

**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 6, 2020

REORGANIZATION MEETING – 7:00 pm

Call To Order By Temporary Chairman – Solicitor

Pledge of Allegiance

Election of Chairman for 2020 and Assumption of Chair

Election of Vice-Chairman

Appointments (NOTE: The Board may make a single motion for the appointments listed below under Sections A & B.)

A. Professional Appointments

Assistant Secretary/Assistant Treasurer/ Alternate Right to Know Officer

- Lisa Klem

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

- Kim Mutarelli

FT Treasurer/Chief Administrative Officer Pension Plans/Fair Housing Officer

- Betty Parrish

Township Solicitor and Fees

- Asteak Law Offices, Gary Asteak, \$175.00/hr - \$190.00/hour

Zoning Hearing Board Solicitor and Fees

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

Inspection Services and Fees

- CodeMaster Inspection Services, according to the fee schedule

Alternate Zoning Officer and BCO

- CodeMaster Inspection Service, \$60.00 per hour if needed

Professional Appointments *(continued)*

Emergency Management Coordinator

- Mike Rinker

Deputy Emergency Management Coordinator

- Rob Disbrow

Zoning Hearing Board Secretary

- Betty Parrish

PT Zoning Officer

- John Soloe

Delegate to Northampton County Association of Township Officials

- Lisa Klem
- Betty Parrish

Delegate NAZCOG

- Mike Rinker
- Scott Sylvainus – Alternate

Voting Delegate to the NAZCOG Comprehensive Plan Steering Committee

- Scott Sylvainus
- Rob Disbrow - Alternate

B. Volunteer Appointments

Zoning Hearing Board - Term Expires 12/31/22

- Andrew Bohl

Recreation Board - Term Expires 12/31/23

- Tim Schantz

Planning Commission – Term Expires 12/31/23

- Jay Benfield
- Pam Berlew

Representative to the Nazareth Ambulance Board

- Mike Rinker

Representative to the Nazareth Borough Municipal Authority

- Jack Gum

C. Professional Appointments

Township Engineer and Fees – 3 Letters of Interest received, according to the fee schedules

- Acela Architects & Engineers
- ARRO
- Keystone Consulting Engineers

State Sewage Enforcement Officer and Fees, according to the fee schedules

- Acela Architects & Engineers
- ARRO
- Keystone Consulting Engineers

D. Volunteer Appointments

Representative to the Nazareth Memorial Library Budget Committee

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Representative to the Nazareth Library Board - Term Expires 12/31/20 – 1 Position

- Jennifer Acker
- Evan Davis

Vacancy Board – 1 year appointment

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Compensation, as Included in the 2020 Adopted Budget

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

Township Manager

- \$88,000.00 salaried

FT Chief of Police

- \$98,092.80 salaried

FT Public Works Director

- \$78,291.20 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 2020 Adopted Budget

- Three percent (3%)

Mileage Allowance – 2020 IRS rate: 57.5 cents/mile

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

Official Bonds

Manager - \$170,000.00
Secretary - \$100,000.00
Treasurer - \$250,000.00
RE Tax Collector - \$500,000.00
Police Secretary - \$25,000.00

Resolutions

Resolution No. 20-01 - Upper Nazareth Township Fee Schedule
Resolution No. 20-02 - Township Depositories
Resolution No. 20-03 – Police Pension Contribution
Resolution No. 20-04 - Township CPA for 2019
Resolution No. 20-05 - TCC Delegate and Alternate
Resolution No. 20-06 – 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 18, 2019
- Bills

SUPERVISORS COMMENTS

TOWNSHIP ENGINEER

TOWNSHIP SOLICITOR

- Approve Resolution No. 20-07 – Intergovernmental Cooperation Shared Equipment Agreement between UNT and Bath Borough

ADMINISTRATION

- PSATS Conference Attendance
- Delegate to the PSATs State Convention of Township Supervisors

PLANNING & ZONING

PUBLIC WORKS

- Approval to Decommission 2005 Ford Expedition

RECREATION

PUBLIC SAFETY

POLICE DEPARTMENT

- Accept Resignation Letter from Part Time Police Officer

EMERGENCY MANAGEMENT

SAFETY COMMITTEE

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

UPCOMING MEETING DATES & EVENTS

January 7, 20120	7:00 PM	Auditor's Re-Organization Meeting
January 9, 2020	7:00 PM	Planning Commission Regular Meeting
January 15, 2020	7:00 PM	Board of Supervisors Regular Meeting
January 21, 2020	7:00 PM	Recreation Board Regular Meeting