

LOWER NAZARETH TOWNSHIP
REORGANIZATION
JANUARY 6, 2020

REORGANIZATION

Organization of the Board of Supervisors

Motion made by **Vote Carried**

Elect

Chairman	2019 James Pennington	James Pennington	Martin Boucher Robert Hoyer	YES
Vice Chairman	2019 Martin Boucher	Martin Boucher	Robert Hoyer Amy Templeton	YES

Appoint

Secretary	2019 – Tammi Dravecz	Tammi Dravecz	James Pennington Robert Hoyer	YES
Treasurer	2019 – Tammi Dravecz	Tammi Dravecz	Robert Hoyer Stephen Brown	YES
Zoning Officer	2019 – Lori Seese	Lori Seese	Robert Hoyer Stephen Brown	YES
Assistant Zoning Officer	2019- CodeMaster - Shannon Calluori	Shannon Calluori	James Pennington Amy Templeton	YES

<u>2020 Meeting Schedule – attached</u> <u>Please note:</u> <i>Meeting dates are subject to change. Please contact the Township Office to verify you have the most recent schedule prior to conducting business with the Township.</i>	Martin Boucher Amy Templeton	YES
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Depositories for Township Funds

		Motion made by	Vote Carried
Checking, Savings, & Developer's Escrow	BBT Fulton Bank PA Local Government Investment Trust Wells Fargo Bank Embassy Bank Merchants Bank	Martin Boucher Amy Templeton	YES
Establish Treasurer's Bond	1 million dollars	Martin Boucher Amy Templeton	YES
Adopt 2020 Fee Schedule		Martin Boucher Amy Templeton	YES

Delegates to Miscellaneous Boards and Conventions

		Motion made by	Vote Carried	
Colonial Regional Police Commission	2019 Delegate: Martin Boucher	Delegate: Martin Boucher	James Pennington Robert Hoyer	YES
	2019 Alternate: James Pennington	Alternate: James Pennington	Robert Hoyer Stephen Brown	YES
Liaison to Emergency Services - Fire	2019 Delegate: Amy Templeton	Delegate: Amy Templeton	James Pennington Martin Boucher	YES
	2019 Alternate: Bert Smalley	Alternate: Stephen Brown	James Pennington Martin Boucher	YES
Liaison to Emergency Services - Ambulance	2019 Delegate: Robert Hoyer	Delegate: Robert Hoyer	Martin Boucher Amy Templeton	YES
	2019 Alternate: Bert Smalley	Alternate: Stephen Brown	James Pennington Martin Boucher	YES
Nazareth Area Council of Government - Stockertown	2019 Delegate: James Pennington	Delegate: James Pennington	Robert Hoyer Stephen Brown	YES
	2019 Alternate: Lori Stauffer	Alternate: Lori Stauffer	James Pennington Martin Boucher	YES

Delegates to Miscellaneous Boards and Conventions ... Continued

Motion made by **Vote Carried**

Nazareth Library Budget Committee	2019 Delegate: Robert Hoyer	Delegate: Robert Hoyer	James Pennington Martin Boucher	YES
	2019 Alternate: Tammi Dravec	Alternate: Tammi Dravec	James Pennington Martin Boucher	YES
Nazareth Area Council of Government – Steering Committee	2019 Delegate: James Pennington	Delegate: James Pennington	Robert Hoyer Martin Boucher	YES
	2019 Alternate: Lori Stauffer	Alternate: Lori Stauffer	Robert Hoyer Martin Boucher	YES
248 Brodhead Road Building Committee	2019 Representative: James Pennington	Representative: James Pennington	Martin Boucher Stephen Brown	YES
	2019 Representative: Martin Boucher	Representative: Martin Boucher	Martin Boucher Stephen Brown	YES
Tax Collection Committee Resolution #LNT-01-20	2019 Delegate: Lori Stauffer	Delegate: Lori Stauffer	Robert Hoyer Amy Templeton	YES
	2019 Alternate: Lorie Gyarmaty	Alternate: Tammi Dravec		
Northampton County Association of Township Officials	2019 Delegate: Lori Seese	Delegate: Lori Seese	James Pennington Robert Hoyer	YES
	2019 Alternate:	Alternate:		
Open Records Officer	2019: Lori Stauffer	Lori Stauffer	James Pennington Robert Hoyer	YES
Township Recycling Coordinator	2019: Eric Albert	Eric Albert	James Pennington Martin Boucher	YES
Emergency Management Coordinator	Hugh Harris – 2019 Annual Salary \$2,400.00		Martin Boucher Amy Templeton	YES

Delegates – PSATS Annual Convention and County Convention

		<u>Motion made by</u>	<u>Vote Carried</u>
Authorization for Supervisors (5), Manager, Secretary, Voting Delegate, and any other employee so designated by the Township Manager, to attend the PSATS Convention, May 3 – 6, 2020		Martin Boucher Amy Templeton	YES
Voting Delegate for PSATS Convention	2019 Delegate: James Pennington	Delegate: James Pennington	Martin Boucher Stephen Brown YES
	2019 Alternate:	Alternate: Amy Templeton	James Pennington Robert Hoyer YES
Authorization for Supervisors (5), Manager, Township Employees so designated by the Board of Supervisors or Township Manager to attend the 2020 County Convention.		Martin Boucher Amy Templeton	YES

Compensation & Reimbursement

	<u>Motion made by</u>	<u>Vote Carried</u>
Compensation of Township Manager – LNT-02-20 \$97,650 effective January 1, 2020	Robert Hoyer Martin Boucher	YES
Reimbursement of mileage at the Federal rate 2020 \$0.575 (down from 2019 \$0.580)	Robert Hoyer Amy Templeton	YES
Reimbursement rate for Township performed services at \$50/ man hour	Martin Boucher Amy Templeton	YES

Holiday Schedule – Approve as Listed

			Motion made by	Vote Carried
January 1	-	New Year’s Day		
February 17	-	President’s Day		
April 10	-	Good Friday		
April 28	-	Primary Election Day		
May 25	-	Memorial Day		
July 3	-	Independence Day		
September 7	-	Labor Day	Robert Hoyer	YES
November 3	-	Election Day	Stephen Brown	
November 26	-	Thanksgiving Day		
November 27	-	Day after Thanksgiving		
December 24	-	Christmas Holiday		
December 25	-	Christmas Holiday		
December 31	-	New Year’s Eve		

Township Wide Special Events

			Motion made by	Vote Carried
All are established & subject to change by the Board of Supervisors				
Trick – or – Treat	-	Saturday October 31, 2020	Martin Boucher Amy Templeton	YES

Consultants – See Attached Proposals

Motion made by

Vote Carried

Legal Counsel – Board of Supervisors & Planning Commission	Gary N. Asteak, Esq. At a rate of \$175 / hour for general government and \$190 / hour for development matters per letter dated December 9, 2019	Robert Hoyer Martin Boucher	YES
Legal Counsel – Zoning Hearing Board	April L. Cordts, Esq. At a rate of \$140 / hour per letter dated December 3, 2019		
Legal Counsel – Human Resources	Thomas L. Heimbach, Esq. At a rate of \$265 / hour per letter dated November 8, 2019		
Sewage Enforcement Officers	Christopher Noll and Eric Erb Keystone Consulting Engineers, Inc. Fees per Schedule of Fees dated November 13, 2019		
Township Engineer	Keystone Consulting Engineers, Inc. Fees per Schedule dated November 13, 2019		
Alternate Township Engineer	Gilmore & Associates Fees per Schedule dated December 3, 2019		
Third Party Code Inspections	CodeMaster Inspection Services Fees per Schedule dated November 23, 2019		
Alternate Third-Party Code Inspections	Barry Issett & Associates Fees – Re: CodeMaster Inspection Services		
Township Auditor - LNT-03-20	France, Anderson, Basile & Co., not to exceed \$9,300.00 – Township Audit Per proposal dated December 17, 2019	Martin Boucher Amy Templeton	YES

Miscellaneous Boards

Planning Commission - 5 Year Term Expires December 31

		Motion made by	Vote Carried
LINDA CROOK	APPOINT THROUGH 2024	Robert Hoyer Stephen Brown	YES
Hugh Harris	TERM EXPIRES DECEMBER 31, 2020		
Travis Gerould	TERM EXPIRES DECEMBER 31, 2021		
Tara Capecci	TERM EXPIRES DECEMBER 31, 2022		
Bert Smalley	TERM EXPIRES DECEMBER 31, 2023		

Zoning Hearing Board - 3 Year Term Expires December 31

		Motion made by	Vote Carried
MICHAEL GAUL Resolution LNT-04-20	APPOINT THROUGH 2022	Robert Hoyer Amy Templeton	YES
ALTERNATE: Year to Year ROBERT STOCKLAS Resolution LNT-05-20	APPOINT THROUGH 2020	Robert Hoyer Martin Boucher	YES
ALTERNATE: Year to Year Resolution LNT- -20	APPOINT THROUGH 2020	tabled	
Daniel Cortright	TERM EXPIRES DECEMBER 31, 2020		
Manouel Changalis	TERM EXPIRES DECEMBER 31, 2021		

Environmental Advisory Council - 5 Year Term Expires December 31

		Motion made by	Vote Carried
Beverly Hoyer	TERM EXPIRES DECEMBER 31, 2020		
Donald Capecci	TERM EXPIRES DECEMBER 31, 2021		
William Stone	TERM EXPIRES DECEMBER 31, 2022		
Lynn Ratzell	TERM EXPIRES DECEMBER 31, 2023		
Kay Brazinski	TERM EXPIRES DECEMBER 31, 2024		

Vacancy Board, Chairman – 1 Year Term Expires December 31

		Motion made by	Vote Carried
BERT SMALLEY Eric Nagle – 2019	APPOINT THROUGH 2020	Martin Boucher Amy Templeton	YES

Nazareth Memorial Library – 3-Yr Term, Expires December 31

		Motion made by	Vote Carried
JEFF SHEPHERD	APPOINT THROUGH DECEMBER 31, 2022	Martin Boucher Amy Templeton	YES
AMY TEMPLETON	APPOINT THROUGH DECEMBER 31, 2020	James Pennington Robert Hoyer	YES

Nazareth Borough Municipal Authority

		Motion made by	Vote Carried
2019 Delegate: Timm Tenges	Delegate: Bert Smalley	James Pennington Robert Hoyer	YES
	Alternate: Robert Hoyer	James Pennington Martin Boucher	YES