

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
July 8, 2020**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday July 8, 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			

Absent was:

Amy L. Templeton	-	Supervisor
Tammi Dravec	-	Secretary/Treasurer

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

**Approval of Minutes**

The minutes were amended to reflect that an executive session was held on May 21, 2020. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the June 24<sup>th</sup> meeting minutes, as amended. 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 Hecktown Fire Incident Report for June 2020.

**Supervisors' Comments**

Mr. Brown had no comments.

Mr. Boucher had no comments.

Mr. Hoyer noted that a study of air quality showed an 8% improvement since the COVID-19 pandemic began. Mr. Hoyer also indicated that the Environmental Advisory Council (EAC) would be looking at the final recreation plan at their July 13<sup>th</sup> meeting.

Mr. Pennington... ( I can't remember him saying anything!)

**Subdivision & Land Development**

Jaindl Route 248 Warehouse Subdivision and Land Development – Mr. Pennington noted that this application has been before the Board previously. They are here for final approval. Attorney Joseph Zator stated he had some changes to request regarding the resolutions. First, he stated a concern about the end of Item #2 in both resolutions. He is concerned that this language would leave it open for the Board to make changes after the resolution has been approved. His second request is relative to Item #5 of the Subdivision resolution and Item #6 of the Land Development resolution. Attorney Zator stated they would like to begin earthmoving as soon as

possible; however, if they must wait for their PADOT HOP they would not be able to start for (3) months. Attorney Zator suggested an Indemnification Agreement to allow them to start construction.

Mr. Kortze discussed the need for Northampton County Conservation District (NCCD) to sign off, a pre-construction meeting, and funds placed in escrow. He also noted that they cannot do work with a temporary construction entrance. Engineer Rick Roseberry stated they have applied to PADOT for this temporary construction entrance. He estimated if that were approved they could start construction within 30 days.

Solicitor Asteak asked the applicant to define what work they propose to do and report back to the Board.

Jaindl Route 248 Warehouse Final Subdivision – Resolution #LNT-18-20 – A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-18-20. The motion carried unanimously.

Jaindl Route 248 Warehouse Final Land Development – Resolution #LNT-19-20 – A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve Resolution #LNT-19-20. The motion carried unanimously.

### **Solicitor's Report**

There we no comments under Solicitor's Report.

### **Engineer's Report**

Fields at Trio Farms Phase 7 – Letter of Credit Reduction – Mr. Kortze reviewed his June 29<sup>th</sup> letter and recommended a \$330,617.76 reduction in security. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the reduction in security. The motion carried unanimously.

Tru-Home2 Hotel – Letter of Credit Reduction / Commence Maintenance Period – Mr. Kortze reviewed his July 7<sup>th</sup> letter and recommended a \$45,749.00 reduction in security as well as commence the 18-month maintenance period. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the security reduction and to commence the maintenance period. The motion carried unanimously.

Keystone Foods – Letter of Credit Reduction / Commence Maintenance Period – Mr. Kortze reviewed his July 7<sup>th</sup> letter and recommended a \$29,056.50 reduction in security as well as commence the 18-month maintenance period. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the security reduction and to commence the maintenance period. The motion carried unanimously.

Walking Trail – Barwis Construction Payment #2 – Mr. Kortze reviewed his July 1<sup>st</sup> letter recommending the next payment on the walking trail. The amount due, \$214,221.21, is \$10,060.60 less than the contracted amount. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the payment to Barwis for the construction of the walking trail. The motion carried unanimously.

Newburg Inn Update – Mr. Kortze reported that the Asbestos company was very appreciative of Roger and Billy's assistance. The material is still being analyzed. The first impression is nothing exists that would prevent the auction from proceeding; however, it depends on how much there is to remediate. The material being analyzed is the pipe insulation and ceiling plaster.

Mr. Kortze is working on the specs. There will be one contract so there is no overlap of remediation and demolition.

### **Manager's Report**

**Board of Supervisors Minutes  
July 8, 2020**

PA Multi-Modal Grant – Ms. Stauffer reported that we could apply for the grant for up to 85% of the demolition cost of the Newburg Inn. She noted that we have liability insurance on the building so it would be worthwhile to wait the 2-3 months to try for the grant money. The Board was in agreement with this suggestion.

4600 Park Update – Mr. Pennington asked for a tour of the park to see what has been done.

Mr. Kortze said the Public Works Department has started working on amended soil for the rain garden. He described the work the Public Works Crew has completed and noted they have done a very good job.

Tax Revenue Update – Ms. Stauffer that real estate revenue received to date is on track compared for 2019; however, Earned Income Tax is down \$50,094 from this time last year.

**Payment of the Bills**

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve payment of the bills dated July 8<sup>th</sup>. The motion carried unanimously.

**Courtesy of the Floor**

There were no comments under Courtesy of the Floor.

**Adjournment** - The meeting adjourned at 7:06 PM.

Respectfully submitted by,



Tammi Dravecz  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
July 8, 2020**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20270	Service Electric Cable TV Inc	Fire Company Internet	\$ 62.17
20271	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.73
20272	Verizon Wireless	Fire Company Wireless	\$ 138.56
20273	Verizon Wireless	Fire Company Wireless	\$ 380.84
20274	Wex Bank	Fire Company	\$ 394.92
20275	Integra One	Computer Services/Software Maintenance	\$ 81.00
20276	Karen A. Mengel, RPR, CSR	Stenographer	\$ 290.00
20277	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
20278	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 2,940.00
20279	NJ Advance Media	Advertisements	\$ 540.60
20280	Suburban Propane	Park Fuel	\$ 55.17
20281	Pitney Bowes	Office Supplies	\$ 4.27
20282	<i>VOIDED</i>		
20283	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 516.70
20284	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 631.90
20285	Naughton Energy Corporation	Equipment Motor Fuel	\$ 1,059.83
20286	Met-Ed	Traffic Signal / Street Light Electricity	\$ 292.13
20287	Sherwin-Williams	Public Works Supplies	\$ 151.85
20288	Medical Life Insurance Company	Employee Life Insurance	\$ 3,066.02
20289	PAPCO	Equipment Motor Fuel	\$ 986.02
20290	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,045.00
20291	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
20292	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,044.50
20293	Albert Inc.	Contracted Services	\$ 400.00
20294	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 82.50
20295	Home Depot	Public Works Tools/Equipment	\$ 141.70
20296	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 530.87

**Lower Nazareth Township  
Bills To Be Approved  
July 8, 2020**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20297	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
20298	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
20299	Colonial Regional Police Department	Police Contract Payment	\$ 137,947.75
20300	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 31,392.56
20301	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
20302	Lia Hetrick	Local Services Tax Refund	\$ 14.00
20303	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 2,688.05
20304	Karen A. Mengel, RPR, CSR	Stenographer	\$ 160.00
20305	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 100.95
20306	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,103.00
20307	Naughton Energy Corporation	Equipment Motor Fuel	\$ 961.18
20308	United States Treasury	Employee Health Insurance	\$ 78.74
<b><i>Total General Fund Checking...</i></b>			<b>\$ 210,780.31</b>

**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1087	New Enterprise Stone & Lime Co, Inc	Paving Materials	\$ 11,175.69
1088	New Enterprise Stone & Lime Co, Inc	Paving Materials	\$ 10,795.14
1089	Keystone Cement Company	Aggregate	\$ 625.04
1090	Foley, Inc.	Equipment Rental	\$ 7,064.00
<b><i>Total Open Space Account...</i></b>			<b>\$ 29,659.87</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1952	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 6,446.60

**PAYROLL ACCOUNT**

July 2, 2020

**\$ 43,449.48**

**Lower Nazareth Township  
Bills To Be Approved  
July 8, 2020**

**RECYCLING/REFUSE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1391	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1392	First Regional Compost Authority	3rd Qtr 2020	\$ 5,220.00
1393	Keystone Cement Company	Aggregate	\$ 1,407.24
<i>Total Recycling/Refuse Account...</i>			<b>\$ 6,742.24</b>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2580	Met-Ed	Traffic Signal Electricity	\$ 134.83
2581	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 1,773.00
2582	Everson Tesla	Escrow Refund	\$ 1.82
2583	Premier Land Development	Escrow Refund	\$ 6,236.12
2584	Sterling Crossing	Escrow Refund	\$ 4,380.00
2585	Sangita Rathod	Escrow Refund	\$ 245.14
2586	Joseph Fritz, Jr.	Escrow Refund	\$ 360.23
2587	Alan Brace	Escrow Refund	\$ 245.10
2588	Richard Maurer	Escrow Refund	\$ 2.53
2589	PJ Stofanak	Escrow Refund	\$ 140.02
2590	Bryan Noble	Escrow Refund	\$ 5.12
2591	Theresa Shoemaker	Escrow Refund	\$ 135.06
2592	Marilyn Behler	Escrow Refund	\$ 5.53
2593	Diana Fritchman	Escrow Refund	\$ 125.17
2594	Christina Marangolo	Escrow Refund	\$ 5.16
2595	Charles Stivala	Escrow Refund	\$ 240.02
<i>Total Master Escrow Account...</i>			<b>\$ 14,034.85</b>