

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
January 4, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Monday January 4, 2021. The Chairman called the meeting to order at 6:30PM.

Present were:

James S. Pennington	-	Chairman	Lori A. Stauffer	-	Manager
Martin Boucher	-	Vice Chairman	Tammi Dravec	-	Secretary/Treasurer
Stephen A. Brown	-	Supervisor			
Robert J. Hoyer	-	Supervisor			
Amy L. Templeton	-	Supervisor			

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

**Reorganization**

Please see attached reorganization chart for details.

**Approval of Minutes**

A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to approve the December 9<sup>th</sup> meeting minutes. The motion carried

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

Mr. Pennington acknowledged the receipt of the Financial Report for November 2020.

**Manager's Report**

2020 Surplus Funds – Resolution #LNT-07-21 – Ms. Stauffer discussed the distribution of the funds and proposed uses for those funds. A portion of those funds will go towards employee bonuses in lieu of raises in 2021. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve Resolution #LNT-07-21. The motion carried unanimously. Mr. Pennington proposed that Ms. Stauffer receive a \$1,500 net pay bonus. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to award Ms. Stauffer the bonus. The motion carried unanimously.

Destruction of Municipal Records – Resolution #LNT-08-21 – A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to approve Resolution #LNT-08-21. The motion carried unanimously.

Time Extensions – Ms. Stauffer noted time extensions accepted.

Newburg Community Park – Restroom Facility – Payment #4 Approval – Ms. Stauffer reviewed Mr. Kortze's report recommending the next payment to Kobalt. A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to release the next payment. The motion carried unanimously.

Residences at Meadowview Conditional Use – Opinion and Order – Solicitor Asteak briefly reviewed the Opinion and Order. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the Opinion and Order. The motion carried unanimously.

Christmas Tree Curbside Pick-up / Drop-Off – Ms. Stauffer noted that the Christmas Tree Recycling Program is underway and curbside pick-up began today. The pick up schedule is available on our website and the link was also posted on FaceBook.

**Payment of the Bills**

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to approve payment of the bills dated January 4<sup>th</sup>. The motion carried unanimously.

**Courtesy of the Floor**

There we no comments under Courtesy of the Floor.

**Adjournment**

The meeting adjourned at 6:57PM.

Respectfully submitted by,

A handwritten signature in black ink, appearing to read "Tammi Dravec", with a long, sweeping flourish extending to the right.

Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
January 4, 2021**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20729	Verizon Wireless	Municipal/Public Works Wireless	\$ 511.35
20730	Suburban Propane	Public Works Fuel	\$ 834.32
20731	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 371.74
20732	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 190.29
20733	PAPCO	Equipment Motor Fuel	\$ 1,582.95
20734	NJ Advance Media	Advertisements	\$ 602.70
20735	U.S. Municipal Supply, Inc.	Traffic Signs	\$ 1,189.40
20736	Suburban Propane	Park Fuel	\$ 168.12
20737	Karen A. Mengel, RPR, CSR	Stenographer	\$ 160.00
20738	Innovative Designs & Publishing, Inc.	Subscription Renewal	\$ 23.00
20739	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 25.74
20740	Highway Materials, Inc.	Pavement Maintenance Supplies	\$ 221.53
20741	Grainger Parts	Public Works Supplies	\$ 23.30
20742	Pitney Bowes Purchase Power	Postage	\$ 420.99
20743	Pitney Bowes	Postage Meter	\$ 180.00
20744	Brown & Brown of Lehigh Valley	Township Insurance	\$ 24,430.00
20745	PSATS CDL Program	CDL Drug Testing	\$ 60.00
20746	Northampton County TCC	2019 Administrative Fee	\$ 219.00
20747	PSATS	2021 Membership Fees	\$ 1,854.00
20748	Liberty Propane Inc.	Municipal Building Propane	\$ 2,235.81
20749	Allen Beardsworth	Zonig Permit Refund	\$ 25.00
20750	PAPCO	Equipment Motor Fuel	\$ 813.23
20751	U.S. Municipal Supply, Inc.	Traffic Signs	\$ 311.50
20752	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 1,453.32
20753	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 56.56
20754	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 203.79
20755	Service Tire Truck Centers	Public Works Equipment Parts/Supplies/Repair	\$ 239.53

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
20756	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 260.90
20757	Valley Tire of Nazareth	Public Works Equipment Repair	\$ 445.00
20758	Integra One	Computer Services/Software Maintenance	\$ 706.00
20759	Brown & Brown of Lehigh Valley	Tax Collector Bond	\$ 250.00
20760	Brown & Brown of Lehigh Valley	Real Estate Tax Collector Bond	\$ 1,272.00
20761	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
20762	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
20763	Colonial Regional Police Department	Police Contract Payment	\$ 146,123.42
20764	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 33,124.96
20765	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
<b><i>Total General Fund Checking...</i></b>			<b><u><u>\$ 223,578.25</u></u></b>

**PAYROLL ACCOUNT**

December 18, 2020	\$ 42,903.80
December 31, 2020	\$ 59,653.90
<b><i>Total Payroll Account...</i></b>	
	<b><u><u>\$ 102,557.70</u></u></b>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2688	Met-Ed	Traffic Signal Electricity	\$ 131.53
2689	PPL Electric Utilities	Traffic Signal Electricity	\$ 143.73
<b><i>Total Master Escrow Account...</i></b>			<b><u><u>\$ 275.26</u></u></b>

**LNT SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1157	PPL Electric Utilities	Main Meter Electricity	\$ 26.95

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**CAPITAL RESERVE SEWER SIGNAL ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
0537	LNT CR Equipment Replacement	Equipment Purchase	<b>\$ 225,000.00</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2017	Allen Beardsworth	Building Permit Refund	<b>\$ 85.00</b>

**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1532	Foley, Inc.	Equipment Rental	\$ 6,239.00
1533	Foley, Inc.	Equipment Rental	\$ 1,823.25
		<i>Total Open Space Account...</i>	<b>\$ 8,062.25</b>