

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 8, 2021**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday September 8, 2021. The Chairman called the meeting to order at 7:01PM.

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	Eric Albert	-	Office Manager
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator

Absent was:

Tammi Dravec - Secretary/Treasurer

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

Agenda Approval

Gary Asteak asked for the Agricultural Security Area Application from Upper Nazareth Township to be added to the agenda. A motion was moved by Mr. Boucher to add the Agricultural Security Area Application to the agenda and was seconded by Mr. Hoyer to add this item to the agenda. The motion carried unanimously.

Sewer Update Georgetown Manor & Hanoverville Road – Bill Dingman

Mr. Dingman showed a slide show which discusses the tentative timeline for applying for permits from DEP as well as the cost of the hookup to the sewer line for residents that live there. Mr. Dingman stated that Lower Nazareth Township will be holding a public meeting for the residents living here so that they can be informed on what is going on and to receive their feedback on the project.

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the August 11th 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 July 2021 and the Hecktown Fire Incident Report for August 2021.

Supervisor's Comments

Mr. Pennington stated that the NAZCOG Multi-Municipal Plan is moving along. Mr. Pennington also stated that he wanted to speak about sale of Dutch Springs. The Board of Supervisors hands are tied and that this is an allowed use for how the land is zoned. Mr. Pennington stated a letter had been drafted and will be sent to our State Legislators to request they pass legislation to fix the inequities existing with the current municipal planning laws. Mr. Pennington read the letter to the Board of Supervisors and asked for authorization to send the letter to the State Legislators. A motion to send the letter was made by Ms. Templeton and seconded by Mr. Boucher. The motion carried unanimously.

Mr. Hoyer reported that the EAC had completed the LNT Rod & Gun Club Application and was asking for a motion from the Board to allow for the order of an appraisal on the property. A motion for the appraisal of this property was made by Mr. Brown and seconded by Ms. Templeton. The motion carried unanimously. Mr. Hoyer also asked if the Board was ready to speak about the Open Space Preservation Evaluation forms for Board approval as well as discussing the recommendation by the EAC for the LNT Rod & Gun Club application. Mr. Pennington stated that since this was the first piece of property that has been proposed for preservation, he and the Township Manager had reached out to Jason Smith of Bushkill Township, who has been dealing with similar requests for some time. They asked Jason to review the above actions and to provide the Board of Supervisors with any comments, so that we could have a second pair of eyes to make sure we weren't overlooking anything. Mr. Pennington stated that he felt we would have his comments by the next Board of Supervisors Meeting and could act then.

Mr. Boucher had no comments.

Mr. Brown had no comments.

Ms. Templeton had no comments.

Subdivision & Land Development

Triple Net Land Development Improvements Agreement – Authorization to Execute – Mr. Asteak recommended that the Board authorize the Triple Net Land Developments Improvements agreement once the Township receives their letter for Letter of Credit. A motion was made by Mr. Boucher and seconded by Mr. Brown, to authorize execution of the Triple Net Development Improvements Agreement once the Letter of Credit was received. The motion carried unanimously.

Chipotle Sanitary Sewer Agreement – A motion to approve the Chipotle Sanitary Agreement was moved by Ms. Templeton and seconded by Mr. Hoyer. The motion carried unanimously.

Solicitor's Report

UGI Easement Agreement – Newburg Park Sign Mr. Asteak stated that he was asking for approval to enter into an easement agreement with UGI to place a sign within an easement that UGI has within our park. A motion for the UGI Easement Agreement was made by Ms. Templeton and seconded by Mr. Brown. The motion carried unanimously.

EAJSA Amendment to Sewer Use Ordinance – Authorization to Advertise A motion to advertise was made by Ms. Templeton and seconded by Mr. Boucher. The motion carried unanimously.

Agricultural Security Area Application – Mr. Asteak stated that an application was received by the Township for the purpose of modifying the existing Agricultural Security Area in the Township by adding an additional 14 acres of property. A motion to formally accept the Shannon/Miskelly Agricultural Security Area Application was made by Mr. Hoyer and seconded by Mr. Boucher. The motion carried unanimously.

Mayer Property Update – Mr. Asteak also stated that the long-standing legal battle with Mr. Joseph Mayer was drawing to a close and that an order had been sent down by the court for the building to be fenced off and demolished.

Engineer's Report

Mr. Kortze requested approval for the first payment to Beatty Contracting for the demolition work on the Newburg Inn since they have completed the first phase. A motion to authorize the first payment was made by Ms. Templeton and seconded by Mr. Hoyer. The motion carried unanimously.

**Board of Supervisors Minutes
September 8, 2021**

Manager's Report

A motion was moved by Mr. Brown and was seconded by Mr. Boucher to approve the 2022 Defined Benefits and Contributions MMOs. The motion carried unanimously. The motion carried unanimously.

Northampton County Local Share Account (NC LSA) Grant – Resolution # LNT-26-21 – Ms. Stauffer asked the Board for a motion to approve the NC LSA Grant resolution. A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve Resolution # LNT 26-21 The motion carried unanimously.

Discussion and Approval of RFP – Update to Zoning Ordinance Ms. Stauffer asked for permission to advertise for the request for proposals for preparation of an update to zoning ordinance and zoning map. A motion was made by Ms. Templeton and seconded by Mr. Boucher to advertise the RFP. The motion carried unanimously.

Ms. Stauffer also stated that she has been asked to speak at the Lehigh Valley Greenways Municipal Leaders Gathering on September 30th to represent Lower Nazareth Township and discuss conservation and recreation priorities and initiatives throughout the Lehigh Valley.

Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve payment of the bills dated September 8th. The motion carried unanimously.

Courtesy of the Floor

James Faust wanted to know if Lower Nazareth was responsible for the traffic light at Newburg or if Penn Dot oversaw the light at this intersection. Mr. Faust feels like a four-way stop may be better than the existing light and was wondering if someone could investigate this intersection. Mr. Kortze stated that we could pass on his concerns to Penn Dot but that they were the ultimate decision maker with this intersection.

Mr. Faust also wanted to know if it would be possible for the police to start citing people for overgrown weeds, he feels that if the police could cite weed offenders on the spot it would cut down on the unsightliness and cut back on the rats and foxes he has been seeing.

Mr. Faust also asked for the Township to look into making sure that people are taking care of the detention ponds on their property and are held accountable for the proper maintenance of grass and trees within the pond. Mr. Faust asked if something can be put in the next Township newsletter reiterating that detention ponds are private property and children should be staying out of them and not treating them as somewhere to play.

Adjournment

The meeting adjourned at 8:07 PM.

Respectfully submitted by,

Eric Albert
Office Manager



Lower Nazareth Township
Bills To Be Approved
 September 8, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21407	Krause Enterprises	Park Facilities Construction	\$ 638.00
21408	Asteak Law Offices	Legal Services	\$ 4,481.00
21409	Pitney Bowes Purchase Power	Postage	\$ 520.99
21410	Broughal & DeVito, LLP	Legal Services	\$ 1,283.25
21411	Verizon Wireless	Municipal/Public Works Wireless	\$ 512.71
21412	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 394.12
21413	Fraser Advanced Info Systems	Copier Supplies	\$ 13.53
21414	Karen A. Mengel, RPR, CSR	Stenographer	\$ 95.00
21415	City of Bethlehem	Hydrant Assessment	\$ 156.54
21416	Commonwealth of Pennsylvania	Pesticide License Renewal	\$ 10.00
21417	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 105.50
21418	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 348.59
21419	Highway Materials, Inc.	Pavement Maintenance Supplies	\$ 1,030.00
21420	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,215.00
21421	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 100.26
21422	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 174.00
21423	PAPCO	Equipment Motor Fuel	\$ 292.63
21424	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 4,468.25
21425	Austin Winkler	Driveway Permit Refund	\$ 50.00
21426	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 905.00
21427	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
21428	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21429	Colonial Regional Police Department	Police Contract Payment	\$ 146,123.42
21430	PA Municipal Health Insurance Cooperative	Employee Health Insurance	\$ 28,953.32
21431	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21432	Met-Ed	Traffic Signal / Street Light Electricity	\$ 298.97
21433	Integra One	Computer Services/Software Maintenance	\$ 81.00
21434	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
21435	Verizon Wireless	Fire Company Wireless	\$ 108.57
21436	Verizon Wireless	Fire Company Wireless	\$ 331.05

Lower Nazareth Township
Bills To Be Approved
September 8, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21437	Service Electric Cable TV Inc	Fire Company Internet	\$ 97.22
21438	Bethlehem Sewerage & Excavating	Fire Company Septic Service	\$ 644.00
21439	Wex Bank	Fire Company	\$ 544.83
21440	Carroll Engineering Corporation	Zoning Officer Services	\$ 1,575.00
21441	Easton Suburban Water Authority	Municipal Bldg Water	\$ 57.53
21442	Keystone Cement Company	Aggregate Supplies	\$ 366.96
21443	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 24.00
21444	Kimball Midwest	Public Works Supplies	\$ 553.68
21445	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 115.33
21446	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 599.32
21447	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 178.98
21448	Integra One	Computer Services	\$ 1,889.50
21449	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 29.68
21450	PAPCO	Equipment Motor Fuel	\$ 1,945.63
21451	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
21452	Easton Suburban Water Authority	Municipal Bldg Water	\$ 63.00
21453	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 9,145.25
21454	Home Depot	Public Works Supplies	\$ 436.27
21455	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 8,930.49
21456	Staples Business Advantage	Office Supplies	\$ 64.52
21457	Grainger Parts	Public Works Supplies	\$ 1,002.16
21458	Brown & Brown of Lehigh Valley	Township Insurance	\$ 56.00
21459	Bethlehem Township Volunteer Fire Co.	Ambulance Services	\$ 30,000.00
Total General Fund Checking Account...			\$ 260,259.84

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	August 27, 2021		\$ 41,363.51
	September 10, 2021		\$ 39,857.36
Total Payroll Account...			\$ 81,220.87

Lower Nazareth Township
Bills To Be Approved
 September 8, 2021

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2034	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 8,144.40
2035	Action Construction Management	Building Permit Refund	\$ 315.00
<i>Total Development & Inspection Account...</i>			<u><u>\$ 8,459.40</u></u>

LOWER NAZARETH SEWER ACCOUNT

Num	Name	Memo	Amount
1169	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 29.60</u></u>

CAPITAL RESERVE EQUIPMENT REPLACEMENT

Num	Name	Memo	Amount
1306	Fulton Bank, NA	Lease Payment	\$ 34,950.60
1307	Fulton Bank, NA	Lease Payment	\$ 16,242.60
1308	E.M. Kutz, Inc.	Capital Purchase - Vehicle	\$ 65,754.00
<i>Total Capital Reserve Equipment Replacement...</i>			<u><u>\$ 116,947.20</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1213	New Enterprise Stone & Lime Co., Inc.	Capital Construction	\$ 298.38
1214	Keystone Consulting Engineers	Special Projects	\$ 232.88
1215	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,440.00
1216	Exeter Supply Co., Inc.	Capital Construction	\$ 1,198.00
<i>Total Capital Reserve Account...</i>			<u><u>\$ 3,169.26</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1567	Palmer Trophy and Awards	Capital Purchase	\$ 24.00
1568	Met-Ed	Capital Construction	\$ 62,718.27
<i>Total Open Space Account...</i>			<u><u>\$ 62,742.27</u></u>

Lower Nazareth Township
Bills To Be Approved
September 8, 2021

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2750	PPL Electric Utilities	Traffic Signal Electricity	\$ 157.34
2751	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 61,492.63
2752	Asteak Law Offices	Legal Services	\$ 7,262.50
2753	Matthew Wehr	Escrow Refund	\$ 200.00
2754	Terry Johnson	Escrow Refund	\$ 4.70
2755	Joseph Negrao	Escrow Refund	\$ 240.02
2756	Joseph Fritz	Escrow Refund	\$ 46.86
2757	Joan Brint	Escrow Refund	\$ 640.08
2758	Cynthia Longley	Escrow Refund	\$ 25.06
2759	Cletus Landis	Escrow Refund	\$ 2,157.07
2760	Jeffrey Hofschild	Escrow Refund	\$ 5.02
2761	John Wheary	Escrow Refund	\$ 605.00
2762	John McDonald	Escrow Refund	\$ 500.00
2763	Frank Truskolaski	Escrow Refund	\$ 1,000.00
2764	Sarah Lenner	Escrow Refund	\$ 10.00
2765	Kay Builders, Inc.	Escrow Refunds	\$ 8,000.00
2766	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 110.00
2767	Met-Ed	Traffic Signal Electricity	\$ 139.78
2768	Signal Service, Inc.	Traffic Signal Maintenance	\$ 270.00
<i>Total Master Escrow Account...</i>			<u><u>\$ 82,866.06</u></u>