

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 13, 2024**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, March 13, 2024, Chairman Pennington called the meeting to order at 7:15PM.

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

Vice Chairman Boucher made a motion to approve the agenda. Supervisor Brown seconded. Motion passed.

Approval of Minutes

The meeting minutes of February 28th were submitted for review and approval. Supervisor Brown made a motion to approve the minutes as presented. Supervisor Teague seconded. Motion passed.

The meeting minutes of February 29th were submitted for review and approval. Supervisor Brown made a motion to approve the minutes as presented. Vice Chairman Boucher seconded. Motion passed.

Reports

The Hecktown Fire Incident Report for February 2024, as well as the Financial Report for February 2024 were presented.

Supervisor's Comments

Open Space Preservation Supervisor Brown stated the EAC met March 11th. Three subdivision plans were reviewed and evaluated. They will transmit their review in the near future to the Board.

Parks and Recreation – Supervisor Templeton provided updates:

- Egg Hunt - March 23rd at 10am with a rain date of March 24th at 1pm.
- Surrey Glen Walking Trail project has been awarded.
- Newburg Park Tree Planting one grant has been applied for and another is in process.

Library

- Boiler issue estimated cost to repair is \$426,000. Nazareth Borough applied for \$250,000 matching grant. Library has \$100,000 in savings for use. Lisa Boscola's office has offered to help them find more money for the project.
- The library is now sharing materials with Easton Public Library

Subdivision and Land Development

There was nothing under Subdivision and Land Development.

Solicitor's Report

False Alarm Ordinance #247-02-24 – Solicitor Asteak noted this is to repeal the existing ordinance and we will default to the crimes code. A motion was moved by Vice Chairman Boucher to approve Ordinance #247-02-24. Supervisor Teague seconded. Motion passed.

Krock Property – Solicitor Asteak noted Ms. Krock is struggling to get one of the tenants out in time. This addendum extends the closing date to ensure the property is vacant. A motion was moved by Supervisor Brown to approve the addendum to the agreement of sale. Supervisor Templeton seconded. Motion passed.

Aldi's Tax Assessment Appeal – Solicitor Asteak gave a brief explanation and noted the net loss in real estate revenue to Lower Nazareth would be \$297/year. A motion was moved by Supervisor Teague to approve the assessment appeal. Supervisor Templeton seconded. Motion passed.

Engineer's Report

Build All Splash Pad Payment #6 – Mr. Coyle provided his report recommending payment to Build All Contracting. A motion was moved by Supervisor Brown to release payment #6 in the amount of \$25,200. Supervisor Templeton seconded. Motion passed.

Manager's Report

Jim Faust Detention Pond – Jim and Troy Faust had requested to address the Board, so Ms. Stauffer called them to the podium. Troy provided the Board with a packet including letters from KCE dating back to 2011 regarding the stormwater detention basin. Jim said if this is not resolved, he will be suing the township. Troy wants the Township Public Works Department to remove the trees since the Township will not force the residents to follow the covenants to remove the trees.

Solicitor Asteak noted that we filed suit with the residents, and they raised concern about the removal of trees. Based on professional advice from the Township Engineer, notably that the removal of trees would compromise the walls and integrity of the detention pond, we entered into an agreement with the residents. Solicitor Asteak told the Fausts that they can sue the residents for not abiding by the agreement, but not the township.

Hecktown Fire Grant – Matching Funds – Ms. Stauffer reported that HVFC was awarded a \$20,000 public safety grant through Northampton County for gear. The Board previously agreed to provide \$14,000 in matching funds. The money would come from the Capital Reserve Fire Equipment Account. A motion was moved by Vice Chairman Boucher to approve matching funds. Supervisor Teague seconded. Motion passed.

Authorization to Install Propane Tanks for Generator – Ms. Stauffer stated that the current quote we have is \$14,610 to install tanks and the first fill. These tanks will allow the generator to run for 5 days. She asked for authorization up to \$14,610 and we will keep looking for a better deal. This would be paid from the Capital Reserve Building Fund. Vice Chairman Boucher wants to see a better price. A motion

was moved by Supervisor Templeton to approve up to \$14,610 for the tank installation and first fill. Supervisor Brown seconded. Motion passed.

Payment of the Bills

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

Courtesy of the Floor

There were no comments.

Adjournment - The meeting adjourned at 7:48pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
March 13, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30516	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
30517	Chase Card Services	Supplies/Meetings/Postage/Park&Building	\$ 2,734.66
30518	Pitney Bowes	Office Supplies	\$ 110.48
30519	Asphalt Care Equipment & Supplies	Equipment Parts/Supplies	\$ 4,301.24
30520	Tractor Supply Credit Plan	Equipment Parts/Supplies	\$ 99.99
30521	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 363.45
30522	Associated Fasteners, Inc.	Equipment Parts/Supplies	\$ 25.74
30523	Home Depot	Facilities/Park Maintenance	\$ 148.27
30524	ACR Products, Inc.	Public Works Equipment Parts/Supplies/Re	\$ 77.10
30525	Tri-Boro Fencing Contractors, Inc.	Sign Maintenance	\$ 872.28
30526	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 4,935.00
30527	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 877.91
30528	Integra One	Computer Services/Software Maintenance	\$ 260.00
30529	Integra One	Computer Services/Software Maintenance	\$ 260.00
30530	Integra One	Computer Services/Software Maintenance	\$ 625.00
30531	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 176.00
30532	Easton Suburban Water Authority	Municipal Bldg Water	\$ 60.89
30533	The Key	Advertisement	\$ 168.36
30534	RCN	Internet & Telephone Services	\$ 821.09
30535	Met-Ed	Park Electricity	\$ 360.91
30536	Met-Ed	Traffic Signal / Street Light Electricity	\$ 471.70
30537	Suburban Propane	Park Fuel	\$ 209.98
30538	Selective Insurance Company of America	Township Insurance	\$ 20,357.00
30539	Assured Partners of Northeast PA	Fire Company Insurance	\$ 1,646.00
30540	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 590.45
30541	Karen A. Mengel, RPR, CSR	Stenographer	\$ 1,825.00
30542	Liberty Propane Inc.	Municipal Building Propane	\$ 2,510.85
30543	Migu	Spring Newsletter	\$ 6,188.00
30544	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 2,250.00
30545	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 57.50
30546	Wilson Products	Public Works Supplies	\$ 80.05
30547	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 183.57

**Lower Nazareth Township
Bills To Be Approved
March 13, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30548	Staples Business Advantage	Office Supplies	\$ 104.07
30549	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 2,272.37
30550	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 134.24
30551	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 230.02
30552	The Pennsylvania Municipal League	Membership Renewal	\$ 65.00
30553	Keystone Municipal Insurance	Workers Comp Insurance	\$ 809.00
30554	The Hartford	Employee Insurance	\$ 942.91
30555	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 538.24
30556	Fogels Fuel Service	Fire Company Fuel	\$ 1,980.21
30557	Fogels Fuel Service	Fire Company Fuel	\$ 1,352.00
30558	R.S. Security & Communications	Fire Company Service Contract	\$ 480.00
30559	Wex Bank	Fire Company	\$ 551.12
30560	Verizon Wireless	Fire Company Wireless	\$ 373.29
30561	Verizon Wireless	Fire Company Wireless	\$ 148.58
30562	Service Electric Cable TV Inc	Fire Company Internet	\$ 118.14
30563	PA One Call System, Inc.	Monthly Activity	\$ 25.08
30564	Carroll Engineering Corporation	Engineering Services	\$ 31,368.75
<i>Total General Fund Checking Account ...</i>			<u>\$ 96,916.49</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	March 8, 2024		<u>\$ 47,525.62</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3030	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 5,435.00
3031	Monogram Custom Homes	Building Permit Refund	\$ 205.00
3032	R.S. Mowery & Sons, Inc	Building Permit Refund	\$ 300.00
<i>Total Dev & Inspection Account ...</i>			<u>\$ 5,940.00</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
675	Tri-Boro Fencing Contractors, Inc.	Capital Construction	<u>\$ 11,675.50</u>

**Lower Nazareth Township
Bills To Be Approved
March 13, 2024**

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
2014	First Regional Compost Authority	1st Quarter 2024	\$ 6,852.78
2015	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
		<i>Total Recycling/Refuse Account ...</i>	<u>\$ 6,967.78</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1305	Dykes Lumber Co.	Capital Construction	\$ 1,792.78
1306	County of Northampton	Real Estate Property Tax	\$ 1,195.99
1307	LNT Real Estate Tax Collector	Real Estate Property Tax	\$ 498.33
		<i>Total Capital Reserve Account ...</i>	<u>\$ 3,487.10</u>

CAPITAL RESERVE EQUIPMENT ACCOUNT

Num	Name	Memo	Amount
2000	The Home Depot	Equipment Purchase	<u>\$ 699.00</u>

COMMUNITY EVENTS

Num	Name	Memo	Amount
2005	Chase Card Services	Easter Egg Hunt	<u>\$ 2,827.09</u>

MASTER ESCROW ACCOUNT- PEOPLES SECURITY

Num	Name	Memo	Amount
4062	Met-Ed	Traffic Signal Electricity	\$ 239.70
4063	Signal Service, Inc.	Traffic Signal Maintenance	\$ 4,826.32
4064	Carroll Engineering Corporation	Engineering Services	\$ 23,734.50
4065	Lower Nazareth Townshhip ME	Transfer to Individual Escrow	\$ 702.16
		<i>Total Master Escrow Account ...</i>	<u>\$ 29,502.68</u>