

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
January 25, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, January 25, 2023, Chairman James Pennington called the meeting to order at 7:03 PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak, Esq.	-	Solicitor
Martin Boucher	-	Vice Chairman	Albert Kortze	-	Engineer
Robert J. Hoyer	-	Supervisor	Lori A. Stauffer	-	Manager
Stephen A. Brown	-	Supervisor	Lori B. Seese	-	Planning/Zoning Administrator
Amy L. Templeton	-	Supervisor			

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

Agenda Amendment and Approval

Ms. Templeton made a motion to approve the amended agenda. Mr. Boucher seconded. Motion passed.

Approval of Minutes

The meeting minutes of January 3, 2023, were submitted for review and approval.

Mr. Hoyer made a motion to approve the minutes as presented. Ms. Templeton seconded. Motion passed.

Reports

The Hecktown Fire Incident Report for December 2022 and the Financial Reports for December 2022 were presented.

Supervisor's Comments

Open Space Preservation - Mr. Hoyer noted that the EAC met in January. Ben Bowen from Keystone appeared to discuss the Hahn's Meadow Park MS-4 project.

Parks & Recreation - Ms. Templeton provided updates on a few of our parks.

Surrey Glen – The closing on the Smickle property occurred on January 17th. Preliminary engineering review of the property to accommodate the walking path extension shows there will be some geographical challenges in completing the work.

Splash Pad – Ms. Templeton reported a revised quote for the splash pad has been received from Vortex. The price of the amenity has increased to \$501,000, which is an increase of \$101,000. The estimate needs to be approved by DCNR first before the Board can authorize the expenditure.

Community Events – Ms. Templeton reported the Recreation Committee has established three community events, including Easter Egg Hunt on April 1st, Dog's Day Out II on September 30th, and a Christmas Tree Lighting with a date to be determined.

Mr. Brown reported the Summer Park Program is scheduled to make a comeback in 2023 with some exciting activities planned for the four-week program that will serve children aged 5 to 10 years old.

Mr. Boucher reported he attended the CRPD meeting. In 2022, there were a total of 4,081 calls. Additionally, the new drug task force has made 36 arrests since its inception six months ago.

Subdivision and Land Development

Keystone Foods II – Waiver Requests – The applicant is requesting a waiver from the Subdivision and Land Development Ordinance, Article 4, Section 401, and Article 5, Section 501 – Requirement for Separate Preliminary and Final Submission. A motion was moved by Mr. Boucher to grant the waiver request. Mr. Hoyer seconded. Motion passed.

Keystone Foods Phase II – Preliminary/Final Land Development – The applicant proposal is the second phase of a 3-part extension plan for the existing manufacturing plant aimed at modernization and streamlining the operation located at 3767 Hecktown Road. Mr. Boucher made a motion to adopt Resolution #LNT-11-23, a resolution granting conditional final approval to the Keystone Foods land development plan. Ms. Templeton seconded. Motion passed.

Samuel Stevens Holding Tank Security Release – Ms. Stauffer reported a request has been submitted to release the security held by the Township for Mr. Stevens. Mr. Stevens sold the property to Windrift Real Estate. The new property owner has posted the necessary security. Mr. Brown made the motion to authorize the release of Mr. Steven's security. Ms. Templeton seconded. Motion passed.

Solicitor's Report

Selvaggio Appeal – An agreement was reached by the parties, which dictates that Mr. Selvaggio will cease the parking of tractor trailers and clean up the subject property no later than March 31.

Zoning Ordinance Text Amendment – Attorney Asteak reported comments have been received from both the LVPC and the LNT Planning Commission that commend the Board for considering this ordinance.

Engineer's Report

Mr. Kortze provided the Board with an update on the Newburg Park bathroom remediation.

Manager's Report

Authorization to File Complaint with Magistrate – Ms. Stauffer reported she no longer requires authorization to file as the other party has offered to enter into a payment plan with the Township to reimburse for the property damage as a result of the motor vehicle accident on December 7th on Hecktown Road.

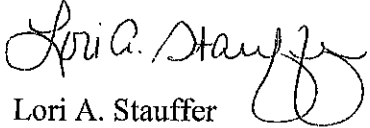
Payment of the Bills

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

Courtesy of Floor - There were no reports under Courtesy of the Floor.

Adjournment – The meeting adjourned at 7:20 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 above the printed name and title.

Lori A. Stauffer
Township Manager

**Lower Nazareth Township
Bills To Be Approved
January 25, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22754	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 36,328.32
22755	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 528.15
22756	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 710.00
22757	PA One Call System, Inc.	Monthly Activity	\$ 10.56
22758	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 420.12
22759	RCN	Internet & Telephone Services	\$ 893.68
22760	Easton Suburban Water Authority	Hydrant Assessment	\$ 19,825.00
22761	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
22762	Met-Ed	Traffic Signal / Street Light Electricity	\$ 425.18
22763	Met-Ed	Park Electricity	\$ 298.39
22764	PA Chapter - American Planning Assoc.	Membership Renewal	\$ 112.00
22765	The Key	Advertisement	\$ 483.84
22766	NJ Advance Media	Advertisement	\$ 90.30
22767	Assured Partners of Northeast PA	Fire Company Insurance	\$ 1,828.00
22768	PAPCO	Equipment Motor Fuel	\$ 260.63
22769	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 88.00
22770	Wex Bank	Fire Company	\$ 1,354.14
22771	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 3,300.20
22772	L&D Automotive	Fire Company Equipment Maintenance	\$ 163.02
22773	Service Electric Cable TV Inc	Fire Company Internet	\$ 113.97
22774	Easton Suburban Water Authority	Fire Company Water	\$ 70.02
22775	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
22776	Verizon Wireless	Fire Company Wireless	\$ 108.57
22777	Verizon Wireless	Fire Company Wireless	\$ 329.63
22778	PSATS CDL Program	CDL Drug Testing	\$ 60.00
22779	Suburban Propane	Park Fuel	\$ 321.65
22780	Fehnel Farms Inc.	Park Facilities Maintenance	\$ 48.00
22781	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 118.19
22782	Miers Insurance Agency Inc	Manager's Bond	\$ 2,668.00
22783	Brown & Brown of Lehigh Valley	Real Estate Tax Collector Bond	\$ 1,272.00
22784	Brown & Brown of Lehigh Valley	Tax Collector Bond	\$ 250.00

**Lower Nazareth Township
Bills To Be Approved
January 25, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22785	Broughal & DeVito, LLP	Legal Services	\$ 65.00
22786	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 236.35
22787	Stengel Bros. Inc.	Public Works Equipment Repairs	\$ 2,040.85
22788	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 5.00
22790	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 402.33
22791	ACR Products, Inc.	Public Works Equipment Parts/Supplies/Re	\$ 117.94
22792	Chase Card Services	Office Supplies/Administrative Expenses	\$ 989.93
22793	Home Depot	Public Works Supplies/Park Maintenance	\$ 1,074.68
22796	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 57.31
22794	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,078.91
22797	Connected Solutions Group, LLC	Data Processing Equipment	\$ 1,473.49
22798	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 139.12
22799	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 1,501.04
22800	RV Value Mart, Inc.	Public Works Equipment Parts/Supplies	\$ 51.00
22801	U.S. Municipal Supply, Inc.	Public Works Equipment Parts/Supplies	\$ 210.10
22802	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 72.00
22803	Bath Supply Co., Inc.	Facilities Maintenance	\$ 2.50
22804	PAPCO	Equipment Motor Fuel	\$ 2,199.24
22805	Suburban Propane	Public Works Fuel	\$ 1,193.24
22806	Liberty Propane Inc.	Municipal Building Propane	\$ 2,395.20
22807	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.26
22808	Verizon Wireless	Municipal/Public Works Wireless	\$ 474.30
22809	MRP Electric, Inc.	Park Maintenance	\$ 1,740.39
22810	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,213.79
22811	City of Bethlehem	Hydrant Assessment	\$ 156.54
22812	Fraser Advanced Info Systems	Copier Supplies	\$ 24.65
22813	Nazareth Area Council of Government	Nixle Emergency Services - 2023	\$ 2,696.94
22814	Dog Waste Depot	Park Supplies	\$ 276.94
22815	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 24,570.01
Total General Fund Checking Account ...			\$ 126,544.61

**Lower Nazareth Township
Bills To Be Approved
January 25, 2023**

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	January 13, 2023		\$ 41,209.54
	January 25, 2023		\$ 42,332.15
		<i>Total Payroll Account...</i>	<u>\$ 83,541.69</u>

CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1317	Tri-Boro Fencing Contractors, Inc.	Equipment Purchase	\$ 701.12
1318	Elan City, Inc.	Equipment Purchase	\$ 3,549.00
		<i>Total Capital Reserve Equipment Replacemen</i>	<u>\$ 4,250.12</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1270	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 67.50
1271	Environmental Planning & Design	Professional Services	\$ 3,060.04
		<i>Total Capital Reserve Account...</i>	<u>\$ 3,127.54</u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
1009	Midtown Abstract, Inc.	Property Acquisition	<u>\$ 165,845.49</u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1195	Hanover Engineering Associates, Inc.	Sewer Study	\$ 1,787.63
1196	PPL Electric Utilities	Main Meter Electricity	\$ 25.13
		<i>Total Sewer Account ...</i>	<u>\$ 1,812.76</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2105	RJ Skelding Company, Inc.	Building Permit Refund	\$ 50.00
2106	LAI Construction, Inc.	Building Permit Refund	\$ 450.00
		<i>Total D&I Account ...</i>	<u>\$ 500.00</u>

**Lower Nazareth Township
Bills To Be Approved
January 25, 2023**

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2962	Met-Ed	Traffic Signal Electricity	\$ 371.90
2963	Adam Anthony	Key Return	\$ 25.00
2964	Lower Nazareth Township	Septic Permit	\$ 50.00
2965	Keith Stephens	Escrow Refund	\$ 830.29
2966	PPL Electric Utilities	Traffic Signal Electricity	\$ 246.39
2967	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 1,254.75
		<i>Total Master Escrow Account ...</i>	<u>\$ 2,778.33</u>