

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
March 9, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, March 9, 2022. Chairman James Pennington called the meeting to order at 7:00 PM.

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 Amendment and Approval**

Ms. Stauffer requested to add discussion of the Notaro property under solicitor. A motion was moved by Mr. Brown and was seconded by Mr. Boucher to approve the amended March 9<sup>th</sup> meeting agenda. The motion carried unanimously.

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the February 23<sup>rd</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 January 2022 Financial Report and the Hecktown Fire Incident Report for February 2022.

**Supervisor's Comments**

**Multi-Municipal Plan Update** – Mr. Pennington reported they are almost ready to distribute draft plan, hopefully in the next month or so.

**Open Space Preservation** – Mr. Hoyer reported that the next EAC meeting is Monday March 14<sup>th</sup>. They are looking at projects like planting a tree at Surrey for Earth Day. Ms. Stauffer reported that at that meeting will be a land use planning seminar which will be conducted by zoning ordinance update consultant. Upper Nazareth's BOS and EAC are invited to attend.

**Parks & Recreation** – Ms. Templeton reported the Easter Egg Hunt is April 9<sup>th</sup> at 11am at the Butztown Road parl. Rain date is Apr 10<sup>th</sup>.

Mr. Brown had no comments.

Mr. Boucher reported that Coffee with Cops will be held at 623 Municipal Drive on Apr 12<sup>th</sup> from 8am - 10am.

**Subdivision & Land Development**

**LVTC III – 4733 Hanoverville Road/Dutch Springs Site – Resolution #LNT-13-22** – Present in person was Attorney Catherine Durso. Matt Nunn attended via Zoom.

Attorney Durso reported they have received final approval from Bethlehem Township. They are working on the sewer intermunicipal agreement with the City of Bethlehem, Bethlehem Township, and Bethlehem Township Municipal Authority. This afternoon, there was a Zoom meeting with Township Officials and Petrucci to discuss the coordination of road improvements.

Matt Nunn stated the developer has heard our concerns on traffic impacts and will make a \$250,000 donation for future traffic improvements above and beyond the typical required traffic impact fees.

Attorney Durso commented that the DEP planning module is under review. DEP is understaffed and working from home, and it is taking months and months for approval. She requested permission to start work prior to sewage planning module approval.

Solicitor Asteak stated we can accommodate for the potential for the Township allowing the developer to proceed prior to DEP planning module approval. The following language should be adding to #5 & #6 in the resolution... "without the approval of the board of supervisors."

There was discussion that there are to be no repeat of LVTC II construction issues.

A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to approve Resolution #LNT-13-22 with the added language to #5 and #6. The motion carried unanimously.

#### **Solicitor's Report**

Notaro Property – Solicitor Asteak noted that an agreement of sale is in place. Ms. Notaro is required to provide the property without tenants; however, the tenants are resistant to moving. Solicitor Asteak asked to be granted authority to assist Ms. Notaro in vacation of property. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize Solicitor Asteak to assist in getting residents to vacate. The motion carried unanimously.

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

#### **Manager's Report**

Professional Consultant Conduct Policy – Ms. Stauffer reported this policy has been reviewed by Solicitor Asteak and he finds it acceptable. The policy will be circulated to all professional consultants. A motion was moved by Mr. Boucher and was seconded by Brown to approve the policy. The motion was carried unanimously.

Ms. Stauffer reported that she has filed the application to the PA LSA for the Butztown Rd Grant.

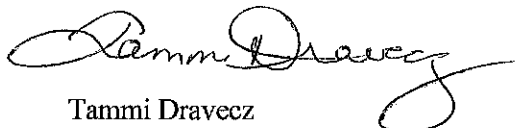
#### **Payment of the Bills**

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve payment of the bills dated March 9<sup>th</sup>.

**Courtesy of the Floor** - There were no comments.

**Adjournment** – The meeting adjourned at 7:25PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Board of Supervisors Minutes**  
**March 9, 2022**

Lower Nazareth Township

**Bills To Be Approved**

March 9, 2022

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
21905	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,320.00
21906	Colonial Regional Police Department	Police Contract Payment	\$ 151,287.58
21907	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
21908	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21909	PA Municipal Health Insurance Cooperative	Employee Health Insurance	\$ 31,001.78
21910	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21911	PAPCO	Equipment Motor Fuel	\$ 1,688.94
21912	Met-Ed	Traffic Signal / Street Light Electricity	\$ 350.94
21913	Fogels Fuel Service	Municipal Heating Fuel	\$ 1,790.09
21914	HRdirect	Personnel Posters	\$ 90.09
21915	Van Cleef Engineering Associates	Professional Services Zoning Appeal	\$ 900.00
21916	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 499.69
21917	Keystone Cement Company	Winter Maintenance Supplies	\$ 920.98
21918	Integra One	Computer Services/Software Maintenance	\$ 81.00
21919	Signal Service, Inc.	Traffic Signal Maintenance	\$ 481.25
21920	Suburban Propane	Park Fuel	\$ 291.46
21921	Suburban Propane	Public Works Fuel	\$ 1,153.18
21922	Karen A. Mengel, RPR, CSR	Stenographer - Transcripts	\$ 715.00
21923	Liberty Propane Inc.	Municipal Building Propane	\$ 3,631.64
21924	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 33.41
21925	Lillian Zito	2021 LST Refund	\$ 45.00
21926	Jean Genova	Stenographer - Transcripts	\$ 126.00
21927	Keystone Consulting Engineers, Inc.	SEO Services	\$ 795.38
21928	Johnstone Supply	Municipal Facilities Maintenance	\$ 14.37
21929	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies & Park Maintenance	\$ 111.55
21930	Overhead Door Company of Allentown	Facilities Maintenance	\$ 833.00
21931	Staples Business Advantage	Office Supplies	\$ 65.96
21932	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 556.18
<b>Total General Fund Checking Account...</b>			<b>\$ 208,971.63</b>

Lower Nazareth Township  
**Bills To Be Approved**  
 March 9, 2022

**PAYROLL ACCOUNT**

Num	Name	Memo	Amount
	March 11, 2022		<u>\$ 42,516.08</u>

**CAPITAL RESERVE ACCOUNT**

Num	Name	Memo	Amount
1235	LNT Real Estate Tax Collector	Real Estate Property Tax	\$ 498.33
1236	County of Northampton	Real Estate Property Tax	\$ 1,195.99
1237	Home Depot Credit Services	Flooring - Public Works Area	\$ 1,849.19
		<i>Total Capital Reserve Account...</i>	<u>\$ 3,543.51</u>

**REFUSE/RECYCLING ACCOUNT**

Num	Name	Memo	Amount
1648	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1649	First Regional Compost Authority	1st Quarter 2022	\$ 6,852.78
		<i>Total Refuse/Recycling Account...</i>	<u>\$ 6,967.78</u>

**OPEN SPACE ACCOUNT**

Num	Name	Memo	Amount
1582	Grainger	Capital Construction	<u>\$ 219.26</u>

**DEVELOPMENT & INSPECTION**

Num	Name	Memo	Amount
2057	Barry Fedon	Refund Building Permit Fee	<u>\$ 370.00</u>

**MASTER ESCROW ACCOUNT**

Num	Name	Memo	Amount
2847	Cityline Construction	Fire Escrow Release	\$ 35,900.00
2848	Met-Ed	Traffic Signal Electricity	\$ 192.01
		<i>Total Master Escrow Account...</i>	<u>\$ 36,092.01</u>