

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
June 9, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday June 9, 2021. The Chairman called the meeting to order at 7:00PM.

Present were:

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

Absent was:

Martin Boucher - Vice Chairman

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

**Approval of Minutes**

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to approve the May 26<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 April 2021 and the Hecktown Fire Incident Report for May 2021.

**Supervisor's Comments**

Ms. Templeton reported that the recreation Committee met on June 8<sup>th</sup>. She stated that we received the grant for improvements to Hahn's Meadow and that work will be done in Spring 2022. She stated that Ms. Stauffer is looking to apply for the Healing the Plant grant through Giant in the amount of \$25,000.

The electric work for the generator at 306 Butztown Road has been awarded to MRP at a cost of \$6,638.00. Once Public Works installs the cement pad and the electrical work is completed the parking lot can be repaved.

Newburg Park updates - Ms. Templeton reported that construction of the dog park is moving along. The fence will be installed next week, with grading and hydro seeding to follow. She asked that everyone please avoid the area until ready. Mr. Kortze noted that MetEd is doing line study to see what power can be provided and he reaches out weekly for updates on the electric install to the site.

Mr. Brown commented that it is nice to have the public attending meetings in person again.

Mr. Hoyer commented that the EAC meets on June 14<sup>th</sup> at 7pm. He also stated that condition of Gradwohl Switch Road after the completed road work is good!

Mr. Pennington reported that the Multi Municipal Plan update continues. Their next meeting is Monday. They are hoping for completion by Fall. Mr. Pennington also provided positive comments of Gradwohl Switch Road.

### **Subdivision & Land Development**

Chipotle Improvements Agreement – Authorization to Execute – A motion was moved by Ms. Templeton and was seconded by Mr. Brown to authorize the agreement be signed upon receipt of security and agreement signed by developer. The motion carried unanimously.

### **Solicitor's Report**

Sanitary Sewer Agreements – Triple Net & LVTV II– Authorization to Execute – A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to authorize the agreements be signed upon receipt of security and agreement signed by developer. The motion carried unanimously.

### **Engineer's Report**

Trio Fields Phase 7 – Letter of Credit Release – Mr. Kortze reviewed his letter dated June 4<sup>th</sup> recommending a \$130,109.10 reduction in the letter of credit. A motion was moved by Ms. Templeton and seconded by Mr. Brown to reduce the security. The motion carried unanimously.

### **Manager's Report**

2021 Paving Project – Ms. Stauffer reported that Gradwohl Switch Road has been completed. The contractor will move on to Country Club Road later this month.

Eagle Scout Veterans Memorial – Ms. Stauffer reported that the project has been completed by Isaac Kutzura. Isaac has indicated that he successfully raised enough funds to cover the cost of the project therefore funding is now not needed from Township. He has asked that we donate funds to a veteran's organization. Mr. Pennington stated we could reimburse Isaac and he would be free to do what he wishes with those funds.

Open Space Preservation Application – Ms. Stauffer indicated that the Township received its first open space preservation application this afternoon. She requested the Board's authorization to forward the Rod and Gun Club's application to the Environmental Advisory Council (EAC) for review. A motion was moved by Ms. Templeton and was seconded by Mr. Brown to forward the application to the EAC. The motion carried unanimously.

In addition, she requested authorization for Township Engineer Al Kortze to provide a letter of review to the EAC. The cost is not to exceed \$1,000 and should contain, at a minimum:

1. Identify the soil types and classes on the property by percentage
2. Identify zoning classification
3. Identify the areas of the property where floodplain exists
4. Identify if the property has a particular designation on the official map
5. Identify any existing environmental features on the property (woodlands, streams, wetlands)
6. Identify any additional factors you may discover about the property that may be pertinent to the EAC's review

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to authorize the Township Engineer to draft the letter for the EAC. The motion carried unanimously.

Park Benches – Authorization to Purchase – The benches will be placed at Surrey Glen and Newburg Community Park. Ms. Stauffer reported that we have been advised by the vendor that if the order is not placed by June 11<sup>th</sup> the cost will increase by 30%. The cost of the benches will be offset by resident park donations, A motion was moved by Mr. Brown and was seconded by Ms. Templeton to authorize the purchase of the park benches. The motion carried unanimously.

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Public Works Equipment – Authorization to Purchase – Ms. Stauffer requested authorization to purchase the Bobcat 5600 for the recycling facility. The COSTARS price is \$56,714.41. Ms. Stauffer noted that 90% of the cost will be funded by a DEP 902 grant, with the 10% balance covered with DEP 904 funds. A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to authorize the purchase. The motion carried unanimously.

**Payment of the Bills**

A motion was moved by Mr. Brown and was seconded by Ms. Templeton to approve payment of the bills dated June 9<sup>th</sup>. The motion carried unanimously.

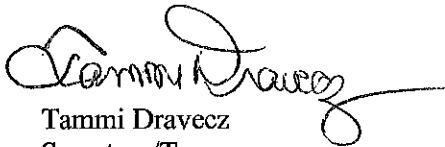
**Courtesy of the Floor**

Matt Connolly is a GC for an individual looking for a home and interested in buying land on Gradwohl Switch Road. Mr. Connolly wants homes that are 55+ ranch style homes. The land is currently zoned agricultural therefore he would need a zoning change. He requested feedback from the Board. Mr. Pennington said the Township is in a pause at this time. The Township is getting lots of requests for zoning changes, so we are taking a time out until Multi-Municipal Plan has been updated. The woman wishing to build a home was upset that this was not revealed when they met with Township a few weeks ago. Ms. Stauffer commented that the Board had not made the determination at that time. Once decided, the email was sent to Mr. Connolly.

**Adjournment**

The meeting adjourned at 7:40 PM.

Respectfully submitted by,



Tammi Dravecz  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
June 9, 2021**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
21197	Colonial Regional Police Department	Police Contract Payment	\$ 146,123.42
21198	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
21199	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21200	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21201	Suburban Propane	Park Fuel	\$ 68.32
21202	Easton Suburban Water Authority	Municipal Bldg Water	\$ 57.53
21203	Easton Suburban Water Authority	Municipal Bldg Water	\$ 54.50
21204	Met-Ed	Traffic Signal / Street Light Electricity	\$ 294.85
21205	Carroll Engineering Corporation	Zoning Officer Services	\$ 2,485.00
21206	Karen A. Mengel, RPR, CSR	Stenographer	\$ 160.00
21207	Pitney Bowes Purchase Power	Postage	\$ 420.99
21208	Philadelphia Insurance Companies	Summer Park Program Insurance	\$ 495.00
21209	NJ Advance Media	Advertisement	\$ 358.90
21210	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 128.74
21211	Chase Card Services	Supplies/Software Maintenance/Training	\$ 1,729.55
21212	Home Depot	Public Works Supplies	\$ 222.49
21213	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 16.92
21214	All-Phase Electric Supply Co.	Public Works Supplies	\$ 19.50
21215	Best Line Equipment	Public Works Equipment Parts/Supplies	\$ 71.21
21216	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 606.08
21217	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 107.95
21218	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 51.50
21219	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 57.00
21220	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 423.87
21221	Highway Materials, Inc.	Pavement Maintenance Supplies	\$ 182.86
21222	PAPCO	Equipment Motor Fuel	\$ 2,583.16
21223	Keystone Consulting Engineers, Inc.	Engineering & Inspections Services	\$ 3,366.00

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
21224	Krock's Sales & Service Inc.	Public Works Equipment Parts/Supplies	\$ 118.00
21225	Johnstone Supply	Facilities Maintenance	\$ 92.33
21226	Keystone Municipal Insurance	Workers Comp Insurance	\$ 6,009.00
21227	RCN	Internet & Telephone Services	\$ 821.31
21228	PA One Call System, Inc.	Monthly Activity	\$ 57.67
21229	PAPCO	Equipment Motor Fuel	\$ 2,232.35
21230	Stitch Fix Inc.	Local Services Tax Refund	\$ 28.00
21231	Broughal & DeVito, LLP	Legal Services	\$ 59.00
21232	Security Service Company, Inc.	Security System Monitoring	\$ 314.34
21233	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 302.56
21234	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 27,034.56
<b>Total General Fund Checking...</b>			<b>\$ 206,084.25</b>

**REFUSE/RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1627	AllState Septic Systems, LLP	Temporary Restroom	\$ 115.00
1628	East Penn Sanitation, Inc.	Spring Clean-Up	\$ 2,922.29
<b>Total Refuse/Recycling Account...</b>			<b>\$ 3,037.29</b>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2733	PA Department of Transportation	Highway Occupancy Permit	\$ 10,913.07
2734	Met-Ed	Traffic Signal Electricity	\$ 135.23
<b>Total Master Escrow Account...</b>			<b>\$ 11,048.30</b>

**PAYROLL ACCOUNT**

June 4, 2021

**\$ 49,238.97**

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**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1553	Chase Card Services	Capital Construction	\$ 1,524.53
1554	Tri-Boro Fencing Contractors, Inc.	Park Facilities Maintenance	\$ 7,488.00
1555	Exeter Supply Co., Inc.	Capital Construction	\$ 274.00
1556	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 691.00
<i>Total Open Space Account...</i>			<b>\$ 9,977.53</b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1201	KC Signs & Awnings	Capital Construction	\$ 19,945.00
1202	Security Service Co., Inc.	Public Works Building Maintenance	\$ 1,901.00
1203	IntegraOne	Capital Construction	\$ 832.52
1204	Keystone Consulting Engineers	Special Projects	\$ 634.50
<i>Total Capital Reserve Account...</i>			<b>\$ 23,313.02</b>