

NAZARETH BOROUGH COUNCIL--REGULAR MEETING--JUNE 3, 2024

The regular monthly meeting of the Borough of Nazareth was held on Monday, June 3, 2024 at 6:00 p.m.. The meeting was called to order by the President, followed by the recitation of the Pledge of Allegiance to the Flag. Present were President Daniel Chiavaroli, Vice President Carl R. Strye Jr., Mayor Lance E. Colondo, Councilpersons Cindy Corpora, Carl A. Fischl, Laureen Pellegrino, Michael Kopach, Charles A. Donello, Kayla Green and Christopher D. Crook, Solicitor Alfred S. Pierce, Borough Engineer Michael Schallock and Chief of Police Randall Miller. Absent was Public Works Superintendent Keith Knecht.

Public Works: Christopher D. Crook moved and Carl R. Strye Jr. seconded a motion to approve Resolution No. 2 - 24 honoring retired Public Works employee Robert Stoudt and thanking him for his 43 years of service to the Borough plus his volunteer service to the Nazareth Ambulance Corps and his two terms with the Nazareth Borough Municipal Authority as follows:

WHEREAS, Robert Stoudt has been an integral part of the Nazareth Borough Public Works Department since his hiring on May 23, 1980,

WHEREAS, Robert Stoudt has retired from his Borough employment, effective January 19, 2024 after nearly forty three years of serving our Borough in a variety of roles,

WHEREAS, the Council of the Borough of Nazareth wishes to honor a person who has helped our Borough in its day-to-day operations, its maintenance of parks and facilities and with other specialty services,

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved by Borough Council assembled that Robert Stoudt be thanked and commended for his time as a Borough employee. For over four decades, Robert Stoudt could be counted upon to do the Borough's streetsweeping, provide repairs and upgrades to the Borough's buildings, facilities and vehicles and for improvements to our Park and Pool while providing those same services during the setup of the offices the Borough purchased for its new headquarters at 134 S. Main Street in 2007. For that and all else that he has done on the Borough's behalf, Council again thanks and honors Robert Stoudt for his forty three years of employment and service and directs the Secretary to memorialize this Resolution for preservation in the Borough's official Meeting Minutes.

The motion passed unanimously.

Mayor Colondo called Robert Stoudt to the front of the Chamber and read the Resolution before congratulating him as Council and meeting visitors applauded him and congratulated him.

Christopher D. Crook moved and Kayla Green seconded a motion to approve Resolution No. 6-24-A which honors retiring Library employee Catherine Stewart for her forty four years of devoted service to our Library as follows:

WHEREAS, the Borough of Nazareth has, without fail, been a supporting municipality of the Memorial Library of Nazareth and Vicinity,

WHEREAS, the Council of the Borough of Nazareth wishes to honor a person who has helped our Borough and the community at large through their time with our Library, particularly those who have helped our children in their developmental years,

WHEREAS, Catherine Stewart is retiring from her over four decades of employment, a career in which she has served in a variety of critical roles at the Memorial Library of Nazareth and Vicinity,

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by Borough Council assembled, that Catherine Stewart be commended and thanked for her forty four years of devoted service to our Library. Since 1980, Catherine Stewart has been part of every major Library initiative, particularly those involving our children with Summer Reading Programs, with community outreach to daycare centers and pre-schools and additionally with the adopting and installing of the Toddler Shake and Boogie Program, currently our Library's most popular offering. For the past eight years, she has provided storytimes to all of the supporting Library municipalities while offering them a number of additional and important fundamental children's services. Catherine Stewart has been that welcoming and caring Library fixture who knew people on a first name basis and greeted them warmly when they visited our Library, then continued by assisting them with their individual needs. Her professional involvement included holding numerous positions with the Pennsylvania Library Association as well as several departmental directorships within our own Library. She leaves her position with our Library with it poised to continue its invaluable role in our community and has helped to make it a place that is vastly improved thanks, in large part, to her years of devoted and caring service. For that and all else that she has done on the Library's behalf, Council again thanks and honors Catherine Stewart for her many years of service to our Library and our community at large and directs the Secretary to memorialize this Resolution for preservation in the Borough's official Meeting Minutes.

The motion passed unanimously.

Catherine Stewart was called to the front of the Chamber by Mayor Colondo who then read the congratulatory Resolution. Stewart graciously accepted the award and told the assemblage that she enjoyed her years at the Library and that her work there was "never a job" but that her time had come to begin the next chapter of her life. She was warmly applauded by everyone in the Chamber.

Recognition of Citizens from the Floor: Sandi Klotz of 481 E. Center Street had questions about Council's pursuit of an ordinance regarding chickens in the Borough.

Communications: None.

The Secretary's Minutes from the regular meeting of May 6, 2024 were approved as presented.

On a motion by Michael Kopach seconded by Charles A. Donello, the Treasurer’s Report for the month of May 2024 was approved as follows:

General Fund--Cash on Hand April 30, 2024	\$	593,782.96
Waste & Recycling Fund--Cash on Hand April 30, 2024	\$	219,425.71
General Fund--Total Receipts	\$	419,201.70
Waste & Recycling Fund--Total Receipts	\$	108,994.37
General Fund--Total Receipts & Cash	\$	1,012,984.66
Waste & Recycling Fund--Total Receipts & Cash	\$	328,420.08
General Fund--Total Disbursements	\$	550,312.57
Waste & Recycling Fund--Total Disbursements	\$	-0-
General Fund--Cash on Hand May 31, 2024	\$	462,672.09
Waste & Recycling Fund--Cash on Hand May 31, 2024	\$	328,420.08
ESSA Payroll Account	\$	4,601.24
Embassy Bank State Fund Checking Account	\$	187,511.70
Embassy Bank Park Account	\$	97,299.31
Embassy Bank American Rescue Plan	\$	8,510.99
Embassy Bank Reserve Account	\$	32,950.75
Pennsylvania Investment Trust Fund (Reg + Term Investment)	\$	27,815.41
Pennsylvania Investment Trust Fund (Amer Rescue Plan)	\$	1,948.22
Pennsylvania Investment Trust Fund (New Reserve Acct)	\$	1,182,455.74
Pennsylvania Investment Trust Fund (New Sanitation Acct)	\$	685,778.27
Pennsylvania Investment Trust Fund (New PLGIT Park)	\$	3,209.54
Total of All Borough Funds.....	\$	3,023,173.34

Cindy Corpora moved and Charles A. Donello seconded a motion to approve the payment of bills totaling \$550,312.57.

The motion passed unanimously.

Public Property: Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to approve the purchase of a new compressor for the Filter Room at the Pool. The price of the new compressor is not to exceed \$6,000.00.

The motion passed unanimously.

Carl R. Strye Jr. moved and Kayla Green seconded a motion to approve the request of the Holy Family Sick & Relief Society for the closure of Phoenix Street between Locker Street and West Mauch Chunk Street from 4:00 pm to 10:00 pm on Thursdays, Fridays, Saturdays and Sundays

The motion passed unanimously.

Carl R. Strye Jr. moved and Carl A. Fischl seconded a motion to approve a 2024 lease with the Nazareth Blue Swim Team calling for a rental fee of \$4,500.00 paid in three (3) increments of \$1,500.00. The lease allows for three (3) evening swim meets requiring Pool closure to the public at 4:30 and allows for additional meets at the added cost of fifteen hundred (\$1,500.00) dollars per meet. All net profits garnered through swim lessons are to be shared on an equal 50/50 basis by the Swim Team and the Borough while all costs for the Swim Lessons are the responsibility of the Nazareth Blue Swim Team.

The motion passed unanimously.

Finance: Benjamin Reid of Mette, Evans, the Borough's Borrowing/Bond Counsel, addressed Council about the tax free mortgage the Borough is seeking for assuming ownership of the Ambulance Building at 519 Seip Avenue. Reid presented the mortgage proposals from three local banks, Embassy Bank, ESSA Bank and Quaint Oak Bank. Council discussions followed as Reid pointed to the strong points and potential deficiencies of each proposal. Interest rate offerings varied from 4.5% for five years before review to 5.73% for five years with a third bank offering 5.4% for ten years fixed. Buyout clauses and early payments to close the mortgage and pay off remaining debt played a role in the decision too as one bank would assess a 2% penalty on the remaining balance for early payoff of the mortgage. Christopher Crook expressed his preference for the proposal of Embassy Bank for a ten year fixed, 5.4% tax free mortgage with no penalty for early payoff of the mortgage and eight other Council members showed their same support for the Embassy Bank proposal.

Cindy Corpora moved and Carl R. Strye Jr. seconded a motion to approve Ordinance No.888 which authorizes and secures the issuance of a General Obligation Note, in the maximum amount of \$675,000.00, according to the terms and conditions of the loan proposal received from Embassy Bank. The motion passed unanimously. A Roll Call vote followed. Voting "Yes" for passage were Councilpersons Strye, Corpora, Fischl, Pellegrino, Kopach, Donello, Green, Crook and Chiavaroli. Nine (9) voting "Yes" and Ordinance #888 is adopted into the Borough Code of Ordinances.

Cindy Corpora moved and Christopher D. Crook seconded a motion to approve the renewal of the proposed Borough package of insurances with Brown & Brown of the Lehigh Valley at a total cost of \$160,635. The total represents an decrease from the 2023 total of \$165,826. The "package" renewal includes liability, vehicles, inland marine, contractor's equipment and police and public officials errors and omissions with Brown & Brown of the Lehigh Valley and also the Selective/Munich Insurance Group for our Public Officials Policy and Employee Practices. Selective would provide the general liability, law enforcement and vehicle policies plus inland marine and property coverage. Total cost of the Municipal Entity Insurance Package to include Worker's Compensation coverage is \$249,976. The 2023 total was \$260,567. The renewal includes professional services for administering the Borough's Worker's Compensation coverage with both the State Fund for our volunteer firemen and administering the regular Borough Worker's Compensation with Susquehanna Municipal Trust at an annual cost of \$72,806. State Worker's

Insurance Fund coverage for our firemen is an additional \$16,535. Total premiums also include administering benefits services for health insurances and their yearly renewals plus Human Resource consulting and compliance counseling.

The motion passed unanimously.

Cindy Corpora moved and Carl R. Strye Jr. seconded a motion to approve the rollover of the pension proceeds of Robert Stoudt, formerly an employee of the Borough's Public Works Department and now retired, to a qualified pension plan. The determination of vesting and the final proceeds amount was certified by plan Actuary, Conrad Siegel, Inc. of Harrisburg, PA.

The motion passed unanimously.

Cindy Corpora moved and Lauren Pellegrino seconded a motion to acknowledge receipt of the 2023 Cable TV Franchise Fees of Astound/RCN Cable Services. Fees for 2023 were received in the amount of \$40,653.00.

The motion passed unanimously.

Police: Carl A. Fischl moved and Christopher D. Crook seconded a motion to approve the purchase of a 2023 Ford Interceptor Police vehicle through the proceeds of the 2023 Monroe County LSA Grant from a registered COSTAR vendor or dealership. The Borough will receive \$50,000 in grant proceeds to help to finance the purchase.

The motion passed unanimously.

Carl A. Fischl moved and Charles A. Donello seconded a motion to approve the Nazareth Borough Police Department's revised Policy and Procedure Manual. The manual has been updated to be in accord with the department's process for re-accreditation.

The motion passed unanimously.

Technology: Lauren Pellegrino moved and Kayla Green seconded a motion to approve the Monthly Incident Report for the Borough from its Information Technology provider, Infradapt.

The motion passed unanimously.

Lauren Pellegrino moved and Kayla Green seconded a motion to approve the Monthly Police Department Incident Report for the Borough from its Information Technology provider, Infradapt. Carl R. Strye Jr. asked for the status of all surveillance cameras in the Park and if everything was operating.

The motion passed unanimously.

Law: Michael Kopach moved and Christopher D. Crook seconded a motion to approve the May 2024 Code Enforcement Report.

The motion passed unanimously.

Michael Kopach moved and Christopher D. Crook seconded a motion to vote on an ordinance to approve a revision to the Borough's disabled parking ordinance which would permit motorists with a disability "placard" to park in any designated handicapped parking space in addition to those motorists with PA registered disability plates. The motion passed unanimously. A Roll Call vote followed. Voting "Yes" for passage were Councilpersons Strye, Corpora, Fischl, Pellegrino, Kopach, Donello, Green, Crook and Chiavaroli. Nine (9) voting "Yes" for passage. There were no (-0-) "No" votes and Ordinance #886 is adopted into the Borough Code of Ordinances.

Michael Kopach moved and Laureen Pellegrino seconded a motion to vote on a revision to the Borough's ordinance on street closures. The revised ordinance will permit Borough Council to designate an individual with the authority to close streets due to construction, maintenance or special events and would require a permit application/approval for any street closure. Discussion followed. Carl R. Strye Jr. asked how the procedure would follow if the designated person providing approval was not available. The motion passed unanimously. A Roll Call vote followed. Voting "Yes" for passage were Councilpersons Strye, Corpora, Fischl, Pellegrino, Kopach, Donello, Green, Crook and Chiavaroli. Nine (9) voting "Yes" for passage. There were no "No" votes and Ordinance #887 is adopted into the Borough Code of Ordinances.

Michael Kopach moved and Christopher D. Crook seconded a motion to advertise a revision to Section 15-411 of the Borough's Parking Ordinance to eliminate the prohibition to parking a vehicle for the purpose of displaying the vehicle for sale.

The motion passed unanimously.

Environmental Steering & Lighting: Charles A. Donello moved and Christopher D. Crook seconded a motion to approve the Environmental Steering Report for the month of May 2024.

The motion passed unanimously.

Charles A. Donello moved and Carl R. Strye Jr. seconded a motion to proceed with the filing and funding of the remaining necessary expenses associated with the pursuit of the Recycling Grant for construction of a new recycling center on Gracedale Boulevard. Expenses to do the final grant filing are not to exceed \$4,000. Discussion followed. Michael Kopach asked why the filing was not done four years ago when the first grant was filed. Christopher D. Crook stated that he would be "abstaining" from the vote. Laureen Pellegrino asked if we had four more years to try and get a grant to fund the proposed recycling center. A voice vote followed and President Chiavaroli called for a Roll Call vote. Voting "Yes" for passage were Councilpersons Strye, Corpora, Fischl, Donello, Green and Chiavaroli. Six (6) voting "yes". Voting "No" were Councilpersons Pellegrino and Kopach. Two (2) voting "No". Abstaining was Councilman Christopher D. Crook.

The motion passed.

Fire: Kayla Green moved and Lauren Pellegrino seconded a motion to approve the Emergency Management Report for April 2024.

The motion passed unanimously.

Kayla Green moved and Christopher D. Crook seconded a motion to approve Resolution 6 - 24 - B which certifies the new 2024 Emergency Operations Plan for the Borough of Nazareth, as submitted by our Emergency Management Director, Mark Morella. The Resolution follows:

RESOLUTION NO. 6 - 24 - B

BOROUGH OF NAZARETH, NORTHAMPTON COUNTY, PENNSYLVANIA

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF NAZARETH, NORTHAMPTON COUNTY, PENNSYLVANIA APPROVING THE 2024 EMERGENCY MANAGEMENT PLAN

WHEREAS, The Nazareth Borough Emergency Management Coordinator annually reviews the joint emergency operation plan and recommends changes, improvements or additional information to the plan to ensure that the plan adequately addresses the public safety and welfare needs of the Borough's citizens.

WHEREAS, the Nazareth Borough Emergency Management Agency working with the Northampton County Emergency Management Agency, Recommends that Nazareth Borough adopt and declare the 2024 Emergency Management Plan to be the emergency operations plan of the Borough for the purpose of fulfilling the requirement in subsection 7503(1) of the emergency management services code to prepare, maintain, and keep current a disaster emergency management plan for each Commonwealth municipality.

NOW THEREFORE, BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF NAZARETH, NORTHAMPTON COUNTY, PENNSYLVANIA, AS FOLLOWS:

Section 1. The Borough Council hereby approves the 2024 Emergency Management Plan as the official emergency operations plan for Nazareth Borough and the Nazareth Borough Emergency Management Agency.

Section 2. This Resolution shall take effect and be in force immediately. Duly adopted on this the 3rd day of June, 2024 by the Borough Council of THE BOROUGH OF NAZARETH, NORTHAMPTON COUNTY, PENNSYLVANIA, in lawful session duly assembled.

The motion passed unanimously.

Public Works: Christopher D. Crook moved and Lauren Pellegrino seconded a motion to approve the Public Works Report of activity for the month of May 2024.

The motion passed unanimously.

Christopher D. Crook moved and Charles A. Donello seconded a motion to reject the \$117,450.00 bid of Walter Brucker & Company for the Police Station Ballistic Protection Project. The bid was solicited by the Borough Engineer on PennBid.

The motion passed unanimously.

Mayor: Mayor Lance E. Colondo presented the Police Report for May 2024. Mayor Colondo reminded everyone about the Fireman's Carnival which begins on Wednesday evening, June 5, 2024 and the Food Truck Festival to occur on Belvidere Street in the downtown on June 8, 2024.

Solicitor: No report.

Engineer: No report.

Police Chief: No report.

Old Business: None

New Business: President Chiavaroli told Council that there would be a meeting at 9:00 am on June 4, 2024 with the school district to discuss the new parking plan and crossing guard rates.

There being no further business at 7:10 pm, on a motion by Carl A. Fischl seconded by Lauren Pellegrino, the Meeting was adjourned.

Paul A. Kokolus, Secretary

Daniel Chiavaroli, President