

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
January 27, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday January 27, 2021. The Chairman called the meeting to order at 7:00PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak, Esq.	-	Solicitor
Martin Boucher	-	Vice Chairman	Albert Kortze	-	Engineer
Stephen A. Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Robert J. Hoyer	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator

*\*\*\*The Board held an executive session prior to this evening's meeting to discuss legal matters.\*\*\**

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the January 4<sup>th</sup> meeting minutes. 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 Financial Report for December 2020 as well as the Hecktown Volunteer Fire Department Incident Reports for December 2020 and 2020 Totals. In addition, he acknowledged the receipt of the 4<sup>th</sup> Quarter ambulance reports from Bethlehem Volunteer Fire Company.

**Supervisor's Comments**

Mr. Pennington attended the monthly COG meeting with LVPC on the plan update. Estimated completion is mid-2021.

Mr. Hoyer attended the January 11<sup>th</sup> Environmental Advisory Council (EAC) meeting. The EAC has recommended against the Township taking over the open spaces proposed on the Colt's Run development map and that long term maintenance for these open spaces be the responsibility of the Colts Run HOA.

Ms. Templeton attended a library meeting on January 26<sup>th</sup>. The library is looking to partner with the Township for fundraising opportunities. The library director Holly sent her appreciation for the hard work of our Public Works Department with snow removal and salting of icy sidewalks.

Mr. Boucher attended the January 25<sup>th</sup> Colonial Regional Police Commission (CRPC) meeting. He commented they received numerous applications for the new officer position. Mr. Pennington added that he also attended the CRPC meeting.

Mr. Brown had no comments.

**New Business**

**Hecktown Volunteer Fire Company – Chief Seip – Pumper/Rescue Purchase** – Chief Seip made a brief presentation discussing the need for the new piece of apparatus and the funding plan to cover the \$854,268.00 cost. A motion was made by Mr. Boucher and was seconded by Ms. Templeton to agree to financially support the purchase of the new apparatus. The motion carried unanimously.

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### **Conditional Use Hearing**

Central PA Equities 26, LLC (CU2020-06) – Solicitor Asteak opened the hearing with a brief introduction. Attorney Blake Marles; David Hogg, Managing Partner of the Hotel; and Janet Miller of Liberty Engineering were present for the hearing.

Attorney Marles provided further introduction to the proposed project including adding a walkway from the hotel to the restaurant per the recommendation from the Planning Commission.

Mr. Hogg discussed the proposed restaurants, traffic, and landscaping.

Mr. Hoyer inquired about the serving of alcohol, the type of restaurant, public sewer, hours of operation, and lighting. Mr. Hogg stated they would be similar to an Applebee's, serve alcohol, be open 7 days, but not 24 hours, serviced by public sewer and noted there would be no light spillover.

Mr. Pennington inquired on the timeline. Mr. Hogg stated he hoped the project in completed and restaurants can open by the end of the year.

With no further questions from the Board or questions from the public, Solicitor Asteak closed the record. The Bord will render a decision and have the Opinion and Order for our February 10<sup>th</sup> meeting. He noted that the walkway would be a condition of approval.

### **Solicitor's Report**

Faust Family Limited Partnership, No. 6 (CU2020-05) – Order and Opinion Update – Solicitor Asteak explained that upon request by the applicant, the Board discussed the amendment to its Opinion and Order. The amendment replaces the paragraph regarding the community center on page 10. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to amend the Opinion and Order. The motion carried unanimously.

### **Amendment to Township Zoning Ordinance –**

Creation of Limited Light Industrial Overlay – Ordinance #237-01-21 – The applicant attended via Zoom and gave a brief presentation. A motion was moved by Mr. Brown and Ms. Templeton to approve Ordinance #237-01-21. The motion carried unanimously.

### **Engineer's Report**

Sterling Crossing – Letter of Credit Reduction & Commence Maintenance Period – Mr. Kortze reviewed his January 21<sup>st</sup> letter recommending a \$252,869.10 reduction in security and to commence the 18-month maintenance period. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to reduce security and commence the maintenance period. The motion carried unanimously.

Hecktown Road Business Park #4 – Letter of Credit Reduction & Commence Maintenance Period – Mr. Kortze reviewed his January 21<sup>st</sup> letter recommending a \$555,951.55 reduction in security and to commence the 18-month maintenance period. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to reduce security and commence the maintenance period. The motion carried unanimously.

### **Manager's Report**

Manager's Report and Grant Update – Ms. Stauffer provided the Board with her monthly report and grant list. Since 2018, the Township has been awarded over \$1 million in grants. Our most recently awarded grants are a 90/10 DEP 902 grant from DEP in the amount of \$183,217.00 . The 10% will be paid from our DEP 904 grant monies. In addition, we also just received notice of award of a CDBG grant in the amount of \$22,704.00 to pave the Senior Center Parking Lot which is in desperate need of repair.

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Ms. Stauffer reported that we are awaiting a quote from Kratzer on the septic system repair at the Senior Center.

Capital Equipment Purchase – Backhoe – Ms. Stauffer requested authorization to proceed with the lease purchase of a new backhoe. The existing one will continue to be used until it no longer runs. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the lease purchase. The motion carried unanimously.

FRCA Agreement 2021-2023 – Ms. Stauffer requested authorization to enter into a three-year agreement with FRCA. The quarterly payments will be paid from our Recycling Account which is funded by DEP Performance Grants. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to execute the agreement. The motion carried unanimously.

NC 2021 EMS Grant – Ms. Stauffer stated that Chief Seip would like to apply for the 2021 NC EMS Grant. In 2020, HVFC received funds to purchase training equipment. This year, Chief Seip would like to apply for equipment for the new truck they are purchasing. The maximum award for this grant is \$10,000 and it requires a dollar-for-dollar match. Ms. Stauffer is asking for authorization to provide a letter guaranteeing the match, a maximum of \$10,000, will be provided by the Township. The funds would come from the Capital Reserve Fire Account. A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer. The motion carried unanimously. Ms. Stauffer reported that a decision is expected by March.

Newburg Inn Auction Results – Ms. Stauffer reported that the Township received a check in the amount of \$14,356.00 for the proceeds from the auction. An individual has made an offer of \$2,000 for the leftover items. Ms. Stauffer will draft an agreement and requested authorization to make arrangements with the individual for the removal of these items. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize the agreement. The motion carried unanimously.

#### **Payment of the Bills**

A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to approve payment of the bills dated January 27<sup>th</sup>. The motion carried unanimously.

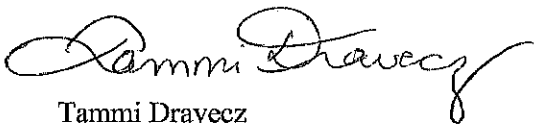
#### **Courtesy of the Floor**

There were no comments under Courtesy of the Floor.

#### **Adjournment**

The meeting adjourned at 8:00PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
January 27, 2021**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20766	Hecktown Lower Nazareth Lions Club	Donation	\$ 100.00
20767	Recreation resource USA	Park Facilities Maintenance	\$ 226.00
20768	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 542.80
paid online	Chase Card Services	Supplies/Software Maintenance/Training	\$ 1,663.99
20769	W.B. Mason Company, Inc.	Office Supplies	\$ 299.90
20770	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 361.80
20771	Stephenson Equipment, Inc.	Public Works Equipment Parts/ Supplies	\$ 211.52
20772	Humphrey's Hydraulics Inc.	PW Equipment Parts/Supplies	\$ 372.50
20773	Super Heat Inc.	PW Equipment Parts/Supplies	\$ 398.00
20774	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 38.63
20775	Johnstone Supply	Facilities Maintenance	\$ 315.22
20776	Wilson Products	PW Equipment Parts/Supplies	\$ 474.30
20777	Tommy's Small Engine Repair	Public Works Tools/Equipment Parts&Repairs	\$ 68.85
20778	Staples Business Advantage	Office / Building Supplies	\$ 202.25
20779	Exact Solar	Application Refund	\$ 1,000.00
20780	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 677.86
20781	PPL, Inc.	Fire Company Electricity	\$ 449.28
20782	PPL, Inc.	Fire Company Electricity	\$ 31.19
20783	Witmer Public Safety Group	Fire Company Supplies	\$ 220.49
20784	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
20785	Sparkle Car Wash on 248 LLC	Fire Company	\$ 2.00
20786	Keystone Fire Protection Co.	Fire Company Maintenance	\$ 1,728.00
20787	Bethlehem Sewerage & Excavating	Fire Company Septic Service	\$ 855.00
20788	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
20789	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,370.00
20790	Kratzer Septic Service	Public Works Building Septic Tank	\$ 575.00
20791	Brown & Brown of Lehigh Valley	Treasurer Bond	\$ 750.00

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20792	Nazareth Area Council of Government	2021 Membership Dues	\$ 250.00
20793	Nazareth Area Council of Government	Animal Control Officer - 1st Quarter 2021	\$ 1,450.00
20794	Nazareth Area Council of Government	Nixle Emergency Services - 2021	\$ 2,623.33
20795	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 8.32
20796	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 107.68
20797	Naomi Scarmack	Local Services Tax Refund	\$ 52.00
20798	Plasterer Equipment Co., Inc.	Public Works Equipment Parts/Supplies	\$ 495.80
20799	Fogels Fuel Service	Fire Company Fuel	\$ 1,312.53
20800	City of Bethlehem	Hydrant Assessment	\$ 156.54
20801	PAPCO	Equipment Motor Fuel	\$ 385.95
20802	Medical Life Insurance Company	Employee Life Insurance	\$ 3,204.57
20803	The Morning Call	Subscription Renewal	\$ 126.00
20804	Met-Ed	Traffic Signal / Street Light Electricity	\$ 312.21
20805	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 371.74
20806	Suburban Propane	Public Works Fuel	\$ 1,672.58
20807	Suburban Propane	Park Fuel	\$ 357.57
20808	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 694.59
20809	PPL, Inc.	Municipal Drive Electricity	\$ 618.85
20810	Miers Insurance Agency Inc	Manager's Bond	\$ 2,668.00
20811	Liberty Propane Inc.	Municipal Building Propane	\$ 1,545.44
20812	Easton Suburban Water Authority	Municipal Bldg Water	\$ 53.28
20813	PA One Call System, Inc.	Monthly Activity	\$ 24.50
20814	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 197.00
20815	RCN	Internet & Telephone Services	\$ 819.94
20816	The Key	Advertisement	\$ 465.12
20817	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 112.50
20818	NJ Advance Media	Advertisements	\$ 231.95

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<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20819	Verizon Wireless	Municipal/Public Works Wireless	\$ 512.62
20820	Home Depot	Public Works Supplies	\$ 142.29
20821	Keystone Cement Company	Winter Maintenance Supplies	\$ 1,123.83
20822	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 1,236.82
20823	Kratzer Septic Service	Township Bldg Building Septic Tank	\$ 590.00
20824	Rahns Construction Material Co.	Aggregate Supplies	\$ 965.20
20826	Suburban Propane	Public Works Fuel	\$ 1,083.18
20827	Bath Supply Co., Inc.	Municipal Facilities Maintenance	\$ 120.48
20828	Roto-Rooter	Pipe and Drainage Supplies	\$ 750.00
20829	Johnstone Supply	Facilities Maintenance	\$ 132.75
20830	Recreation resource USA	Park Facilities Maintenance	\$ 226.00
20831	Service Electric Cable TV Inc	Fire Company Internet	\$ 97.14
20832	Verizon Wireless	Fire Company Wireless	\$ 360.80
20833	Verizon Wireless	Fire Company Wireless	\$ 138.56
20834	Wex Bank	Fire Company	\$ 295.42
20835	Integra One	Computer Services/Software Maintenance	\$ 81.00
20836	Integra One	Computer Services/Software Maintenance	\$ 83.25
20837	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 4,772.88
20838	Pitney Bowes Purchase Power	Postage	\$ 51.16
20839	Asteak Law Offices	Legal Services	\$ 1,852.50
20840	The Express Times	Subscription Renewal	\$ 349.47
20841	Suburban Propane	Park Fuel	\$ 435.73
20842	Powerco, Inc.	Public Works Equipment Parts/Supplies	\$ 5,219.40
20843	ACR Products, Inc.	Public Works Equipment Parts/Supplies	\$ 44.45
20844	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 71.90
20845	NJ Advance Media	Advertisements	\$ 619.05
<b><i>Total General Fund Checking...</i></b>			<b>\$ 73,158.45</b>

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**PAYROLL ACCOUNT**

January 5, 2021	\$	19,846.58
January 15, 2021	\$	44,214.21
January 29, 2021	\$	42,623.46
<i>Total Payroll Account...</i>		<b><u><u>\$ 106,684.25</u></u></b>

**MASTER ESCROW ACCOUNT**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
2690	Met-Ed	Traffic Signal Electricity	\$ 290.08
2691	PPL Electric Utilities	Traffic Signal Electricity	\$ 151.08
2692	Keystone Consulting Engineers, Inc	Engineering & Inspection Services	\$ 113,422.40
2693	Asteak Law Offices	Legal Services	\$ 1,947.50
2694	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,647.50
<i>Total Master Escrow Account...</i>			<b><u><u>\$ 118,458.56</u></u></b>

**LNT SEWER ACCOUNT**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1158	PPL Electric Utilities	Main Meter Electricity	<b><u><u>\$ 28.25</u></u></b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
2018	Exact Solar	Building Permit Refund	\$ 611.00
2019	Lower Nazareth Township	Building Permit Reimbursement	\$ 1,100.00
<i>Total Development &amp; Inspection Account...</i>			<b><u><u>\$ 1,711.00</u></u></b>

**RECYCLING / REFUSE ACCOUNT**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1619	AllState Septic Systems, LLP	Temporary Restroom	<b><u><u>\$ 115.00</u></u></b>

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**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1534	Kobalt Construction, LLC	Capital Construction	\$ 35,550.00
1535	Keystone Consulting Engineers, Inc	Engineering & Inspection Services	\$ 20,496.17
<i>Total Open Space Account...</i>			<b><u>\$ 56,046.17</u></b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1188	Nazareth Area Council of Governments	Multi-Municipal Plan Update	<b><u>\$ 2,332.81</u></b>