

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 28, 2024**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, February 28, 2024, Chairman Pennington called the meeting to order at 7:07PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak, Esq.	-	Solicitor
Martin J. Boucher	-	Vice-Chairman	Justin Coyle	-	Engineer
Stephen A. Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Nancy A. Teague	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Officer

*** An executive session was held prior to the meeting to discuss legal matters. ***

Agenda Amendment and Approval

Solicitor Asteak requested to add Easton Eastgate Popeyes Improvements Agreement under his reports. Supervisor Brown made a motion to approve the amended agenda. Supervisor Teague seconded. Motion passed.

Approval of Minutes

The meeting minutes of February 14th were submitted for review and approval. Supervisor Brown made a motion to approve the minutes as presented. Vice Chairman Boucher seconded. Motion passed.

The meeting minutes of February 15th were submitted for review and approval. Supervisor Teague made a motion to approve the minutes as presented. Supervisor Brown seconded. Motion passed. Vice Chairman Boucher abstained as he was not present for the meeting.

Reports

There were no reports.

Supervisor's Comments

Open Space Preservation Supervisor Brown stated the EAC is set to meet March 11th.

Parks and Recreation – Supervisor Templeton provided updates:

The Recreation Committee met earlier today.

- Egg Hunt - March 23rd at 10am with a rain date of March 24th at 1pm. Work is under way; donations are rolling in and we have 8,000 eggs to fill.
- Splash Pad – Vortex resuming work this week
- Summer Park Program we have staff in place to run program

Subdivision and Land Development

There was nothing under Subdivision and Land Development.

Solicitor's Report

DelSerro Conservation Easement – Agreement of Sale – Solicitor Asteak indicated that we have been working with Mr. DelSerro for a long period of time and have finally reached an agreement to acquire 22.159 acres of land for \$262,365. Mr. DelSerro has executed an agreement for the Township to acquire the conservation easement using EIT Open Tax funds. Chairman Pennington pointed out that the Township is not buying the land, only the development rights so the land can never be developed.

Resolution LNT-16-24: Supervisor Templeton made a motion to approve Resolution #LNT-16-24. Supervisor Brown seconded. Motion passed.

Agreement of Sale: Supervisor Teague made a motion to execute the agreement of sale. Supervisor Brown seconded. Motion passed.

StoneBriar II Zoning Map Amendment – Solicitor Asteak asked for authorization to forward the zoning map amendment to our Planning Commission and the Lehigh Valley Planning Commission for comments. Supervisor Teague made a motion to forward the zoning map amendment for comments. Supervisor Templeton seconded. Motion passed.

Zoning Ordinance Amendment – Mineral Extraction – Solicitor Asteak reported that this amendment was generated as result of comments/concerns from Heidelberg. After lengthy negotiations, an agreement has been reached. Solicitor Asteak asked for authorization to forward the amendment to our Planning Commission and the Lehigh Valley Planning Commission for comments. Supervisor Templeton made a motion to forward the amendment for comments. Vice Chairman Boucher seconded. Motion passed.

Zoning Ordinance Amendment – Minor Revisions – Previously Ms. Stauffer noted that some issues have come to Ms. Seese's attention. EPD and Solicitor Asteak have drafted an ordinance for text amendments and Solicitor Asteak asked for authorization to forward to our Planning Commission and the Lehigh Valley Planning Commission for comments. Supervisor Teague made a motion to forward the ordinance for comments. Vice Chairman Boucher seconded. Motion passed.

Keystone Consulting Engineers – Chairman Pennington indicated that we have not resolved our issue with having our files returned. He recommended we take action of replevin if our files are not received within 20 days. Supervisor Teague made a motion to take action if our files are not returned. Supervisor Brown seconded. Motion passed.

Easton Eastgate Land Development Improvements Agreement – Supervisor Templeton made a motion to authorize execution of the agreement upon receipt of the letter of credit. Vice Chairman Boucher seconded. Motion passed.

Engineer's Report

February Report – Mr. Coyle reviewed his report for the month.

Surrey Glen Walking Trail – Bid Results – Mr. Coyle reviewed his letter dated February 27th, noting that four (4) bids were received and recommended the bid be awarded to Gaver Industries for \$86,510.00. Supervisor Brown made a motion to award the project to Gaver Industries. Supervisor Teague seconded. Motion passed.

Manager’s Report

Avenu Payments Contract – Ms. Stauffer noted that there is an online payment system that will support our online permit processing. We will also be able to take and receipt payments in the office. The only cost to the Township is the credit card processing device and annual maintenance fee. Supervisor Templeton made a motion to contract with Avenu Payments. Supervisor Teague seconded. Motion passed.

Fuel Escalator Clause Resolution LNT-17-24 – Ms. Stauffer noted that this helps with bidding, assuring the contractor the ability to put in for price increase, if needed. Supervisor Brown made a motion for approve Resolution #LNT-17-24. Supervisor Templeton seconded. Motion passed.

Ms. Stauffer was not looking for a motion, only for direction. Nazaeth Area Baseball and Softball have requested to use our fields August 12th – 15th for a summer park program. She shared the request with the recreation committee this evening and they were not opposed to the use and at no cost. Supervisor Brown noted we would just lump that use in with their normal fall use of fields. The was not opposed.

Payment of the Bills

A motion was moved by Vice Chairman Boucher to pay the bills as presented. Supervisor Templeton seconded. Motion passed.

Courtesy of the Floor

There were no comments.

Adjournment - The meeting adjourned at 7:35pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
February 28, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30478	Staples Business Advantage	Office Supplies	\$ 51.90
30479	Fraser Advanced Info Systems	Copier Supplies	\$ 14.25
30480	Verizon Wireless	Municipal/Public Works Wireless	\$ 514.72
30481	City of Bethlehem	Hydrant Assessment	\$ 156.54
30482	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 448.12
30483	NJ Advance Media	Advertisement	\$ 433.62
30484	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,080.00
30485	Pitney Bowes	Postage Meter	\$ 210.99
30486	The Flying Locksmiths	Park Facilities Maintenance	\$ 153.70
30487	All-Phase Electric Supply Co.	Park Facilities Maintenance	\$ 1,460.00
30488	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 296.24
30489	Wilson Products	Public Works Supplies	\$ 108.60
30490	Ike's Garage	Public Works Equipment Parts/Supplies	\$ 745.73
30491	Crafco, Inc.	Pavement Maintenance Supplies	\$ 1,594.00
30492	Bath Supply Co., Inc.	Facilities Maintenance	\$ 248.11
30493	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 2,756.05
30494	Highmark Blue Shield	Employee Health Insurance	\$ 32,167.79
30495	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,917.00
30496	Easton Suburban Water Authority	Fire Company Water	\$ 70.32
30497	PPL, Inc.	Fire Company Electricity	\$ 27.84
30498	PPL, Inc.	Fire Company Electricity	\$ 654.44
30499	Sparkle Car Wash on 248 LLC	Fire Company	\$ 9.40
30500	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
30501	Fogels Fuel Service	Fire Company Fuel	\$ 2,735.07
30502	Karen A. Mengel, RPR, CSR	Stenographer	\$ 960.00
30503	Suburban Propane	Public Works Fuel	\$ 1,560.04
30504	Suburban Propane	Park Fuel	\$ 241.15
30505	Easton Suburban Water Authority	Municipal Bldg/Newburg Park Water	\$ 60.04
30506	Easton Suburban Water Authority	Municipal Bldg/Newburg Park Water	\$ 55.29
30507	Pitney Bowes Purchase Power	Postage	\$ 2,030.00
30508	Brown & Brown of Lehigh Valley	Treasurer Bond	\$ 750.00
30509	Pany & Lentz Engineering Company	Engineering Services	\$ 700.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30510	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
30511	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,362.08
30512	Colonial Regional Police Department	Police Contract Payment	\$ 162,953.92
30513	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
30514	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 600.00
30515	USPS	Newsletter Postage	\$ 988.37
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 230,491.23</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	February 23, 2024		<u><u>\$ 47,525.62</u></u>

LOWER NAZARETH SEWER ACCOUNT

Num	Name	Memo	Amount
2007	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 24.74</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
2016	Build All Contracting, Corp.	Capital Construction	<u><u>\$ 36,000.00</u></u>

MASTER ESCROW ACCOUNT- PEOPLES SECURITY

Num	Name	Memo	Amount
4054	PPL Electric Utilities	Traffic Signal Electricity	\$ 176.94
4055	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 587.50
4056	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 695.00
4057	Asteak Law Offices	Legal Services	\$ 787.50
4058	Northampton County Recorder of Deeds	Plan Recording	\$ 95.00
4059	Northampton County Recorder of Deeds	Plan Recording	\$ 65.00
4060	County of Northampton	Parcel ID	\$ 5.00
4061	County of Northampton	Parcel ID	\$ 10.00
<i>Total Master Escrow Account ...</i>			<u><u>\$ 2,421.94</u></u>