

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 12, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, July 12, 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
Stephen A. Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Robert J. Hoyer	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator
Amy L. Templeton	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer

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

Agenda Amendment and Approval

Ms. Stauffer requested to add authorization to enter suit under Solicitor's Report and depository change for earned income tax revenue under Manager's Reports. Mr. Boucher made a motion to approve the amended agenda. Mr. Brown seconded. Motion passed.

Approval of Minutes

The meeting minutes of June 20th were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Brown seconded. Mr. Boucher abstained. Motion passed.

The meeting minutes of June 28th were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Boucher seconded. Motion passed.

Reports

There were no reports.

Supervisor's Comments

Open Space Preservation – Mr. Hoyer reported that the EAC met Monday evening. They discussed potential property areas. There will be no August meeting.

Parks & Recreation –

Dog's Day Out – Ms. Templeton noted this event will be held on September 30th. To date, we have 50 vendors registered. Chief DePalma has agreed to sit in a dunk tank to raise funds for the canine officers.

Pickleball Courts Payment #3 – Ms. Templeton requested approval to release payment #3 in the amount of \$40,621.81. Mr. Brown made a motion to approve payment. Mr. Boucher seconded. Motion passed.

Newburg Park Pipe – Authorization to Purchase – Ms. Stauffer noted that the pipe is failing/collapsing and proposed the purchase of a replacement of a stormwater pipe. The cost of the pipe is \$26,238.00. Mr. Brown made a motion to approve the purchase. Ms. Templeton seconded. Mr. Boucher wants additional investigation into pipe quality and installation prior to moving forward. After further discussion the Board decided to hold off on authorizing the purchase.

Memorial Event – Lauren Parlato addressed the Board to request permission to hold a memorial event at our park including the use of two ball fields. She noted that this would be a private event with only invited family and friends. The money collected would go to cancer research.

Mr. Pennington said he would have to look into our policy on rental and insurance and get back to her. Ms. Parlato noted that her homeowner's insurance will cover the event. Mr. Pennington noted that would want to be listed as additionally insured. He also suggested looking into Louise Moore Park.

Subdivision and Land Development

Hecktown Road Business Park Plan Approvals Time Extension – This item was tabled until the Solicitor has time to review.

Solicitor's Report

Enforcement of covenants for Hidden Oaks II – Mr. Faust has reached out to the Township for assistance with the failure of residents following the management obligations for the stormwater detention basin. Mr. Boucher made a motion to take action against the homeowner(s) if no action occurs within 30 days of Solicitor Asteak's letter. Mr. Hoyer seconded the motion. Motion carried.

Engineer's Report

Mr. Kortze reported that 2 of the 3 Notaro houses are down at the intersection of Newburg Road and Route 191. The foundations need to be filled in prior to moving on to the third house.

Manager's Report

Manager's Report – The manager's report was provided to the Board.

Time Extension Report – The report for time extensions through July 12th was presented.

Fire Radio Purchase – Ms. Stauffer requested authorization to purchase radios at a cost of \$246,142.90. Ms. Templeton made a motion to approve the purchase. Mr. Brown seconded. Motion passed.

Multi-Modal Grant – Resolution LNT-23-23 – Ms. Stauffer requested approval to apply for the grant in the amount of \$819,103 for the rehabilitation of Butztown Road and the realignment of the intersection with Route 191. Mr. Hoyer made a motion to approve Resolution LNT-23-23. Ms. Templeton seconded. Motion passed.

Depository Change for Earned Income Tax Revenue – Ms. Stauffer noted that with moving our funds from Fulton Bank to Peoples Security, we need to update our bank information for our earned income tax revenue. Mr. Boucher made a motion to approve the depository change for earned income tax revenue. Ms. Templeton seconded. Motion passed.

Payment of the Bills

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

Courtesy of Floor

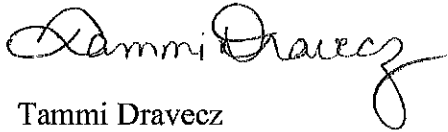
James Faust voiced concerns about areas where trees are planted, and fence setbacks are 10 feet. He stated that the areas in between are not being maintained.

He also commented on the fact that other retention ponds are not being maintained within the Township, and we need to do something about that.

Finally, while happy with the money being spent on parks and roads but requested comfier chairs in the meeting room.

Adjournment - The meeting adjourned at 7:40PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
July 12, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23244	Master Supply Line	Municipal Building/Park Supplies	\$ 601.20
23245	Integra One	Computer Services/Software Maintenance	\$ 260.00
23246	Integra One	Computer Services/Software Maintenance	\$ 266.91
23247	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
23248	Karen A. Mengel, RPR, CSR	Stenographer	\$ 1,985.00
23249	Highway Materials, Inc.	Paving/Patching Material	\$ 72.92
23250	Suburban Propane	Public Works Fuel	\$ 536.57
23251	Medical Life Insurance Company	Employee Life Insurance	\$ 2,696.27
23252	American Rock Salt Company LLC	Winter Maintenance	\$ 31,954.73
23253	Kratzer Septic Service	Facilities Maintenance	\$ 820.20
23254	Service Electric Cable TV Inc	Fire Company Internet	\$ 230.92
23255	Wex Bank	Fire Company	\$ 974.89
23256	Trach Plumbing & Heating	Fire Company Maintenance	\$ 410.00
23257	Verizon Wireless	Fire Company Wireless	\$ 148.58
23258	Verizon Wireless	Fire Company Wireless	\$ 371.72
23259	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 91.45
23260	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
23261	Carroll Engineering Corporation	Engineering Services	\$ 7,395.88
23262	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 370.53
23263	U.S. Municipal Supply, Inc.	Traffic Signs	\$ 227.56
23264	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 3,618.75
23265	Pany & Lentz Engineering Company	Engineering Services	\$ 5,150.00
23266	Eastern Telephone & Telecommunication	Telephone Maintenance	\$ 1,976.73
23267	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 88.00
23268	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 83.30
23269	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 534.97
23270	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 363.00
23271	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,078.91
23272	Colonial Regional Police Department	Police Contract Payment	\$ 158,016.83
23273	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 36,328.32
23274	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
23275	VOID		\$ -

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23276	Tractor Supply Credit Plan	Park & Equipment Maintenance	\$ 17.54
23277	Dog Waste Depot	Park Supplies	\$ 286.94
23278	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 28.00
23279	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 1,993.69
23280	Reynolds Business Systems, Inc.	Equipment Maintenance Agreement	\$ 522.00
23281	Cumberland Truck Parts	Equipment Parts/Supplies	\$ 1,108.83
23282	Home Depot	Park Maintenance	\$ 34.94
23283	Met-Ed	Traffic Signal / Street Light Electricity	\$ 448.75
23284	Met-Ed	Park Electricity	\$ 44.11
23285	NJ Advance Media	Advertisements	\$ 1,199.64
23286	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
23287	Karen A. Mengel, RPR, CSR	Stenographer	\$ 540.00
23288	Wilson Products	Public Works Supplies	\$ 270.44
23289	RCN	Internet & Telephone Services	\$ 816.41
23290	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
23291	Easton Suburban Water Authority	Municipal Bldg Water	\$ 58.53
23292	Easton Suburban Water Authority	Hydrant Assessment	\$ 20,150.00
23293	Tri-Boro Fencing Contractors, Inc.	Road Maintenance	\$ 2,997.00
23294	Chase Card Services	Supplies/Meetings/Postage/Park&Building	\$ 3,059.44
23295	Swanson, Sierra R	Employee Record Checks	\$ 60.25
23296	Symia, Lisa A	Employee Record Check	\$ 25.25
23297	Yob, Cheryl L	Employee Record Check	\$ 25.25
23298	Zborezny, Kaila H	Employee Record Check	\$ 25.25
23299	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 3,093.75
23300	Gilmore & Associates, Inc.	Engineering & Consultating Services	\$ 2,472.24
23301	Keystone Cement Company	Aggregate Supplies	\$ 245.83
23302	Easton Area Joint Sewer Authority	Operating & Capital Operating Expense	\$ 528.15
		<i>Total General Fund Checking Account ...</i>	<u>\$ 306,737.28</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	July 14, 2023		<u>\$ 46,735.91</u>

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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
3013	Met-Ed	Traffic Signal Electricity	\$ 242.37
3014	Signal Service, Inc.	Traffic Signal Maintenance	\$ 340.00
3015	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 7,485.50
3016	Asteak Law Offices	Legal Services	\$ 1,800.00
<i>Total Master Escrow Account ...</i>			<u>\$ 9,867.87</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2118	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 21,274.60
2119	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 6,574.16
<i>Total Development & Inspection Account</i>			<u>\$ 27,848.76</u>

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
1687	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1688	FRCA	2nd Quarter 2023	\$ 6,922.00
<i>Total Recycling/Refuse Account ...</i>			<u>\$ 7,037.00</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1611	BSN Sports, LLC	Capital Construction	\$ 2,299.50
1612	Recreation Resource, Inc.	Park Equipment Maintenance	\$ 13,197.10
<i>Total Open Space Account ...</i>			<u>\$ 15,496.60</u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
1014	Indian Valley Appraisal Company	Property Appraisal	\$ 3,200.00
1015	HAB-MISC	NASD Real Estate Tax	\$ 1,296.28
<i>Total Open Space EIT Account ...</i>			<u>\$ 4,496.28</u>

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CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1320	Fulton Bank, NA	Lease Payment	<u>\$ 23,261.64</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1287	HAB-MISC	NASD Real Estate Tax	<u>\$ 6,368.66</u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1328	Beatty Contractors & Wreckers, Ltd.	Contracted Services	<u>\$ 67,893.75</u>

CAPITAL RESERVE SEWER-SIGNALS ACCOUNT

Num	Name	Memo	Amount
	Signal Service, Inc.	Traffic Signal Maintenance	<u>\$ 3,911.00</u>