

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
June 28, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, June 28, 2023, Chairman James Pennington called the meeting to order at 7:05 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
			Tammi Dravec	-	Secretary/Treasurer

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

Agenda Amendment and Approval

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

Approval of Minutes

The meeting minutes of June 13th, June 14th, and June 21st were submitted for review and approval. Mr. Boucher made a motion to approve the minutes as presented. Mr. Hoyer seconded. Motion passed.

Approval of the meeting minutes of June 20th was tabled due to the lack of quorum from that meeting.

Reports

The Financial Report for May 2023 was presented.

Supervisor's Comments

Open Space Preservation – Mr. Hoyer reported that the EAC provided the Board with an opinion letter related to Northampton Farms and asked them to please take it under advisement.

Mr. Hoyer commended Randy and Jeff Setzer for putting 129 acres of farmland into Ag Preservation. He also reported that Anton Shannon and Lisa Miskelly preserved farmland and were the 250th farm preserved in Northampton County.

Parks & Recreation – Mr. Brown and Ms. Templeton were not present. Mr. Smalley of the Recreation Committee reported that the wind screens are up on the pickleball courts.

Pickleball Courts Payment #3 – This item was tabled.

Subdivision and Land Development

There were no comments.

Solicitor's Report

Residences at Meadowview Improvements Agreement – A motion was moved by Mr. Boucher to authorize execution of agreement upon receipt of security. Mr. Hoyer seconded the motion. Motion passed.

Engineer's Report

Beatty Contractors Newburg Demolition Payment #1 – A motion was moved by Mr. Boucher to authorize payment. Mr. Hoyer seconded the motion. Motion passed.

Caliber Collision Letter of Credit Reduction – A motion was moved by Mr. Boucher to authorize reduction of security. Mr. Hoyer seconded the motion. Motion passed.

Manager's Report

Time Extension Report – The report for time extensions provided through June 28th was presented.

Financial Institution Approval – Ms. Stauffer stated that she and Ms. Dravec met with banks and received proposals. Peoples Security offered 3.75% versus the current rate of 1% we are getting at Fulton Bank. Ms. Stauffer recommended that we move our funds from Fulton Bank to Peoples Security. A motion was made by Mr. Boucher to authorize funds be moved to Peoples Security. Mr. Hoyer seconded. Motion passed.

Defined Benefit Pension Plan Administrator – Resolution LNT-20-23 – A motion was moved by Mr. Boucher to approve Resolution #LNT-20-23. Mr. Hoyer seconded the motion. Motion passed.

Defined Contribution Pension Plan Administrator – Resolution LNT-21-23 – A motion was moved by Mr. Boucher to approve Resolution #LNT-21-23. Mr. Hoyer seconded the motion. Motion passed.

Defined Benefit Pension Plan Additional Signers – Resolution LNT-22-23 – A motion was moved by Mr. Boucher to approve Resolution #LNT-22-23. Mr. Hoyer seconded the motion. Motion passed.

Georgetown Manor Memorandum of Understanding (MOU) – A motion was moved by Mr. Boucher to authorize Solicitor Asteak to forward the agreement to Al Pierce for review. Mr. Hoyer seconded the motion. Motion passed.

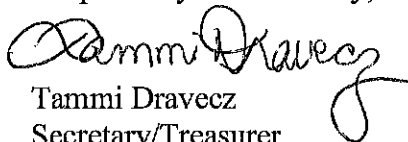
Payment of the Bills

A motion was moved by Mr. Boucher to pay the bills as presented. Mr. Hoyer seconded. Motion passed.

Courtesy of Floor - There were no comments.

Adjournment - The meeting adjourned at 7:19PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

Board of Supervisors
June 28, 2023

**Lower Nazareth Township
Bills To Be Approved
June 28, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23205	City of Bethlehem	Hydrant Assessment	\$ 156.54
23206	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,807.55
23207	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
23208	Liberty Propane Inc.	Municipal Building Propane	\$ 1,278.39
23209	Nazareth Area Council of Government	Animal Control Officer - 3rd Quarter 2023	\$ 3,461.00
23210	Karen A. Mengel, RPR, CSR	Stenographer	\$ 910.00
23211	Fogels Fuel Service	Fire Company Fuel	\$ 1,115.05
23212	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 190.00
23213	Easton Suburban Water Authority	Fire Company Water	\$ 70.32
23214	PPL, Inc.	Fire Company Electricity	\$ 603.22
23215	PPL, Inc.	Fire Company Electricity	\$ 28.44
23216	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 174.00
23217	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 88.00
23218	RCN	Internet & Telephone Services	\$ 816.24
23219	Verizon Wireless	Municipal/Public Works Wireless	\$ 514.15
23220	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,010.00
23221	Black Horse Carriers, Inc.	Local Services Tax Refunds	\$ 16.00
23222	Integra One	Computer Services	\$ 4,056.88
23223	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 448.12
23224	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
23225	The Key	Advertisement	\$ 209.70
23226	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 335.41
23227	Snowscapes	Tree Removal	\$ 2,000.00
23228	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 147.90
23229	Tractor Supply Credit Plan	Park & Equipment Maintenance	\$ 374.40
23230	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 89.00
23231	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 899.08
23232	U.S. Municipal Supply, Inc.	Pickle Ball Court Signs	\$ 209.04
23233	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 69.32
23234	Wilson Products	Public Works Supplies	\$ 157.00
23235	Kimball Midwest	Public Works Supplies	\$ 748.25
23236	Staples Business Advantage	Office Supplies	\$ 243.28

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23237	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 2,700.94
23238	Chase Card Services	Supplies/Meetings/Postage/Park&Building	\$ 2,032.92
23239	Phillip Davis	Grading Permit Refund	\$ 700.00
23240	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 284.00
23241	Asteak Law Offices	Legal Services	\$ 14,693.75
23242	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 3,244.00
23243	Mad Science of Lehigh Valley	Summer Park Event	\$ 450.00
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 48,910.68</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	June 30, 2023		<u><u>\$ 50,093.72</u></u>

SEWER ACCOUNT

Num	Name	Memo	Amount
1202	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 24.91</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1285	Environmental Planning & Design	Professional Services	\$ 343.58
1286	IntegraOne	Office Equipment	\$ 9,728.81
<i>Total Capital Reserve Account ...</i>			<u><u>\$ 10,072.39</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
3001	Met-Ed	Traffic Signal Electricity	\$ 172.44
3002	PPL Electric Utilities	Traffic Signal Electricity	\$ 182.15
3003	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,784.50
3004	Asteak Law Offices	Legal Services	\$ 6,617.75
3005	Wind Drift Real Estate Associates	Escrow Refund	\$ 128.28
3006	D&P Management Associates	Escrow Refund	\$ 498.51

**Lower Nazareth Township
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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
3007	Ned Hower	Escrow Refund	\$ 1,995.77
3008	Serfass Development & Acquisitions	Escrow Refund	\$ 10,579.67
3009	Lowry Electric	Escrow Refund	\$ 240.00
3010	Lower Nazareth Township General Fund	Escrow Refund	\$ 909.19
3011	County of Northampton	Parcel ID	\$ 15.00
3012	Northampton County Recorder of Deeds	Plan Recording	\$ 365.00
<i>Total Master Escrow Account ...</i>			<u><u>\$ 23,488.26</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1610	Green Acres Outdoor Living	Capital Purchase	<u><u>\$ 4,132.00</u></u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
1013	Asteak Law Offices	Legal Services	<u><u>\$ 562.50</u></u>

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
1681	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 15,858.75
1682	Frank Casilio & Sons, Inc.	Capital Construction	\$ 210.00
1683	East Penn Sanitation, Inc.	Spring Clean-Up	\$ 3,259.40
1684	Waste Management	Clean Up Day	\$ 625.50
1685	VOID	VOID	\$ -
1686	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 16,390.16
<i>Total Recycling/Refuse Account ...</i>			<u><u>\$ 36,343.81</u></u>