

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 27, 2024**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, March 27, 2024, Chairman Pennington called the meeting to order at 7:00PM.

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

Ms. Stauffer requested to add a resolution under her report to amend Resolution #LNT-08-24 regarding 2023 surplus funds. Vice Chairman Boucher made a motion to approve the agenda. Supervisor Templeton seconded. Motion passed.

Approval of Minutes

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

The meeting minutes of March 13th 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 March 21st 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 March 25th were submitted for review and approval. Vice Chairman Boucher made a motion to approve the minutes as presented. Supervisor Templeton seconded. Motion passed.

Reports

There were no reports.

Supervisor's Comments

Open Space Preservation Supervisor Brown noted that EAC will meet April 8th.

Supervisors Brown and Templeton attended the Hecktown Fire meeting.

Supervisor Brown reported that the Egg Hunt went great, was well organized, and was a great success!

Parks and Recreation – Supervisor Templeton provided updates:

- Egg Hunt was held March 24th. We had a great turn out. Thank you to all that contributed. Thank you to the Public Works crew for spreading 8,000 eggs across the fields.

Library

- Boiler issue estimated cost to repair is \$426,000. Nazareth Borough applied for \$250,000 matching grant. The library has \$100,000 in savings for use. Lisa Boscola's office has found \$75,000. The project will be fully funded.
- Next project – They are looking to have a teen room in the basement. The cost will be \$500,000. Holly is working on a grant that requires 0 matching funds.
- A meeting with the library was held on Monday. Supervisor Templeton noted she is stepping down as library rep and Supervisor Teague will be stepping in. Supervisor Templeton made a motion to appoint Supervisor Teague as the Township's Library Representative. Supervisor Brown seconded. Motion passed.

Subdivision and Land Development

There was nothing under Subdivision and Land Development.

Solicitor's Report

Replevin Action against Keystone for return of municipal files – Township has been unsuccessful in attempts to get files back. A motion was moved by Supervisor Teague to authorize Solicitor Asteak to file a replevin action to have files returned. Supervisor Brown seconded. Motion passed.

Authorization to Advertise Zoning Ordinance Amendments –

- Mineral Extraction – Ordinance # 248-04-24
- Stonebriar II– Ordinance # 249-04-24
- Cleanup Ordinance – Ordinance # 205-04-24

A motion was moved by Supervisor Brown to authorize all three advertisements for adoption at the April 24th meeting. Vice Chairman Boucher seconded. Motion passed.

Krock property – Solicitor Asteak reported that the property is now vacant so we can begin moving forward with closing.

Engineer's Report

Engineer Coyle provided his monthly report.

Manager's Report

Grant Awarded – Ms. Stauffer reported that we have received notice that we have been awarded a \$725,000 grant for the Butztown Road Rehabilitation and Realignment. We are hoping for completion on the project in 2025.

Time Extension Report – Ms. Stauffer stated the Board was provided with a time extension report for extensions granted during the period since the last meeting.

NABSA Scoreboards – NABSA Representatives, Adam Anthony and Daniel Conus gave a brief presentation on the scoreboard replacements. They would like to replace three existing scoreboards and continue looking into installing a new one at the football field. A motion was moved by Supervisor

Teague to authorize the replacement of three existing scoreboards and to continue efforts towards the installation of an additional one. Supervisor Brown seconded. Motion passed.

2024 Livable Landscapes Resolution #LNT-18-24 – This grant is for the Newburg Park tree planting project. A motion was moved by Supervisor Templeton to approve Resolution #LNT-18-24. Supervisor Brown seconded. Motion passed. Ms. Stauffer noted this grant is for \$29,343 with a 50% match and that due to the total cost the project will have to go out to bid.

Authorization to Intervene in Blue Moon Squire Zoning Appeal – Ms. Stauffer stated that this appeal is in regards to zoning ordinance violation notice. Supervisor Teague made a motion to authorize Solicitor Asteak to appear on behalf of the Township. Supervisor Brown seconded. Motion passed.

2023 Surplus Funds Resolution – Supervisor Brown made a motion to approve resolution #LNT-19-24 amending #LNT-08-24. Supervisor Teague seconded. Motion passed.

Payment of the Bills

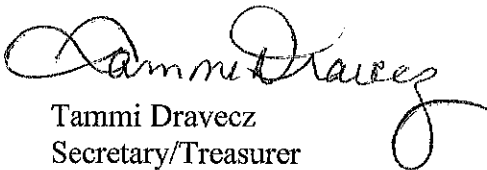
A motion was moved by Supervisor Brown to pay the bills as presented. Supervisor Templeton seconded. Motion passed.

Courtesy of the Floor

There were no comments.

Adjournment - The meeting adjourned at 7:20pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
March 27, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30565	BH Tubes	Public Works Equipment Parts/Supplies	\$ 1,283.60
30566	PPL, Inc.	Fire Company Electricity	\$ 28.09
30567	Sparkle Car Wash on 248 LLC	Fire Company	\$ 3.76
30568	Assured Partners of Northeast PA	Fire Company Insurance	\$ 182.00
30569	Easton Suburban Water Authority	Fire Company Water	\$ 76.81
30570	Fraser Advanced Info Systems	Fire Company Copier Maintenance	\$ 22.71
30571	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
30572	Interstate Battery of Allentown	Traffic Signal Supplies Battery Backup	\$ 2,840.25
30573	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 1,321.42
30574	Verizon Wireless	Municipal/Public Works Wireless	\$ 515.92
30575	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
30576	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 1,831.95
30577	NJ Advance Media	Advertisements	\$ 962.41
30578	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 480.12
30579	City of Bethlehem	Hydrant Assessment	\$ 156.54
30580	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Materials	\$ 805.12
30581	Suburban Propane	Public Works Fuel	\$ 1,824.49
30582	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 982.44
30583	LNT Petty Cash	Replenish Petty Cash	\$ 51.15
30584	Joey Johnson	Summer Park Employment Clearance	\$ 25.25
30585	Verizon Wireless	Fire Company Wireless	\$ 375.16
30586	Verizon Wireless	Fire Company Wireless	\$ 148.58
30587	Service Electric Cable TV Inc	Fire Company Internet	\$ 118.14
30588	Wex Bank	Fire Company	\$ 812.66
30589	Highmark Blue Shield	Employee Health Insurance	\$ 32,167.79
30590	Mia Herman	Summer Park Employment Clearance	\$ 25.25
30591	Interstate Billing Service, Inc.	Public Works Equipment Parts/Supplies	\$ 497.27
30592	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 941.09
30593	Staples Business Advantage	Office Supplies	\$ 55.78
30594	Tri-Boro Fencing Contractors, Inc.	Sign Maintenance	\$ 533.00
30595	Coenterprise LLC	Local Services Tax Refund	\$ 26.04
30596	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 122.07

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
30597	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 133.95
30598	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
30599	Carroll Engineering Corporation	Engineering Services	\$ 43,622.41
30600	State Worker's Insurance Fund	Workers Compensation	\$ 1,917.00
30601	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,472.50
30602	Karen A. Mengel, RPR, CSR	Stenographer	\$ 870.00
30603	Lehigh Valley Janitorial Supply	Park Supplies	\$ 318.92
30604	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 118.66
30605	Bergey's, Inc	Public Works Equipment Parts/Supplies	\$ 47.18
30606	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
30607	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,362.08
30608	Colonial Regional Police Department	Police Contract Payment	\$ 162,953.92
30609	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 272,988.18</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	March 22, 2024		<u><u>\$ 50,180.37</u></u>

MASTER ESCROW ACCOUNT- PEOPLES SECURITY

Num	Name	Memo	Amount
4066	Met-Ed	Traffic Signal Electricity	\$ 181.20
4067	PPL Electric Utilities	Traffic Signal Electricity	\$ 175.07
4068	Signal Service, Inc.	Traffic Signal Maintenance	\$ 195.00
4069	Carroll Engineering Corporation	Engineering Services	\$ 4,755.75
4070	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 5,437.28
4071	County of Northampton	Parcel ID	\$ 5.00
4072	Northampton County Recorder of Deeds	Plan Recording	\$ 215.00
<i>Total Master Escrow Account ...</i>			<u><u>\$ 10,964.30</u></u>

LOWER NAZARETH SEWER FUND

Num	Name	Memo	Amount
2008	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 24.74</u></u>

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OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
2017	Build All Contracting, Corp.	Capital Construction	<u>\$ 25,200.00</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1308	Environmental Planning & Design	Professional Services	\$ 1,248.00