

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
April 13, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, April 13, 2022. Chairman James Pennington called the meeting to order at 7:09 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. Hoyer to add (1) Property Proposal # 3 under Open Space and (2) Lease Agreement – 248 Brodhead Road. The motion was seconded by Mr. Boucher. The motion carried unanimously to amend the agenda.

**Approval of Minutes**

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

**Reports**

The Hecktown Volunteer Fire Company report was received and Mr. Pennington thanked them for their service to the community.

**Supervisor's Comments**

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

Open Space Preservation – Supervisor Hoyer reported on the following activity for the EAC:

(1) The EAC submitted a letter to the Board of Supervisors on their evaluation of the Malinowski property. Mr. Hoyer made a motion to acknowledge receipt of the letter and to authorize the Township Solicitor and the Township Manager to approach the property owner regarding development rights acquisition.

(2) The EAC remitted a letter requesting authorization to conduct an Earth Day activity at Surrey Glen Park. Mr. Brown made a motion to authorize the EAC to plant a tree at Surrey Glen Park and to further authorize a member of the Public Works team to assist with a not to exceed cost of \$500. Ms. Templeton seconded. Motion passed.

(3) Mr. Hoyer reported a proposal has been put forth to the Board for possible development rights acquisition. Mr. Hoyer made a motion to forward Property Proposal # 3 to the EAC for evaluation and recommendation. Mr. Boucher seconded. Motion passed.

Mr. Hoyer reported with great sadness of the passing of Donald Laubach, a longtime member of the Hecktown Volunteer Fire Company. He will be greatly missed.

Mr. Hoyer also congratulated everyone on a successful Easter Egg Hunt.

Parks & Recreation – Supervisor Templeton reported on the following:

- (1) Newburg Park – The grant application for the pickle ball courts will be submitted tomorrow.
- (2) Surrey Glen Park – The contractor will be coming back in May to complete the work on the trail. We have received all of the playground equipment and installation is tentatively scheduled for May. Once these two items are completed, we can close out the Livable Landscapes grant.
- (3) Hahn’s Meadow – A design for the overlook has been received and approved. This project will go out to bid shortly.
- (4) Sunday’s Easter Egg Hunt was a successful event, and we look forward to next year.

Mr. Brown thanked everyone involved in the Easter Egg Hunt.

Mr. Pennington reported there is a draft lease agreement before the Board for consideration. The agreement is for leasing a space at 248 Brodhead Road to the Northampton County Drug Task Force. Mr. Boucher made the motion to authorize J. Pennington to execute the lease agreement on behalf of Lower Nazareth Township. Mr. Hoyer seconded. Motion passed.

### **Subdivision and Land Development**

(1) Ehrhardt Waiver Request Application – Richard J. Ehrhardt of 388 Manor Drive appeared before the Board to request a waiver of Article 7, Section 784 (Easement Maintenance) of the Township’s Subdivision and Land Development Ordinance. Mr. Ehrhardt is proposing to install a fence within the easement area on his property. He understands and acknowledges that he assumes legal responsibility in the event that fence removal is required for yard access. A draft agreement was presented for Board review. Mr. Brown made the motion to grant the waiver as requested. Mr. Boucher seconded. Motion passed.

(2) Caliber Collision – Representatives of the applicant appeared to present the project to the Board. The intent of the project is to subdivide Lot 9 of the Jandy Subdivision, which consists of 17.16 acres. The subdivision will create a 3.63 acre lot for the development of an automobile collision center. The plan further subdivides a parcel consisting of .30 acres, which will be merged with adjoining Tax Parcel K7-18-7G (4031 Jandy Blvd). This project was reviewed by the Lower Nazareth Township Planning Commission on February 28, 2022, and was recommended for conditional final approval. Mr. Kortze discussed his review letter dated April 6, 2022.

The applicant is requesting waivers of the Lower Nazareth Subdivision and Land Development Ordinance. Mr. Boucher made a motion to grant the applicant the waivers requested. Ms. Templeton seconded. Motion passed.

Resolution No. LNT-25-22 provides conditional final approval for the subdivision and lot line adjustment. Mr. Boucher made a motion to adopt Resolution No. LNT-25-22. Ms. Templeton seconded. Motion passed.

Resolution No. LNT-26-22 provides conditional final approval for the land development plan. Mr. Hoyer made a motion to adopt Resolution No. LNT-26-22. Mr. Brown seconded. Motion passed.

(3) LVTC III – The developer appeared before the Board represented by counsel, Kate Durso, Esq. Trammel Crow requested the Board grant them authority to record the subdivision plan and the land development plan separately in order to effectuate closing with the current owner. Mr. Boucher made a motion to authorize the plans to be recorded separately. Ms. Templeton seconded. Motion passed.

(4) LVTC III – The developer appeared before the Board represented by counsel Kate Durso, Esq. Trammel Crow requested the Board grant them the authority to begin earthmoving activity prior to obtaining their planning module approval through DEP. Attorney Durso stated there are many other projects in the Lehigh Valley that

have been given authorization to proceed with earthmoving prior to receiving planning module approval. This request will be deferred until the April 27<sup>th</sup> meeting.

Attorney Durso also reported there is a coordination effort between Trammel Crow and TripleNet for the Hanoverville Road project reconstruction.

Mr. Brown extended his heartfelt thanks to Mr. Nunn and Trammel Crow for their generous contribution to the Township's Easter Egg Hunt event. It was very generous, and it meant a lot to our community.

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

(1) Deed of Dedication (Saratoga Farms Walking Trail) – This matter will be tabled until the Township Engineer performs an inspection of the walking trail.

(2) Deed of Dedication (Saratoga Farms/Hartman Road ) – This matter will be tabled until the Township Engineer performs an inspection.

(3) Fireworks Ordinance Waiver – A draft waiver agreement that grants the Sikh Temple a permanent waiver from the Township Fireworks Ordinance was presented for Board consideration. The waiver covers two of their religious holidays. Mr. Brown made a motion to authorize J. Pennington to execute the waiver agreement on behalf of the Township. Mr. Boucher seconded. Motion passed.

#### **Engineer's Report**

None

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

(1) Ambulance Corps Building Roof – The Board received a quote from Bachman's Roofing for the replacement of the roof at 4519 Hanoverville Road. The roof replacement is part of the grant received through the Northampton County EMS program. The vendor is a COSTARS vendor and is proposing a cost of \$55,820 for the roof replacement. Mr. Boucher made a motion to authorize the expenditure of \$55,820 for the replacement of the roof at 4519 Hanoverville Road. Mr. Hoyer seconded. Motion passed.

(2) The time extension report for pending Subdivision and Land Development projects was presented to the Board.

(3) With the long-term absence of Ms. Dravec, Ms. Templeton made a motion to appoint Ms. Stauffer as the Assistant Secretary/Treasurer. Mr. Hoyer seconded. Motion passed.

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

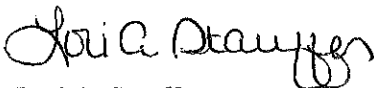
Mr. Boucher made a motion to pay the invoices as presented. Ms. Templeton seconded. Motion passed.

#### **Courtesy of the Floor**

None

**Adjournment** – The meeting adjourned at 7:50 PM.

Respectfully submitted by,



Lori A. Stauffer  
Township Manager

**Lower Nazareth Township  
Bills To Be Approved  
April 13, 2022**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
21970	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
21971	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
21972	Colonial Regional Police Department	Police Contract Payment	\$ 151,287.58
21973	PA Municipal Health Insurance Cooperative	Employee Health Insurance	\$ 31,001.78
21974	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
21975	R.M. Palmer Company	Community Events	\$ 189.00
21976	USPS	Newsletter Postage	\$ 970.42
21977	LNT Capital Reserve Equipment Replacement	2021 Surplus Funds	\$ 125,000.00
21978	American Rock Salt Company LLC	Winter Maintenance	\$ 4,803.71
21979	Bath Supply Co., Inc.	Facilities Maintenance	\$ 32.54
21980	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 134.72
21981	Integra One	Computer Services/Software Maintenance	\$ 81.00
21982	Karen A. Mengel, RPR, CSR	Stenographer	\$ 95.00
21983	Kimball Midwest	Public Works Supplies	\$ 1,112.14
21984	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 289.20
21985	PPL, Inc.	Fire Company Electricity	\$ 549.06
21986	PPL, Inc.	Fire Company Electricity	\$ 29.80
21987	4 Guys Inc	Fire Company Equipment Purchase	\$ 185.00
21988	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
21989	Verizon Wireless	Fire Company Wireless	\$ 330.40
21990	Verizon Wireless	Fire Company Wireless	\$ 108.57
21991	Horwith Trucks Inc.	Fire Company Equipment Maintenance	\$ 524.41
21992	Service Electric Cable TV Inc	Fire Company Internet	\$ 115.23
21993	Wex Bank	Fire Company	\$ 697.67
21994	Pitney Bowes	Postage Meter	\$ 180.00
21995	Suburban Propane	Park Fuel	\$ 301.69
21996	U.S. Municipal Supply, Inc.	Public Works Equipment Parts	\$ 1,033.43
21997	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 176.02
21999	Terry Radice	2021 Local Services Tax Refund	\$ 52.00
22000	Corelogic	Real Estate Tax Refunds	\$ 1,398.86
22001	Fantastic 1948 LLC	Real Estate Tax Refunds	\$ 96.14

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22002	Triple Net Investments LXII LLC	Real Estate Tax Refunds	\$ 118.63
22003	PAPCO	Equipment Motor Fuel	\$ 360.60
22004	Medical Life Insurance Company	Employee Life Insurance	\$ 2,541.74
22005	Allstate Septic Systems	Temporary Restrooms	\$ 245.00
22006	American Rock Salt Company LLC	Winter Maintenance	\$ 10,909.92
22007	Home Depot	Facilities Maintenance Supplies	\$ 206.07
22008	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 982.00
22009	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 380.00
22010	Keystone Municipal Insurance	Workers Comp Insurance	\$ 3,510.00
22011	Kimball Midwest	Public Works Supplies	\$ 150.70
22012	Migu	Spring Newsletter	\$ 4,743.00
22013	NJ Advance Media	Advertisement	\$ 509.00
22014	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 596.40
22015	PAPCO	Equipment Motor Fuel	\$ 2,878.70
22016	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 226.20
22017	R.J. Walker Co.	Building Maintenance	\$ 60.31
22018	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 533.14
22019	Easton Area Joint Sewer Authority	Debt Service	\$ 3,824.09
22020	Met-Ed	Traffic Signal / Street Light Electricity	\$ 337.11
22021	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,435.00
22022	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.48
22023	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
22024	Tractor Supply Credit Plan	Public Works Equipment Parts/Supplies	\$ 50.97
22025	U.S. Municipal Supply, Inc.	Public Works Signs	\$ 1,423.80
22026	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 299.26
22027	Liberty Propane Inc.	Municipal Building Propane	\$ 2,727.90
22028	Chase Card Services	Supplies/Continued Education/Postage	\$ 1,248.61
22029	The Key	Advertisements	\$ 304.65
22030	Grainger Parts	Community Event	\$ 29.56
22031	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 430.78
22032	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 860.00
22033	Consolidated Graphic Communications	Real Estate Tax Bills	\$ 1,896.05
22034	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park El	\$ 1,206.08

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22035	PPL, Inc.	Municipal Drive Electricity	\$ 780.76
22036	RCN	Internet & Telephone Services	\$ 772.49
22037	Enter.net	Website Hosting	\$ 192.00
22038	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
22039	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 395.38
22040	Suburban Propane	Public Works Fuel	\$ 1,578.50
22041	Suburban Propane	Park Fuel	\$ 301.69
22042	Broughal & DeVito, LLP	Legal Services	\$ 3,737.50
22043	City of Bethlehem	Hydrant Assessment	\$ 156.54
22044	Verizon Wireless	Municipal/Public Works Wireless	\$ 549.98
22045	Sander Power Equipment Company	Public Works Tools/Equipment	\$ 2,150.00
22046	Northampton County Seed Company, Inc.	Public Works/Park Supplies	\$ 308.00
22047	Foster & Foster, Inc.	Pension Plan Administration	\$ 4,025.00
22048	Fogels Fuel Service	Fire Company Fuel	\$ 2,686.77
22049	Easton Suburban Water Authority	Fire Company Water	\$ 78.72
22050	PPL, Inc.	Fire Company Electricity	\$ 493.22
22051	PPL, Inc.	Fire Company Electricity	\$ 29.47
22052	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
22053	Kansas State Bank	Fire Company Loan	\$ 63,707.83
22054	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 1,177.21
22055	PA Department of Labor & Industry - B	Boiler Inspection	\$ 62.00
<i><b>Total General Fund Checking Account...</b></i>			<b><u>\$ 478,077.46</u></b>

**PAYROLL ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
	April 8, 2022		<b><u>\$ 44,785.76</u></b>

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**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1240	P&D Emergency Services, LLC	Capital Equipment Purchase	\$ 26,966.80
1241	Motorola Solutions, Inc.	Capital Equipment Purchase	\$ 7,421.60
1242	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 347.50
1243	Motorola Solutions, Inc.	Capital Equipment Purchase	\$ 42,093.00
<i>Total Capital Reserve Account...</i>			<b>\$ 76,828.90</b>

**CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1309	Fulton Bank, NA	Lease Payment	\$ 11,137.68
1310	Bux-Mont Undercarriage	Equipment Repair	\$ 21,356.00
<i>Total Capital Reserve Equipment Replacement Account...</i>			<b>\$ 32,493.68</b>

**COMMUNITY EVENTS ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1000	Chase Card Services	Community Event	\$ 4,738.04
1001	Nancy Teague	Community Event	\$ 46.38
<i>Total Community Events Account...</i>			<b>\$ 4,784.42</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2058	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 3,828.00
2059	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 10,034.04
<i>Total Development &amp; Inspection Account...</i>			<b>\$ 13,862.04</b>

**FIRE CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
147	4 Guys, Inc.	Fire Company Truck Purchase	\$ 80,000.00

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**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2858	J.T. Posh, Inc.	Escrow Refund	\$ 540.00
2859	Keystone Consulting Engineers, Inc.	SEO Services	\$ 275.00
2860	Lori Ann Mercado	Escrow Refund	\$ 225.00
2861	Met-Ed	Traffic Signal Electricity	\$ 185.19
2862	Keystone Consulting Engineers, Inc.	Engineering & Consulting Services	\$ 34,655.75
2863	Interstate Battery of Allentown	Traffic Signal Maintenance	\$ 2,309.25
2864	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 940.00
2865	PPL Electric Utilities	Traffic Signal Electricity	\$ 166.56
2866	Met-Ed	Traffic Signal Electricity	\$ 125.37
<i>Total Master Escrow Account...</i>			<u><u>\$ 39,422.12</u></u>

**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1583	Bath Supply Co, Inc.	Capital Construction	\$ 230.00
1584	Triple Net Investments	Developer Refund	\$ 120,960.00
<i>Total Open Space Account...</i>			<u><u>\$ 121,190.00</u></u>

**REFUSE/RECYCLING COLLECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1650	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00

**SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1181	PPL Electric Utilities	Main Meter Electricity	\$ 25.58

**TRAFFIC IMPACT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1307	Carroll Engineering	Engineering Services	\$ 1,957.50