

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 9, 2023**

The Lower Nazareth Township Board of Supervisors held a hybrid meeting on Wednesday, August 9, 2023, Chairman James Pennington called the meeting to order at 7:00 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 last evening meeting to discuss legal matters **

Agenda Amendment and Approval

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

Approval of Minutes

The meeting minutes of July 12th were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Brown seconded. Motion passed.

The meeting minutes of July 13th were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Ms. Templeton seconded. Motion passed.

The meeting minutes of August 1st were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Ms. Templeton seconded. Mr. Boucher abstained. Motion passed.

The meeting minutes of August 8th were submitted for review and approval. Mr. Hoyer made a motion to approve the minutes as presented. Mr. Brown seconded. Motion passed.

Reports

The Financial Report for June 2023 and the Hecktown Fire Incident Report for June and July 2023 were presented.

Supervisor's Comments

Open Space Preservation – Mr. Hoyer reported the August EAC meeting has been cancelled. A member met with the Park and Recreation Committee to discuss planting in Newburg Park.

Parks & Recreation – Ms. Templeton provided Newburg Park project updates:

Signs – Both the kiosk and the entrance signs have been installed.

Pickleball – A new security camera will be installed to monitor the pickleball court.

Lighting – The lighting project is nearly ready to be turned over to the Township. The meter was installed, and lights were in the 100-hour testing phase. Two lights are not functioning properly.

Public Works is working with the engineer to address the issue with the contractor.

Splash Pad – The splash pad equipment has been delivered and we are awaiting a date for installation. The bids for the pavilion, maintenance shed, electrical, plumbing, and mechanical are on tonight’s agenda for discussion and possible award.

Subdivision and Land Development

Frack Fence Waiver – Ms. Seese provided a brief explanation of the waiver request. Mr. Boucher made a motion to approve the waiver. Ms. Templeton seconded. Motion passed.

McDonald’s Waiver and Land Development – Resolution #LNT-23-23 – Kirsten Calabro, Bohler Engineering gave a brief presentation. Mr. Kortze reviewed his comment letter recommending approval. Ms. Templeton made a motion to approve waivers and Resolution #LNT-23-23. Mr. Brown seconded. Motion passed.

Jandy Lot Line Adjustment – Resolution #LNT-24-23 – Joe Correia, JG Petrucci owner/applicant of property. They are under an agreement to sell the property to Shammy Shine. Mr. Kortze reviewed his comment letter recommending approval. Mr. Boucher made a motion to approve Resolution #LNT-24-23. Ms. Templeton seconded. Motion passed.

Shammy Shine Waivers and Land Development – Resolution #LNT-25-23 – Attorney Brian Panella, Steve Walsh, Dynamic Engineering, and a representative from Shammy Shine gave a brief presentation. Mr. Kortze reviewed his comment letter recommending approval. Ms. Templeton made a motion to approve waivers and Resolution #LNT-25-23. Mr. Boucher seconded. Motion passed.

Faulkner Subaru Land Development – Resolution #LNT-26-23 – Attorney Tom Schlegel, David Lear, Lehigh Engineering, and a representative from Subaru gave a brief presentation. Mr. Kortze reviewed his comment letter recommending approval. Ms. Templeton made a motion to approve Resolution #LNT-26-23. Mr. Boucher seconded. Motion passed.

Solicitor’s Report

Multi Municipal Comprehensive Plan Agreement – Resolution #LNT-27-23 – Solicitor Asteak gave a brief explanation. Ms. Templeton made a motion to approve Resolution #LNT-27-23. Mr. Brown seconded. Motion passed.

Engineer’s Report

Hahn’s Meadow MS4 – Ben Bowen, Keystone Consulting Engineers, explained the need to this project to be MS4 compliant. The cost of a swale would be \$20,000 versus \$500,000 for a basin. Ms. Stauffer added that the swale would preserve the use of the park whereas a basin would leave no usable area in the park. Mr. Hoyer made a motion to authorize Keystone Consulting Engineers to communicate this change to PA DEP. Mr. Brown seconded. Motion passed.

Newburg Demolition Payment #2 – Mr. Kortze reviewed his comment letter recommending payment. Mr. Hoyer made a motion to approve payment. Mr. Brown seconded. Motion passed.

Sterling Crossing Road Dedication – Resolution #LNT-29-23 & Security Release – Mr. Kortze reviewed his comment letter recommending release of security, subject to the road dedication.

Mr. Boucher was concerned about properties on Fairway. Solicitor Asteak noted that this issue is not with the developer. Ms. Seese spoke to one property owner and he wants proof in writing that he is obligated to maintain that area, prior to mowing. Solicitor Asteak stated that this right-of-way area is the Township's responsibility to maintain.

Ms. Templeton made a motion to accept dedication of roads and release security. Mr. Hoyer seconded. Mr. Boucher opposed. Motion passed.

Manager's Report

Hecktown Fire HVAC Bid Results – Ms. Stauffer stated that we were awarded a grant for the replacement of the HVAC. The project was put out to bid and we received one bid from McCloskey in the amount of \$40,337.

Mr. Brown made a motion to award the project to McCloskey. Ms. Templeton seconded.

Mr. Boucher would rather use the grant money for the radios. Ms. Stauffer stated we would need to put in a request to change the use of funds. Mr. Pennington questioned waiting on the HVAC replacement. Mr. Boucher abstained. Motion passed.

Splash Pad Bid Results – Ms. Stauffer stated that components of this project are a pavilion, maintenance shed, electrical, plumbing, and mechanical. The project was put out to bid and we received three bids. The lowest bid was from Build All Contracting Corp. in the amount of \$450,000. Mr. Brown made a motion to award the bid to Build All Contracting Corp. Ms. Templeton seconded. Motion passed.

Traffic Impact Certificate of Deposit – Resolution #LNT-28-23 – Ms. Stauffer stated our Traffic Impact Certificate of Deposit is maturing on August 14th. Embassy Bank has offered 5.5% to rollover the CD for a 12-month period. Ms. Templeton made a motion to approve Resolution #LNT-28-23. Mr. Boucher seconded. Motion passed.

2023 Paving Project Payment – Ms. Stauffer noted that the project has been completed and requested authorization to release payment to Bracalente Construction in the amount of \$405,726.75. Mr. Boucher made a motion to approve payment. Mr. Brown seconded. Motion passed.

Payment of the Bills

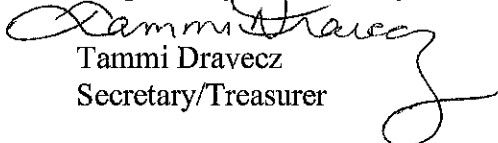
A motion was moved by Ms. Templeton to pay the bills as presented. Mr. Brown seconded. Motion passed.

Courtesy of Floor

There were no comments.

Adjournment - The meeting adjourned at 7:55pm.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

Board of Supervisors
August 9, 2023

**Lower Nazareth Township
Bills To Be Approved
August 9, 2023**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23303	Fun Affairs	Summer Park Program	\$ 975.00
23304	Zborezny, Kaila H	Employee Record Checks	\$ 35.00
23305	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,622.00
23306	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,380.00
23307	Staples Business Advantage	Office Supplies	\$ 57.74
23308	Johnstone Supply	Municipal Facilities Maintenance	\$ 93.60
23309	City of Bethlehem	Hydrant Assessment	\$ 156.54
23310	NJ Advance Media	Advertisement	\$ 645.12
23311	Verizon Wireless	Municipal/Public Works Wireless	\$ 514.18
23312	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 2,967.63
23313	Broughal & DeVito, LLP	Legal Services	\$ 1,267.50
23314	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 99.33
23315	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 448.12
23316	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,622.56
23317	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 44.79
23318	Krock's Sales & Service Inc.	Public Works Equipment Parts/Supplies	\$ 14.94
23319	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 15.95
23320	Integra One	Computer Services/Software Maintenance	\$ 506.25
23321	Master Supply Line	Park Supplies	\$ 333.90
23322	Fraser Advanced Info Systems	Fire Company Equipment	\$ 104.50
23323	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 3,953.30
23324	Easton Suburban Water Authority	Fire Company Water	\$ 153.16
23325	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
23326	Emergency Services Marketing Corp., Inc	Fire Company Subscription Renewal	\$ 735.00
23327	PPL, Inc.	Fire Company Electricity	\$ 28.17
23328	PPL, Inc.	Fire Company Electricity	\$ 696.82
23329	All-Phase Electric Supply Co.	Municipal & Park Facilities Maintenance	\$ 674.88
23330	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 3,648.55
23331	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 6,542.52
23332	United States Treasury	Employee Health Insurance	\$ 90.00
23333	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
23334	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,078.91

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23335	Colonial Regional Police Department	Police Contract Payment	\$ 158,016.83
23336	PA Municipal Health Insurance Cooperat	Employee Health Insurance	\$ 36,328.32
23337	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
23338	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 14.19
23339	Northern Nurseries, Inc.	Park Construction	\$ 399.00
23340	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 285.90
23341	Exeter Supply Co., Inc.	Park Maintenance	\$ 70.00
23342	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 88.00
23343	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
23344	NJ Advance Media	Advertisements	\$ 687.42
23345	Campbell, Rappold & Yurasits, LLP	Audit Services	\$ 11,000.00
23346	Fraser Advanced Info Systems	Copier Supplies	\$ 19.40
23347	Integra One	Computer Services/Software Maintenance	\$ 625.00
23348	Integra One	Computer Services/Software Maintenance	\$ 260.00
23349	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 96.47
23350	Carroll Engineering Corporation	Engineering Services	\$ 6,104.13
23351	The Express Times	Subscription Renewal	\$ 31.44
23352	ORE Rentals	Equipment Rental	\$ 226.80
23353	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 351.00
23354	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 111.90
23355	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 1,343.46
23356	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 1,920.66
23357	Integra One	Software Maintenance	\$ 341.88
23358	Lorie L Gyarmaty	Summer Park Expenses	\$ 37.51
23359	Karen A. Mengel, RPR, CSR	Stenographer	\$ 305.00
23360	Wex Bank	Fire Company	\$ 1,131.92
23361	Service Electric Cable TV Inc	Fire Company Internet	\$ 115.48
23362	Valley Wide Signs & Graphics	Fire Company Supplies	\$ 203.52
23363	Fast Lane Towing & Transport	Fire Company Supplies	\$ 450.00
23364	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 2,426.20
23365	Sparkle Car Wash on 248 LLC	Fire Company	\$ 3.76
23366	Verizon Wireless	Fire Company Wireless	\$ 371.72

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
23367	Verizon Wireless	Fire Company Wireless	\$ 148.58
23368	Lower Nazareth Township	Transfer to New Bank Account	\$ 800,000.00
23369	Lower Nazareth Township	Transfer to New Bank Account	\$ 1,000.00
<i>Total General Fund Checking Account ...</i>			<u>\$ 264,867.36</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	July 28, 2023		\$ 51,214.17
	August 11, 2023		\$ 44,091.51
<i>Total Payroll Account ...</i>			<u>\$ 95,305.68</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
3017	Met-Ed	Traffic Signal Electricity	\$ 184.16
3018	PPL Electric Utilities	Traffic Signal Electricity	\$ 165.34
3019	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 12,669.63
3020	TAD Holding LLC	Escrow Refund	\$ 4,073.78
3021	Bryan Guerrieri	Escrow Refund	\$ 200.00
3022	Daniel Setar	Escrow Refund	\$ 50.00
3023	Patrick Hemphill	Escrow Refund	\$ 210.00
3024	County of Northampton	Parcel ID	\$ 5.00
3025	County of Northampton	Parcel ID	\$ 5.00
3026	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
3027	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
<i>Total Master Escrow Account ...</i>			<u>\$ 17,632.91</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1613	Schlouch Incorporated	Capital Construction	\$ 40,621.81
1614	VOID		
1615	KC Sign & Awnings	Park Sign	\$ 11,642.50
1616	Lower Nazareth Township	Transfer to New Bank Account	\$ 700,000.00
<i>Total Open Space Account ...</i>			<u>\$ 752,264.31</u>

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
2120	D S Correll Company, Inc	Building Permit Refund	\$ 672.20
2121	Wachter, Inc.	Building Permit Refund	\$ 425.00
2122	Ed Conolly General Contractor	Building Permit Refund	\$ 123.70
2123	Anthony Weirbach	Building Permit Refund	\$ 5.00
2124	Bergmann Associates	Building Permit Refund	\$ 470.00
2125	R.S. Mowery & Sons, Inc	Building Permit Refund	\$ 165.00
2126	MasterPLAN	Building Permit Refund	\$ 15.00
2127	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 18,524.00
<i>Total Development & Inspection Account</i>			<u>\$ 20,399.90</u>

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
1689	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1690	Lower Nazareth Township	Transfer to New Bank Account	\$ 100,000.00
<i>Total Recycling/Refuse Account...</i>			<u>\$ 100,115.00</u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1329	Keystone Consulting Engineers	Engineering Services	\$ 3,508.25
1330	Lower Nazareth Township	Transfer to New Bank Account	\$ 1,300,000.00
<i>Total Traffic Impact Account ...</i>			<u>\$ 1,303,508.25</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1288	Kelley Brothers, LLC	Capital Construction	\$ 5,410.00
1289	Environmental Planning & Design	Professional Services	\$ 1,162.28
1290	ReconK9	Police Equipment	\$ 1,221.87
1291	Chapman Ford of Horsham	Police Vehicle	\$ 44,065.00
1292	Chapman Ford of Horsham	Police Vehicle	\$ 42,616.00
<i>Total Capital Reserve Account ...</i>			<u>\$ 94,475.15</u>