

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 28, 2021**

The Lower Nazareth Township Board of Supervisors held a virtual meeting on Wednesday July 28, 2021. The Chairman called the meeting to order at 7:05PM.

Present were:

James 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.****

Agenda Approval

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the July 28th meeting agenda. The motion carried unanimously.

Approval of Minutes

A motion was moved by Mr. Brown and was seconded by Ms. Templeton to approve the July 14th meeting minutes. The motion carried unanimously.

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

There was nothing to report under Reports.

Supervisor's Comments

Mr. Pennington attended the CRPC meeting. He reported that they intend to hold Citizen's Police Academy this fall for residents and would like information posted on our Facebook page. Mr. Pennington also mentioned that Hanover Township has made a slight change to their fireworks ordinance. Ms. Stauffer noted that Chief DePalma would like Lower Nazareth to consider the change as well.

Ms. Templeton attended the Livable Landscape Grant presentation for Hahn's Meadow. Mr. Pennington inquired on the Electric at Newburg Park. Ms. Stauffer reported that there has been no progress since last meeting. The final design is under review and upon approval, we will be invoiced. Work will begin as soon as that invoice is paid.

Mr. Hoyer reported that the EAC walked the Rod and Gun Club property as part of the Open Space Application process.

Mr. Boucher and Mr. Brown had no comments.

Subdivision & Land Development - There was nothing to report under Subdivision and Land Development.

**Board of Supervisors Minutes
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Solicitor's Report - There was nothing to report under Solicitor's Report.

Engineer's Report - There was nothing to report under Engineer's Report.

Manager's Report

Eagle Scout Project Presentation – Adam Kutzura – GaGa Ball – Adam Kutzura gave a presentation for his Eagle Scout project. He would like to construct a GaGa Ball Pit. The cost of his project is about \$3,000 with standard mulch. If using rubber mulch the cost would be slightly more. The Board preferred regular mulch. Adam stated he hopes to complete the project within the year or in Spring 2022. He plans to raise funds through a clothing drive and maybe a car wash. He also asked if our Public Works would assist in digging the pit. The Board agreed to offer the assistance of our public works staff.

Adam noted that this project would require minimal maintenance such as replacing mulch. There was a brief discussion on which park would be best for this project and the Board agreed the Newburg Park.

A motion was moved by Mr. Pennington and was seconded by Mr. Hoyer to reimburse Adam Kutzura up to \$1,500 for his project. The motion carried unanimously.

CDBG Grant Program – Agreement Authorization – Ms. Stauffer indicated that this agreement allows us to continue to participate in the grant program. A motion was moved by Ms. Templeton and was seconded by Mr. Brown to authorize Mr. Pennington to sign the agreement. The motion carried unanimously.

2022 Mack Dump Truck – Authorize Payment – Ms. Stauffer reported that the new 2022 Mack Dump Truck will be delivered on Friday. The invoice from TransEdge is for \$139,416.00 and covers the cab and chassis. Once invoiced, she will be back for approval for payment to EM Kutz for the body and additional equipment. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to authorize payment of the 2022 Mack Dump Truck. The motion carried unanimously.

2021 Road Project – Authorize Payment – Ms. Stauffer requested approval to pay H&K for the work performed on Gradwohl Switch. The amount due is \$151,978.48. Once invoiced, she will be back for approval for the work performed on Country Club Road. A motion was moved by Mrs. Templeton and was seconded by Mr. Brown to authorize payment to H&K. The motion carried unanimously.

Time Extension – Ms. Stauffer reported that the Township accepted a time extension until September 30th for Colts Run South II.

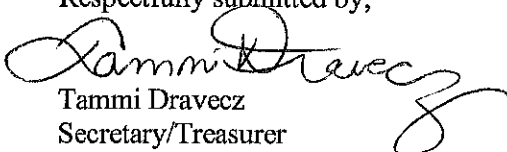
Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve payment of the bills dated July 28th. The motion carried unanimously.

Courtesy of the Floor - There was nothing to report under Courtesy of the Floor.

Adjournment - The meeting adjourned at 7:25PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

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Lower Nazareth Township
Bills To Be Approved
 July 28, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21302	Chase Card Services	Supplies/Software Maintenance/Training	\$ 1,800.25
21303	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 45.21
21304	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 324.82
21305	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 100.00
21306	Wilson Products	Public Works Equipment Parts / Supplies	\$ 230.98
21307	Grainger Parts	Public Works Supplies	\$ 296.23
21308	Tractor Supply Credit Plan	Public Works Tools/Equipment/Park Maintenance	\$ 27.98
21309	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 4.75
21310	Kimball Midwest	Public Works Supplies	\$ 770.10
21311	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 261.48
21312	U.S. Municipal Supply, Inc.	Traffic Signs	\$ 374.74
21313	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 238.75
21314	Keystone Cement Company	Aggregate Supplies	\$ 124.99
21315	PA Municipal Health Insurance Cooperative	Employee Health Insurance	\$ 28,953.32
21316	PPL, Inc.	Fire Company Electricity	\$ 32.64
21317	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
21318	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
21319	Trach Plumbing & Heating	Fire Company Maintenance	\$ 390.00
21320	Easton Suburban Water Authority	Fire Company Water	\$ 78.32
21321	City of Bethlehem	Hydrant Assessment	\$ 156.54
21322	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 394.12
21323	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 322.32
21324	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park El	\$ 1,137.53
21325	PPL, Inc.	Municipal Drive Electricity	\$ 1,017.48
21326	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 150.00
21327	Verizon Wireless	Municipal/Public Works Wireless	\$ 512.71
21328	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
21329	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,435.00
21330	PA One Call System, Inc.	Monthly Activity	\$ 60.59
21331	The Key	Advertisement	\$ 235.20

Lower Nazareth Township

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21332	RCN	Internet & Telephone Services	\$ 819.94
21333	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 2,776.21
21334	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 528.76
21335	Liberty Propane Inc.	Municipal Building Propane	\$ 645.76
21336	NJ Advance Media	Advertisement	\$ 295.70
21337	France Anderson Basile and Company, P.C.	Auditing Services	\$ 2,080.00
21338	Broughal & DeVito, LLP	Legal Services	\$ 1,150.50
21339	PAPCO	Equipment Motor Fuel	\$ 2,143.17
21340	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 393.50
21341	U.S. Municipal Supply, Inc.	Park Signs	\$ 307.74
21342	New Enterprise Stone & Lime Co., Inc.	Aggregate	\$ 873.00
21343	Signal Service, Inc.	Traffic Signal Maintenance	\$ 2,170.00
21344	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 654.72
21345	ACR Products, Inc.	Public Works Equipment Parts/Supplies/Repai	\$ 533.88
21346	North American Tool & Equipment Co.	Public Works Equipment Parts/Supplies	\$ 712.40
21347	Carroll Engineering Corporation	Zoning Officer Services	\$ 2,520.00
21348	Integra One	Computer Services/Software Maintenance	\$ 81.00
21349	Integra One	Computer Services/Software Maintenance	\$ 785.96
21350	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
21351	Nazareth Area Council of Government	Animal Control Officer - 3rd Quarter 2021	\$ 1,450.00
21352	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 239.62
21353	PAPCO	Equipment Motor Fuel	\$ 420.20
21354	Michael DeCarlo	Permit Refund	\$ 5.00
21355	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,822.00
21356	State Worker's Insurance Fund	Workers Compensation	\$ 905.00
21357	Claudia Salgado	Zoning Permit Refund	\$ 50.00
Total General Fund Checking Account...			\$ 84,135.11

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PAYROLL ACCOUNT

Num	Name	Memo	Amount
	July 30, 2021		\$ 42,460.53

REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1630	Dwayne Nicholas	Clean Up Day - Tires	\$ 862.50
1631	First Regional Compost Authority	3rd Quarter 2021	\$ 5,475.00
<i>Total Refuse/Recycling Account...</i>			\$ 6,337.50

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1562	Palmer Trophy and Awards	Capital Purchase	\$ 336.00
1563	Kobalt Construction, LLC	Capital Construction	\$ 37,750.45
<i>Total Open Space Account...</i>			\$ 38,086.45

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2744	Met-Ed	Traffic Signal Electricity	\$ 132.18
2745	PPL Electric Utilities	Traffic Signal Electricity	\$ 158.89
2746	Kay Builders, Inc.	Escrow Refunds	\$ 11,000.00
2747	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 30,960.00
2748	Custom Contractors, LLC	Escrow Refund	\$ 1,832.00
<i>Total Master Escrow Account...</i>			\$ 44,083.07

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2032	Horizon Signs LLC	Building Permit Refund	\$ 165.00
2033	Claudia Salgado	Building Permit Refund	\$ 285.00
<i>Total Development & Inspection Account...</i>			\$ 450.00

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TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1302	Keystone Consulting Engineers	Engineering & Inspection Services	<u>\$ 8,761.50</u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1167	The Meter Guy, LLC	Sewer Meter Maintenance	\$ 2,193.00
1168	PPL Electric Utilities	Main Mater Electricity	\$ 29.63
		<i>Total Sewer Account...</i>	<u>\$ 2,222.63</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1208	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 195.00
1209	Keystone Consulting Engineers	Special Projects	\$ 245.75
			<u>\$ 440.75</u>