

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 22, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, March 22, 2023, Chairman James Pennington called the meeting to order at 7:15 PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	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. Stauffer request that Northampton Farms LLC Requests for Continuance be added under Subdivision and Land Development. Mr. Hoyer made a motion to approve the amended agenda. Mr. Brown seconded. Motion passed.

Conditional Use Hearing – CU2023-04 Easton Eastgate LLC – Ms. Stauffer noted that the applicant requested a continuance until the April 26th meeting. Solicitor Asteak noted he will not be available that night therefore the hearing date will be determined later. Ms. Templeton made a motion to approve the request for continuance. Mr. Hoyer seconded. Motion passed.

Approval of Minutes

The meeting minutes of March 8, 2023 were submitted for review and approval. Mr. Boucher made a motion to approve the minutes as presented. Ms. Templeton seconded. Motion passed.

Reports

The Hecktown Fire Incident Report for February 2023 was presented. The Board thanks the volunteers.

Supervisor's Comments

Open Space Preservation – Mr. Hoyer noted that their March meeting was cancelled.

Parks & Recreation - Ms. Templeton provided updates on Township Parks and Events planned.

Newburg Park:

- Fencing (Detention Basin) – Both quotes have been provided. The cost of the chain link fence would be \$45,261 and the cost of the split fence with wire mesh would be \$27,932. The Recreation Committee is recommending split rail fencing with wire mesh. Mr. Boucher made a motion to approve the purchase of split rail fencing. Mr. Brown seconded. Motion passed.

- Splash Pad equipment has been ordered and is scheduled for installation in August.
- Pickleball Court is scheduled for construction the second week of April as long as the temps keep rising.

Community Events:

- Just a reminder that the Easter Egg Hunt is Saturday April 1st 11am, rain date April 2nd.

Subdivision and Land Development

Northampton Farms LLC: Requests for Continuance – Ms. Stauffer noted that we have received a request for continuance for the May 10th and May 11th hearing dates. Mr. Hoyer inquired if they provided suggested dates but was not in favor of the continuance. There was no motion to extend.

Solicitor’s Report

Notaro Real Estate Tax Bills – Ms. Stauffer noted that Mrs. Notaro received her 2023 County and Township tax bills for her properties on Nazareth Pike and Newburg Road. Ms. Stauffer discussed how the bills should be apportioned between Lower Nazareth and Mrs. Notaro. The recommendation was to pay 50% of the building portion of the Nazareth Pike parcel and 75% of the building portion for the Newburg parcel. The total for both the County and Township tax bills would be \$1,399.57. Mr. Hoyer made a motion to pay our apportioned share of the tax bill. Ms. Templeton seconded. Motion passed.

Keystone Foods Phase II – Improvements Agreement – Ms. Stauffer noted that we have a letter of credit, and the agreement has been executed by the applicant. Mr. Hoyer made a motion for the Township to execute the improvements agreement. Ms. Templeton seconded. Motion passed.

Koch 33- Improvements Agreement – Ms. Stauffer noted that we have a letter of credit, and the agreement has been executed by the applicant. Mr. Hoyer made a motion for the Township to execute the improvements agreement. Ms. Templeton seconded. Motion passed.

Engineer’s Report

Newburg Park Waterline – Mr. Kortze reported that the water authority with me mobilizing next week and will coordinate with Public Works. The work should take a few weeks.

Manager’s Report

Newburg Intersection – Notaro & Clemis Demolition – Mr. Kortze’s review letter provides the two quotes received: Beatty Contractors at \$255,000 and Ben Washington at \$368,000. Ms. Stauffer noted that the timeline to complete the work is 60-90 days. The worst will be getting the utilities disconnected. The invoice will be paid out of the Traffic Impact Fund. Mr. Brown made a motion to award the contract to Beatty Contractors. Mr. Boucher seconded. Motion passed.

Payment of the Bills

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

Courtesy of Floor

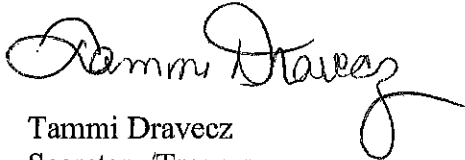
Mr. Brown welcomed Troop #76 to the meeting. He noted we are the beneficiary of several Eagle Scout Projects. He thanked them for coming.

The troop noted they are having a Clothing Drive on Saturday April 1st at Dryland Church. They provided a flier which will be posted on our website.

Adjournment

The meeting adjourned at 7:30PM.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Tammi Dravec". The signature is written in black ink and is positioned to the left of the typed name and title.

Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
March 22, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22945	Staples Business Advantage	Office Supplies	\$ 170.96
22946	Suburban Propane	Public Works Fuel	\$ 1,028.86
22947	NJ Advance Media	Advertisement	\$ 765.72
22948	Brown & Brown of Lehigh Valley	Treasurer Bond	\$ 750.00
22949	Integra One	Computer Services	\$ 202.50
22950	PSATS CDL Program	CDL Drug Testing	\$ 60.00
22951	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
22952	Suburban Propane	Park Fuel	\$ 219.11
22953	WilliamSIGNS LLC	Signage	\$ 25.39
22954	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 859.17
22955	Associated Fasteners, Inc.	Equipment Parts/Supplies	\$ 43.09
22956	Cumberland Truck Parts	Equipment Parts/Supplies	\$ 104.17
22957	Met-Ed	Traffic Signal / Street Light Electricity	\$ 491.28
22958	Met-Ed	Park Electricity	\$ 242.76
22959	Fogels Fuel Service	Municipal Heating Fuel	\$ 934.17
22960	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 104.26
22961	Broughal & DeVito, LLP	Legal Services	\$ 65.00
22962	R.S. Security & Communications	Fire Company Service Contract	\$ 420.00
22963	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 670.11
22964	Easton Suburban Water Authority	Fire Company Water	\$ 70.02
22965	Assured Partners of Northeast PA	Fire Company Insurance	\$ 7,554.00
22966	RCN	Internet & Telephone Services	\$ 819.37
22967	Easton Suburban Water Authority	Municipal Bldg Water	\$ 67.53
22968	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 36,328.32
22969	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 1,564.90
22970	Chase Card Services	Supplies/Continued Education/Postage	\$ 808.68
22971	Pany & Lentz Engineering Company	Engineering Services	\$ 1,400.00
22972	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 677.50
22973	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 622.75
22974	PAPCO	Equipment Motor Fuel	\$ 1,319.78
22975	USPS	Newsletter Postage	\$ 984.57

**Lower Nazareth Township
Bills To Be Approved
March 22, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
22976	Delco Solutions LLC	Meeting Room AV Equipment	\$ 300.00
22977	R.J. Walker Co.	Park Facilities Maintenance	\$ 100.53
22978	Sharkan Supply Co.	Public Works Supplies	\$ 63.00
22979	Master Supply Line	Municipal Building Supplies	\$ 610.98
22980	HRdirect	Personnel Posters	\$ 89.99
22981	City of Bethlehem	Hydrant Assessment	\$ 156.54
22982	Verizon Wireless	Municipal/Public Works Wireless	\$ 514.31
22983	Pitney Bowes	Postage Meter	\$ 180.00
22984	Associated Fire Equipment Co., Inc.	Park / Municipal Facilities Maintenance	\$ 2,267.10
22985	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 448.12
22986	Terry Radice	Local Services Tax Refund	\$ 26.00
22987	Robert Pitsko	Local Services Tax Refund	\$ 36.00
22988	Adam Lewis	Local Services Tax Refund	\$ 33.00
22989	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 325.89
22990	Integra One	Computer Services/Software Maintenance	\$ 887.39
22991	U.S. Municipal Supply, Inc.	Public Works Equipment Parts & Traffic Sig	\$ 1,742.62
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 67,479.23</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	March 24, 2023		<u><u>\$ 47,153.37</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1277	Gen Serve, Inc.	Capital Construction	<u><u>\$ 20,343.00</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1600	Security Service Company, Inc.	Capital Construction	\$ 8,147.12
1601	Vortex USA, Inc.	Capital Construction	\$ 59,994.09
<i>Total Open Space Account ...</i>			<u><u>\$ 68,141.21</u></u>

**Lower Nazareth Township
Bills To Be Approved
March 22, 2023**

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1671	FRCA		<u>\$ 6,922.00</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2109	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 9,490.70
2110	Multi-Tech Construction, Inc.	Building Permit Refund	\$ 25.00
2111	Fehnel Construction Co	Building Permit Refund	\$ 35.00
2112	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 11,142.72
2113	Lower Nazareth Township	Administrative Fee	<u>\$ 4,221.00</u>
<i>Total Development & Inspection Account ...</i>			<u>\$ 24,914.42</u>

COMMUNITY EVENTS

Num	Name	Memo	Amount
1005	Chase Card Services	Easter Egg Hunt	<u>\$ 2,206.01</u>

SEWER ACCOUNT

Num	Name	Memo	Amount
	PPL Electric Utilities	Main Meter Electricity	<u>\$ 25.08</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2974	Met-Ed	Traffic Signal Electricity	\$ 451.27
2975	PPL Electric Utilities	Traffic Signal Electricity	<u>\$ 216.77</u>
<i>Total Master Escrow Account ...</i>			<u>\$ 668.04</u>