

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 24, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday March 24, 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			

Absent was:

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. Brown and was seconded by Ms. Templeton to approve the March 10th 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 February 2021.

Supervisor's Comments

Mr. Pennington attended the Colonial Regional Police Commission Meeting.

Mr. Hoyer had nothing new to report. The EAC's next meeting is the second Monday in April.

Ms. Templeton reported that the Park and Recreation Committee met after the last Board of Supervisors meeting. They discussed the splash pad. We will apply for two grants totaling \$400,000. This amount would cover the cost of the splash pad. There would be additional costs for the fence and storage building.

Ms. Templeton noted that the soccer fields at Newburg Park will not be rented out this season. The grass needs additional time to get established.

She noted that Met-Ed has given the green light to install the electric at Newburg Park. The trench will be dug in the next 3-4 weeks. We are still waiting on the on cost for this part of the project. Once the electric is installed, we will move forward with the dog park and fence installation.

Ms. Templeton noted to Mr. Pennington that the shutters, front door and bilco doors at 306 will be painted.

As for the improvements at Surrey Glen, the CFA was scheduled to meet last night to decide on the Livable Landscapes Grant. The meeting was unfortunately cancelled. Their next meeting is scheduled for May 25th.

Last meeting, we discussed improvements to Hahn's Meadow. The discussion was tabled until we were able to get a cost estimate. The estimate came in under \$100,000. If we apply and are awarded a grant for \$50,000, we will need to cover the additional \$47,000. Ms. Templeton reported that the committee is recommending moving forward with the grant application for the ADA walking path, parking lot and lumber overlook. A motion to approve was moved by Ms. Templeton and was seconded by Mr. Brown to approve Resolution #LNT-17-21. Mr. Boucher inquired about lighting. Mr. Kortze stated it is not part of the proposal at this time. Mr. Hoyer asked if Mr. Kortze considered the increase in lumber costs when drafting the estimate costs. Mr. Kortze stated that was accounted for in his estimate. The motion carried 4 to 1 with Mr. Boucher not in favor of approval.

Mr. Brown had no comments.

Mr. Boucher attended the Colonial Regional Police meeting Monday. He noted that this was the Chief's last meeting as he is retiring on April 15th.

Subdivision & Land Development

LVTC II Sewage Planning Module – Authorization to Execute – Ms. Stauffer explained that Mr. Dingman has indicated that the Planning Module is ready for execution. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize execution of the LVTC II Sewage Planning Module. The motion carried unanimously.

Solicitor's Report

Solicitor Asteak provided a brief explanation of the two traffic signal maintenance agreements.

Southbound 33 Traffic Signalization Maintenance Agreement – Authorization to Execute –

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to authorize execution of the Southbound 33 Traffic Signalization Maintenance Agreement. The motion carried unanimously.

Revised Northbound 33 Traffic Signalization Maintenance Agreement – Authorization to Execute –

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to authorize execution of the Revised Northbound 33 Traffic Signalization Maintenance Agreement. The motion carried unanimously.

Stone Briar II Zoning Map Amendment – Solicitor Asteak spoke with Attorney Piperato after our last meeting, and he understood the reasoning for the submission request. Ms. Stauffer reported that we are in receipt of a Mr. DelSerro's submission and it will be before the Board at their April 28th meeting.

Engineer's Report

Newburg Restroom Facility Payment #7 Approval – Mr. Kortze review his March 21st letter recommending the next payment of \$6,750.00 for this project. A motion was moved by Ms. Templeton and was seconded by Mr. Brown to authorize Payment #7 for the restroom facility. The motion carried unanimously.

Manager's Report

Time Extension Report – Ms. Stauffer reported on the time extension granted.

Surrey Glen Playground – Authorization to Purchase – Ms. Stauffer requested to table discussion due to the CFA meeting cancellation and delay in award of grant.

Surrey Glen Walking Trail – Authorization to Advertise – Ms. Stauffer requested to table discussion due to the CFA meeting cancellation and delay in award of grant.

2021 Livable Landscapes Grant Application – Resolution #LNT-17-21 – Approved under Supervisor’s Comments.

Newburg Inn Demolition – Authorization to Advertise Bid Specs – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize advertisement for bids for the demolition of the Newburg Inn. The motion carried unanimously.

Award of 2021 Paving Contract – Ms. Stauffer reported that three bids were received with H&K being the lowest bidder at \$462,560.34. She recommended the project be awarded to H&K. Ms. Stauffer reported that \$300,000 would be paid from the State Liquid Fuels fund and the balance, roughly \$163,000, from our Capital Highway Reconstruction Fund. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to award the 2021 Paving Contract to H&K Group at a cost of \$462,560.34.

Travis Gerould asked for clarification on what section of Country Club Road was to be paved.

The motion carried unanimously.

American Rescue Plan Act– Ms. Stauffer reported that the Township will be receiving funding as part of this plan. She will be attending a seminar through Northampton County tomorrow morning along with Federal and State Officials, for guidance on spending the funds. Ms. Stauffer will report back to Board.

Payment of the Bills

A motion was moved by Templeton and was seconded by Mr. Boucher to approve payment of the bills dated March 24th. The motion carried unanimously.

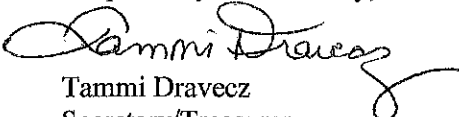
Courtesy of the Floor

There were no comments under Courtesy of the Floor.

Adjournment

The meeting adjourned at 7:27PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
March 24, 2021**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
20980	PPL, Inc.	Fire Company Electricity	\$ 448.42
20981	PPL, Inc.	Fire Company Electricity	\$ 30.95
20982	Verizon Wireless	Fire Company Wireless	\$ 360.80
20983	Verizon Wireless	Fire Company Wireless	\$ 138.56
20984	R.S. Security & Communications	Fire Company Service Call	\$ 394.00
20985	Service Electric Cable TV Inc	Fire Company Internet	\$ 97.05
20986	Assured Partners of Northeast PA	Fire Company Insurance	\$ 6,963.00
20987	Colony Hardware Corp.	Fire Company Equipment	\$ 381.44
20988	PAPCO	Equipment Motor Fuel	\$ 2,008.02
20989	Pitney Bowes	Postage Meter	\$ 180.00
20990	RCN	Internet & Telephone Services	\$ 819.94
20991	Verizon Wireless	Municipal/Public Works Wireless	\$ 512.62
20992	PPL, Inc.	Newburg Inn Electricity	\$ 48.43
20993	PPL, Inc.	Municipal Drive Electricity	\$ 665.53
20994	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 765.07
20995	Suburban Propane	Park Fuel	\$ 313.29
20996	Pitney Bowes Purchase Power	Postage	\$ 470.99
20997	NJ Advance Media	Advertisement	\$ 603.80
20998	Integra One	Computer Services/Software Maintenance	\$ 1,290.38
20999	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 254.10
21000	New Enterprise Stone & Lime Co., Inc.	Construction/Rebuilding	\$ 857.63
21001	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 394.12
21002	Palmer Township Board of Supervisors	MS4 Advertisement	\$ 43.75
21003	Stotz & Fatzinger Office Supply	Office Supplies	\$ 33.38
21004	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 319.95
21005	U.S. Municipal Supply, Inc.	Equipment Parts Supplies	\$ 935.00
21006	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 360.00

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21007	Asteak Law Offices	Legal Services	\$ 1,425.00
21008	Barker & Barker Paving	Grading Permit Refund	\$ 750.00
21009	Asteak Law Offices	Legal Services	\$ 950.00
21010	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,707.75
21011	Wex Bank	Fire Company	\$ 326.41
21012	Fogels Fuel Service	Fire Company Fuel	\$ 1,751.27
21013	Memorial Library of Nazareth & Vicinity	Library Service	\$ 20,718.75
21014	Geese Police	Park Maintenance	\$ 600.00
21015	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 429.00
21016	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 905.00
21017	Integra One	Computer Services/Software Maintenance	\$ 81.00
21018	Meghan Lokay	Local Services Tax Refund	\$ 29.00
<i>Total General Fund Checking...</i>			<u><u>\$ 51,363.40</u></u>

PAYROLL ACCOUNT

March 12, 2021

\$ 47,198.23

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1194	Henry Yeska & Son	Municipal Facility Maintenance	\$ 7,000.00
1195	Lower Nazareth Township	Municipal Facility Maintenance	\$ 2,393.96
<i>Total Capital Reserve Account...</i>			<u><u>\$ 9,393.96</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2023	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 8,330.00
2024	Lower Nazareth Township	Zoning Permit	\$ 30.00
<i>Total Development and Inspection Account...</i>			<u><u>\$ 125.00</u></u>

**Lower Nazareth Township
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SEWER ACCOUNT

1161	PPL	Main Meter Electricity	\$ 28.11
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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2705	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 187.50
2706	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 600.00
2707	Asteak Law Offices	Legal Services	\$ 7,790.00
2708	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 56,982.27
2709	PPL Electric Utilities	Traffic Signal Electricity	\$ 145.64
2710	Met-Ed	Traffic Signal Electricity	\$ 123.49
2711	Signal Service, Inc.	Traffic Signal Maintenance	\$ 308.00
2712	PA Department of Transportation	Highway Occupancy Permit	\$ 17,133.81
<i>Total Master Escrow Account...</i>			\$ 83,270.71