

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 26, 2020**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday February 26, 2020. The Chairman called the meeting to order at 6:35 PM.

Present were:

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

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

Approval of Minutes

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the February 12th meeting minutes. The motion carried unanimously.

Reports (*Reports are available to review at the Township Office and on our website.*)

Mr. Pennington acknowledged the receipt of the Financial Report for January 2020.

Correspondence

PA House of Representatives – Ms. Stauffer reported that we are in receipt of a letter from the Speaker of the PA House of Representatives. No action is required.

Palmer Township – PADOT Detour – Hollo Road – Ms. Stauffer reported that we were copied on a letter from Palmer Township to PADOT approving their detour request.

Traditions of America – re: Trammel Crow's Conditional Use Application – Ms. Stauffer reported that we received letter from the Condominium Association requesting thorough studies be completed prior to any project approvals.

Subdivision and Land Development

Northampton County Maintenance Building – Sewage Facilities Planning Module – Resolution #LNT-11-20 – Mr. Kortze reported that the SEO for Bethlehem Township has signed off and wants Lower Nazareth Township to handle this matter. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve Resolution #LNT-11-20. The motion carried unanimously.

Supervisors' Comments

Mr. Pennington work on the Multi-Municipal Comp Plan update continues. He also attended the CRPC meeting and they are working on a grant to be used for the purchase of new radios.

Mr. Boucher attended the CRPC meeting and met the two new officers. They will be sworn in on March 2nd and have a 1-year probation. He also reported the new truck scales are working. They have already made 2 stops with fines at \$4,000 each.

Mr. Brown had no comments.

Ms. Templeton had no comments.

Mr. Hoyer stated the Environmental Advisory Council met on February 10th. Mr. Hoyer reported that letters will be sent to larger landowners, not currently in ag security to explain the program and process. Mr. Hoyer said they are awaiting Gilmore's draft plan for review prior to the next EAC meeting.

Engineer's Report

Trio Fields – Phase VII – Letter of Credit Reduction – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize the reduction in security. The motion carried unanimously.

Solicitor's Report – There were no comments under Solicitor's Report.

Manager's Report

Walking Trail Bid Award – Ms. Stauffer reported that we received 8 bids itemized in Mr. Kortze's February 24th letter. Ms. Stauffer recommended the Board award the bid to Barwis Construction in the amount of \$264,544.00. A motion was moved by Mr. Brown and was seconded by Ms. Templeton to award the bid to Barwis Construction. The motion carried unanimously.

2020 FDR Bid Award – Ms. Stauffer reported that we received 3 bids however she was not ready to make a recommendation until can determine if the lowest bidder's package is complete. No action was taken and was tabled until the next meeting.

Grappling Bucket Purchase – Ms. Stauffer requested the purchase of a grappling bucket for our recycling facility. She stated that 90% of the \$16,900 purchase price will be reimbursed through our Act 902 grant. A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to authorize the purchase of the grappling bucket. The motion carried unanimously.

Recycling Building Security – Ms. Stauffer requested the purchase of a security system including cameras for our recycling facility. Again, 90% of the purchase price will be reimbursed through our Act 902 grant. A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to authorize the purchase of the security system and cameras. The motion carried unanimously.

PADOT Detour – ProLogis Parkway – Ms. Stauffer stated that we received a request from PADOT to use a township road, ProLogis Parkway, as part of their detour for a project. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to authorize a letter be sent to PADOT authorizing the use of ProLogis Parkway. The motion carried unanimously.

Zoning Hearing Board Appointment – Ms. Stauffer stated that township resident Stephen Nordahl is interested in serving on the zoning hearing board as an alternate. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to appoint Mr. Nordahl as an alternate on the Zoning Hearing Board. The motion carried unanimously.

Sale of Township Equipment – Ms. Stauffer reported that needed repairs to our 1994 Ford F-350 exceed the value of the vehicle. She requested authorization sell the vehicle either through Municibid or public advertisement. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize the sale of the vehicle. The motion carried unanimously.

Zoning Hearing Board Appeal – Late Monday evening Ms. Stauffer became aware of an appeal by JW Development Partners for a height variance. Ms. Stauffer believed the Board would not approve of this request

therefore she authorized Solicitor Asteak to attend to voice the objection. She asked the Board to ratify that decision. A motion was moved by Mr. Brown and was seconded by Mr. Boucher approving Solicitor Asteak's involvement in the hearing. The motion carried unanimously.

Library Meeting – Ms. Stauffer reported, along with the managers of Upper Nazareth and Bushkill, is reviewing the materials received from the library. The managers will meet again on March 9th.

Old Business - There was no discussion under Old Business.

New Business - There was no discussion under New Business.

Payment of the Bills

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to approve payment of the bills dated February 26th. The motion carried unanimously.

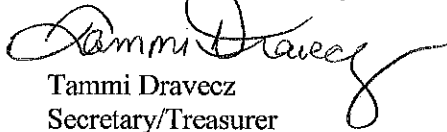
Courtesy of the Floor

There we no comments under Courtesy of the Floor.

Adjournment

The meeting adjourned at 6:58PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
February 26, 2020**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19931	Colonial Regional Police Auxiliary	Donation	\$ 250.00
19932	Pitney Bowes Purchase Power	Postage	\$ 2,020.99
19933	Integra One	Computer Services/Software Maintenance	\$ 750.00
19934	U.S. Municipal Supply, Inc.	Traffic Signs Supplies	\$ 1,718.00
19935	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 69.28
19936	Hendershot Door Systems, Inc.	Facilities Maintenance	\$ 345.00
19937	Edwards Business Systems	Copier Maintenance	\$ 96.89
19938	Edwards Business Systems	Copier Supplies	\$ 61.50
19939	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 528.76
19940	Palmer Township Board of Supervisors	MS4 Advertisement	\$ 42.50
19941	City of Bethlehem	Hydrant Assessment	\$ 156.54
19942	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 2,340.00
19943	Keystone Municipal Insurance	Workers Comp Insurance	\$ 7,225.00
19944	NJ Advance Media	Advertisement	\$ 493.20
19945	Easton Suburban Water Authority	Municipal Bldg Water	\$ 58.65
19946	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 505.00
19947	Foley, Incorporated	PW Equipment Parts/Supplies	\$ 333.61
19948	HRdirect	Personnel Posters	\$ 83.73
19949	Stotz & Fatzinger Office Supply	Office Supplies	\$ 40.62
19950	Montage Enterprises, Inc.	Public Works Equipment Parts/Supplies	\$ 26.19
19951	Grainger Parts	Public Works Supplies	\$ 43.73
19952	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 7.63
19953	Suburban Propane	Public Works Fuel	\$ 821.55
19954	PAPCO	Equipment Motor Fuel	\$ 153.77
19955	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 65.68
19956	NJ Advance Media	Advertisement	\$ 453.70
19957	Ashley Frazier	Local Services Tax Refund	\$ 30.00
19958	Lugene Keller	Local Services Tax Refund	\$ 22.00

**Lower Nazareth Township
Bills To Be Approved
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19959	Liberty Propane Inc.	Municipal Building Propane	\$ 3,061.58
19960	Consolidated Graphic Communications	Real Estate Tax Bills	\$ 1,963.77
19961	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 838.00
19962	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 456.84
19963	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.67
19964	Service Electric Cable TV Inc	Fire Company Internet	\$ 124.34
19965	Verizon Wireless	Fire Company Wireless	\$ 138.56
19966	Verizon Wireless	Fire Company Wireless	\$ 381.92
19967	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 6,787.00
<i>Total General Fund Checking...</i>			\$ 32,540.20

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1943	CodeMaster Inspection Services	Building Inspection Services	\$ 19,378.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1167	Gilmore & Associates, Inc.		\$ 1,281.25

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1002	Sterling Crossing, LLC	Traffic Impact Overpayment/Refund	\$ 3.00

PAYROLL ACCOUNT

February 28, 2020	\$ 42,209.16
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