

**BOARD OF SUPERVISORS
UPPER NAZARETH TOWNSHIP - NORTHAMPTON COUNTY
100 NEWPORT AVENUE
NAZARETH, PA 18064
610-759-5341 (T) 610-759-4430 (F)**

BOARD MEETING

AGENDA

January 7, 2019

EXECUTIVE SESSION – 6:45 pm

REORGANIZATION MEETING – 7:00 pm

Call To Order By Temporary Chairman – Attorney Gary Asteak

Pledge of Allegiance

Election of Chairman for 2019 and Assumption of Chair

Election of Vice-Chairman

Appointments (NOTE: The Board may make a single motion for the appointments listed below.)

Professional Appointments

FT Secretary/Zoning Secretary/Purchasing Officer/Open Records Officer/Plans Administrator/Assistant Treasurer

- Kim Mutarelli

FT Treasurer/Chief Administrative Officer Pension Plans/Assistant Secretary/Alternate Right to Know Officer/Fair Housing Officer

- Betty Parrish

Township Solicitor and Fees

- Asteak Law Offices, Gary Asteak, \$165.00/hr - \$190.00/hour

Zoning Hearing Board Solicitor and Fees

- Peters, Moritz, Peishl, Zulick, Landes & Brienza LLP
- James L. Zulick - \$160.00 per hour

Township Engineer and Fees

- Keystone Consulting Engineers, according to the fee schedule

State Sewage Enforcement Officer and Fees

- Keystone Consulting Engineers, according to the fee schedule

Inspection Services and Fees

- CodeMaster Inspection Services, according to the fee schedule

Professional Appointments *(continued)*

Emergency Management Coordinator

- Mike Rinker

Zoning Hearing Board Secretary

- Betty Parrish

PT Zoning Officer

- John Soloe

Delegate to the PSATs State Convention of Township Supervisors

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Volunteer Appointments

Zoning Hearing Board

- Keith Haverstock - Term Expires 12/31/21

Recreation Board - Term Expires 12/31/23

- Tammy Bacak
- Will Austin

Planning Commission – Term Expires 12/31/22

- Steve Bacak

Representative to the Nazareth Memorial Library Budget Committee

- Scott Sylvainus

Representative to the Nazareth Library Board

- Terri Sayago - Term Expires 12/31/21

Representative to the Nazareth Ambulance Board

- Mike Rinker

Representative to the Nazareth Borough Municipal Authority

- Jack Gum

Vacancy Board – 1year appointment

- Joanne Messenlehner

Compensation, as Included in the 2019 Adopted Budget
(NOTE: The Board may make a single motion for the compensation listed below.)

FT Chief of Police

- \$95,230.00 salaried

FT Public Works Director

- \$76,100.00 salaried

Township Auditors

- \$10.00/hr.

Planning Commission

- \$30.00 per meeting attended per member, paid quarterly

Zoning Hearing Board

- \$30.00 per hearing date attended per member, paid quarterly
- \$116.67 per hearing date attended for the secretary, paid quarterly

Increase for all non-uniform, non-exempt, part-time employees and part-time police personnel as included in the 2019 Adopted Budget

- Three percent (3%)

Mileage Allowance – 2019 IRS rate: 58 cents/mile

Signatory Authorization – 2 authorized signers required on all checks
– Treasurer or Assistant Treasurer/Supervisor or
Supervisor/Supervisor

Official Bonds

Secretary - \$100,000.00
Treasurer - \$250,000.00
RE Tax Collector - \$500,000.00
Police Secretary - \$25,000.00

Resolutions

Resolution No. 19-01 - Upper Nazareth Township Fee Schedule

- Business Registry Certificate Fees Increased
- Recreation Fees Added

Resolution No. 19-02 - Township Depositories

Resolution No. 19-03 – Police Pension Contribution

Resolution No. 19-04 - Township CPA for 2018

Resolution No. 19-05 - TCC Delegate and Alternates

Resolution No. 19-06 – Fair Housing

Commence Regular Business Meeting of Board of Supervisors

OPENING

➤ **Roll Call**

COURTESY OF THE FLOOR (Anyone wishing to address the Board must sign in.)

APPROVALS

- Agenda
- Minutes – December 19, 2018
- Bills

SUPERVISORS COMMENTS

TOWNSHIP ENGINEER

- Status of Posting and Bonding of the roads

TOWNSHIP SOLICITOR

- Adopt Resolution 19-07 Lehigh Valley 2018 Hazard Mitigation Plan

ADMINISTRATION

- PSATS Conference Attendance
- MS4 Outfall Inspections- 2/13/19 Warwick Township, Bucks County
- Printer/Copier/Fax Machine
- Approval for Eagle Scout Ceremony to be held in the Conference Room – 2/16/19 1pm-4pm
- Pension Audit Update
- LVTS/LVPC Open Call for Transportation Plans and Projects – deadline January 25, 2019
- Appoint Maher Duessel - 2018 Financial Audit

PLANNING & ZONING

PUBLIC WORKS

RECREATION

PUBLIC SAFETY

POLICE DEPARTMENT

EMERGENCY MANAGEMENT

SAFETY COMMITTEE

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

UPCOMING MEETING DATES & EVENTS

January 8, 2019	7:00 PM	Auditor's Re-Organization Meeting
January 10, 2019	7:00 PM	Planning Commission Regular Meeting
January 15, 2019	7:30 PM	Recreation Board Regular Meeting
January 16, 2019	7:00 PM	Board of Supervisors Regular Meeting