

LOWER NAZARETH TOWNSHIP  
REORGANIZATION  
JANUARY 4, 2021

**REORGANIZATION**

**Organization of the Board of Supervisors**

**Motion made by** \_\_\_\_\_ **Vote Carried**

**Elect**

<b>Chairman</b>	2020 James Pennington	James Pennington	Boucher / Hoyer	YES
<b>Vice Chairman</b>	2020 Martin Boucher	Martin Boucher	Hoyer / Brown	YES

**Appoint**

<b>Secretary</b>	2020 – Tammi Draveczech	Tammi Draveczech	Hoyer / Boucher	YES
<b>Treasurer</b>	2020 – Tammi Draveczech	Tammi Draveczech	Hoyer / Brown	YES
<b>Zoning Officer</b>	2020 – Lori Seese	Lori Seese	Hoyer / Brown	YES
<b>Assistant Zoning Officer</b>	2020- Barry Issett - Shannon Calluori	<i>tabled</i>		

**2021 Meeting Schedule – attached**

**Please note:** 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.

	Boucher / 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	Brown / Templeton	YES
	1 million dollars	Hoyer / Boucher	YES
		Templeton /Hoyer	YES
Establish Treasurer's Bond			
Adopt 2021 Fee Schedule			

Delegates to Miscellaneous Boards and Conventions

Motion made by Vote Carried

Colonial Regional Police Commission	2020 Delegate: Martin Boucher	Hoyer / Templeton	YES
	2020 Alternate: James Pennington		
Liaison to Emergency Services - Fire	2020 Delegate: Amy Templeton	Boucher / Pennington	YES
	2020 Alternate: Stephen Brown		
Liaison to Emergency Services - Ambulance	2020 Delegate: Robert Hoyer	Pennington / Boucher	YES
	2020 Alternate: Stephen Brown		
Nazareth Area Council of Government	2020 Delegate: James Pennington	Hoyer / Templeton	YES
	2020 Alternate: Lori Stauffer		

Delegates to Miscellaneous Boards and Conventions ... Continued

Motion made by Vote Carried

Nazareth Library Budget Committee	2020 Delegate: Robert Hoyer	Delegate: Robert Hoyer Alternate: Tammi Dravec	Pennington / Boucher	YES
	2020 Alternate: Tammi Dravec			
Nazareth Area Council of Government – Steering Committee	2020 Delegate: James Pennington	Delegate: James Pennington Alternate: Lori Stauffer	Boucher / Templeton	YES
	2020 Alternate: Lori Stauffer			
248 Brodhead Road Building Committee	2020 Representative: James Pennington	Representative: James Pennington Representative: Martin Boucher	Hoyer / Templeton	YES
	2020 Representative: Martin Boucher			
Tax Collection Committee Resolution #LNT-01-21	2020 Delegate: Lori Stauffer	Delegate: Lori Stauffer Alternate: Tammi Dravec	Pennington / Boucher	YES
	2020 Alternate: Tammi Dravec			
Northampton County Association of Township Officials	2020 Delegate: Lori Seese	Delegate: Lori Stauffer Alternate: Lori Stauffer	Hoyer / Templeton	YES
	2020 Alternate:			
Open Records Officer	2020: Lori Stauffer	Lori Stauffer	Pennington / Boucher	YES
Township Recycling Coordinator	2020 Eric Albert	Eric Albert	Boucher / Templeton	YES
Emergency Management Coordinator	<i>Hugh Harris – 2020 Annual Salary \$2,400.00</i>		Boucher / Hoyer	YES
	Hugh Harris – 2021 Annual Salary \$2,400.00			

Delegates – PSATS Annual Convention and County Convention

Motion made by Vote Carried

<p>Authorization for Supervisors (5), Manager, Secretary, Voting Delegate, and any other employee so designated by the Township Manager, to attend the PSATS Convention, April 18-21, 2021</p>	<p>2020 Delegate: James Pennington</p>	<p><b>Delegate:</b> James Pennington</p>	<p>Boucher / Hoyer</p>	<p>YES</p>
	<p>2020 Alternate: Amy Templeton</p>	<p><b>Alternate:</b> Amy Templeton</p>		
<p>Voting Delegate for PSATS Convention</p>			<p>Boucher / Brown</p>	<p>YES</p>
<p>Authorization for Supervisors (5), Manager, Township Employees so designated by the Board of Supervisors or Township Manager to attend the 2021 County Convention.</p>			<p>Boucher / Templeton</p>	<p>YES</p>

Compensation & Reimbursement

Motion made by Vote Carried

<p>Compensation of Township Manager – LNT-02-21 \$97,650 effective January 1, 2021</p>	<p>Templeton / Boucher</p>	<p>YES</p>
<p>Reimbursement of mileage at the Federal rate .... 2021 \$0.56 (down from 2020 \$0.575)</p>	<p>Boucher / Brown</p>	<p>YES</p>
<p>Reimbursement rate for Township performed services at \$50/ man hour</p>	<p>Templeton / Brown</p>	<p>YES</p>
<p>Township Health Insurance Opt-Out Benefit – Single Rate \$5,000 annually; paid quarterly</p>	<p>Boucher / Brown</p>	<p>YES</p>
<p>Township Health Insurance Opt-Out Benefit – Family Rate \$10,000 annually; paid quarterly</p>		

Holiday Schedule – Approve as Listed

	<u>Motion made by</u>	<u>Vote Carried</u>
January 1		
February 15		
April 2		
May 18		
May 31		
July 5		
September 6		
November 2		
November 25		
November 26		
December 23		
December 24		
December 30		
December 31		
	New Year's Day	
	President's Day	
	Good Friday	
	Primary Election Day	
	Memorial Day	
	Independence Day	
	Labor Day	
	Election Day	
	Thanksgiving Day	
	Day after Thanksgiving	
	Christmas Holiday	
	Christmas Holiday	
	New Year's Eve	
	New Year's Day 2022	
	Templeton / Hoyer	YES

Township Wide Special Events

	<u>Motion made by</u>	<u>Vote Carried</u>
***All are established & subject to change by the Board of Supervisors***		
Trick – or – Treat	-	-
	Sunday October 31, 2021	
	Boucher / Templeton	YES

<p><b>Legal Counsel – Board of Supervisors &amp; Planning Commission</b></p>	<p><b>Gary N. Asteak, Esq.</b> At a rate of \$175 / hour for general government and \$190 / hour for development matters per email dated December 1, 2020</p>	
<p><b>Legal Counsel – Zoning Hearing Board</b></p>	<p><b>April L. Cordts, Esq.</b> At a rate of \$140 / hour per letter dated December 1, 2020</p>	
<p><b>Legal Counsel – Human Resources</b></p>	<p><b>Thomas L. Heimbach, Esq.</b> At a rate of \$270 / hour per letter dated November 2, 2020</p>	
<p><b>Sewage Enforcement Officers</b></p>	<p><b>Christopher Noll and Eric Erb</b> Keystone Consulting Engineers, Inc.  Fees per Schedule of Fees dated November 23, 2020</p>	<p style="text-align: center;">Brown / Boucher</p> <p style="text-align: center;">YES</p>
<p><b>Township Engineer</b></p>	<p><b>Keystone Consulting Engineers, Inc.</b> Fees per Schedule dated November 23, 2020</p>	
<p><b>Alternate Township Engineer</b></p>	<p><b>Gilmore &amp; Associates</b> Fees per Schedule</p>	
<p><b>Third Party Code Inspections</b></p>	<p><b>Barry Issett &amp; Associates</b> Fees per Schedule dated September 16, 2020</p>	
<p><b>Alternate Third-Party Code Inspections</b></p>		
<p><b>Township Auditor - LNT-03-21</b></p>	<p><b>France, Anderson, Basile &amp; Co., not to exceed \$9,700.00 – Township Audit</b> Per proposal dated November 6, 2020</p>	<p style="text-align: center;">Templeton / Boucher</p> <p style="text-align: center;">YES</p>

Miscellaneous Boards

Planning Commission - 5 Year Term Expires December 31

		Motion made by	Vote Carried
<b>HUGH HARRIS OR BRIAN FENSTERMAKER</b>	<b>APPOINT THROUGH 2025</b>	Hoyer / Brown	YES
Travis Gerould	<b>TERM EXPIRES DECEMBER 31, 2021</b>		
Tara Capecci	<b>TERM EXPIRES DECEMBER 31, 2022</b>		
Bert Smalley	<b>TERM EXPIRES DECEMBER 31, 2023</b>		
Linda Crook	<b>TERM EXPIRES DECEMBER 31, 2024</b>		

Zoning Hearing Board - 3 Year Term Expires December 31

		Motion made by	Vote Carried
<b>DANIEL CORTRIGHT OR STEPHEN NORDAHL</b> Resolution LNT-04-21	<b>APPOINT THROUGH 2023</b>		
<b>ALTERNATE: Year to Year</b> <b>STEPHEN NORDAHL OR DANIEL CORTRIGHT</b> Resolution LNT-05-21	<b>APPOINT THROUGH 2021</b>	Hoyer / Boucher	YES
<b>ALTERNATE: Year to Year</b> <b>ROBERT STOCKLAS OR BRIAN FENSTERMAKER</b> Resolution LNT-06-21	<b>APPOINT THROUGH 2021</b>		
Manouel Changalis	<b>TERM EXPIRES DECEMBER 31, 2021</b>		
Michael Gaul	<b>TERM EXPIRES DECEMBER 31, 2022</b>		

Environmental Advisory Council - 5 Year Term Expires December 31

		Motion made by	Vote Carried
<b>BEVERLY HOYER OR ANN-MARIE BALL</b>	<b>APPOINT THROUGH 2025</b>	Pennington / Boucher	YES Hoyer abstained
Donald Capecci	<b>TERM EXPIRES DECEMBER 31, 2021</b>		
William Stone	<b>TERM EXPIRES DECEMBER 31, 2022</b>		
Lynn Ratzell	<b>TERM EXPIRES DECEMBER 31, 2023</b>		
Kay Brazinski	<b>TERM EXPIRES DECEMBER 31, 2024</b>		

Vacancy Board, Chairman - 1 Year Term Expires December 31

		Motion made by	Vote Carried
<b>BERT SMALLEY OR</b> Bert Smalley - 2020	<b>APPOINT THROUGH 2021</b>	Boucher / Templeton	YES

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

		Motion made by	Vote Carried
<b>AMY TEMPLETON OR</b> Jeff Shepherd	<b>APPOINT THROUGH 2023</b>	Hoyer / Brown	YES
	<b>TERM EXPIRES DECEMBER 31, 2022</b>		

Nazareth Borough Municipal Authority

		Motion made by	Vote Carried
2020 Delegate: Bert Smalley 2020 Alternate: Robert Hoyer	<b>Delegate: Bert Smalley</b>	Pennington / Templeton	YES
2021 Bert Smalley interested in re-appointment Received letter of interest from Patrick Lambert	<b>Alternate: Robert Hoyer</b>		