

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
April 10, 2024**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, April 10, 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 Hidden Oaks Detention Basin under Solicitor's Report. Vice Chairman Boucher made a motion to approve the amended agenda. Supervisor Brown seconded. Motion passed.

**PADOT Presentation on Nazareth Pike/Newburg Road/Daniels Intersection Improvements**

Micheal McGuire, Consultant Project Engineer with PennDOT, and Tom Lindsey, design consultant with KCI Technologies, presented details for the project. Leanne Doran, also from KCI was present via Zoom for questions.

After the presentation, the public was given an opportunity to ask questions. The Board asked questions and provided feedback on the project.

Mr. McGuire gave updates on other PennDOT projects in the area, either currently underway or upcoming. The bridge project on Newburg Road should be completed by year end. The bridge replacement at Country Club Road should be completed and reopened by early June. Paving has been delayed by the weather. The Farmersville Road bridge replacement will be next year and completed by year end. Paving on Route 191 from the Route 22 interchange to Newburg Road will be completed this year. Long range, 10 years+, will be updates to the Route 22 interchange at Route 191.

Supervisor Brown said he is happy with the temporary 4-way stop at Georgetown and Newburg Roads and inquired if it could become permanent. Mr. McGuire asked for the Township to put it in writing and send it to PennDOT.

Mr. McGuire remained in the lobby after the presentation to continue answering questions. Chairman Pennington thanked everyone for coming. The presentation ended at 8pm.

**Approval of Minutes**

The meeting minutes of March 27<sup>th</sup> were submitted for review and approval. Supervisor Teague made a motion to approve the minutes as presented. Vice-Chairman Boucher seconded. Motion passed.

**Board of Supervisors Minutes  
April 10, 2024**

## **Reports**

The Hecktown Fire Incident Report for March 2024 was presented.

## **Supervisor's Comments**

Open Space Preservation Supervisor Brown noted that EAC met April 8<sup>th</sup>. Supervisor Brown noted that, along with the Township Manager and Supervisor Templeton had a meeting with Fire Chief and look forward to continuing a positive relationship.

Parks and Recreation – No updates

Supervisor Teague noted that, along with Supervisor Brown, met with the supervisor of Bethlehem Township EMS and look forward to continuing a positive relationship.

## **Subdivision and Land Development**

There was nothing under Subdivision and Land Development.

## **Solicitor's Report**

Hidden Oaks Detention Basin – Solicitor Asteak asked for authorization to commence a petition of contempt of property owners as they have not complied with the executed agreement. A motion was moved by Vice-Chairman Boucher to commence the petition. Supervisor Teague seconded. Motion passed.

## **Engineer's Report**

Notaro/Clemis Demolition – Release of Final Payment – A motion was moved by Supervisor Brown to release the final payment. Supervisor Templeton seconded. Motion passed.

## **Manager's Report**

2024 Road Project Bid Results – The following roads were bid on...Ash Drive, Fir Drive, Tulip Lane, Timothy Avenue, Cedar Lane, Hemlock Lane, Hickory Lane, Schlegel Avenue, and Highland Street. Ms. Stauffer reported that the Township received 7 bids. The lowest bidder was New Enterprise Stone & Lime at a cost of \$588,860.10. With this bid we will be able to include all 9 roads. A motion was moved by Supervisor Templeton to award the project to New Enterprise for all nine roads at a cost of \$588,860.10. Supervisor Brown seconded. Motion passed. Ms. Stauffer noted that the project will be paid as follows: \$275K from State Liquid Fuels, \$115K from the General Fund, and \$198,860.10 Capital Highway.

Butztown Road Project – Ms. Stauffer noted that we recently received notification that we have been awarded a \$725,000 grant towards this project. A motion was moved by Supervisor Teague to authorize Engineer Coyle to begin engineering work required to move forward with bid specs and the advertisement for bids. Supervisor Brown seconded. Motion passed. Supervisor Brown thanks the Township Manager for her hard work on the grant application and for Representative Emrick's support of the project.

Krock Demolition – Ms. Stauffer reported that on April 4<sup>th</sup> the Township closed on the Krock property; therefore, we are ready to move forward with demolition. A motion was moved by Vice-Chairman

Boucher to authorize Engineer Coyle to prepare bid specs and advertise for bids for demolition and abandonment of the septic system. Supervisor Templeton seconded. Motion passed.

ARPA Funds Resolution #LNT-20-24 – A motion was moved by Vice-Chairman Boucher to approve Resolution #LNT-20-24. Supervisor Brown seconded. Motion passed.

NABSA Day – Daniel Conus addressed the Board on their planning for the event. Supervisor Brown stated this is an excellent community event. He appreciated that NABSA is cognizant of last year's issues and is working to prevent any issues this year. Supervisor Teague offered to get Mr. Conus the contact information for the HOA at Saratoga Farms. Mr. Conus thanked Public Works for their help. Chairman Pennigton encouraged Mr. Conus to reach out to CRPD for assistance. A motion was moved by Supervisor Brown to authorize the event. Supervisor Teague seconded. Motion passed.

**Payment of the Bills**

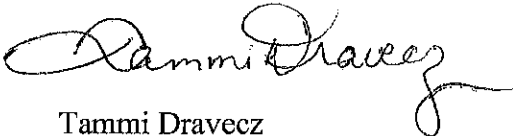
A motion was moved by Supervisor Teague to pay the bills as presented. Vice-Chairman Boucher seconded. Motion passed.

**Courtesy of the Floor**

Jim Faust presented the Board with pictures of the cleanup at the detention basin.

**Adjournment** - The meeting adjourned at 8:20.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
April 10, 2024**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
30610	Christina Cahill	Summer Park Employment Clearance	\$ 25.25
30611	Karen A. Mengel, RPR, CSR	Stenographer	\$ 1,200.00
30612	Suburban Propane	Park Fuel	\$ 66.72
30613	Suburban Propane	Public Works Fuel	\$ 916.33
30614	Met-Ed	Park Electricity	\$ 283.18
30615	Met-Ed	Traffic Signal / Street Light Electricity	\$ 449.37
30616	Keystone Municipal Insurance	Workers Comp Insurance	\$ 5,237.25
30617	Palmer Township Board of Supervisors	MS4 Advertisement	\$ 43.75
30618	The Hartford	Employee Insurance	\$ 942.91
30619	Integra One	Computer Services/Software Maintenance	\$ 260.00
30620	Integra One	Computer Services/Software Maintenance	\$ 420.00
30621	Easton Suburban Water Authority	Hydrant Assessment	\$ 20,150.00
30622	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 240.00
30623	Easton Suburban Water Authority	Municipal Bldg Water	\$ 65.54
30624	Campbell, Rappold & Yurasits, LLP	Audit Services	\$ 6,500.00
30625	Foster & Foster, Inc.	Pension Plan Administration	\$ 3,950.00
30626	Nazareth Area Council of Government	2024 Membership Dues	\$ 250.00
30627	Associated Fire Equipment Co., Inc.	Municipal Facilities Maintenance	\$ 2,032.90
30628	Tri-Boro Fencing Contractors, Inc.	Park Maintenance	\$ 335.00
30629	Easton Area Joint Sewer Authority	Debt Service	\$ 3,828.90
30630	Centerprise LLC	Local Services Tax Refund	\$ 8.68
30631	Liberty Propane Inc.	Municipal Building Propane	\$ 1,085.48
30632	Lehigh Valley Janitorial Supply	Park Supplies	\$ 277.93
30633	Fire Capital Reserve	Grant Reimbursement	\$ 119,669.00
30634	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 321.04
30635	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 702.44
30636	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 56.00
30637	Home Depot	Facilities/Park Maintenance	\$ 538.58
30638	Krause Enterprises	Sign Maintenance	\$ 251.00
30639	Staples Business Advantage	Office Supplies	\$ 60.82
30640	Eckroth Equipment Company	Equipment Parts/Supplies	\$ 1,260.53
30641	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 485.87

**Lower Nazareth Township  
Bills To Be Approved  
April 10, 2024**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
30642	MRP Electric, Inc.	Ambulance Building Maintenance	\$ 693.40
30643	Interstate Battery of Allentown	Municipal Building Maintenance	\$ 224.65
30644	Green Pond Nursery, Inc.	Facilities Maintenance	\$ 235.00
30645	Corelogic	Real Estate Tax Refund	\$ 394.25
30646	Lower Nazareth Township Capital Reserve	Interfund Transfer	\$ 20,000.00
30647	Chase Card Services	Supplies/Meetings/Postage/Park&Building	\$ 3,174.92
30648	Sam's Club	Municipal Facility Supplies	\$ 439.96
30649	Cintas	Municipal Building Supplies	\$ 200.00
30650	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 1,971.98
30651	Wilson Products	Public Works Supplies	\$ 358.89
30652	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies	\$ 985.05
30653	W.B. Mason Company, Inc.	Office Supplies	\$ 207.45
30654	Eckroth Equipment Company	Equipment Parts/Supplies	\$ 184.40
30655	Staples Business Advantage	Office Supplies	\$ 67.12
30656	Kimball Midwest	Equipment Parts/Supplies	\$ 337.00
30657	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 161.41
30658	Bergey's, Inc	Public Works Supplies	\$ 48.75
30659	Pipeline Petroleum, Inc.	Equipment Motor Fuel	\$ 470.49
30660	Kratzer Septic Service	Ambulance Facilities Maintenance	\$ 1,329.60
30661	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,113.14
30662	R.J. Walker Co.	Ambulance Building Maintenance	\$ 7.55
30663	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 288.68
30664	Asteak Law Offices	Legal Services	\$ 33,902.25
30665	Carroll Engineering Corporation	Engineering Services	\$ 18,936.50
30666	RCN	Internet & Telephone Services	\$ 823.75
30667	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,139.41
30668	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 2,700.00
30669	Enter.net	Website Hosting	\$ 192.00
30670	Signal Service, Inc.	Traffic Signal Maintenance	\$ 111.00
30671	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
30672	PPL, Inc.	Fire Company Electricity	\$ 27.98
30673	Fogels Fuel Service	Fire Company Fuel	\$ 1,314.34

**Lower Nazareth Township  
Bills To Be Approved  
April 10, 2024**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
30674	First Responder Chaplain Corps, LLC	Fire Company	\$ 3,500.00
30675	LMS Designs and Signs	Fire Company Supplies	\$ 42.00
30676	PPL, Inc.	Fire Company Electricity	\$ 682.58
30677	Easton Suburban Water Authority	Fire Company Water	\$ 77.94
30678	Fogels Fuel Service	Fire Company Fuel	\$ 93.77
30679	A & S HVAC, Inc.	Fire Company Maintenance	\$ 530.00
30680	Easton Suburban Water Authority	Fire Company Water	\$ 310.00
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 271,286.68</u></u>

**PAYROLL ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
	April 5, 2024		<u><u>\$ 45,387.04</u></u>

**LOWER NAZARETH TRAFFIC IMPACT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2009	Midtown Abstract	Krock Closing	\$ 408,686.77
2010	Beatty Contractors & Wreckers	Notato/Clemis Demolition	\$ 6,689.58
<i>Total Traffic Impact Account ...</i>			<u><u>\$ 415,376.35</u></u>

**LOWER NAZARETH REFUSE/RECYCLING**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2016	AllState Septic Systems, LLP	Temporary Restroom	<u><u>\$ 115.00</u></u>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
3033	Trinity Solar	Building Permit Refund	\$ 380.00
3034	Barry Isett & Associates	Building Inspection Services	\$ 45,398.96
<i>Total Traffic Impact Account ...</i>			<u><u>\$ 45,778.96</u></u>

**COMMUNITY EVENTS**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2006	Chase Card Services	Easter Egg Hunt	<u><u>\$ 1,204.57</u></u>

**MASTER ESCROW ACCOUNT- FULTON**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
bank check	Lower Nazareth Master Escrow	Transfer funds to PSBT	<u><u>\$ 4,827.53</u></u>

**Lower Nazareth Township  
Bills To Be Approved  
April 10, 2024**

<b>MASTER ESCROW ACCOUNT- PEOPLES SECURITY</b>			
<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
4073	Lower Nazareth Master Escrow	Transfer funds to new savings account	\$ 864.10
4074	Met-Ed	Traffic Signal Electricity	\$ 224.78
4075	Met-Ed	Traffic Signal Electricity	\$ 177.33
4076	Asteak Law Offices	Legal Services	\$ 7,343.75
4077	Carroll Engineering Corporation	Engineering Services	\$ 15,380.50
		<i>Total Master Escrow Account ...</i>	<u>\$ 23,990.46</u>