

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 22, 2021**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday September 22, 2021. The Chairman called the meeting to order at 7:00PM.

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	Lori Seese	-	Planning/Zoning Administrator

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

Agenda Approval

A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve the September 22nd meeting agenda. The motion carried unanimously.

Approval of Minutes

A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve the September 8th 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 August 2021.

Supervisor's Comments

Track Loader Repair – Assistant Director of Public Works, Scott Rodney, gave a brief presentation on the equipment which has about 5,000+ hours of service and has received regular maintenance. He presented cots to repair, rent, and replace the equipment. Scott recommended repairing the equipment and Ms. Stauffer agreed. A motion was moved by Mr. Brown and was seconded by Ms. Templeton to authorize up to \$22,000 for the repair of the equipment. The motion carried unanimously.

NAZCOG Multi-Municipal Plan Update – Mr. Pennington attended the NAZCOG meeting, and they are getting closer and should have a plan by year end.

Open Space Preservation – Mr. Hoyer reported that the EAC met last week. He noted there is a vacancy on the Board, and anyone interested should contact the Municipal Office.

Parks & Recreation – Ms. Templeton reported that the delivery of the playground equipment for Surrey Glen has been delayed but should arrive by October. She added that signage will be added noting the donation by LVHN towards the waking trail. Once everything is complete, we can close out grant.

The UGI agreement for sign placement has been executed and returned to UGI. Once signed by UGI we can begin the sign installation. Progress continues with Met-Ed to bring electric to the site by year end.

In Library News... Ms. Templeton reminded everyone that the Library's Touch a Truck Event is Saturday Oct 2nd at the Bushkill Recreation Fields.

Mr. Boucher & Mr. Brown had no comments.

Subdivision & Land Development

Colt's Run South II – Waivers Requests & Road Layout Discussion – Lew Rauch, Lehigh Engineering, was in attendance for the discussion.

Waiver request – Section 741.10 – This would allow the widening of Hecktown Road without the installation of curb or sidewalk. Mr. Kortze had no issue with this request and stated it would be better to not have curbing. Mr. Hoyer inquired in the widening of Hecktown Road would allow for a future bike path. Mr. Rauch said it would and Mr. Kortze agreed there would be sufficient width for a path. A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to grant the waiver request. The motion carried unanimously.

Waiver request – Sections 747.1, 747.2, 747.4 and 747.9 – This would allow for temporary dead-end streets (stub roads) at two points where potential extension into adjacent properties could provide future connectivity. The applicant met with Public Works and Township staff to discuss the “hammerhead: turn-around versus a bulb turn-around. There were no issues with the type of cul-de-sac. Mr. Kortze had no issues. A motion was moved by Mr. Brown and was seconded by Mr. Hoyer to grant the waiver requests. The motion carried unanimously.

WaWa Improvements Agreement – Authorization to Execute – Solicitor Asteak requested authorization to execute upon receipt of letter of credit and staff approval. A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to authorize execution of agreement. The motion carried unanimously.

Ms. Seese noted that the plan was previously recorded we are just updating the agreement and security.

JW Partners Improvements Agreement – Authorization to Execute – Solicitor Asteak noted that this is for the Route 248 Warehouse. A motion was moved by Mr. Brown and was seconded by Mr. Hoyer to authorize execution of agreement. The motion carried unanimously.

Solicitor's Report

Solicitor Asteak reported that the Ag Security notice went out. The next step is for the Agricultural Security Board and Planning Commission to meet. Ms. Stauffer is to notify Solicitor Asteak of the meeting date(s). Solicitor Asteak suggested the Boards meet on the same night.

Engineer's Report

Mr. Kortze reported that the demolition of the Newburg Inn is complete. The contractor is now clearing the debris. Mr. Kortze reported equipment has been mobilized for the installation of the walking trail at Surrey Glen Park.

Manager's Report

Time Extension Report – Ms. Stauffer reviewed the report.

Road Project – Country Club Road – Payment Approval – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize payment for road work. The motion carried unanimously.

TRAFFIC SIGNAL IMPROVEMENT GRANTS – Ms. Stauffer reported the traffic signal improvements would be for the following intersections: Route 248 & Giant, Route 191 and Jandy Blvd. , Country Club & Hecktown Roads, Route 191 & Hanoverville Road, and Route 191 7 Newburg Road. Ms. Stauffer commented that she is

still waiting for a quote for the project. The amount requested will be 70% of the cost. If the grants are not awarded the project will not proceed.

Northampton County / Lehigh County Local Share Account – NC/LC LSA Grant – Resolution #LNT-27-21 – A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve Resolution #LNT-27-21. The motion carried unanimously.

Monroe County Local Share Account – MC LSA Grant – Resolution #LNT-28-21 – A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve Resolution #LNT-28-21. The motion carried unanimously.

Appointments to Agricultural Security Board –

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to appoint Leonard Marchica. The motion carried unanimously.

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to appoint Travis Gerould. The motion carried unanimously.

Tatamy Borough Request – Ms. Stauffer received an email from Mayor Chris Moren of Tatamy Borough, He stated that yard waste pickup will no longer be considered as part of their trash contract. Therefore, he is asking if Tatamy residents would be permitted to utilize our facility. He noted that Tatamy would be willing to provide funds and even staff. Mr. Hoyer inquired why they were requesting this from us and not Palmer Township. Mr. Pennington wanted to know how much yard waste Tatamy residents would be bringing and to ensure we have room to facilitate the additional yard waste. Ms. Stauffer will inquire with Tatamy. She suggested a one-year trial.

Manager's Report – Ms. Stauffer provided a report to the Board and offered to answer any questions they might have. Ms. Stauffer reported on the following upcoming events:

Electronics Recycling Event – Wednesday October 6th from 3pm – 6pm.

Shredding Event – Saturday October 23rd from 10am-12pm. The cost should be around \$2,500 and paid from the Recycling Account which is funded by DEP grants.

Trick or Treat – Sunday October 31st from 6:00pm-8:00pm. Since the Township is not hosting a Movies in the Park Event this Fall, Public Works Staff will drive around in Township vehicles and pass out candy on Oct 31st. In addition, Colonial Regional and Hecktown Fire Company will also pass out candy. This will promote safety. The Township intends to get donations from business and consultants for the candy.


Payment of the Bills

A motion was moved by Ms. Templeton and was seconded by Mr. Brown to approve payment of the bills dated September 22nd. The motion carried unanimously.

Courtesy of the Floor – There were no comments under Courtesy of the Floor.

Adjournment – The meeting adjourned at 7:50PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Board of Supervisors Minutes
September 22, 2021**

Lower Nazareth Township

Bills To Be Approved

September 22, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount	
21460	Sam's Club	Membership Renewal	\$ 300.00	57
21461	PAPCO	Equipment Motor Fuel	\$ 1,400.94	16
21462	Security Service Company, Inc.	Security System Monitoring	\$ 314.34	00
21463	RCN	Internet & Telephone Services	\$ 819.30	50
21464	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 165.00	54
21465	PA One Call System, Inc.	Monthly Activity	\$ 44.53	12
21466	PPL, Inc.	Municipal Drive Electricity	\$ 1,066.37	34
21467	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park El	\$ 1,066.56	00
21468	Integra One	Computer Services/Software Maintenance	\$ 166.50	00
21469	Delco Solutions LLC	Meeting Room AV Equipment	\$ 250.00	23
21470	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 2,042.98	<u>00</u>
21471	Tractor Supply Credit Plan	Public Works Tools/Equipment/Park Maintenr	\$ 195.95	<u>75</u>
21472	Deerfoot Auto Parts, Inc.	Equipment Parts/Supplies	\$ 1,100.00	
21473	North East Parts Group, LLC	Equipment Parts/Supplies	\$ 90.39	
21474	Wilson Products	Public Works Equipment Parts / Supplies	\$ 238.50	
21475	Krause Enterprises	Pipe and Drainage Supplies	\$ 496.75	<u>41</u>
21476	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,060.00	
21477	Luke & Sarah Worthington	Real Estate Tax Refund	\$ 21.67	
21478	Martha McNichol	Real Estate Tax Refund	\$ 10.00	
21479	Chase Card Services	Supplies/Software Maintenance/Postage	\$ 1,520.35	<u>32</u>
21480	Medical Life Insurance Company	Employee Life Insurance	\$ 2,495.54	
21481	Wex Bank	Fire Company	\$ 962.57	
21482	Easton Suburban Water Authority	Fire Company Water	\$ 69.82	
21483	Hi-Tech Security Alarms	Fire Company Maintenance	\$ 5,000.00	<u>00</u>
21484	PPL, Inc.	Fire Company Electricity	\$ 547.66	
21485	PPL, Inc.	Fire Company Electricity	\$ 32.51	
21486	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00	
21487	Technology Reflections, Inc	Fire Company Web Service	\$ 1,384.40	<u>50</u>
21488	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 2,327.70	<u>00</u>
21489	Verizon Wireless	Fire Company Wireless	\$ 330.96	

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1217	Gilmore & Associates, Inc.	Engineering & Consulting Services	<u>\$ 1,245.00</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1569	Plant-It-Earth Tree Farms	Park Trees	<u>\$ 500.00</u>

REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1634	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1635	Clark Equipment Company (BobCat Co)	Capital Equipment Purchase	<u>\$ 56,514.41</u>
<i>Total Refuse/Recycling Account...</i>			<u><u>\$ 56,629.41</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2769	PPL Electric Utilities	Traffic Signal Electricity	\$ 161.19
2770	Met-Ed	Traffic Signal Electricity	\$ 128.40
2771	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 18,541.50
2772	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 270.00
2773	Kay Builders, Inc.	Escrow Refunds	\$ 9,000.00
2774	Premier Land Company	Escrow Refunds	<u>\$ 2,142.00</u>
<i>Total Master Escrow Account...</i>			<u><u>\$ 30,243.09</u></u>