fence it in.

Payment of the Bills

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

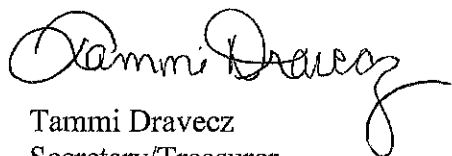
Courtesy of Floor

There were no comments.

Adjournment

The meeting adjourned at 7:30 PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
February 22, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22873	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 36,328.32
22874	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
22875	Fraser Advanced Info Systems	Fire Company Copier	\$ 52.45
22876	IAFC Membership	Fire Company Membership Renewal	\$ 270.00
22877	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 414.97
22878	Easton Suburban Water Authority	Fire Company Water	\$ 70.02
22879	Grainger Parts	Fire Company Parts/Supplies	\$ 192.60
22880	Karen A. Mengel, RPR, CSR	Stenographer	\$ 380.00
22881	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 13.20
22882	U.S. Municipal Supply, Inc.	Public Works Equipment Parts/Supplies	\$ 201.49
22883	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 364.54
22884	Tractor Supply Credit Plan	Park Maintenance	\$ 25.98
22885	R.J. Walker Co.	Municipal Facilities Maintenance	\$ 87.90
22886	Pitney Bowes	Office Supplies	\$ 84.99
22887	PAPCO	Equipment Motor Fuel	\$ 47.04
22888	Fogels Fuel Service	Municipal Heating Fuel	\$ 3,610.88
22889	RCN	Internet & Telephone Services	\$ 819.37
22890	PA One Call System, Inc.	Monthly Activity	\$ 19.44
22891	Suburban Propane	Public Works Fuel	\$ 1,390.71
22892	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 88.00
22893	Chase Card Services	Supplies/Continued Education/Postage	\$ 6,120.20
22894	W.B. Mason Company, Inc.	Office Supplies	\$ 404.19
22895	Brown & Brown of Lehigh Valley	Township Insurance	\$ 26,350.50
22896	Safeguard Business Systems	Office Supplies	\$ 278.72
22897	R.J. Walker Co.	Municipal Facilities Maintenance	\$ 3.95
22898	Suburban Propane	Park Fuel	\$ 347.85
22899	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
22900	The Express Times	Subscription Renewal	\$ 33.88
22901	Verizon Wireless	Municipal/Public Works Wireless	\$ 542.71
22902	Karen A. Mengel, RPR, CSR	Stenographer	\$ 110.00
22903	Lehigh Valley Planning Commission	Continuing Education	\$ 134.15

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22904	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,286.11
22905	City of Bethlehem	Hydrant Assessment	\$ 156.54
22906	The Pennsylvania Municipal League	Membership Renewal	\$ 65.00
22907	The Flying Locksmiths	Municipal Facilities Maintenance	\$ 170.00
22908	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 1,183.86
22909	Best Line Equipment	Public Works Equipment Parts/Suuplies	\$ 114.00
22910	All-Phase Electric Supply Co.	Municipal Facilities Maintenance	\$ 49.48
22911	Wilson Products	Public Works Equipment Parts / Supplies	\$ 218.02
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 83,546.18</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	February 24, 2023		<u><u>\$ 42,106.56</u></u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1197	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 25.08</u></u>

COMMUNITY EVENTS

Num	Name	Memo	Amount
1004	Chase Card Services	Easter Egg Hunt	<u><u>\$ 719.96</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2107	Chase Card Services	Training Contribution - 4th Quarter	<u><u>\$ 207.00</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2970	PPL Electric Utilities	Traffic Signal Electricity	\$ 208.53
2971	Met-Ed	Traffic Signal Electricity	\$ 193.76
<i>Total Master Escrow Account ...</i>			<u><u>\$ 402.29</u></u>