

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 23, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, March 23, 2022. Chairman James Pennington called the meeting to order at 7:04 PM.

Present were:

James Pennington – Chairman
Martin Boucher – Vice-Chairman
Stephen Brown – Supervisor
Robert Hoyer – Supervisor
Amy Templeton - Supervisor

Lori A. Stauffer – Township Manager
Lori B. Seese – Planning/Zoning
Gary Asteak, Esq. - Solicitor
Al Kortze, P.E. - Engineer

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

Agenda Amendment and Approval

A motion was moved by Mr. Boucher and was seconded by Mr. Brown to approve the March 23rd 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 March 9th meeting minutes. The motion carried unanimously.

Reports

The financial report for February 2022 was submitted for Board review.

Supervisor's Comments

Multi-Municipal Comprehensive Plan – Chairman Pennington announced the LVPC will be presenting the draft plan at the April 18th Planning Commission meeting.

Open Space Preservation – Supervisor Hoyer reported the EAC had a presentation by Environmental Planning & Design at the March meeting. He also reported the EAC is hoping to organize a tree-planting event at Surrey Glen Park.

Parks & Recreation – Supervisor Templeton reported on the following:

1. Newburg Park – The Township will be applying for funding for the splash pad and pickleball courts in order to continue the development of this park.

2. Surrey Glen Park – The contractor will be coming back in the beginning of April to complete the work on the trail. We are still waiting for some of the playground equipment prior to installation. Once these two items are completed, we can close out the Livable Landscapes grant.

3. Hahn's Meadow – The Township will be going out to bid soon for the stream overlook.

4. Everyone has been working hard on the upcoming Easter Egg Hunt, which will be on April 9th at 11:00 a.m.

Supervisor Boucher reported Lower Nazareth Township will be hosting Coffee with a Cop on April 12th from 8:00 a.m. to 10:00 a.m.

Subdivision and Land Development

1. Triple Net Planning Module – Resolution LNT-14-22 was presented for review and discussion. The resolution pertains to the sewage planning module for Triple Net’s land development plan located at the intersection of Hanoverville Road and Georgetown Road. Mr. Hoyer made a motion to adopt Resolution LNT-14-22. Ms. Templeton seconded. Motion passed.
2. LVTC III Planning Module – Resolution LNT-15-22 was presented for review and discussion. The resolution pertains to the sewage planning module for LVTC III’s project on the former Dutch Springs property. Mr. Boucher made the motion to adopt Resolution LNT-15-22. Mr. Brown seconded. Motion passed.
3. LVTC III Intermunicipal Cooperation Agreement – The draft agreement represents an intermunicipal cooperative effort between Lower Nazareth Township and Bethlehem Township Municipal Authority. LVTC III is proposing to utilize the Bethlehem Township Municipal Authority for sewage disposal for the building that will be in Lower Nazareth Township. Mr. Hoyer made a motion to authorize the Chairman to execute the agreement on behalf of Lower Nazareth Township. Ms. Templeton seconded. Motion passed.
4. First Park Land Development Plan – The intent of the project is to construct a 145-space parking lot at 3902 Eastgate Blvd. for the exclusive use of the warehouse located at 3895 Eastgate Blvd. The Lower Nazareth Township Planning Commission recommended conditional final approval at their January 17, 2022, meeting. Township Engineer Kortze reviewed his letter dated March 21, 2022. A draft resolution was presented outlining the conditions of approval. Mr. Brown made a motion to adopt Resolution LNT-16-22. Mr. Boucher seconded. Motion passed.
5. 2685 Opus Way Phase 2 Parking Lot Improvements – The intent of the land development plan is to create an additional 75 parking spaces and installation of underground stormwater detention facilities. Majority of the improvements will occur in Bethlehem Township. The land development plan was reviewed by the Lower Nazareth Township Planning Commission on February 28, 2022, and they recommend final conditional approval. Township Engineer Kortze reviewed his letter dated March 17, 2022. A draft resolution was presented outlining the conditions of approval. Mr. Brown made a motion to adopt Resolution LNT-17-22. Mr. Hoyer seconded. Motion passed.
6. Gensits Lot Line Adjustment – The intent of the plan is the separation of approximately 31,784 square feet from the adjoining Lower Nazareth Township Rod & Gun Club property and merging the area with property owned by Mary Lou Gensits (L6-18-7A). The lot line adjustment plan was reviewed by the Township Planning Commission at their February 28, 2022, meeting and they recommended granting final conditional approval. Township Engineer Kortze reviewed his letter dated February 2, 2022. A draft resolution was presented outlining the conditions of approval. Mr. Boucher made a motion to adopt Resolution LNT-18-22. Mr. Hoyer seconded. Motion passed.
7. Kelly Nissan Land Development Plan – The intent of the plan is to construct a 7,350 square foot service building to the rear of the property located at 3830 Easton-Nazareth Highway. The land development plan was reviewed by the Township Planning Commission at their February 28, 2022, meeting and they recommended conditional final approval. Township Engineer Kortze reviewed his letter dated March 16, 2022. A draft resolution outlining the conditions of approval was presented. Mr. Hoyer made a motion to adopt Resolution LNT-19-22. Mr. Boucher seconded. Motion passed.
8. Fulton Bank, N.A. Minor Subdivision – The intent of the subdivision plan is to subdivide and convey approximately .10 acres to Lower Nazareth Township for the purpose of future intersection widening. The subdivision plan was reviewed by the Lower Nazareth Township Planning Commission on February 28, 2022, and they recommended conditional final approval of the plan. As Keystone Consulting prepared the subdivision plan, an alternate engineer was utilized for the review. Justin Coyle of Carroll Engineering reviewed his letter dated February 24, 2022. A draft resolution outlining the conditions of approval was presented. Mr. Hoyer made a motion to adopt Resolution LNT-20-22. Mr. Boucher seconded. Motion passed.

9. Notaro Minor Subdivision – The intent of the subdivision plan is to subdivide and convey a total of .1658 acres to Lower Nazareth Township for the purpose of future intersection widening. The subdivision plan was reviewed by Lower Nazareth Township Planning Commission at their February 28, 2022, meeting and they recommended granting conditional final approval. As Keystone Consulting prepared the subdivision plan, an alternate engineer was utilized for the review. Justin Coyle of Carroll Engineering reviewed his letter dated February 24, 2022. A draft resolution outlining the conditions of approval was presented. Mr. Boucher made a motion to adopt Resolution LNT-21-22. Mr. Hoyer seconded. Motion passed.

Solicitor's Report

None

Engineer's Report

Mr. Kortze reported he has completed the restoration plan for the Clemis property. He will reach out to Mr. Clemis to review it with him.

Manager's Report

Ms. Stauffer requested the items pertaining to the roof and HVAC for the Ambulance Corps. Building be tabled until a future meeting.

2022 Road Projects – Ms. Stauffer reported the Township accepted sealed bids for the 2022 road project work that was advertised. In response, the Township received one bid from AMS in the amount of \$379,461.17. This is above the \$342,000 estimate that was discussed during budget in October; however, since then the price of oil has skyrocketed. Mr. Hoyer made a motion to award the 2022 Road Project contract to AMS (Asphalt Maintenance Solutions) in the amount of \$379,461.17. Mr. Boucher seconded. Motion passed.

306 Butztown Road Parking Lot – The Board previously authorized the public bid for the work to mill and overlay the Senior Center parking lot. Bids were received and the lowest, qualified bidder is Delaware Valley Paving for a cost of \$67,150.60, which is within the cost estimate for the project. Ms. Stauffer also reminded the Board that the Township received a grant for \$22,704 for this project. Mr. Boucher made a motion to award the contract to Delaware Valley Paving at a cost of \$67,150.60. Mr. Brown seconded. Motion passed.

Emergency Operations Plan – A revised EOP was received from Assistant EMC/Fire Chief Seip. Mr. Hoyer made a motion to adopt Resolution LNT-22-22. Ms. Templeton seconded. Motion passed.

Greenways, Trails and Recreation DCED Grant – The Board previously requested Ms. Stauffer to apply for additional funding for the Newburg Park Splash Pad project. She reported the Board will need to adopt a resolution as part of the grant application package. A draft resolution authorizing Ms. Stauffer to make application to the GTR program for funding for a splash pad. Mr. Brown made a motion to adopt Resolution LNT-23-22. Ms. Templeton seconded. Motion passed.

Livable Landscapes Grant Resolution – The Recreation Committee has recommended the Board of Supervisors consider applying for funding through the Livable Landscapes program for the construction of pickleball courts at Newburg Park. A resolution needs to be submitted as part of the grant package. A draft resolution was provided for Board review and discussion. Mr. Brown made a motion to adopt Resolution LNT-24-22. Ms. Templeton seconded. Motion passed.

Nazareth Area Baseball/Softball Request – Ms. Stauffer explained the Township received a request from NABSA for the use of our facilities at 306 Butztown Road for a day long community event. Adam Anthony appeared and discussed the planning for the event. Mr. Brown made a motion to authorize the use of 306 Butztown as requested under the conditions that the organization is respectful to the surrounding neighbors and obtains the necessary insurance information for all vendors. Mr. Hoyer seconded. Motion passed.

Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve payment of the bills dated March 23rd. Motion passed.

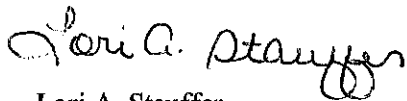
Courtesy of the Floor

Margaret Mazziotta of 431 Nazareth Pike questioned if the intersection project will impact their property. Mr. Kortze responded it shouldn't be an issue as the work is being shifted towards the bank area.

Gary Reed of 491 Nazareth Pike appeared to express concern about surveying work that is being conducted on the old Faust Farm. He also had questions on the Miklos property.

Adjournment – The meeting adjourned at 7:55 PM.

Respectfully submitted by,



Lori A. Stauffer
Township Manager

Lower Nazareth Township
Bills To Be Approved
 March 23, 2022

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21933	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 2,567.99
21934	Easton Suburban Water Authority	Fire Company Water	\$ 90.70
21935	R.S. Security & Communications	Fire Company Service Contract	\$ 420.00
21936	Lower Nazareth Township Capital Reserve	2021 Surplus Funds	\$ 435,000.00
21937	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
21938	City of Bethlehem	Hydrant Assessment	\$ 156.54
21939	RCN	Internet & Telephone Services	\$ 813.59
21940	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Elc	\$ 797.01
21941	PPL, Inc.	Municipal Drive Electricity	\$ 825.99
21942	Easton Suburban Water Authority	Municipal Bldg Water	\$ 57.93
21943	Karen A. Mengel, RPR, CSR	Stenographer - Transcripts	\$ 370.00
21944	PAPCO	Equipment Motor Fuel	\$ 757.32
21945	Allstate Septic Systems	Temporary Restrooms	\$ 245.00
21946	Security Service Company, Inc.	Security System Monitoring	\$ 314.34
21947	NJ Advance Media	Advertisement	\$ 1,025.90
21948	Broughal & DeVito, LLP	Legal Services	\$ 2,307.50
21949	The Express Times	Subscription Renewal	\$ 33.88
21950	Sprayer Specialties Inc.	Public Works Equipment Parts/Supplies	\$ 119.20
21951	Signal Service, Inc.	Traffic Signal Maintenance	\$ 654.60
21952	Asteak Law Offices	Legal Services	\$ 9,954.00
21953	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 797.50
21954	General Highway Products, Inc.	Traffic Signal Supplies	\$ 375.00
21955	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 324.72
21956	All Phase Electric Supply Co	Facilities Maintenance	\$ 290.00
21957	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 298.00
21958	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 170.51
21959	Chase Card Services	Supplies/Continued Education/Postage	\$ 2,759.73
21960	Dog Waste Depot	Park Supplies	\$ 199.97
21961	Suburban Propane	Public Works Fuel	\$ 1,012.12
21962	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
21963	Verizon Wireless	Municipal/Public Works Wireless	\$ 550.36
21964	PAPCO	Equipment Motor Fuel	\$ 1,941.17

Lower Nazareth Township
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 March 23, 2022

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
21965	Associated Fire Equipment Co., Inc.	Park / Municipal Facilities Maintenance	\$ 2,151.80
21966	Keystone Cement Company	Aggregate Supplies	\$ 75.73
21967	Safeguard Business Systems	Office Supplies	\$ 156.74
21968	W.B. Mason Company, Inc.	Office Supplies	\$ 409.90
21969	Carroll Engineering Corporation	Engineering Services	\$ 4,015.00
<i>Total General Fund Checking Account...</i>			<u><u>\$ 474,234.86</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	March 25, 2022		<u><u>\$ 51,603.42</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1238	Chapman Ford of Horsham	Capital Equipment	\$ 30,991.00
1239	Chapman Ford of Horsham	Capital Equipment	\$ 31,540.00
<i>Total Capital Reserve Account...</i>			<u><u>\$ 62,531.00</u></u>

SPECIAL REVENUE - HOST FEE ACCOUNT

Num	Name	Memo	Amount
560	TAPCO Traffic & Parking Control Co,Inc	Traffic Signs	<u><u>\$ 5,203.60</u></u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1179	PPL Electric Utilities	Main Meter Electricity	\$ 25.74
1180	Hanover Engineering Associates, Inc.	Sewer Study	\$ 584.50
<i>Total Sewer Account...</i>			<u><u>\$ 610.24</u></u>

Lower Nazareth Township

Bills To Be Approved

March 23, 2022

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2849	Signal Service, Inc.	Traffic Signal Maintenance	\$ 3,300.00
2850	Keystone Consulting Engineers, Inc.	Engineering & Consulting Services	\$ 230.00
2851	Gillmore & Associates, Inc.	Engineering & Consulting Services	\$ 232.50
2852	Asteak Law Offices	Legal Services	\$ 5,332.50
2853	Phillip Davis	Escrow Refund	\$ 2.76
2854	Keystone Consulting Engineers, Inc.	SEO Services	\$ 835.00
2855	Met-Ed	Traffic Signal Electricity	\$ 128.00
2856	PPL Electric Utilities	Traffic Signal Electricity	\$ 170.32
2857	Signal Service, Inc.	Traffic Signal Maintenance	\$ 729.50
<i>Total Master Escrow Account...</i>			<u>\$ 10,960.58</u>