

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

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, July 10, 2024, Vice-Chairman Boucher called the meeting to order at 7:20PM.

Present were:

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

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

**Agenda Amendment and Approval**

With no additions or changes presented to the agenda, Supervisor Templeton made a motion to approve the agenda. Supervisor Brown seconded. Motion passed.

**Conditional Use Hearing – CU2024-01 Inn at Evergreen Farms**

Solicitor Asteak opened the hearing. The proposed use is a Contractor Office/Yard located on Gradwohl Switch Road tax parcel #K7-23-1B and K7SE4-3-11.

Attorney Piperato called his first witness, Mark Bahnick, Van Cleef Engineering. Following testimony, the public, Board, and Township Engineer were given an opportunity to ask Mr. Bahnick questions.

Attorney Piperato called his next witness, Andrew Micklos, owner operator of LV Underground. Following testimony, the public, Board, Township Engineer, and Planning/Zoning Officer were given an opportunity to ask Mr. Micklos questions.

The floor was open to comments. Hearing no comments, the hearing closed at 8:31pm.

For the complete context of hearing testimony, please refer to the stenographic transcript.

**Approval of Minutes**

The meeting minutes of June 12<sup>th</sup> 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 June 26<sup>th</sup> was tabled due to a lack of quorum from that meeting.

**Reports**

The Financial Report for May 2024 and the Hecktown Fire Incident Report for June 2024 were presented.

**Supervisor's Comments**

Open Space Preservation – Supervisor Brown reported the EAC continues to review the various properties on the Township's official map to prioritize which properties would be most ideal for development rights acquisition.

Parks and Recreation – Supervisor Templeton provided updates to the Newburg Park Splashpad Project.

Supervisor Teague had no comments.

Vice-Chairman Boucher had no comments.

**Subdivision and Land Development**

There were no items to discuss.

**Solicitor's Report**

Attorney Asteak had no updates.

**Engineer's Report**

Engineer Coyle had no updates.

**Manager's Report**

Sewage Enforcement Officer (SEO) Appointment – Heather Stellabott – Ms. Stauffer stated that Gilmore has had a change in personnel and therefore we need to appoint a new SEO, Heather Stellabott. Supervisor Brown made a motion to appoint Heather Stellabott as our SEO. Supervisor Templeton seconded. Motion passed.

**Payment of the Bills**

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

**Courtesy of the Floor**

There were no comments.

**Adjournment** - The meeting adjourned at 8:35pm.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

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

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
30841	Colonial Regional Police Department	Police Contract Payment	\$ 162,953.92
30842	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
30843	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,362.08
30844	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
30848	Met-Ed	Park Electricity	\$ 152.43
30849	Met-Ed	Traffic Signal / Street Light Electricity	\$ 419.97
30850	Asteak Law Offices	Legal Services	\$ 26,324.25
30851	PPL, Inc.	Fire Company Electricity	\$ 594.93
30852	PPL, Inc.	Fire Company Electricity	\$ 28.25
30853	Verizon Wireless	Fire Company Wireless	\$ 375.00
30854	Verizon Wireless	Fire Company Wireless	\$ 148.58
30855	Trach Plumbing & Heating	Fire Company Maintenance	\$ 435.00
30856	Service Electric Cable TV Inc	Fire Company Internet	\$ 117.96
30857	Wex Bank	Fire Company	\$ 982.60
30858	Emergency Services Marketing Corp., Inc	Fire Company Subscription Renewal	\$ 735.00
30859	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 376.84
30860	Campbell, Rappold & Yurasits, LLP	Audit Services	\$ 6,500.00
30861	Reynolds Business Systems, Inc.	Equipment Maintenance Agreement	\$ 538.00
30862	Selective Insurance Company of America	Township Insurance	\$ 205.00
30863	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,663.75
30864	Karen A. Mengel, RPR, CSR	Stenographer	\$ 175.00
30865	City of Bethlehem	Hydrant Assessment	\$ 156.54
30866	Allstate Septic Systems	Temporary Restrooms	\$ 115.00
30867	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
30868	The Hartford	Employee Insurance	\$ 942.91
30869	Fraser Advanced Info Systems	Copier Supplies	\$ 10.00
30870	NJ Advance Media	Advertisements	\$ 1,106.28
30871	Maricel Wheatley	Local Services Tax Refund	\$ 26.00
30872	HID Global Corporation	Local Services Tax Refund	\$ 2.00
30873	Fun Affairs	Summer Park Program	\$ 1,075.00
30874	Macy Yost	Employee Record Check	\$ 47.25
30875	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 55.65
30876	All-Phase Electric Supply Co.	Park Facilities Maintenance	\$ 2,666.48
30877	Exeter Supply Co., Inc.	Public Works/Pipe & Drainage Supplies	\$ 372.12
30878	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 160.89
30879	Sharkan Supply Co.	Public Works Supplies	\$ 147.06
30880	Lehigh Valley Janitorial Supply	Park Supplies	\$ 168.64
30881	World Fuel Services, Inc.	Equipment Motor Fuel	\$ 595.98
30882	Home Depot	Facilities/Park Maintenance	\$ 1,106.26
	BMO	Credit Card Payment	\$ 38,124.64
<b>Total General Fund Checking Account ...</b>			<b>\$ 260,503.17</b>

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

**PAYROLL ACCOUNT**

Num	Name	Memo	Amount
	July 12, 2024		<u>\$ 48,588.10</u>

**REFUSE/RECYCLING ACCOUNT**

Num	Name	Memo	Amount
2024	First Regional Compost Authority	3rd Qtr 2024	<u>\$ 6,852.78</u>

**TRAFFIC IMPACT ACCOUNT**

Num	Name	Memo	Amount
2013	LVTC II Owner, LLC	Hanoverville Rs Cost Share Agreement	<u>\$ 100,000.00</u>

**CAPITAL RESERVE ACCOUNT**

Num	Name	Memo	Amount
1311	Hendershot Door Systems, Inc.	Municipal Building Maintenance	<u>\$ 1,443.38</u>

**CAPITAL RESERVE - EQUIPMENT REPLACEMENT ACCOUNT**

Num	Name	Memo	Amount
2001	Fulton Bank, NA	Capital Equipment Lease Payment	\$ 23,261.64
2002	ORE Rentals	Equipment Rentals	\$ 535.50
		<i>Total Open Space Account ...</i>	<u>\$ 23,797.14</u>

**DEVELOPMENT & INSPECTION ACCOUNT**

Num	Name	Memo	Amount
3038	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 7,516.00
3039	IAI Construction, Inc.	Building Permit Refund	\$ 250.00
		<i>Total Dev &amp; Inspection Account ...</i>	<u>\$ 7,766.00</u>

**COMMUNITY EVENTS ACCOUNT**

Num	Name	Memo	Amount
2007	Lower Nazareth Township	Reimburse GF Community Event	<u>\$ 200.35</u>

**AMERICAN RESCUE PLAN ACCOUNT (ARPA)**

Num	Name	Memo	Amount
104	ICC CDS, LLC	Software Upgrade	<u>\$ 1,650.00</u>

**Lower Nazareth Township**

**Bills To Be Approved**

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**MASTER ESCROW ACCOUNT- PEOPLES SECURITY**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
4102	Met-Ed	Traffic Signal Electricity	\$ 219.56
4103	Signal Service, Inc.	Traffic Signal Maintenance	\$ 219.56
4104	Lower Nazareth Township	Building Permit Review Fee	\$ 150.00
4105	Carroll Engineering Corporation	Engineering Services	\$ 23,053.25
4106	Asteak Law Offices	Legal Services	\$ 2,585.00
4107	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 861.25
		<i>Total Master Escrow Account ...</i>	<u>\$ 27,088.62</u>