

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
November 10, 2021**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, November 10, 2021. Chairman James Pennington called the meeting to order at 7:00 PM.

Present were:

James Pennington	-	Chairman	Christopher Noll	-	for Albert Kortze, Engineer
Martin Boucher	-	Vice-Chairman	Lori A. Stauffer	-	Manager
Stephen A. Brown	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Robert J. Hoyer	-	Supervisor	Lori Seese	-	Planning/Zoning
Gary Asteak, Esq.	-	Solicitor			Administrator

Absent was:

Amy L. Templeton - Supervisor

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

Agenda Amendment and Approval

Ms. Stauffer requested that the Windrift Real Estate / Ronca Holding Tank Agreement be added under Solicitor's Report. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to amend the November 10th, 2021, meeting agenda to include the Windrift Real Estate / Ronca Holding Tank Agreement. The motion carried (4-0).

Approval of Minutes -

Approval of the meeting minutes was tabled due to lack of a quorum from that meeting.

Georgetown Sewer Project

Mr. Dingman was unable to attend but provided a summary report for the Board. Ms. Stauffer discussed the summary report. 62% of the properties, for which a survey was received, have confirmed, suspected, and probably malfunctions. Combined with the small lot size and age of the on-lot systems Dingman recommended the Board proceed with sewer installation in this area. Mr. Pennington noted that the Board has considered using funds received through the American Rescue Plan (ARP) to offset costs to homeowners from the municipal authority. Homeowners would only need to pay for the connection from the street to their home. A motion to move by Mr. Brown and seconded by Mr. Boucher to move forward with the sewer installation. Mr. Hoyer inquired with Mr. Noll how many homes surveyed? Mr. Noll reported that 82% of the properties were surveyed, which is more than required by DEP. He noted that this development has had issues for years. Mr. Hoyer feels we must pursue sewer in this area. Ms. Stauffer added that we have received complaints from residents that cannot do laundry or flushing of toilets on rainy days. The motion carried (4-0)

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

Mr. Pennington acknowledged the receipt of the written reports.

Supervisor's Comments

Mr. Pennington attended the NAZCOG meeting, and the Multi-Municipal Plan continues moving forward. A draft will available soon for board review.

Open Space Preservation – Mr. Hoyer reported that the EAC met Monday evening. A draft of the proposed trail systems through Township will be provided to the Township Recreation Committee for their review. Mr. Hoyer congratulated Mr. Pennington and Mr. Boucher on their election victory.

Parks & Recreation – Mr. Brown reported that the digital sign has been installed at 4600. Construction of the walking path at Surrey Glen is scheduled to commence on November 15th.

Mr. Boucher thanked everyone for coming out and voting.

Subdivision & Land Development

Residences at Meadowview – Preliminary/Final Land Development – Troy Faust, Jim Faust, Mike Preston, and Timothy Charlesworth were present. Chris Noll, SEO, reviewed Al Kortze's review letter.

Waiver Requests – The applicant requested waivers from the following SALDO Sections: 774.32e, 775.37, 401, 501, and 774.32c. Mr. Kortze had no objections. A motion was moved by Mr. Boucher and seconded by Mr. Hoyer to grant all waivers. The motion carried (4-0).

Resolution #LNT-30-21 - Solicitor Asteak noted that the Conditional Use Order required deed restrictions. They have been submitted and are under review. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve Resolution #LNT-30-21. The motion carried (4-0).

Fence Waiver – Lot 48 - 4275 Beech Drive – It was determined that a waiver is not required for this property.

Fence Waiver – Lot 49 - 4277 Beech Drive & Lot 50 - 4279 Beech Drive – A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to grant the fence waivers. The motion carried (4-0). Solicitor Asteak noted that HOA consent is required and will need to be in writing, notarized, and attached to agreement for recording.

Solicitor's Report

Agricultural Security Area – Shannon & Miskelly – Resolution #LNT-31-21 – Solicitor Asteak gave a brief description on the application and explained that Upper Nazareth Township does not have an Agricultural Security Area which is why that portion will be included in our Ag Security Area. Lisa Miskelly and Anton Shannon were present and discussed their farming practices. Mr. Shannon stated they are considering farmland preservation, so this ASA is the first step. They are not sure the property is eligible. If not, maybe the township/EAC could help. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-31-21. The motion carried (4-0).

Newburg Intersection – Authorization to Enter into Sales Agreement – Ms. Stauffer reported that they have reached an understanding with Fulton Bank. A motion was moved by Mr. Brown and was seconded by Mr. Boucher to purchase land from Fulton Bank. The motion carried (4-0).

Fireworks Waiver – A waiver request was received from Preet Bajwa, Guru Nanak Sikh Society. Solicitor Asteak discussed previous waivers granted at our November 13, 2019, and November 28, 2020, meeting. They are again requesting a waiver to hold an event on November 19th from 7pm – 9pm. In addition, they asked the Board to approve a permanent waiver to display fireworks on Diwali. Solicitor Asteak recommended we grant the waiver this year and can revisit an agreement for a more permanent agreement next year. A motion was moved by Mr. Brown and was seconded by Mr. Boucher to grant the waiver for the November 19th event. The motion carried (4-0).

Windrift Real Estate / Ronca Holding Tank Agreement – A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the agreement. The motion carried (4-0).

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Engineer's Report – There were no items of discussion under Engineer's Report.

Manager's Report

Certificate of Deposit – Resolution #LNT-32-21 – A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-32-21. The motion carried (4-0).

Authorization of Sale of Township Equipment – Resolution #LNT-33-21 – A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve Resolution #LNT-33-21. The motion carried (4-0).

Inter-Municipal Agreement with Tatamy Borough – Yard Waste – Resolution #LNT-34-21 - A motion was moved by Mr. Hoyer and was seconded by Mr. Brown to approve Resolution #LNT-34-21. The motion carried (4-0).

Bethlehem Township Volunteer Fire Company Agreement – Ms. Stauffer indicated this agreement is required for the grant for a new roof and HVAC at the township owned ambulance building located at 4519 Hanvoerville Road. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the agreement. The motion carried (4-0).

Authorization to advertise use of CPA to perform 2021 Audit – A motion was moved by Mr. Boucher and was seconded by Mr. Brown to authorized advertisement. The motion carried (4-0).

2022 Colonial Regional Police Budget Approval –

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the 2022 Colonial Regional Police Budget. The motion carried (4-0).

2022 Township Budget – Authorization to Advertise – Ms. Stauffer presented the 5.59 mil budget and commented on the increasing costs for infrastructure maintenance, and for police and fire services. There is no more place to slash costs. After 17 years of maintaining the tax rate, she requested the Board consider tax increase of 0.35mils to bring the real estate tax millage to 4.5 mils. For a home assessed at \$100,000 that is a \$35 year increase. A motion was moved by Mr. Boucher and was seconded by Mr. Brown to advertise the 2022 Township budget. The motion carried (4-0).

Baseball/Softball Shed Replacement – Nazareth Area Youth Baseball & Softball Association (NAYBSA) submitted a requested permission and assistance in replacing their shed on our 306 Butztown Road Park. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to authorize Township Public Works Staff to assist NAYBSA with the shed replacement. The motion carried (4-0).

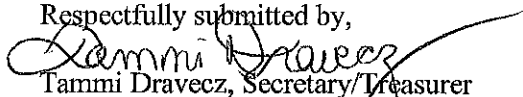
Ms. Stauffer congratulated Mr. Pennington and Mr. Boucher being re-elected and looking forward to 6 more years working together.

Payment of the Bills – A motion was moved by Mr. Brown and was seconded by Mr. Boucher to approve payment of the bills dated November 10th, 2021. The motion carried (4-0).

Courtesy of the Floor – There were no items of discussion under Courtesy of the Floor.

Adjournment – The meeting adjourned at 8:04PM.

Respectfully submitted by,


Tammi Dravec, Secretary/Treasurer

Board of Supervisors Minutes

November 10, 2021

Lower Nazareth Township
Bills To Be Approved
November 10, 2021

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21564	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 3,556.80
21565	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
21566	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
21567	Service Electric Cable TV Inc	Fire Company Internet	\$ 104.90
21568	PPL, Inc.	Fire Company Electricity	\$ 438.62
21569	Verizon Wireless	Fire Company Wireless	\$ 108.57
21570	Verizon Wireless	Fire Company Wireless	\$ 330.68
21571	Wex Bank	Fire Company	\$ 514.44
21572	Hi-Tech Security Alarms	Fire Company Maintenance	\$ 2,265.00
21573	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,435.00
21574	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
21575	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 394.12
21576	City of Bethlehem	Hydrant Assessment	\$ 156.54
21577	PPL, Inc.	Municipal Drive Electricity	\$ 871.65
21578	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 372.00
21579	PPL, Inc.	Fire Company Electricity	\$ 31.67
21580	Delco Solutions LLC	Meeting Room AV Equipment	\$ 350.00
21581	Verizon Wireless	Municipal/Public Works Wireless	\$ 511.35
21582	U.S. Municipal Supply, Inc.	Public Works Equipment Parts/Supplies	\$ 3,331.08
21583	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 122.69
21584	New Enterprise Stone & Lime Co., Inc.	Construction/Paving/Patching Material	\$ 2,737.48
21585	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
21586	Pitney Bowes Purchase Power	Postage	\$ 520.99
21587	Best Line Equipment	Public Works Equipment Parts/Supplies	\$ 76.33
21588	Wilson Products	Public Works Equipment Parts / Supplies	\$ 42.00
21589	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 13.35
21590	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 273.81
21591	PAPCO	Equipment Motor Fuel	\$ 1,269.74
21592	Black Horse Carriers, Inc.	Local Services Tax Refund	\$ 8.00
21593	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,167.00

Lower Nazareth Township

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21594	Scott Rodney	Conference	\$ 100.29
21595	William Kocher	Conference	\$ 268.29
21597	U.S. Municipal Supply, Inc.	Public Works Equipment Parts/Supplies/Signs	\$ 458.17
21596	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 905.00
21598	Integra One	Computer Services/Software Maintenance	\$ 424.27
21599	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 129.00
21600	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 264.27
21601	J. Smith's Automotive, Inc.	Equipment Repairs	\$ 16.58
21602	Carroll Engineering Corporation	Zoning Officer Services	\$ 2,380.00
21603	Best Line Equipment	Equipment Rental	\$ 136.25
21604	Commonwealth of PA	Pesticide License Renewal	\$ 35.00
21605	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 2,344.93
21606	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,150.00
21607	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
21608	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21609	Colonial Regional Police Department	Police Contract Payment	\$ 146,123.42
21610	PA Municipal Health Insurance Cooperative	Employee Health Insurance	\$ 28,953.32
21611	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21612	Core & Main	Hydrant Markers	\$ 5,850.00
Total General Fund Checking Account...			\$ 238,342.39

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	October 22, 2021		\$ 41,548.26
	November 5, 2021		\$ 40,141.74
Total Payroll Account...			\$ 81,690.00

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SEWER ACCOUNT

Num	Name	Memo	Amount
1171	PPL Electric Utilities	Main Meter Electricity	<u>\$ 28.84</u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1304	Beatty Contractors & Wreckers, Ltd.	Demolition	<u>\$ 40,018.71</u>

REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1638	Responsible Recycling Services, LLC	Electronics Recycling Event	\$ 1,468.00
1639	First Regional Compost Authority	4th Quarter 2021	\$ 5,475.00
1640	Richter	Shredding Event	\$ 1,300.00
1641	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1642	East Penn Sanitation, Inc.	Fall Clean-Up	\$ 1,995.21
<i>Total Refuse/Recycling Account...</i>			<u>\$ 1,995.21</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1573	Lyons Recreation, LLC	Playground Equipment	\$ 122,480.85
1574	Plant-It-Earth Tree Farms	Park Trees	\$ 750.00
1575	Keystone Cement Company	Aggregate	\$ 7,672.41
1576	Exeter Supply Co., Inc.	Capital Construction	\$ 3,125.00
<i>Total Open Space Account...</i>			<u>\$ 134,028.26</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1222	Krause Enterprises, Inc.	Capital Construction	\$ 331.00
1223	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 59.25
1224	MRP Electric, Inc.	Capital Construction	\$ 425.00
1225	All Phase Electric Supply Co	Capital Construction	\$ 287.17
<i>Total Capital Reserve Account...</i>			<u>\$ 1,102.42</u>

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2040	Holly A. Sussick	Building Permit Refund	\$ 10.00

CAPITAL RESERVE - FIRE

Num	Name	Memo	Amount
146	4 Guys, Inc.	Fire Company Truck Purchase	\$ 354,864.00

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2788	Phillip Davis	Security Release	\$ 55,392.00
2789	Met-Ed	Traffic Signal Electricity	\$ 135.73
2790	PPL Electric Utilities	Traffic Signal Electricity	\$ 158.53
2791	Signal Service, Inc.	Traffic Signal Maintenance	\$ 311.00
2792	Keystone Consulting Engineers, Inc.	Engineering & Consulting Services	\$ 298.00
2793	Kay Builders, Inc.	Escrow Refunds	\$ 8,892.00
2794	County of Northampton	Parcel ID	\$ 5.00
2795	County of Northampton	Parcel ID	\$ 75.00
2796	Northampton County Recorder of Deeds	Plan Recording	\$ 65.00
2797	Northampton County Recorder of Deeds	Plan Recording	\$ 95.00
2798	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
2799	Northampton County Recorder of Deeds	Plan Recording	\$ 245.00
<i>Total Master Escrow Account...</i>			<u>\$ 65,707.26</u>