

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
April 14, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday April 14, 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	Lori Seese	-	Planning/Zoning Administrator
Amy L. Templeton	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer

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

Proclamation – Chief Roy Seiple

Mr. Pennington presented Chief Seiple with a proclamation for his 39 years of service. While April 15th is Chief's last day of work, he officially retires July 13, 2021. The Board has proclaimed the week of July 21, 2021 Roy D. Seiple week in Lower Nazareth.

Approval of Minutes

A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve the March 24th 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 Hecktown Fire Incident Report for March 2021.

Supervisor's Comments

Mr. Pennington attended the NAZCOG Meeting Monday evening. He reported they are moving along on the plan update. A final draft should be completed sometime summer. Ms. Stauffer will provide a draft for the Board to review and comment.

Mr. Hoyer attended the EAC meeting Monday evening. He reported that they are working on application and ranking system. Two weeks ago, Mr. Hoyer attended an LVPC virtual meeting where they discussed development. He stated that during the pandemic, residential development is down a bit, however warehousing is taking off. He noted that the big push is high cube warehousing and thinks we should look into an ordinance to prevent this in our township. Solicitor Asteak noted that we do already have a height restriction in our SALDO.

Ms. Templeton reported that the trench has been dug and the conduit laid for electric service at Newburg Park. Construction of the bathroom facility is almost complete. Ms. Templeton provided a grant update and reported we are still on a decision on the grant for Surrey Glen and Ms. Stauffer has submitted the grant application for the splash pad at Newburg Park.

Mr. Brown has no comments.

Mr. Boucher had no comments.

**Board of Supervisors Minutes
April 14, 2021**

Liquor License Transfer Hearing – WaWa, Inc.- Resolution #LNT-19-21 - Solicitor Asteak opened the hearing at 7:22pm.

Ellen Freeman attorney at Flaherty & O'Hara discussed the transfer request. She noted that the building is yet to be constructed, but that building plans will be determined based on the outcome of tonight's hearing.

Attorney Freeman stated this is not Wawa's first store selling alcohol. There are currently 4 stores operating within PA with perfect records. Maintaining that perfect record is important to Wawa and Attorney Freeman spoke of the safety procedures to maintain the safety record. Safety measures include 100% carding, RAMP seller server training for all employees selling alcohol, and WaWa's internal training. Security cameras will be on products and registers. There will also be limits on hours on the sale of alcohol as well as quantity.

Attorney Freeman noted there would be seating for up to 30 patrons at a time. The amount of alcohol consumed on site is limited to 2-12oz beers or 2-8oz glasses of wine. It is not common for patrons to stay and consume onsite.

Mike Spiegel RE Project Engineer for Wawa, was in attendance so questions.

Mr. Pennington inquired about gas pumps and charging stations. Mr. Spiegel said they would be selling gas and intend to have charging stations. They will prep site, but Tesla decides where they want charging stations and if they want it for this site then we can. Mr. Spiegel noted they can encourage Tesla.

Mr. Pennington also inquired about a drive thru and outdoor seating. Mr. Spiegel responded no.

Mr. Pennington if construction would commence this year. Mr. Spiegel is hoping to start as soon as possible.

Mr. Hoyer asked is the applicant has submitted any plans. Mr. Spiegel stated they are in the process. Mr. Hoyer inquired why are they doing the transfer now. Attorney Freeman stated the outcome will determine building plan layout.

Mrs. Seese reminded the Board that this plan was approved and recorded 10 years ago. Wawa has been leasing the land from Petrucci all this time. Everything is up to date. All that is outstanding is to submit building plans and hold a reconstruction meeting.

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve Resolution #LNT-19-21. The motion carried unanimously.

Subdivision & Land Development

There were no comments under Subdivision and Land Development.

Solicitor's Report

Solicitor Asteak noted he is drafting the Trammel Crow Improvements Agreement and asked for authorization to execute once completed. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize execution of the improvements agreement once approved by Solicitor Asteak. The motion carried unanimously.

Solicitor Asteak reported that a snow removal ordinance has been drafted and will be circulated to Board for comments.

Engineer's Report

Mr. Pennington asked Mr. Kortze for results of the survey of Georgetown Manor. Mr. Kortze will have Mr. Noll put together a report for the Board.

Manager's Report

Ms. Stauffer commended Township Secretary Mrs. Dravec for receiving 1st place for the Township Newsletter.

Ms. Stauffer reported that she attended a Virtual Town Hall Meeting with Lamont McClure, Rep. Susan Wild and representatives for Sen. Casey, Rep. Scavello, and Sen. Boscola to get information on spending funds from the American Rescue Plan. She recommended placing the funds in a separate account and deciding on how to spend those funds at budget time. Mr. Pennington noted that we have until the end of 2024 to spend the funds. Ms. Stauffer noted that the money cannot be used to reduce a tax burden or reduce a deficit in pension funds.

Ms. Stauffer was asked to take part in a roundtable discussion for the Nazareth Chamber of Commerce to talk about the goings on in Lower Nazareth. The session was recorded and is available on the Nazareth Chamber's website. It already has well over 1,000 views.

HVFC 2021 EMS Grant Match Funds – Ms. Stauffer reported that he HVFC has been awarded a grant in the amount of \$10,000. Previously the Board approved the match. The grant will pay for hydraulic tools for new rescue engine. Ms. Stauffer requested authorization to release a check to HVFC in amount of \$10,000. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to release the grant match to HVFC. The motion carried unanimously.

RCN Change of Indirect Control – Resolution #LNT-20-21 – LAS discussed need for resolution. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve Resolution #LNT-20-21. The motion carried unanimously.

Reaffirmation Agreement (RCN) – LAS discussed need to agreement. A motion was moved by Ms. Templeton and was seconded by Mr. Brown to approve the agreement. The motion carried unanimously.

Payment of the Bills

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve payment of the bills dated April 14th. The motion carried unanimously.

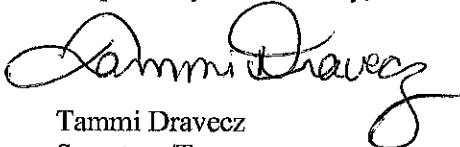
Courtesy of the Floor

There were no comments under Courtesy of the Floor.

Adjournment

The meeting adjourned at 7:52 PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

Lower Nazareth Township
Bills To Be Approved
 April 14, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21019	Keystone Cement Company	Aggregate Supplies	\$ 1,130.51
21020	Karen A. Mengel, RPR, CSR	Stenographer	\$ 385.00
21021	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 114.48
21022	Associated Fasteners, Inc.	Public Works Equipment Parts/Supplies	\$ 178.75
21023	Integra One	Computer Services/Software Maintenance	\$ 625.00
21024	NJ Advance Media	Advertisement	\$ 509.00
21025	Medical Life Insurance Company	Employee Life Insurance	\$ 3,219.71
21026	Master Supply Line	Municipal Building Supplies	\$ 552.41
21027	Wilson Products	Public Works Equipment Parts / Supplies	\$ 120.47
21028	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 114.90
21029	PAPCO	Equipment Motor Fuel	\$ 1,409.09
21030	LNT Capital Reserve Equipment Replacer	2020 Unencumbered Funds	\$ 122,499.22
21031	LNT Capital Reserve	2020 Unencumbered Funds	\$ 35,000.00
21032	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
21033	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
21034	Colonial Regional Police Department	Police Contract Payment	\$ 146,123.42
21035	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 33,124.96
21036	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21037	USPS	Newsletter Postage	\$ 875.32
21038	Carroll Engineering Corporation	Zoning Officer Services	\$ 2,047.50
21039	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 605.90
21040	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
21041	Easton Suburban Water Authority	Fire Company Water	\$ 69.82
21042	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 350.93
21043	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,650.35
21044	Liberty Propane Inc.	Municipal Building Propane	\$ 1,847.28
21045	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,370.00

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21046	Easton Suburban Water Authority	Municipal Bldg Water	\$ 66.03
21047	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
21048	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
21049	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 83.50
21050	Met-Ed	Traffic Signal / Street Light Electricity	\$ 299.90
21051	RCN	Internet & Telephone Services	\$ 821.31
21052	Keystone Municipal Insurance	Workers Comp Insurance	\$ 6,009.00
21053	NJ Advance Media	Advertisements	\$ 915.30
21054	Suburban Propane	Public Works Fuel	\$ 1,047.76
21055	Karen A. Mengel, RPR, CSR	Stenographer	\$ 540.00
21056	Foster & Foster, Inc.	Pension Plan Administration	\$ 3,825.00
21057	PPL, Inc.	Newburg Inn Electricity	\$ 13.75
21058	Martin Stone Quarries, Inc	Park Supplies	\$ 827.76
21059	PAPCO	Equipment Motor Fuel	\$ 242.42
21060	Staples Business Advantage	Office / Zoning Supplies	\$ 44.57
21061	Master Supply Line	Municipal Building Supplies	\$ 317.94
21063	Bath Supply Co., Inc.	Municipal Facilities Maintenance	\$ 117.01
21064	General Highway Products, Inc.	Traffic Signal Supplies	\$ 438.00
21065	Tractor Supply Credit Plan	Public Works Tools/Equipment/Park Maintenn	\$ 119.75
21066	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 832.75
21067	Home Depot	Public Works Supplies	\$ 280.41
21068	Chase Card Services	Supplies/Software Maintenance/Training	\$ 3,644.78
21069	Donna Moser	Local Services Tax Refund	\$ 52.00
21070	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21071	Lehigh Valley Janitorial Supply	Municipal Building Maintenance Supplies	\$ 385.41
21072	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 727.50
<i>Total General Fund Checking...</i>			\$ 404,245.92

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OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1539	Keystone Cement Company	Aggregate	\$ 2,090.78
1540	Kobalt Construction, LLC	Capital Construction	\$ 6,750.00
1541	All-Phase Electric Supply Co.	Capital Construction	\$ 1,022.17
1542	TriBros Enterprises., LLC	Overpayment Refund	\$ 500.00
<i>Total Open Space Account...</i>			\$ 10,362.95

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2713	Met-Ed	Traffic Signal Electricity	\$ 139.44
2714	Pa Dept of Transportation	Highway Occupancy Permit	\$ 2,314.04
2715	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,085.00
2716	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,245.00
2717	Keystone Consulting Engineers, Inc	Engineering & Inspection Services	\$ 11,209.88
<i>Total Master Escrow Account...</i>			\$ 15,993.36

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2025	TriBros Enterprises, LLC	Building Permit Refund	\$ 35.00

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1301	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 1,063.50

PAYROLL ACCOUNT

	March 26, 2021		\$ 49,274.28
	April 9, 2021		\$ 49,825.04
<i>Total Payroll Account...</i>			\$ 99,099.32

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1196	GC Electric Co., Inc	Capital Construction	\$ 1,944.10
1197	Gilmore & Associates, Inc	Engineering & Consulting Services	\$ 1,275.00
		<i>Total Capital Reserve Account...</i>	\$ 3,219.10

REFUSE/RECYCLING COLLECTION ACCOUNT

Num	Name	Memo	Amount
1623	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00

CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1300	Krock's Sales & Service, Inc	Equipment Purchase	\$ 11,534.00