

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 25, 2020**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday March 25, 2020. The Chairman called the meeting to order at 9:00 AM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	Solicitor
Martin Boucher	-	Vice Chairman	Lori A. Stauffer	-	Manager
Stephen A. Brown	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Robert J. Hoyer	-	Supervisor			
Amy L. Templeton	-	Supervisor			

Approval of Minutes

A motion was moved by Mr. Brown and was seconded by Mr. Hoyer to approve the March 11th meeting minutes. Mr. Boucher abstained. The motion carried.

Supervisors' Comments

Mr. Brown thanked Township Staff and First Responders.

Mr. Hoyer and Mr. Pennington echoed Mr. Brown's comments.

Mr. Boucher reported that Hecktown Fire Company is operating at 100% and that all equipment is being cleaned after every call.

Ms. Templeton had no comments.

Manager's Report

IDI Plan Withdrawal – A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to accept the withdrawal. The motion carried unanimously.

LNT Real Estate Tax – Deadline Extension – Ms. Stauffer reported that the income tax filing deadlines have been extended at the state and federal level. In addition, Northampton County has extended the deadlines for the 2020 real estate taxes. A motion was moved by Ms. Templeton and seconded by Mr. Hoyer to extend the discount period through June 1st, (versus April 1st) and the base period through August 1st (versus June 1st). The motion carried unanimously.

In addition, the Board wanted to ensure the Earned Income Tax filing deadline was also extended. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to extend the tax filing deadline until July 15th(versus April 15th). The motion carried unanimously.

Declaration of Disaster Emergency – Ms. Stauffer reported that on March 17th Mr. Pennington signed a Declaration of Disaster Emergency. He signed another one yesterday, March 24th. The declaration needs to be executed every 7 days. Ms. Stauffer asked for a motion to ratify that action and for further signings for at least two weeks. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to ratify the previous and future signing of the declaration of emergency. The motion carried unanimously.

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Mr. Pennington heard that the County was now going to allow 30-day extensions and asked Solicitor Asteak to verify and let Ms. Stauffer know.

3rd Party Building Code Inspection – Appoint Barry Issett – Ms. Stauffer reported that CodeMaster, our current primary 3rd party building code inspector is being bought out by Barry Issett, currently our secondary 3rd party building code inspector. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to appoint Barry Issett as our primary 3rd party building inspector, effective April 1st. The motion carried unanimously.

Solicitor Asteak wanted it noted that this virtual meeting was duly advertised in the Express Times as well as the Township website. The zoom details for attending the meeting remotely were including in the advertisement. There were 14 participants which included the five township supervisors, two staff, and the solicitor.

Payment of the Bills

A motion was moved by Mr. Brown and was seconded by Mr. Boucher to approve payment of the bills dated March 25th. The motion carried unanimously.

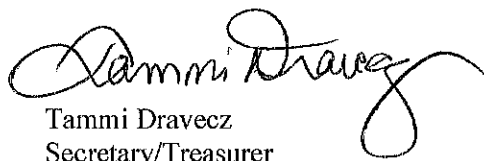
Courtesy of the Floor

There we no comments under Courtesy of the Floor.

Adjournment

The meeting adjourned at 9:18AM.

Respectfully submitted by,


Tammi Dravecz
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
March 25, 2020**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
20027	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
20028	Signal Service, Inc.	Traffic Signal Maintenance	\$ 450.82
20029	Foley, Incorporated	PW Equipment Parts/Supplies	\$ 358.54
20030	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 615.00
20031	Edwards Business Systems	Copier Maintenance	\$ 96.89
20032	Master Supply Line	Municipal Building Supplies	\$ 369.96
20033	Bath Supply Co., Inc.	Municipal Facilities Maintenance	\$ 5.94
20034	Staples Business Advantage	Office/Public Works Supplies	\$ 31.47
20035	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 93.43
20036	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 175.08
20037	Liberty Propane Inc.	Municipal Building Propane	\$ 1,769.67
20038	Pitney Bowes	Postage Meter	\$ 180.00
20039	City of Bethlehem	Hydrant Assessment	\$ 158.89
<i>Total General Fund Checking...</i>			\$ 6,080.69

FIRE CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
143	Witmer Public Safety Group, Inc.	Fire Company Air Packs	\$ 201,215.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1169	LNT Real Estate Tax Collector	Real Estate Property Tax	\$ 459.57
1170	County of Northampton	Real Estate Property Tax	\$ 1,306.73
<i>Total Capital Reserve Account ...</i>			\$ 1,766.30

SEWER ACCOUNT

Num	Name	Memo	Amount
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964	PPL Electric Utilities	Main Meter Electricity	\$ 28.10
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STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
0567	Geo-Technology Associates, Inc.	FDR Project	\$ 5,800.00

PAYROLL ACCOUNT

March 27, 2020	\$ 44,220.04
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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2559	Signal Service, Inc.	Traffic Signal Maintenance	\$ 3,025.00
2560	PPL Electric Utilities	Traffic Signal Electricity	\$ 150.65
2561	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,384.00
2562	Kay Builders, Inc.	escrow Refund	\$ 2,000.00
<i>Total Master Escrow Account ...</i>			\$ 6,559.65