

NAZARETH BOROUGH COUNCIL--REGULAR MEETING--JUNE 6, 2022

The regular monthly meeting of the Borough of Nazareth was held on Monday, June 6, 2022 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 A. Fischl, Mayor Lance E. Colondo, Councilpersons Carl R. Strye Jr., Jessica Teel, Laureen Pellegrino, Charles A. Donello, Kayla Green, Michael Kopach and Christopher Crook, Solicitor Alfred S. Pierce, Borough Engineer Albert Kortze, Police Chief Randall Miller and Public Works Superintendent Keith Knecht.

Public Property: Carl R. Strye Jr. moved and Carl A. Fischl seconded a motion to approve Resolution No. 6 - 22 - B which commends and thanks retired Parking Enforcement Officer Lou Skrapits. The Resolution follows:

WHEREAS, Lou Skrapits has been an integral part of the Nazareth Parking Enforcement Department since his hiring on January 4, 2010,

WHEREAS, Lou Skrapits has retired from Borough employment, effective July 10, 2021 after over eleven years of serving our Borough,

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 monitoring of parking lots and most importantly, vehicles parked in the metered zone of our downtown,

NOW, THEREFORE, BE IT RESOLVED and it is hereby resolved by Borough Council assembled that Lou Skrapits be thanked and commended for his time as a dependable and very effective Borough employee. For over a decade, Lou Skrapits could be counted upon to assist our Police Department with traffic control during events, helping our Police Administrative Assistant with calls and inquiries and to make regular rounds of parked vehicles for payment of meter fees. Each month, Lou collected, counted and reconciled meter receipts and fines for violations and did so with great accuracy. Just as importantly, Lou Skrapits was a "Borough Ambassador" and a source of information for motorists and downtown visitors and was an approachable Borough representative for any and all parking problems. Lou did his work with a smile on his face and with an understanding of people and situations, often in trying and contentious circumstances. For that and all else that he has done on the Borough's behalf, Council again thanks and honors Lou Skrapits for his ten plus 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 Lou Skrapits to the front of the Chamber and read the Resolution. Skrapits was invited to say a few words and expressed his appreciation to Council and the Borough for providing him the opportunity to do public work and help the Borough, get needed walking and exercise and be compensated for all of that.

Communications: The President acknowledged the receipt of three (3) letters from Plainfield Township residents providing information on the spreading of treated human sludge waste on farm fields.

The Secretary’s minutes from the regular meeting of May 2, 2022 were approved as presented.

On a motion by Michael Kopach seconded by Christopher D. Crook the Treasurer’s Report for the month of May 2022 was approved as follows:

General Fund--Cash on Hand April 30, 2022	\$ 1,381,908.31
Waste & Recycling Fund--Cash on Hand April 30, 2022	\$ 689,550.46
General Fund--Total Receipts	\$ 403,540.90
Waste & Recycling Fund--Total Receipts	\$ 7,861.11
General Fund--Total Receipts & Cash	\$ 1,785,449.21
Waste & Recycling Fund--Total Receipts & Cash	\$ 697,411.57
General Fund--Total Disbursements	\$ 349,996.33
Waste & Recycling Fund--Total Disbursements	\$ 59,338.66
General Fund--Cash on Hand May 31, 2022	\$ 1,435,452.88
Waste & Recycling Fund--Cash on Hand May 31, 2022	\$ 638,072.91
ESSA Payroll Account	\$ 2,021.56
Embassy Bank State Fund Checking Account	\$ 478,789.21
Embassy Bank Park Account	\$ 115,221.99
Embassy Bank American Rescue Plan	\$ 298,815.36
Embassy Bank Reserve Account	\$ 1,132,039.18
Pennsylvania Investment Trust Fund (Reg + Term Investment)	\$ 25,689.82
Total of All Borough Funds.....	\$ 4,126,102.91

Michael Kopach moved and Charles A. Donello seconded a motion to approve the payment of bills totaling \$409,334.99.

The motion passed unanimously.

Public Property: Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to accept with regret, the resignation of Councilperson Jessica Teel, current Councilperson of the Second Ward. Ms. Teel's resignation will officially end her term in office on July 6, 2022 and is effective on that date.

The motion passed unanimously.

Carl R. Strye Jr. moved and Michael Kopach seconded a motion to approve the request of the Holy Family Sick & Relief Society to block off Phoenix Street between Mauch Chunk Street and Beck Street while their outdoor seating is open from 4pm- 10pm. This is for safety reasons only. The street will be accessible to any Emergency vehicle that would need to get thru at any time.

The motion passed unanimously.

Carl R. Strye Jr. moved and Jessica Teel seconded a motion to approve the request of Donna Bok for use of the Park on Saturday, September 24, 2022 for their non-profit's "No Kid Hungry" Program fundraiser and their distribution of food. Approval includes use of the Large Pavilion and the presence of Food Trucks.

The motion passed unanimously.

Carl R. Strye Jr. moved and Kayla Green seconded a motion to approve the hiring of Shelly's Cleaning Service to clean the Borough Offices and Police Department on a weekly basis, the Public Works Garage and Fire Station twice monthly and Council Chambers once each month. Their services will begin after the completion of our current cleaning contract on August 7, 2022. Monthly cost of their services is \$615.00.

The motion passed unanimously.

Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to approve the Borough to serve as the sponsoring municipality for 2022 Monroe County and Northampton & Lehigh Counties LSA Grants.

The motion passed unanimously.

Carl R. Strye Jr. moved and Lauren Pellegrino seconded a motion to approve the 2022 Kazoo Parade to be held on Saturday, July 2, 2022 at 10:00 am. The approval includes use of Council Chambers at the conclusion of the Parade.

The motion passed unanimously.

Carl R. Strye Jr. moved and Charles A. Donello seconded a motion to approve Resolution No. 6-22-C which officially closes the Main Street Parking Lot on Friday evening, July 15, 2022 for the Nazareth Night Out celebration conducted by the NEDC. All vendors who are not part of the NEDC Farmer's Market must purchase vendor permits.

The motion passed unanimously.

Finance: Jessica Teel moved and Charles A. Donello seconded a motion to approve the renewal of the Borough package of insurances with Brown & Brown of the Lehigh Valley at a total cost of \$143,219. The total represents an increase from the 2021 total of \$127,102. The 2020 total cost at renewal time was \$129,162. 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 Trident Insurance Group for our Public Officials Policy and Employee Practices. Trident would provide the general liability and vehicle policies while Traveler's Insurance Group would provide Law Enforcement coverage. Total cost of the Municipal Entity Insurance Package to include Worker's Compensation coverage and an enhanced Cyber Security package is \$215,077. The 2021 total was \$204,365. The renewal includes professional services for administering the Borough's Worker's Compensation coverage with both the State Fund for our volunteer firemen, administering the regular Borough Worker's Compensation with Susquehanna Municipal Trust \$67,949 for the next twelve months. State Worker's Insurance Fund coverage for our firemen is an additional \$13,909. 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.

Jessica Teel moved and Kayla Green seconded a motion to approve an agreement with the Nazareth Council of Governments to admit Hanover Township, Northampton County and accept them as a member of the Nazareth COG.

The motion passed unanimously.

Police: Carl A. Fischl moved and Christopher D. Crook seconded a motion to approve Resolution No. 6 - 22, a resolution which establishes the hiring of full time Police Officer Jonathan D. Matthews and establishes June 29, 2022 as his date of hire as follows:

A Resolution of the Council of the Borough of Nazareth to extend a conditional offer of employment to Jonathan D. Matthews for the position of full-time patrol officer in the Nazareth Borough Police Department:

WHEREAS, the Borough Council directed the Nazareth Borough Civil Service Commission establish an eligibility list of candidates for the position of patrol officer;

WHEREAS, the Civil Service Commission has certified a list of eligible candidates for the position of patrol officer;

WHEREAS, the Borough Council wishes to extend a conditional offer of employment to a candidate from the certified eligibility list;

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Borough of Nazareth, in Borough Council assembled, that:

1. The Borough of Nazareth extends a conditional offer of employment to candidate Jonathan D. Matthews for the position of full-time patrol officer;

2. This offer is conditioned upon the following:

(a) The conditional appointee undergoing a physical medical examination by a physician or other qualified medical professional and a determination by said physician or other qualified medical professional that the conditional appointee is capable of performing all essential functions and tasks of a patrol officer, and

(b) The conditional appointee undergoing a psychological medical examination by a psychiatrist or psychologist and a determination by said psychiatrist or psychologist that the conditional appointee is capable of performing all essential functions and tasks of a patrol officer.

3. Upon successful completion of the requirements stated in Paragraph 2(a) and (b) above, the conditional appointee shall be sworn-in to the position of patrol officer on June 29, 2022.

4. The officer's twelve (12) month probation period, seniority for collective bargaining rights, and eligibility for salary and benefits shall all commence effective June 29, 2023.

The motion passed unanimously.

Carl A. Fischl moved and Charles A. Donello seconded a motion to direct the Secretary to advertise for regularly scheduled and alternate school crossing guards.

The motion passed unanimously.

Fire: Lauren Pellegrino moved and Christopher D. Crook seconded a motion to approve the Emergency Management Report for April 2022.

The motion passed unanimously.

Lauren Pellegrino moved and Kayla Green seconded a motion to approve the Fire Chief's Report for May 2022.

The motion passed unanimously.

Law: Michael Kopach moved and Jessica Teel seconded a motion to approve the May 2022 Code Enforcement Report.

The motion passed unanimously.

Michael Kopach moved and Carl A. Fischl seconded a motion to advertise for an ordinance for the Borough's adoption of the 2021 version of the International Property Maintenance Code.

The motion passed unanimously.

Michael Kopach commented on the professionalism and competence shown by officers of the Nazareth Police Department during a very recent medical emergency situation involving his own mother. Kopach complimented and praised officers Kahle, Pompei and O'Hay for their quick emergency response and the assistance they provided during the situation. He asked that Chief Miller pass on to his officers, his family's appreciation and praise for their assistance in that critical time.

Environmental Steering & Lighting: Charles A. Donello moved and Laureen Pellegrino seconded a motion to appoint Andrea Martin of 603 Seip Avenue to fill an unexpired term of Robert N. Mertz on the Nazareth Borough Municipal Authority. That term will end on December 31, 2022.

The motion passed unanimously.

Technology: Kayla Green moved and Christopher D. Crook seconded a motion to approve upgrades to the Borough's website to make it more compliant with the Americans With Disabilities Act (ADA) at a cost of \$1,190.00.

The motion passed unanimously.

Kayla Green moved and Carl R. Strye Jr. seconded a motion to approve a 48 month Service Agreement for all Borough Information Technology Management, Network, Link and Cloud services, Office 365 management, Firewalls and a variety of other technical services with Infradapt at a monthly cost of \$3,748.50. the monthly charges include a 15% discount.

The motion passed unanimously.

Kayla Green moved and Carl R. Strye Jr. seconded a motion to approve the purchase through a COSTARS Vendor Contract, Design INFQ #19947 equipment and software products needed for the implementation of the new IT services from Infradapt at a total cost of \$48, 974.24.

The motion passed unanimously.

Public Works: Christopher D. Crook moved and Charles A. Donello seconded a motion to approve request of Pennsylvania American Water for the Borough to waive \$16,000.00 in permit excavation and inspection fees for its water main project on S. New Street. Approval is subject to the utility restoring the roadway to Borough specifications, curb to curb, including opposing disturbed intersections on S. New Street from E. Center Street to Lackawanna Avenue.

The motion passed unanimously.

Christopher D. Crook moved and Charles A. Donello seconded a motion to approve the Public Works Report of activity for the month of May 2022.

The motion passed unanimously.

Mayor: Mayor Lance E. Colondo presented the Police Report for May 2022. Mayor Colondo reminded everyone about the Food Truck Festival to occur on Belvidere Street in the downtown on June 19, 2022.

Solicitor: No report.

Engineer: No report.

Police Chief: No report.

Old Business: None

New Business: Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to amend Section No. 2, Line 15 of the Park Rules and add the word "Vaping" to that line in the Rules involving smoking. Vaping would be prohibited in the Park.

The motion passed unanimously.

There being no further business at 7:22 pm, on a motion by Kayla Green seconded by Charles A. Donello, the Meeting was adjourned.

Paul A. Kokolus, Secretary

Daniel Chiavaroli, President