

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 25, 2024**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, September 25, 2024, Chairman Pennington called the meeting to order at 7:00PM.

Present were:

James S. Pennington	-	Chairman	Steven Mills,for Gary Asteak	-	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

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

Agenda Amendment and Approval

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

Approval of Minutes

The meeting minutes of July 24th were submitted for review and approval. Supervisor Teague made a motion to approve the minutes as presented. Vice-Chairman Boucher seconded. Motion passed.

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

Reports

The Financial Report for August 2024 was presented.

Supervisor's Comments

Open Space Preservation – Supervisor Brown reported the EAC was unable to meet in September but in October will continue 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 Brown reported that the Splash Pad will be open through Sunday.

Saturday is Dogs Day Out and we are hoping for no rain! There are 64 vendors and food. HVFC will have a bounce house for the kids and Chief DePalma will be in the dunk tank again this year.

Library News – Supervisor Teague reminded everyone that Touch a Truck is October 5th.

Vice-Chairman Boucher reviewed the CRPD August incident report. He also said a resident reached out about the flag being removed at Butztown Park because the lights were not working. Ms. Stauffer stated she would have that repaired.

Supervisor Brown thanked the staff for their hard work putting together the Grand Opening event last week and the park was constructed through grants and developer funds, not tax dollars. Chairman Pennington added the public works contribution to park development.

Subdivision and Land Development

GPS Hospitality (Burger King) Improvements Agreement – Authorization to Execute –

Supervisor Boucher made a motion to execute the agreement. Supervisor Teague seconded. Motion passed.

Solicitor's Report

Nothing to report.

Engineer's Report

Engineer Coyle provided his monthly report to the Board.

Newburg Park Tree Planting Project – Award Bid – Engineer Coyle reviewed the bid results and recommended awarding the Newburg Park Tree Planting Project to Delaware Environmental Construction Services for a total cost of \$39,075.00.

Supervisor Teague made a motion to award the bid to Delaware Environmental Construction Services. Supervisor Brown seconded. Motion passed.

Ms. Stauffer noted that bids came in lower than anticipated. She said Livable Landscapes does not want a return of funding so she will be returning to the Board with a change order to plant more trees.

Manager's Report

Zoning Ordinance Amendment – Authorization to Advertise – Ms. Stauffer explained the proposed ordinance. The amendment will need to be forwarded to the Nazareth COG, LVPC and LNT PC for review and advertised. After the 45-day review, a public hearing will be held. Supervisor Brown made a motion to authorize the ordinance be forwarded to the above listed parties and advertised. Vice-Chairman Boucher seconded. Motion passed.

Monroe County LSA Grant Application (CRPD) – Resolution #LNT-32-24 – Ms. Stauffer reported the grant application is in the amount of \$89,673.83 for the purchase of a 2025 Ford Inceptor with equipment. Supervisor Brown made a motion to approve Resolution #LNT-32-24. Supervisor Teague seconded. Motion passed.

Northampton/Lehigh LSA Grant Application (CRPD) – Resolution #LNT-33-24 – Ms. Stauffer reported the grant application is in the amount of \$89,673.83 for the purchase of a 2025 Ford Inceptor with equipment. Vice-Chairman Boucher made a motion to approve Resolution #LNT-33-24. Supervisor Teague seconded. Motion passed.

Monroe County LSA Grant Application (HVFC) – Resolution #LNT-34-24 – Ms. Stauffer reported the grant application is in the amount of \$48,220.00 for the purchase of a decontamination washer and dryer. Vice-Chairman Boucher made a motion to approve Resolution #LNT-34-24. Supervisor Brown seconded. Motion passed.

Northampton/Lehigh LSA Grant Application (HVFC) – Resolution #LNT-35-24 – Ms. Stauffer reported the grant application is in the amount of \$48,220.00 for the purchase of a decontamination washer and dryer. Supervisor Teague made a motion to approve Resolution #LNT-35-24. Vice-Chairman Boucher seconded. Motion passed.

Opposition to House Bill – Resolution #LNT-36-24 – House Bills No. 1976 and 2045 would mandate the allowance of multiple-unit and mixed-use residential developments in commercial districts subject to certain requirements and the allowance of multi-unit dwellings within the township on lots which are permitted to be developed with single-family dwellings. Vice-Chairman Boucher made a motion to approve Resolution #LNT-36-24 opposing these bills. Supervisor Teague seconded. Motion passed.

Time Extension Report – The time extension report was provided to the Board.

Payment of the Bills

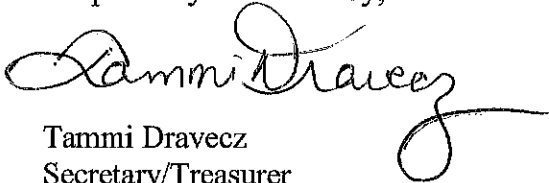
Vice-Chairman Boucher made a motion to pay the bills as presented. Supervisor Teague seconded. Motion passed.

Courtesy of the Floor

Andrew Miklos asked for more information on the proposed zoning change.

Adjournment - The meeting adjourned at 7:17pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
September 25, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	BMO	Credit Card Payment	\$ 36,022.18
30986	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
30987	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,362.08
30988	Colonial Regional Police Department	Police Contract Payment	\$ 162,953.92
30989	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
30990	Lower Nazareth Township	Escrow Replenishment	\$ 2,000.00
30991	Verizon Wireless	Fire Company Wireless	\$ 427.03
30992	Verizon Wireless	Fire Company Wireless	\$ 148.58
30993	Service Electric Cable TV Inc	Fire Company Internet	\$ 118.12
30994	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 1,035.20
30995	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,192.87
30996	Wex Bank	Fire Company	\$ 1,113.12
30997	Allstate Septic Systems	Temporary Restrooms	\$ 115.00
30998	The Hartford	Employee Insurance	\$ 942.91
30999	Signal Service, Inc.	Traffic Signal Maintenance	\$ 370.00
31000	Easton Area Joint Sewer Authority	Debt Service	\$ 3,828.89
31001	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 660.71
31002	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 814.23
31003	PA Department of Labor & Industry - B	Boiler Inspection	\$ 173.20
31004	Sunoco, LLC	Equipment Motor Fuel	\$ 2,400.68
31005	Sherwin-Williams	Facilities Maintenance	\$ 29.49
31006	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 408.87
31007	Staples Business Advantage	Office Supplies	\$ 125.72
31008	Boyko's Petroleum Service, Inc.	Public Works Supplies	\$ 48.35
31009	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 59.95
31010	ORE Rentals	Equipment Rental	\$ 1,560.00
31011	USPS	Newsletter Postage	\$ 1,119.20
31012	Bergey's, Inc	Public Works Supplies	\$ 544.93
31013	Tractor Supply Credit Plan	Public Works Supplies	\$ 126.84
31014	U.S. Municipal Supply, Inc.	Park Sign	\$ 99.48
31015	Met-Ed	Park Electricity	\$ 169.76
31016	Met-Ed	Traffic Signal / Street Light Electricity	\$ 442.33
31017	Barry Issett & Associates, Inc.	Zoning Officer Services	\$ 2,381.25
31018	Innovative Designs & Publishing, Inc.	Advertisement	\$ 98.00
31019	The Key	Advertisements	\$ 336.72
31020	Grainger Parts	Fire Company Parts/Supplies	\$ 185.73
31021	Technology Reflections, Inc	Fire Company Web Service	\$ 1,384.40
31022	Bethlehem Sewerage & Excavating	Fire Company Septic Service	\$ 924.00
31023	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 4,194.40
31024	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
31025	Fraser Advanced Info Systems	Fire Company Copier Maintenance	\$ 43.70

**Lower Nazareth Township
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September 25, 2024**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31026	PPL, Inc.	Fire Company Electricity	\$ 28.90
31027	PPL, Inc.	Fire Company Electricity	\$ 480.34
31028	Warren's Honda	Fire Company Equipment Maintenance	\$ 122.39
31029	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,558.13
31030	City of Bethlehem	Hydrant Assessment	\$ 156.54
31031	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 480.12
31032	Security Service Company, Inc.	Security System Monitoring	\$ 323.79
31033	PA One Call System, Inc.	Monthly Activity	\$ 11.96
31034	Lehigh Valley Janitorial Supply	Municipal Building Supplies	\$ 139.67
31035	ICC Community Development Solutions	Software Maintenance	\$ 1,625.00
31036	Verizon Wireless	Municipal/Public Works Wireless	\$ 556.09
31037	Carroll Engineering Corporation	Engineering Services	\$ 9,460.00
31038	Truist	2024 Pension Plan Contribution	\$ 130,000.00
31039	Hecktown Volunteer Fire Company	2024 Fire Relief	\$ 95,097.72
31040	<i>voided</i>		
31041	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31042	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,362.08
31043	Colonial Regional Police Department	Police Contract Payment	\$ 162,953.92
31044	Allstate Septic Systems	Temporary Restrooms	\$ 255.00
31045	RCN	Internet & Telephone Services	\$ 19.95
31046	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,209.12
31047	Integra One	Computer Services/Software Maintenance	\$ 1,366.88
31048	Sunoco, LLC	Equipment Motor Fuel	\$ 3,133.97
31049	Allstate Septic Systems	Temporary Restrooms	\$ 120.00
31050	Bath Supply Co., Inc.	Park Maintenance	\$ 10.17
31051	Krause Enterprises	Facilities Maintenance	\$ 251.00
31052	Hendershot Door Systems, Inc.	Facilities Maintenance	\$ 533.60
31053	ABE Laboratories, LLC	Park Maintenance	\$ 204.00
31054	Integra One	Computer Services	\$ 33.17
31055	Deanne Werkheiser	Consultant	\$ 175.00
31056	Deanne Werkheiser	Consultant	\$ 175.00
31057	Deanne Werkheiser	Consultant	\$ 175.00
31058	Highmark Blue Shield	Employee Health Insurance	\$ 29,830.80
Total General Fund Checking Account ...			\$ 660,625.40

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	September 6, 2024		\$ 47,723.26
	September 20, 2024		\$ 49,641.22
Total Payroll Account...			\$ 97,364.48

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3043	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 24,524.60
3044	Lower Nazareth Township General Fund	Training Contribution - 4th Quarter 2023	\$ 162.00

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3045	Lower Nazareth Township General Fund	Administrative Fee - 4th Quarter 2023	\$ 3,366.50
3046	Lower Nazareth Township General Fund	Administrative Fee - 1st Quarter 2024	\$ 1,909.50
3047	Lower Nazareth Township General Fund	Training Contribution - 1st Quarter 2024	\$ 85.50
3048	Lower Nazareth Township General Fund	Administrative Fee - 2nd Quarter 2024	\$ 3,718.50
3049	Lower Nazareth Township General Fund	Training Contribution - 2nd Quarter 2024	\$ 171.00
<i>Total Dev & Inspection Account ...</i>			<u>\$ 33,937.60</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
4127	Signal Service, Inc.	Traffic Signal Maintenance	\$ 260.00
4128	Met-Ed	Traffic Signal Electricity	\$ 420.08
4129	Carroll Engineering Corporation	Engineering Services	\$ 33,138.75
4130	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 3,335.13
4131	PPL Electric Utilities	Traffic Signal Electricity	\$ 149.03
4132	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,940.00
4133	Signal Service, Inc.	Traffic Signal Maintenance	\$ 195.00
4134	Lower Nazareth Township	Advertisement	\$ 264.42
<i>Total Master Escrow Account ...</i>			<u>\$ 39,702.41</u>