

REGULAR MEETING MINUTES
MAY 17, 2023
UPPER NAZARETH TOWNSHIP BOARD OF SUPERVISORS

Meeting called to order at 7:00 p.m. by Chairman Scott Sylvainus. The meeting was live streamed for anyone wishing to hear.

Pledge of Allegiance

Board members present were, Kristin Mullen, Mike Rinker, Brian Sayago, and Scott Sylvainus. Also present were Township Solicitor Gary Asteak, Township Engineer, Michael Schallock, Township Manager, Lisa Klem, Police Chief, William Cope, Road Superintendent, Shawn Shupe, and Treasurer/ Recording Secretary, Deanne Werkheiser. Robert Disbrow was absent.

COURTESY OF THE FLOOR

Resident William Bartlett, 4th Street, stated he is on the ballot for Supervisor. If successful in the fall, he looks forward to working with the Board of Supervisors.

APPROVALS

Motion was made by Kristin Mullen, seconded by Brian Sayago to approve the agenda amended to include approval of agreement of sale for Open Space. Motion approved unanimously.

Motion was made by Michael Rinker, seconded by Kristin Mullen to approve the regular meeting minutes of May 3, 2023. Motion approved unanimously.

Motion was made by Scott Sylvainus, seconded by Kristin Mullen to approve payment of the bills. Motion approved unanimously.

Motion was made by Kristin Mullen, seconded by Brian Sayago to approve the April 2023 Financial and Treasurer's Report. Motion approved unanimously.

SUPERVISORS COMMENTS

Scott Sylvainus stated that the Memorial Library of Nazareth and vicinity is requesting use of the large pavilion for a reading program from the end of May through the end of September. Holly Bennett, Executive Director, stated the program would run on a Tuesday from June 13, 2023, through September 26, 2023, and bring consistent programs to Upper Nazareth. A short video was showed of the story time program in Nazareth, Lower Nazareth, and Bushkill. Holly stated they are well attended. Scott Sylvainus asked what the cost would be. Holly replied there is no cost to the attendees. A resident asked if they were having a drag queen do any readings. Holly replied no. That would have to be approved and nothing like that is currently happening.

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Motion was made by Brian Sayago, seconded by Kristin Mullen to approve the Memorial Library of Nazareth waiver of the large pavilion rental fees on Tuesdays beginning June 13, through September 26, 2023. Motion approved unanimously.

The Memorial Library of Nazareth is requesting the Township participation in this years Touch a Truck Festival being held on October 7, 2023, in Bushkill Township.

Motion was made by Kristin Mullen, seconded by Brian Sayago to approve the participation in the Memorial Library of Nazareth Touch a Truck Festival on October 7, 2023. Motion approved unanimously.

Shawn Shupe stated he will have a truck there.

TOWNSHIP ENGINEER

Michael Schallock stated that the Board had copies of the Engineers report. UGI is in the final phase of gas line replacement in East lawn Gardens. Brian Sayago asked about the MS4 pathogen testing. What does it mean now that pathogens were found? Michael Schallock responded the source is undetermined, most likely upstream. We are waiting on how DEP would like us to proceed. Brian replied that it is observed there is a problem, upstream, no one wants to take responsibility. What should we be doing? Michael replied remediation is not required in this permit, just that we have to do testing and find the source. Currently doing further investigation of the source.

TOWNSHIP SOLICITOR

Gary Asteak stated that he met with the Manager, Police, Zoning, and Fire Departments for direction on updating the Burning Ordinance. He will have a draft for the next meeting.

Gary stated that the EAC has successfully negotiated the purchase of an open space property. Nathan Pritchard, Chairman of the EAC, stated the 3.7 acre property is located at Gun Club and Newburg Roads. The property is smaller than they usually look at but feel it is good for open space. They have a signed agreement of sale from the seller for \$175,000.00. This will be an out right purchase, not an easement. The Township will maintain the property. Nathan stated the EAC will look at options for the property and will make recommendations to the Board in several months.

Motion was made by Brian Sayago, seconded by Kristin Mullen to approve the purchase of property at Gun Club and Newburg Roads for \$175,000.00 for Open Space. Motion approved unanimously.

Gary Asteak stated he will do a title search and prepare a resolution for the next meeting.

ADMINISTRATION

Lisa Klem stated that she received notification that we were awarded the LSA grant for \$50,000.00 for the purchase of Public Works vehicles. Michael Rinker congratulated her on success with the grant.

Lisa stated that she met with the Manager of Bushkill Township regarding an intersection they are looking to upgrade. They are looking to purchase a home at Route 946 and Knauss Road that was hit by a car. They want to upgrade the corridor. Due to our proximity, they are looking to coordinate with us on a traffic study. Gary Asteak stated that Bushkill Township is currently reaching out to the owner about purchasing the property. Scott Sylvainus stated this would help with realignment and making the area safer. Both the Police and Fire Departments agreed the area has multiple accidents. Gary stated the area is at our boundary. They need our cooperation on this issue to do the traffic study through Keystone Consulting Engineers.

Motion was made by Michael Rinker, seconded by Scott Sylvainus to approve KCE to conduct a traffic safety study at SR 946 and Knauss Road area once the property is purchased. Motion approved unanimously.

APPROVAL OF DEPARTMENT REPORTS

April 2023 Reports submitted from Fire, Public Works, and Zoning.

Motion was made by Kristin Mullen, seconded by Michael Rinker to approve the April 2023 Fire, Public Works, and Zoning Reports. Motion approved unanimously.

Michael Rinker asked Jeff Fassl what the false fire alarm policy is. Jeff responded two a year. Michael replied there were four in the last month at Gracedale. Jeff stated this is ongoing. They usually meet staff when they arrive and are told it is a false alarm. We still check because we cannot take the risk. Brief discussion ensued regarding their internal controls.

PLANNING & ZONING

Scott Sylvainus stated Planning Commission is working on the Zoning Ordinance update. He stated they may want to consider meeting more often to get this done. Lisa will reach out to the members for their thoughts.

PUBLIC WORKS

Shawn Shupe stated he had nothing.

MS4

Michael Schallock stated he had nothing.

RECREATION

Kristin Mullen stated they met with the Engineer regarding working with the EAC. The Puss -N- Boots movie will be shown on June 16, 2023, Movie in the Park event. June 17, 2023, will be painting in the park fund raiser. The cost will be \$35.00. All proceeds will go to fund Recreation events.

EAC

Nathan Pritchard stated they discussed the agreement of sale for the Open Space property discussed earlier. The EAC discussed assisting with MS4 education and public engagement.

PUBLIC SAFETY

POLICE DEPARTMENT

Chief William Cope stated that he had two items. He is seeking approval to purchase PowerDMS scheduling software to help streamline work that was being done by the secretary. There are multiple benefits with the software, works with the courts, and the municipality.

Motion was made by Kristin Mullen, seconded by Brian Sayago to approve the purchase of the PowerDMS scheduling software in the amount of \$4,625.00 for the first year, following years at \$2,625.00 a year. Motion approved unanimously.

Chief William Cope stated that Mark Herman is requesting College Assistance per the CBA.

Motion was made by Michael Rinker, seconded by Kristen Mullen to approve College Assistance per the CBA for Sergeant Herman. Motion approved unanimously.

EMERGENCY MANAGEMENT

Michael Rinker stated he had nothing at this time.

SAFETY COMMITTEE

Michael Rinker stated he had nothing at this time.

FIRE DEPARTMENT

Jeff Fassl stated he had nothing at this time.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

Nothing at this time.

ADJOURNMENT

Motion made by Kristin Mullen, seconded by Michael Rinker to adjourn the meeting at 7:45 p.m. Motion approved unanimously.

Respectfully Submitted,

Deanne Werkheiser,
Recording Secretary

05/17/2023