

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
June 22, 2022**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, June 22, 2022, Chairman James Pennington called the meeting to order at 7:03 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**

Mr. Boucher made a motion to approve the agenda. Mr. Brown seconded. Motion passed.

Tabled until Blake Marles arrives...Conditional Use Hearing – CU2022-01 – Central PA Equities 26, LLC

**Approval of Minutes**

The meeting minutes of June 8, 2022 were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Boucher seconded. Motion passed.

**Reports**

The Hecktown Fire Incident Report for May 2022 and the Financial Report for May 2022 was presented.

**Supervisor's Comments**

Multi-Municipal Comprehensive Plan – Mr. Pennington reported a final draft has been issued and is currently under review. Ms. Stauffer stated the plan will be on the July Planning Commission meeting and the August 10<sup>th</sup> Board of Supervisors agenda for adoption at a public hearing.

**Open Space Preservation**

Property Proposal #3 Recommendation – Mr. Hoyer reviewed the Environmental Advisory Council's letter of recommendation. Mr. Hoyer made a motion to authorize the Township Manager to procure an appraisal of the development rights for Property Proposal #3. Mr. Brown seconded. Motion passed.

Mr. Hoyer noted the Agricultural Security Committee met and recommended approval of 235 acres. This item is up for approval at tonight's meeting.

Mr. Hoyer attended the Planning Commission meeting and was impressed with the work they are doing on the new zoning ordinance.

Mr. Hoyer visited Surrey Glen Park and thought the new playground and walking trail are very nice!

## Parks & Recreation

Ms. Templeton provided updates on current park project:

Hahn's Meadow Park – The wooden overlook will be put back out to bid. The revised bid package will bid out pressure treated lumber with an alternate bid for the use of Trex decking material. Keystone Consulting Engineers is currently working on the submission of the NPDES permit for the park, which needs to be done prior to commence working on the parking lot and trail.

Butztown Road Park – The parking lot at the Senior Center / Community Building is complete. The engineer provided his recommendation for payment. The Recreation Committee is recommending the Board authorize the first payment to Delaware Valley Paving.

Surrey Glen Park – The walking trail is complete. The playground is almost complete. The mulch and border are complete, and the installer will return within the week to finish the structures. We experienced some minor vandalism over weekend. We are hoping to post the playground as officially open by the holiday weekend.

Newburg Park –The Township was not awarded the Livable Landscape grant for the pickleball courts. After reviewing the financial stability of the recreation fees funds, the Recreation Committee is recommending moving forward with the project at an estimated to cost \$100,000. This is an amenity that the Township has received numerous inquiries about. Ms. Templeton made a motion to authorize the Township Manager to go out for bid for pickleball courts at Newburg Park. Mr. Hoyer seconded. Motion passed.

Mr. Pennington stated that due to the popularity of the sport, the courts will be extremely well used and feels rules should be established setting time limits on use so everyone has the opportunity the play.

In addition, he discussed the need for lights and security cameras. Ms. Templeton asked if Ms. Stauffer should go out to bid. Ms. Stauffer stated she would look for a Costars vendor first and then report back to Board.

Over the next couple months, Public Works will be working on some final grading. Adding additional parking and installing a path from the walking trail to the playground as well as addressing the sinkholes in the dog park. The Recreation Committee would like to hold an event for the opening of the dog park once the fountains and ramps are installed. They are thinking about ways to incorporate pet-related vendors, pet rescues, food, and fun. We could reach out to Colonial Regional to host a demonstration with their new k-9 officer, Romeo.

The Recreation Committee is still hopeful for an official opening of the whole park sometime this fall.

With the numerous park improvements in the works, the Recreation Committee is going to start focusing on events to engage the community.

## Subdivision and Land Development

There was no discussion under Subdivision and Land Development.

### **Solicitor's Report**

Mikron Road – Resolution #LNT-29-22 – Mr. Hoyer made a motion to adopt Resolution LNT-29-22. Mr. Boucher seconded. Motion passed.

Mikron Road Traffic Ordinance #240-06-22 – Ms. Templeton made a motion to adopt Ordinance #240-06-22. SB seconded. Motion passed.

Agricultural Security Area – Resolution #LNT-31-22 – Mr. Hoyer made a motion to adopt Resolution LNT-31-22. Ms. Templeton seconded. Motion passed.

Fulton Bank Deed of Dedication – Resolution #LNT-32-22 – Ms. Templeton made a motion to adopt Resolution LNT-32-22. Mr. Boucher seconded. Motion passed.

Mr. Brown made a motion to authorize the expenditure of \$31,195.05 from the Traffic Impact Fund for settlement with Fulton Bank for the Newburg Intersection Project. Mr. Boucher seconded. Motion passed.

Ms. Templeton made a motion to authorize Township Manager to execute all settlement documents on behalf of Lower Nazareth Township. Mr. Hoyer seconded. Motion passed.

### **Engineer's Report**

There was no discussion under Engineer's Report.

### **Conditional Use Hearing – CU2022-01 – Central PA Equities 26, LLC - 3774 Eastgate Blvd Hotel Project**

The applicant is proposing a 4-story hotel which would be approximately 3' above the 45' maximum height due to a parapet designed to hide rooftop cooling facilities. The Zoning Hearing Board determine the only the height of the occupied area is significant, therefore no variance needed.

Attorney Blake Marles reviewed setbacks, buffers, and impacts including traffic and noise with witnesses David Hogg, Central PA Equities and Engineer Ronald Jackson, VanCleaf Engineering.

Mr. Hoyer inquired on number of rooms in the new hotel as well as the occupancy of the existing hotel. Mr. Kortze noted the new hotel is proposed to have 113 rooms; the existing hotel has 156. Mr. Hogg noted that business is strong which is why he is building a second hotel.

Solicitor Asteak inquired about the branding of the hotel. Mr. Hogg stated while he was not at liberty to reveal he could say that they only deal with Hilton and Marriot products.

There was no public questions or comments regarding the application during the hearing.

Solicitor Asteak asked the applicant what they believed was a reasonable setback limitation. Mr. Jackson believed 125 feet which Mr. Kortze had no objection due to use and orientation of the proposed project.

Solicitor Asteak closed the hearing.

The will Board will have a determination for the next meeting. The applicant intends to proceed with Land Development approval at the next meeting as well.

### **Manager's Report**

Georgetown Manor – Resolution #LNT-30-22 – Mr. Brown made a motion to adopt Resolution LNT-30-22. Mr. Boucher seconded. Motion passed.

Ambulance Building (4519 Hanoverville Road) HVAC Proposal – A proposal was received from H.T. Lyons, a COSTARS vender, in the amount of \$47,330.00 for the replacement of the HVAC system at 4519 Hanoverville Road. Mr. Boucher made a motion to authorize an expenditure of \$47,330.00 for the replacement of the HVAC system at the ambulance corps building at 4519 Hanoverville Road. Mr. Hoyer seconded. Motion passed.

Ms. Stauffer noted that the cost to the Township, minus the grant received will be \$57,750.

Surrey Glen Playground Mulch Purchase – A proposal was received from Lyons Recreation in the amount of \$12,870.90 for the purchase of 500 cy of playground mulch for the Surrey Glen Playground. Mr. Boucher made a motion to authorize the purchase of mulch from Lyons Recreation for Surrey Glen Park in the amount of \$12,870.90. Mr. Brown seconded. Motion passed. Ms. Stauffer noted that the cost to the Township for the Surrey Glen project, minus grants and donations will be \$173,000.

IRS Mileage Rate Amendment – Due to record gas prices, the Internal Revenue Service (IRS) increased the mileage rate from 58.5 cents per mile to 62.5 cents per mile. In January, we adopted the IRS rate; therefore, we need to amend the approved rate to reflect the increase. Mr. Boucher made a motion to approve the updated IRS mileage rate of \$0.625. Ms. Templeton seconded. Motion passed.

Senior Center Parking Lot – Payment Request #1 – Engineer Justin Coyle provided his recommendation to release the first payment of \$63,135.54 to Delaware Valley Paving for the parking lot project at the Senior Center, 306 Butztown Road. Mr. Hoyer made a motion to authorize the payment to Delaware Valley Paving in the amount of \$63,135.54 for the parking lot at 306 Butztown Road. Ms. Templeton seconded. Motion passed.

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

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

#### **Courtesy of Floor**

There was no discussion under Courtesy of the Floor.

**Adjournment** – The meeting adjourned at 7:57 PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
June 22, 2022**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
22219	Pitney Bowes	Postage Meter	\$ 180.00
22220	Carroll Engineering Corporation	Engineering Services	\$ 1,820.00
22221	NJ Advance Media	Advertisement	\$ 212.75
22222	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
22223	Verizon Wireless	Municipal/Public Works Wireless	\$ 549.96
22224	PAPCO	Equipment Motor Fuel	\$ 305.91
22225	City of Bethlehem	Hydrant Assessment	\$ 156.54
22226	Eastern Telephone & Telecommunication	Telephone Maintenance	\$ 1,976.73
22227	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,493.78
22228	Brown & Brown of Lehigh Valley	Township Insurance	\$ 5,020.00
22229	Broughal & DeVito, LLP	Legal Services	\$ 195.00
22230	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
22231	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 502.50
22232	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 204.38
22233	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 126.31
22234	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 47.22
22235	A-1 Traffic Control Products, LLC	Pavement Markings	\$ 2,346.76
22236	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 130.34
22237	Wilson Products	Public Works Equipment Parts / Supplies	\$ 65.00
22238	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 93.27
22239	Adam Kutzura	Eagle Scout Project Donation	\$ 941.90
22240	Kratzer Septic Service	Municipal Septic Tank	\$ 510.00
22241	PAPCO	Equipment Motor Fuel	\$ 1,652.53
22242	United States Treasury	Employee Health Insurance	\$ 89.28
22243	Service Electric Cable TV Inc	Fire Company Internet	\$ 138.47
22244	Verizon Wireless	Fire Company Wireless	\$ 330.33
22245	L&D Automotive	Fire Company Equipment Maintenance	\$ 35.23
22246	Wex Bank	Fire Company	\$ 1,698.32
22247	Emergency Services Marketing Corp., Inc	Fire Company Subscription Renewal	\$ 735.00
22248	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
22249	PPL, Inc.	Fire Company Electricity	\$ 461.88

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
22250	PPL, Inc.	Fire Company Electricity	\$ 28.41
22251	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 39.84
22252	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 279.90
22253	North East Parts Group, LLC	Equipment Parts/Supplies	\$ 114.68
22254	Nazareth Ford Inc.	Public Works Equipment Parts/Supplies	\$ 77.61
22255	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 1,034.00
22256	ElanCity, Inc.	Traffic Control Maintenance	\$ 914.12
<i>Total General Fund Checking Account...</i>			<u>\$ 25,346.86</u>

**PAYROLL ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
	June 17, 2022		<u>\$ 45,073.61</u>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1252	Environmental Planning & Design	Professional Services	<u>\$ 5,758.37</u>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2063	Lower Nazareth Township General Fund	Zoning Permit	\$ 50.00
2064	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 11,628.96
2065	PSA Architects	Building Permit Refund	\$ 114.16
<i>Total Development &amp; Inspection Checking Account...</i>			<u>\$ 11,793.12</u>

**SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1185	PPL Electric Utilities	Main Meter Electricity	<u>\$ 25.09</u>

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**TRAFFIC IMPACT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1311	Midtown Abstract	Property Closing - Newburg Intersection	<u>\$ 761,104.27</u>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2880	PPL Electric Utilities	Traffic Signal Electricity	\$ 166.12
2881	Met-Ed	Traffic Signal Electricity	\$ 127.03
2882	Kay Builders, Inc.	Escrow Refund	\$ 2,000.00
2883	TriBros Enterprises	Escrow Refund	\$ 1,722.17
<i>Total Master Escrow Account...</i>			<u>\$ 4,015.32</u>