

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 22, 2020**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday July 22, 2020. The Chairman called the meeting to order at 6:30PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	Solicitor
Martin Boucher	-	Vice Chairman	Albert R. Kortze	-	Engineer
Stephen A. Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Robert J. Hoyer	-	Supervisor	Eric Albert	-	Office Manager
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator

Absent was:

Tammi Dravec - Secretary/Treasurer

**** The Chairman indicated that the Board held executive sessions to discuss legal matters. ****

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the July 8th meeting minutes. The motion carried unanimously.

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

Speakers

Judy Goldstein – Gilmore Associates – Recreation, Parks and Open Space Plan and Official Map Update – Ms. Goldstein stated that she has taken over the duties of drafting the Township’s new Recreation Plan and is hoping to have a first draft for the Board to review before the end of August. Mr. Hoyer stated that he noted two corrections that need to be made to the map and that he will make sure to share the corrections with Ms. Goldstein. Mr. Hoyer also wanted it noted that the EAC has made very good comments concerning the Recreation Plan and Map update and that they moved this along very quickly. Ms. Stauffer did ask that the once the Board has reviewed everything if they could please relay any questions or concerns to her so that she has time to make Ms. Goldstein aware of them. Ms. Goldstein will start sending updates to Ms. Stauffer as changes are made.

Bill Dingman – Gilmore Associates – Georgetown Manor Sewer – Mr. Dingman reviewed what the steps would be needed for the Township to begin a study for the need for sewer within Lower Nazareth Township. Mr. Dingman stated that the first step would be to have a meeting with DEP and share with them the scope of the project. Once DEP has approved of the project they will help with the planning. Mr. Dingman stated that it would take a minimum of one year to complete this study. Mr. Dingman said the Board would also need to decide if they were looking to examine the entire Township or specific areas within the Township. Mr. Pennington stated he felt the Board might be remiss if we didn’t have the study done to be Township wide and that a comprehensive plan for the Township would give them better information to share with the public once its complete. Mr. Hoyer asked if the plan was to encompass the entire Township and that the work was to be done in phases, would the Township be locked in to doing all of the phases and can the phases be re worked if they feel the needs of the area has changed. Mr. Dingman stated that if the Township would decide to do this in phases, that the phases can be

**Board of Supervisors Minutes
July 22, 2020**

changed at any time to reflect the current needs of the residents. A motion was moved by Ms. Templeton and seconded by Mr. Brown for the Township Manager to work with the Gilmore and Associates to contact DEP to begin discussions. The motion carried unanimously.

Katina Boyce – Verizon Wireless – Small Antenna Proposal – Ms. Boyce stated that Verizon Wireless is looking to add 4 small antennas though out the 248 corridors to expand their 5G coverage for smart devices. Ms. Boyce stated that the antennas would be affixed to existing traffic poles where possible or they will be placed on new wooden poles. Mr. Boucher asked how they would power these antennas. Ms. Boyce stated that they would run fiber to each antenna and run a line to the closest power supply and fit it with its own electric meter for each antenna. Mr. Hoyer wanted to know what the time frame for this project would be. Ms. Boyce state they would start as soon as possible to meet the demands of their cellular customers. Ms. Templeton asked if they know of any health concerns that these small antennas may have. Ms. Boyce stated that these antennas are placed high off the ground as a precaution, but at this time there are no known health risks associated with the use of these antennas.

Supervisors' Comments

Mr. Brown had no comments.

Mr. Boucher had no comments.

Mr. Hoyer had no comments.

Mr. Pennington stated that the NAZCOG Multi-Municipal Plan Update is hoping to be done early next year. He also attended the CRPD meeting and that he and Mr. Boucher stressed that it was imperative to be modest with any increase in CRPD's budget for next year.

Mr. Boucher also stated that he attended the CRPD meeting with Mr. Pennington.

Subdivision & Land Development

Faust Sketch Plan – Mr. Faust stated that they have reworked the parking spaces and now have plans to offer parking on the ground floor under the building if the zoning allows for that. He stated that the zoning allows for a maximum of three floors of habitable living space with no height restrictions for apartments but wanted to make sure that this was allowed since the technical ground level would be designated for parking. Ms. Seese stated that the Zoning Ordinance limits building height to 35 feet, except for apartments. In addition, apartments may not include more than 3 habitable stories. In her opinion that habitable living space is for dwellings and not for vehicle parking; therefore, the parking is permitted under the buildings.

Jaindl Route 248 Warehouse Subdivision and Land Development – A motion was made by Ms. Templeton and seconded by Mr. Brown to allow Jaindl Route 248 Warehouse Subdivision and Land Development to enter into an Indemnification Agreement with the Township. The motion carried unanimously.

LVHN Phase 2 – Preliminary/Final Land Development – Resolution #LNT-20-20 – Mr. Kortze reviewed his July 21st letter recommending plan approval. In response to concerns about the location of the helipad, Brent Tucker, of The Pidcock Company, commented that this site is planned to be a small community hospital, not a trauma center. Therefore, a helicopter will not be staged onsite and will only be used to transport patients to other hospitals. A motion was moved by Mr. Brown and was seconded by Ms. Templeton to approve Resolution #LNT-20-20. The motion carried unanimously.

Solicitor's Report

There were no comments under Solicitor's Report.

Engineer's Report

Walking Trail – Barwis Construction Final Payments– Mr. Kortze reviewed his July 20th letter and recommended final payment for this project for a total of \$36,286.89. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve final payment for the walking trail. The motion carried unanimously.

Manager's Report

Ms. Stauffer stated that the Township had accepted a time extension for Colts Run South II Conditional Use until October 8th of 2020. The Township has also accepted a time extension for Colts Run South II Land Development until November 7th of 2020.

Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve payment of the bills dated July 22nd. The motion carried unanimously.

Courtesy of the Floor

There were no comments under Courtesy of the Floor.

Adjournment - The meeting adjourned at 8:20 PM.

Respectfully submitted by,



Eric Albert
Municipal Office Manager

Lower Nazareth Township
Bills To Be Approved
 July 22, 2020

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
20309	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 161.24
20310	Flamm Walton PC	Personnel Legal Services	\$ 1,696.00
20311	The Key	Advertisements	\$ 672.00
20312	RCN	Internet & Telephone Services	\$ 811.12
20313	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 856.45
20314	Home Depot	Fire Company Supplies	\$ 61.70
20315	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
20316	Easton Suburban Water Authority	Fire Company Water	\$ 78.32
20317	Sparkle Car Wash on 248 LLC	Fire Company	\$ 4.00
20318	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
20319	PPL, Inc.	Fire Company Electricity	\$ 366.93
20320	NJ Advance Media	Advertisements	\$ 611.15
20321	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 737.42
20322	PPL, Inc.	Municipal Drive Electricity	\$ 794.60
20323	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 528.76
20324	Easton Suburban Water Authority	Municipal Bldg Water	\$ 53.28
20325	Chase Card Services	Supplies/Software Maintenance/Training	\$ 234.08
20326	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 254.34
20327	Safeguard Business Systems	Office Supplies	\$ 258.60
20328	Stephenson Equipment, Inc.	Public Works Equipment Parts/ Supplies	\$ 1,246.71
20329	Sam's Club	Public Works / Municipal Building Supplies	\$ 576.85
20330	NJ Advance Media	Advertisements	\$ 98.20
20331	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 371.74
20332	Verizon Wireless	Municipal/Public Works Wireless	\$ 530.18
20333	PA One Call System, Inc.	Monthly Activity	\$ 37.80
20334	Memorial Library of Nazareth & Vicinity	Library Service	\$ 24,375.00
20335	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 4,110.00
20336	City of Bethlehem	Hydrant Assessment	\$ 156.54

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
20337	Naughton Energy Corporation	Equipment Motor Fuel	\$ 847.88
20338	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 57.35
20339	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 497.33
20340	W.B. Mason Company, Inc.	Office Supplies	\$ 287.76
20341	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 352.02
20342	<i>VOIDED</i>		
20343	David Sheaffer	Local Services Tax Refund	\$ 82.00
20344	Krystal Honohan	Local Services Tax Refund	\$ 23.00
20345	Shayla Honohan	Local Services Tax Refund	\$ 50.00
20346	Porto Salon LLC	Local Services Tax Refund	\$ 12.00
20347	Nathaniel Estock	Local Services Tax Refund	\$ 14.00
20348	Integra One	Computer Services/Software Maintenance	\$ 784.00
20349	Verizon Wireless	Fire Company Wireless	\$ 138.56
20350	Verizon Wireless	Fire Company Wireless	\$ 386.48
20351	Wex Bank	Fire Company	\$ 669.93
20352	Service Electric Cable TV Inc	Fire Company Internet	\$ 62.17
20353	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.53
20354	L&D Automotive	Fire Company Equipment Maintenance	\$ 165.92
20355	Hi-Tech Security Alarms	Fire Company Maintenance	\$ 555.00
20356	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 805.00
20357	PAPCO	Equipment Motor Fuel	\$ 338.75
20358	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 112.50
<i>Total General Fund Checking...</i>			\$ 47,014.19

PAYROLL ACCOUNT

July 17, 2020

\$ 42,134.92

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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2596	Met-Ed	Traffic Signal Electricity	\$ 131.84
2597	PPL Electric Utilities	Traffic Signal Electricity	\$ 134.96
2598	Signal Service, Inc.	Traffic Signal Maintenance	\$ 640.00
2599	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 990.00
2600	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 170.00
2601	Grace Realty Co., Inc.	Escrow Refund	\$ 752.11
2602	John McDonald	Escrow Refund	\$ 240.03
<i>Total Master Escrow Account...</i>			\$ 3,058.94

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1091	Barwis Construction	Capital Construction	\$ 214,221.21
1092	Keystone Cement Company	Aggregate	\$ 1,063.32
1093	Northampton County Seed Company, Inc.	Capital Construction	\$ 147.00
1094	Foley, Inc.	Equipment Rental	\$ 10,739.00
1095	Exeter Supply Co., Inc.	Capital Construction	\$ 400.00
1096	Gatti Morrison Construction Service Inc.	Capital Construction	\$ 285.00
<i>Total Open Space Account...</i>			\$ 226,855.53

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1004	Element Environmental Solutions	Engineering Services	\$ 2,110.50

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1177	Sherwin-Williams	Capital Construction	\$ 151.85

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SEWER ACCOUNT

Num	Name	Memo	Amount
970	PPL Electric Utilities	Main Meter Electricity	<u>\$ 31.39</u>

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
568	A-! Traffic Control Products LLC	Line Striping	<u>\$ 17,546.41</u>