

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
June 8, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, June 8, 2022, Chairman James Pennington called the meeting to order at 7:03 PM.

Present were:

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

Lori A. Stauffer – Township Manager
Al Kortze – Township Engineer
Gary Asteak, Esq. - Solicitor

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

Agenda Amendment and Approval

Mr. Brown made a motion to amend the agenda to add “Notaro Property” under Solicitor’s Report and “Jaindl Project Request” under Engineering Report. Mr. Boucher seconded. Motion passed.

Approval of Minutes

The meeting minutes of May 25, 2022, were submitted for review and approval. Mr. Boucher made a motion to approve the minutes as presented. Ms. Templeton seconded. Motion passed. Mr. Pennington abstained.

Reports

The financial report for April 2022 was presented.

Supervisor’s Comments

Multi-Municipal Comprehensive Plan – Mr. Pennington reported a final draft copy has been distributed to all members of the Board. Mr. Pennington also reported he met with Chief DePalma regarding school safety and he is pleased to report that Colonial Regional is actively working with the school.

Open Space Preservation – Supervisor Hoyer reported on the EAC will be reviewing Property Proposal #3 at their meeting on June 13th.

Parks & Recreation – Supervisor Templeton reported Township received one bid for the wooden overlook at Hahn’s Meadow Park. Carroll Engineering reviewed the bid and recommended the Board reject the bid as excessive. Mr. Hoyer made a motion to reject the bid from Bi-State Construction as excessive and to authorize the project to be rebid. Mr. Brown seconded. Motion passed.

The work at Surrey Glen Park is commencing on both the trail and playground.

Work at Newburg Park is continuing, and it is the hope of the Recreation Committee to have a grand opening for the park sometime in September or October.

Mr. Brown reported he attended the Nazareth Borough Memorial Day Parade and Hecktown Volunteer Fire Company looked very sharp.

Subdivision and Land Development

None

Solicitor's Report

Notaro Property – Attorney Asteak presented the Board with two resolutions that accept the necessary deed of dedication from Angelina Notaro, individually, and Notaro Family Trust. Mr. Hoyer made a motion to adopt the resolutions and to authorize the Chairman to execute them. Mr. Boucher seconded. Motion passed.

Mr. Hoyer made a motion to authorize the issuance of a check from the Lower Nazareth Township Traffic Impact Fund in the amount of \$761,104.27 for the Notaro real estate matter. Ms. Templeton seconded. Motion passed.

Ms. Templeton made a motion to authorize the Township Manager to execute all documents at closing on behalf of Lower Nazareth Township. Mr. Brown seconded. Motion passed.

Engineer's Report

Alternate SEO – Correspondence was received from Chris Noll requesting the Board to consider appointing Mr. Ian Stoudt as the Alternate Sewage Enforcement Officer. Mr. Brown made a motion to appoint Ian Stoudt as the Township's alternate sewage enforcement officer. Mr. Boucher seconded. Motion passed.

Jaindl Project Request – Mr. Kortze explained the request as put forth by Mr. Jaindl's engineer. The request involves the Township taking ownership of a pipe in contrast to PennDOT assuming ownership. Mr. Kortze explained while the Township would most likely do a better job of maintaining the pipe, it is one more thing for public works to maintain. After discussion, the Board concluded that PennDOT should maintain ownership of the pipe.

Mr. Kortze reported he has been in contact with representatives of Trammel Crow and J.G. Petrucci on the Hanoverville Road project. While the Board has expressed desire to have the developers perform full-depth reclamation on the road up to the bridge; however, there is an existing pipe that is creating an issue. The pipe is at a shallow depth and Mr. Kortze is recommending that area of the road should be mill and overlay.

Manager's Report

Time Extension Report – A report was provided to the Board of Supervisors notating the time extensions that have been granted since the previous meeting.

Lower Nazareth Rod & Gun Club – The Board previously authorized the solicitor and manager to negotiate the purchase of development rights for the property located on Georgetown Road and owned by Lower Nazareth Rod & Gun Club. A meeting was held with the property owner on June 2nd and the property owner's representatives have notified the Township that the offer has been accepted. Mr. Hoyer made a motion to acknowledge the acceptance of the Township's offer for development rights acquisition and to authorize the Township Engineer to prepare the necessary survey and legal description and to authorize the solicitor to prepare the necessary conservation easement documents. Ms. Templeton seconded. Motion passed.

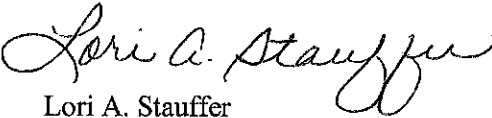
Hanover Township – Membership Request to Join Nazareth COG – The Nazareth COG received correspondence from Hanover Township requesting membership. The general forum has voted on the request and unanimously approved membership for Hanover Township. The next step in the Articles of Agreement is for each municipal Board or Council to vote on the membership. Mr. Brown made a motion to approve the membership request from Hanover Township to become a member of the Nazareth Area Council of Governments. Mr. Boucher seconded. Motion passed.

Payment of the Bills

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

Adjournment – The meeting adjourned at 7:34 PM.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Lori A. Stauffer". The signature is written in black ink and is positioned to the left of the printed name.

Lori A. Stauffer
Township Manager

**Lower Nazareth Township
Bills To Be Approved
June 8, 2022**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22174	Shane Balkaran	Grading Permit Refund	\$ 625.00
22175	LNT Fiscal Stability Fund	2021 Surplus Funds	\$ 25,000.00
22176	LNT Highway Recon / Rehab Account	2021 Surplus Funds	\$ 185,000.00
22177	LNT Sewer Signal Account	2021 Surplus Funds	\$ 50,909.58
22178	All-State Services	Facilities Maintenance	\$ 525.00
22179	County of Northampton	Parcel ID	\$ 15.00
22180	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
22181	FedEx	Postage	\$ 73.43
22182	Home Depot	Public Works & Code Enforcement Supplies	\$ 39.96
22183	Met-Ed	Park Electricity	\$ 95.81
22184	Met-Ed	Traffic Signal / Street Light Electricity	\$ 316.82
22185	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
22186	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
22187	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 31,001.78
22188	Colonial Regional Police Department	Police Contract Payment	\$ 151,287.58
22189	Memorial Library of Nazareth & Vicinity	Library Service	\$ 6,906.25
22193	Keystone Municipal Insurance	Workers Comp Insurance	\$ 5,132.00
22194	PAPCO	Equipment Motor Fuel	\$ 816.48
22195	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 2,021.12
22196	Krock's Sales & Service Inc.	Public Works Equipment Parts/Supplies	\$ 61.00
22190	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,021.00
22197	Integra One	Computer Services/Software Maintenance	\$ 260.00
22198	Allstate Septic Systems	Temporary Restrooms	\$ 245.00
22191	County of Northampton	Parcel ID	\$ 10.00
22192	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
22199	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 31.96
22201	Colonial Intermediate Unit 20	Office Supplies	\$ 256.80
22202	The Key	Advertisements	\$ 795.34
22203	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 147.39
22204	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Electricit	\$ 2,171.32
22205	Tractor Supply Credit Plan	Public Works Equipment Parts/Supplies	\$ 85.36

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22206	PAPCO	Equipment Motor Fuel	\$ 3,856.01
22207	RCN	Internet & Telephone Services	\$ 812.39
22208	Easton Suburban Water Authority	Municipal Bldg Water	\$ 57.93
22209	Integra One	Computer Services	\$ 83.25
22210	Integra One	Computer Services/Software Maintenance	\$ 785.96
22211	Fraser Advanced Info Systems	Copier Supplies	\$ 1,209.56
22212	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 1,262.83
22213	Easton Suburban Water Authority	Fire Company Water	\$ 73.02
22214	H.T. Lyons Contractors & Engineers	Fire Company Equipment Repair	\$ 587.47
22215	Brown & Brown of Lehigh Valley	Township Insurance	\$ 375.00
22216	Philadelphia Insurance Companies	Summer Park Program Insurance	\$ 495.00
22217	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,546.00
22218	Chase Card Services	Supplies/Continued Education/Postage	\$ 1,266.38
<i>Total General Fund Checking Account...</i>			<u><u>\$ 481,612.69</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
June 3, 2022			<u><u>\$ 41,918.74</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1251	Bachman's Roofing, Building & Remodeling	Building Improvements	<u><u>\$ 56,420.00</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2060	Shane Balkaran	Building Permit Refund	\$ 60.00
2061	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 51,497.24
2062	Barry Isett & Associates, Inc.	Building Inspection Services	<u><u>\$ 8,435.00</u></u>
<i>Total Development & Inspection Checking Account...</i>			<u><u>\$ 59,992.24</u></u>

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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2876	County of Northampton	Parcel ID	\$ 15.00
2877	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
2878	Met-Ed	Traffic Signal Electricity	\$ 169.37
2879	Keystone Consulting Engineers, Inc.	Engineering & Consulting Services	\$ 69,212.13
<i>Total Master Escrow Account...</i>			<u>\$ 69,431.50</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1590	Exeter Supply Co., Inc.	Capital Construction	<u>\$ 2,340.00</u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
1002	Keystone Consulting Engineers	Engineering Services	<u>\$ 1,311.00</u>

REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1654	First Regional Compost Authority	2nd Quarter 2022	\$ 6,852.78
1655	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1656	East Penn Sanitation, Inc.	Spring Clean Up	\$ 3,359.82
<i>Total Refuse/Recycling Checking Account...</i>			<u>\$ 10,327.60</u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1309	Laudone & Associates, Inc.	Appraisal Services	\$ 2,500.00
1310	Keystone Consulting Engineers	Engineering Services	\$ 13,208.95
<i>Total Sewer Checking Account...</i>			<u>\$ 15,708.95</u>