

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
May 24, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, May 24, 2023, Chairman James Pennington called the meeting to order at 7:06PM.

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	Tammi Dravec	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	Lori B. Seese	-	Planning/Zoning Administrator

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

**Agenda Amendment and Approval**

Mr. Pennington noted that the Board will conduct their regular business first and then conduct the conditional use hearing. Mr. Boucher made a motion to approve the agenda. Mr. Brown seconded. Motion passed.

**DelSerro Open Space Opportunity**

Joe Piperato and Ron DelSerro and Lou Rouch gave a brief presentation. Attorney Piperato said the cluster development plan previously had 296 lots and some open space on the 300 acres of land. Mr. DelSerro would like to present a new plan. He is looking to preserve land while preserving his future financially. The plan proposes 104 acres to be preserved; 50% open space or conservation. The number of developed lots would be reduced to 204.

Attorney Piperato says Mr. DelSerro is looking for direction to submit plans to the Planning Commission.

Mr. Pennington had a concern about all the traffic exiting from Green Pond Road onto Hecktown Road. Ms. Templeton said previous plans realigned Green Pond Road. Mr. DelSerro said it is not cost effective with continuing to remove lots; he needs to watch costs.

Mr. Pennington asked if anything can be done with this current proposal for traffic. Mr. DelSerro is willing to buy land/corner from Mrs. Fuisz to create a four-way stop intersection.

Mr. Hoyer said it would be nice to see a walking bike path along Hecktown Road for future park access.

Mr. Pennington inquired if walking paths could be in the conservation easement. Solicitor Asteak noted yes and they do not necessarily need to be paved.

Mr. Brown appreciates this conversation. Open space and preservation is the direction we want to go.

Mr. DelSerro noted that he is giving up a lot but this feels right and he wants to do this!

### **Approval of Minutes**

The meeting minutes of May 10<sup>th</sup> and May 11<sup>th</sup> were submitted for review and approval. Mr. Brown made a motion to approve the minutes as presented. Ms. Templeton seconded. Motion passed.

### **Reports**

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

### **Supervisor's Comments**

Open Space Preservation – Mr. Hoyer stated that at their next meeting they will be finalizing comments on a property proposed for preservation.

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

Newburg Park:

1. Bathroom
  - a. Water line remediation has been completed. Upon completion an issue with the septic was discovered. Kratzer was called out to assess and repair the issue.
2. Lighting Project
  - a. The lighting project is moving along slowly but should be completed by mid-June.
3. Pickleball Courts
  - a. Pickleball courts are complete. Rec Committee will be meeting to discuss a list of rules. Signage and wind screens will be ordered and then the courts will be ready for use.
4. Splash Pad
  - a. Splash Pad equipment has been ordered and estimated installation will be in August. This amenity will be ready for the 2024 season.

Mr. Boucher stated CRPD currently has 27 officers. One will be retiring, and they made offer to the top two applicants for a total of 28 officers.

### **Subdivision and Land Development**

Schanely Shed Waiver – Ms. Seese provided a brief explanation. Mr. Kortze had no issue with the request. Ms. Templeton made a motion to grant the waiver. Mr. Hoyer seconded. Motion passed.

### **Solicitor's Report**

There was nothing to report under Solicitor's Report.

### **Engineer's Report**

Board of Supervisors  
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Mr. Kortze noted that one section of the Saratoga Drive walking path still needs attention. This was brought to his attention after his letters were drafted. He has spoken with the developer and Township Public Works. He requested whether we should table or just reduce the amount released until the work has been completed.

Attorney Piperato acknowledged that there is currently \$400,000 held in security. His client is willing to have a portion held until work is completed. Ms. Stauffer would like to hold at least \$10,000, Attorney Piperato agreed to \$15,000. Mr. Kortze said he would take that off the Phase I reductions.

Saratoga Farms Phase I – Maintenance Period Complete – Release Security – Mr. Kortze reviewed his letter and recommended releasing \$180,323.10 and holding \$15,000.00 until the repairs to the walking path are made. Mr. Boucher made a motion to release security per Mr. Kortze’s recommendation. Ms. Templeton seconded. Motion passed.

Saratoga Farms Phase II – Maintenance Period Complete – Release Security – Mr. Kortze reviewed his letter and recommended the release of the remaining \$189,381.45. Mr. Hoyer made a motion to release security per Mr. Kortze’s recommendation. Ms. Templeton seconded. Motion passed.

#### **Manager’s Report**

Pickleball Payment #2 – Ms. Stauffer requested authorization to release payment #2 in the amount of \$50,849.82. Mr. Brown made a motion to release the second payment. Ms. Templeton seconded. Motion passed.

Splash Pad Fence – Ms. Stauffer requested authorization to move forward with the fence surrounding the splash pad. The estimate is \$25,433.00. Ms. Templeton made a motion to approve the fence installation. Mr. Brown seconded. Motion passed.

Time Extension Report – Ms. Stauffer presented the time extension report.

2023 Road Project Bid Award – Ms. Stauffer reviewed the bids received for the project. Mr. Boucher made a motion to award the bid per Ms. Stauffer’s recommendation. Mr. Brown seconded. Motion passed.

Financial Institution Approval – Ms. Stauffer noted that this item will be TABLED as the Board has requested additional proposals. Ms. Stauffer, along with the Township Treasurer will meet with other banks and report back to the Board at a later date.

Grant Application Approval - Resolution #LNT-16-23 – Ms. Stauffer proposed applying for a grant, in the amount of \$43,000, to assist with the cost of updating the Act 209 Traffic Impact Study. Mr. Hoyer made a motion to approve Resolution #LNT-16-23. Ms. Templeton seconded. Motion passed.

Ms. Stauffer noted that she was a guest judge this past weekend for the Library’s Pet Parade.

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

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

**Courtesy of Floor**

Jeff Shepherd, 4485 Whitetail Drive, inquired on the sidewalk along Greomar Road. Ms. Stauffer stated it is still planned but there is no timeline.

Jeff Shepherd provided the Board with the Library Annual Report. He thanked them for their continued support.

Christina, 4462 Elmwood Drive, discussed sidewalk issues in her neighborhood requiring repairs. She previously reached out to the Township and Kay Builders. Mr. Kortze noted there is a long punch list including these sidewalk issues. He noted he is aware of her issue, and it will be taken care of by the developer. Mr. Kortze said he met with them about a month ago.

**Conditional Use Hearing – Easton Eastgate, LLC – CU2023-04**

The proposed use is a Popeye’s restaurant, requiring Conditional Use approval as prescribed in the Lower Nazareth Township 2001 Zoning Ordinance, last amended February 8, 2023; Article 10, Section 1002.A.9, and Article 11, Section 1107. The property location is 3877 Eastgate Blvd, Easton, PA 18045, specifically Tax Map #K8-9-6, and is zoned Planned Industrial-Commercial (PIC).

Solicitor Asteak opened the hearing at 7:55pm.

Solicitor Asteak went over the zoning variances granted on March 10, 2023. He then reviewed all items accepted for the record.

Attorney Julie Von-Spreckelsen of Eastburn and Gray briefly explained the application and reviewed the exhibit booklet that was provided to the Board.

Attorney Von-Spreckelsen called her witness, Paul Mutch of Stonefield Engineering, to provide testimony.

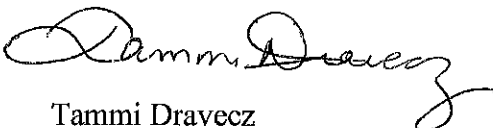
Supervisors questioned the witness.

Solicitor Asteak closed the hearing at 8:24. An opinion will be provided at a future meeting.

**Adjournment**

The meeting adjourned at 8:24PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
May 24, 2023**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
23133	Karen A. Mengel, RPR, CSR	Stenographer	\$ 240.00
23134	U.S. Municipal Supply, Inc.	Park Signs	\$ 359.56
23135	Integra One	Computer Services/Software Maintenance	\$ 950.63
23136	Tractor Supply Credit Plan	Park & Equipment Maintenance	\$ 751.11
23137	Crafco, Inc.	Pavement Maintenance Supplies	\$ 320.58
23138	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 1,130.04
23139	R.J. Walker Co.	Facilities Maintenance	\$ 65.27
23140	Pany & Lentz Engineering Company	Engineering Services	\$ 1,700.00
23141	Associated Fire Equipment Co., Inc.	Municipal Facilities Maintenance	\$ 127.75
23142	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 630.63
23143	RCN	Internet & Telephone Services	\$ 816.24
23144	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,509.20
23145	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 448.12
23146	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 106.27
23147	PPL, Inc.	Fire Company Electricity	\$ 28.62
23148	PPL, Inc.	Fire Company Electricity	\$ 697.32
23149	Easton Suburban Water Authority	Fire Company Water	\$ 79.32
23150	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 678.73
23151	Tri-Boro Fencing Contractors, Inc.	Park Maintenance	\$ 1,126.00
23152	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 14,773.14
23153	Integra One	Computer Services/Software Maintenance	\$ 260.00
23154	Suburban Propane	Park Fuel	\$ 145.43
23155	City of Bethlehem	Hydrant Assessment	\$ 156.54
23156	Verizon Wireless	Municipal/Public Works Wireless	\$ 514.17
23157	Karen A. Mengel, RPR, CSR	Stenographer	\$ 1,460.00
23158	NJ Advance Media	Advertisement	\$ 780.48
23159	Pitney Bowes Purchase Power	Postage	\$ 520.99
23160	Carroll Engineering Corporation	Engineering Services	\$ 19,712.66
23161	Brown & Brown of Lehigh Valley	Township Insurance	\$ 4,699.00
23162	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 579.00
23163	Colonial Intermediate Unit 20	Office Supplies	\$ 261.50

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
23164	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 122.53
23165	R.J. Walker Co.	Facilities Maintenance	\$ 59.23
23166	Staples Business Advantage	Office Supplies	\$ 129.14
		<i>Total General Fund Checking Account ...</i>	<u>\$ 56,939.20</u>

**PAYROLL ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
	May 19, 2023		<u>\$ 45,473.06</u>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2992	Met-Ed	Traffic Signal Electricity	\$ 163.89
2993	PPL Electric Utilities	Traffic Signal Electricity	\$ 209.96
2994	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 59,918.55
2995	Asteak Law Offices	Legal Services	\$ 393.75
		<i>Total Master Escrow Account ...</i>	<u>\$ 60,686.15</u>

**SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1201	PPL Electric Utilities	Main Meter Electricity	<u>\$ 1,553.25</u>

**TRAFFIC IMPACT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1327	Keystone Consulting Engineers	Engineering Services	<u>\$ 1,553.25</u>

**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1606	Tri-Boro Fencing Contractors, Inc.	Capital Construction	<u>\$ 27,932.00</u>

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**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1284	Environmental Planning & Design	Professional Services	<u>\$ 1,487.80</u>

**CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1319	Fulton Bank, NA	Lease Payment	<u>\$ 48,464.40</u>

**RECYCLING / REFUSE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1676	LNT Petty Cash	Clean Up Day - start up cash	\$ 100.00
1677	Frank Casilio & Sons, Inc.	Capital Construction	\$ 11,869.00
1678	Northern Nurseries, Inc.	Capital Purchase	<u>\$ 7,367.50</u>
		<i>Total Recycling/Refuse Account ...</i>	<u>\$ 19,336.50</u>