

Northampton County

Government Directory



**Northampton County Courthouse
669 Washington Street
Easton, Pa. 18042**

www.northamptoncounty.org

Hours: 8:30 am – 4:30 pm

Closed during observance of major Holidays



A message to Northampton County Courthouse visitors:

Visitors must enter through the courthouse rotunda where they must pass through a weapon screening procedure. Persons with physical disabilities may enter the courthouse complex through either the employee entrance (rear of building) or the rotunda entrance. They will be subject to the same weapon screening procedure as other members of the public.

Entrance and departure through all doors other than the rotunda entrance or the employee entrance is prohibited.

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I. ELECTED OFFICIALS

COUNTY EXECUTIVE

Courthouse, 3rd Floor

John Stoffa.....(610) 559-3191

The County Executive, an elected official who serves as the principal executive and administrative officer of the County, heads the Executive branch. He enforces laws, prepares budgets and financial plans and presents them to the County Council, advises the County Council, recommends legislation and acts as a representative of the County.

The Executive signs or causes to be signed on behalf of the county all deeds, contracts and other instruments. He/she has the power to veto ordinances, although the veto may be overturned by a 2/3 vote of County Council.

The Executive appoints a cabinet, which directs and supervises the agencies and personnel under him/her. The cabinet is represented by:

- Administration
- Community and Economic Development
- Coroner
- Corrections
- Court Services
- Fiscal Affairs
- Human Resources
- Human Services
- Public Defender
- Public Works
- Sheriff
- Solicitor

The Executive may serve on Authorities, Boards and Commissions and he/she also appoints members of various Authorities, Boards and Commissions—all of whom must be confirmed by the County Council.

The Executive is elected to a four-year term (in an off-numbered year).

COUNTY COUNCIL

Courthouse, 3rd Floor..... (610) 559-3195

John Cusick, Council President (At Large)

Margaret L. Ferraro, Council Vice-President (At Large)

Thomas H. Dietrich (At Large)

Bruce A. Gilbert (At Large)

Kenneth M. Kraft (District 1)

Lamont G. McClure, Jr. (District 3)

Scott Parsons (District 4)

Barbara A. Thierry (At Large)

Robert F. Werner (District 2)

The County Council, a nine-member body, serves as the Legislative branch of the county. The members of Council are elected for four-year terms on a staggered schedule (in odd years). Five of the members are elected at large and four are elected by district. The geographical districts are currently comprised of:

District 1 - City of Bethlehem; Boroughs of Freemansburg and Hellertown; Hanover Township.

District 2 - City of Easton; Boroughs of Glendon, Stockertown, Tatamy, West Easton and Wilson; Townships of Forks, Palmer and Williams.

District 3 - Boroughs of Nazareth, North Catasauqua and Northampton; Townships of Allen, Bethlehem, East Allen, Lower Nazareth, Lower Saucon and Williams.

District 4 - Boroughs of Bangor, Bath, Chapman, East Bangor, Pen Argyl, Portland, Roseto, Walnutport and Wind Gap; Townships of Bushkill, Lehigh, Lower Mount Bethel, Moore, Plainfield, Upper Mount Bethel, Upper Nazareth and Washington.

The Council is presided over by a President who, along with the Vice-President of Council, is chosen at an annual organizational meeting. It is also the responsibility of the President to determine the committee structure of the Council.

Council committees include:

- Capital Projects and Operations
- Economic Development
- Finance
- Human Services
- Intergovernmental Affairs
- Courts and Corrections
- Personnel
- Parks and Open Space

The Council meets on the first and third Thursday of each month in the Council Meeting Room. It has the power to make laws, levy taxes, adopt and repeal ordinances, and determine the composition of county agencies. It confirms appointments of officials and, on occasion may even make appointments, sets the salaries of elected officials, and also establishes the annual county budget and financial plan.

The Council is assisted by a clerk (Clerk to Council) and other staff members.

CONTROLLER

*669 Washington Street
Easton, Pa. 18042*

Stephen Barron(610) 559-3186

- Responsible for ensuring the proper and prudent spending of the County’s money
- Elected to a four-year term, the Controller heads a separate branch of government and is directly responsible to the voters
- Conducts fiscal and operational audits on county agencies

DISTRICT ATTORNEY

Courthouse, 1st Floor

John Morganelli(610) 559-3020

- Reviews, investigates, deters, and objectively prosecutes all criminal violations occurring in the County of Northampton
- Elected to a four-year term
- Serves as the county’s Chief Prosecutor and represents Pennsylvania in preparing and trying criminal cases of all persons charged with a criminal offense
- Can enlist the help of eleven full-time and nine part-time Assistant District Attorneys, and four detectives

II. COURTS

3rd Judicial District of Pennsylvania

Pennsylvania’s judicial branch of government is organized into a unified system headed by the Chief Justice of the Pennsylvania Supreme Court and assisted by the State Court Administrator of Pennsylvania. The Pennsylvania Supreme Court, Superior Court and Commonwealth Court are the appellate courts to the trial courts, which are organized as Courts of Common Pleas in 60 judicial districts across the Commonwealth. Our minor judiciary is comprised of Magisterial Justice courts across the county. Northampton County’s Court of Common Pleas, Magisterial District Courts, and Court Administration make up the Third Judicial District of Pennsylvania.

The President Judge of the Northampton County Court of Common Pleas is the head of the Third Judicial District and is directly assisted by the Court Administrator of Northampton County. Judges meet regularly to review issues and establish administrative policies and procedures for the courts.

Common Pleas Court Judges

President Judge F.P. Kimberly McFadden
Stephen G. Baratta
Edward G. Smith
Emil Giordano
Paula A. Roscioli
Anthony S. Beltrami
Leonard N. Zito
Michael J. Koury, Jr.
Craig A. Dally

Magisterial District Judges

District 03-1-04 James J. Narlesky
248 Brodhead Road, Suite 2
Bethlehem, Pa. 18017
610-691-2364

District 03-2-01 Roy A. Manwaring, II Esq.
402 East Broad Street
Bethlehem, Pa. 18018-6385
610-691-1501

District 03-2-03 Joseph Barner
Trolley Station Mall
224 Nazareth Pike, Suite 18A
Bethlehem, Pa. 18020
610-746-9740

District 03-2-04 David W. Tidd, Esq.
1404 Walter Street
Bethlehem, Pa. 18015-5340
610-865-4010

District 03-2-05 Gay L. Elwell
400 Northampton Street, Suite 100
Easton, Pa. 18042
610-258-5900

District 03-2-06 Daniel G. Corpora
St. John Street Plaza
210 Line Street
Easton, Pa. 18042-7299
610-258-8711

District 03-2-07 Diane M. Marakovits, Esq.
24 West 21st Street, Suite 101
Northampton, Pa. 18067-1557
610-262-7433

District 03-2-08..... John C. Capobianco
136 S Main St
Nazareth, Pa. 18064
610-759-6424

District 03-2-09 Jackie Taschner, Esq.
3 Weller Place
Easton, Pa. 18045-1975
610-258-7266

District 03-2-10 Nancy Matos Gonzalez
202 West Fourth Street
Bethlehem, Pa. 18015-1587
610-868-9191

District 03-2-11 Patricia A. Romig-Passaro
1214 Stefko Boulevard
Bethlehem, Pa. 18017-6624
610-694-0553

District 03-2-12 Richard H. Yetter, Esq.
1710 Butler Street
Easton, Pa. 18042-4621
610-258-4640

District 03-3-01 Robert A. Hawke
Country Springs Mall
4330 Lehigh Drive
P.O. Box 958
Cherryville, Pa. 18035-0958
610-767-6345

District 03-3-02 Douglas Schlegel, Sr.
31 C West First Street
P.O. Box 175
Wind Gap, Pa. 18091-0175
610-863-5447

District 03-3-03 Todd M. Strohe
718 South Main Street
P.O. Box 186
Bangor, Pa. 18013-0186
610-588-3998

Court Administration

Courthouse, 1st Floor..... (610) 559-6700

- Responsible for all operations of the County Court System, including the Law Library, Jury System, Court Reporters, and other court appointed personnel
- Prepares the court calendar
- Responsible for scheduling, fiscal administration, technology and information management within the Court System

Adult Probation

Criminal Administration Building

105 S. Union Street

Easton, Pa. 18042..... (610) 559-6800

- Court-Ordered Probation Supervision
- Court-Ordered Parole Supervision
- Restrictive Intermediate Punishment Plan Supervision
- Court-Ordered Community Service Supervision
- Community Liaison
- Educational Outreach

Domestic Relations

126 S. Union Street

Easton, Pa. 18042..... (610) 253-3566

- Child/Family Support Order Establishment, Modification, Enforcement
- Paternity Establishment
- Domestic Relations Association of Pennsylvania Liaison
- Administrative Office of Pennsylvania Courts Liaison

DUI Program

Criminal Administration Building

105 S. Union Street

Easton, Pa. 18042..... (610) 559-6810

- Responsible for the active supervision of all DUI offenders sentenced in Northampton County
- Operates the Alternative Sentencing Program (ASP) for second offenders
- Provides presentations on the DUI program at various community groups, health fairs and schools within the Lehigh Valley

Jury Management System

Courthouse, 1st Floor..... (610) 559-6730

- Coordinates jury system from initial summons to payment
- Selects prospective jurors' names from a pool of county residents
- Makes every effort to create a positive experience for jurors

Juvenile Detention

Juvenile Justice Center

650 Ferry Street

Easton, Pa. 18042..... (610) 559-6850

- Administers a treatment program that is designed for adjudicated delinquent youth between the ages of 10 and 17 whom reside in Northampton County
- Reintegration and transition back to the youth's home and community are key components of the treatment program
- Collaborates with the staff of the Juvenile Probation Department in operating the Short Term Offender Program (STOP)
- Operates a Youth Detention Program designed to provide maximum security, hold juvenile accountable and provide the necessary programs for youth who are detained while waiting further disposition in Juvenile Court

Juvenile Probation

Juvenile Justice Center

650 Ferry Street

Easton, Pa. 18042..... (610) 559-6880

- Juvenile Delinquent Probation Plan Administration
- Youth Development Programs Administration
- Community and School Liaison
- Educational Outreach
- Juvenile Justice Agencies and Associations Liaison

Law Library

Courthouse, 1st Floor..... (610) 559-6751

- Pennsylvania Judicial Code-directed judiciary library services
- Public Accessible, Sole Public Source in Northampton County for Legal Research

Pretrial Services

Criminal Administration Building, Lower Level (610) 559-6830

105 S. Union St.

Easton, Pa.

- Assists the Northampton County Court of Common Pleas and the District Justices with reports and recommendations concerning bail decisions for defendants charged with criminal offenses
- Supervises defendants placed on bail supervision

III. COUNTY AGENCIES

Administration

Courthouse, 3rd Floor (610) 559-3194

- Facilitates and assists in the operation of all county agencies

Administrative Services

Courthouse, 3rd Floor (610) 559-3201

- Responsible for high-speed copying in b/w and color
- Handles all courthouse mail, incoming and outgoing
- All design, layout and production of county forms, letterheads, business cards and brochures
- Programming and management of all County PBX and voicemail systems as well as Magisterial Court Judges and Senior Citizen Centers

Archives

684 Washington Street

Easton, Pa. 18042..... (610) 559-3218

- Responsible for administering the county’s records management program as well as preserving historic and current records

Area Agency on Aging

Governor Wolf Building

45 North Second Street

Easton, Pa. 18042..... (610) 559-3245

- Plans and coordinates the provision of services to adults who are 60 years of age and older in Northampton County
- Provides advocacy for the needs of older adults as a group or individual
- Provides Older Adult Protective Services under Commonwealth law to victims of elder abuse, neglect, exploitation or abandonment
- Operates the County’s network of Senior Citizen Centers to provide opportunities for socialization, recreation, good nutrition, and health promotion

Assessment

Courthouse, 2nd Floor..... (610) 559-3140

- Appraises real estate within the county for the local property tax levy
- Administers the Act 319/Act 156/Act 235 Clean and Green preferential assessment program, Lerta, KOZ, TIF, Homestead, Act 149, Act 43, Act 4 and Act 66
- Schedules and maintains assessment appeals filed by property owners
- Performs certification of tax rolls to the County, Municipality and School District

Bridge Maintenance

Greystone Building

14 Gracedale Avenue

Nazareth, Pa.18064..... (610) 746-1977

- Responsible for yearly inspections and routine maintenance of the county’s 115 County owned and 4inter-county bridges
- Manages major bridge reconstruction projects
- Maintain and operate highway lighting on U.S. 22 and Pa. 33

Building Operations and Maintenance

Courthouse, Basement (610) 559-3724

Gracedale Nursing Home Facility (610) 746-1955

- Responsible for minor improvements, preventive maintenance and repair of all County buildings and equipment

Children, Youth and Family

Governor Wolf Building

45 North Second Street

Easton, Pa. 18042..... (610) 559-3290

- Provides services to keep children and youth (birth to 18 years of age) in their own homes designed to prevent abuse, neglect, and exploitation and help overcome problems that result in dependency and delinquency.
- Provides general protective services, child protective services, temporary substitute placement in foster family homes and residential child care facilities, adoption services, and information and referral
- Provides services designed to re-unite children and their families when children are in temporary substitute placement or, if necessary, assure permanency through the adoption process
- Provides services and care ordered by the court for children who have been adjudicated dependent

Clerk of Court - Civil Division (Prothonotary)

Courthouse, Lower Level..... (610) 559-3060

- Primary function of this office is to docket and file all legal documents pertaining to civil cases, such as divorce and custody complaints, civil lawsuits, equity actions, mortgage foreclosure actions and indexing of judgments as well as federal and commonwealth tax liens
- Issues writs of execution for sheriff sales on real estate and personal property
- Processes passport applications for the Philadelphia Passport Agency
- Assists in the naturalization of new citizens

Clerk of Court - Criminal Division

Courthouse, Lower Level..... (610) 559-3789

- Responsible for the docketing, retrieval and maintenance of documents pertaining to criminal and miscellaneous court matters
- Records the disposition of cases and collects and disburses to the proper recipient all fines, fees, costs collected

Clerk of Court - Orphans Court Division

Courthouse, Lower Level..... (610) 559-3094

- Responsible for the docketing, filing, retrieval and maintenance of documents pertaining to adoptions and termination of parental rights, guardianships for minors and adjudications of incapacity, and other dependency matters relating to juveniles
- Maintains the accounting and distribution of estates scheduled for audit by the court
- Accepts marriage license applications
- Responsible for maintaining records of marriages and issuing marriage licenses and certificates
- Birth and death records from 1893 to 1936 are on file in this office and certificates are issued upon request

Community and Economic Development

Courthouse, 1st Floor..... (610) 559-3200

- Administers federal, state, and local programs directed towards housing and community development
- Through its economic development affiliates - the Northampton County Industrial Development Authority (NCIDA) and the Northampton County General Purpose Authority (NCGPA) - can assist County-based for-profit and non-profit companies in obtaining below market rate tax exempt and taxable financing
- Provides access to a network of development resources and is directly involved in the development and redevelopment of key industrial sites in the County
- Provides technical consulting to municipal, non-profit and for-profit companies in the areas of grant writing, municipal financial planning, project development and project financing
- Coordinates environmental services and recycling/waste reduction in the county

Conservation District

Greystone Building

14 Gracedale Avenue

Nazareth, PA 18064..... (610) 746-1971

- A state delegated agency, this office’s main concern is to conserve and protect our soil and water natural resources
- Reviews erosion and sediment control plans for construction activities
- Processes NPDES permits for discharge of storm water from construction activities
- Promotes watershed protection
- Provides environmental education programs
- Administers the Dirt & Gravel Road Maintenance Program
- Administers Nutrient Management program on agricultural operation
- Promotes the use of conservation plans for farms

Coroner

146 Country Club Road

Easton, Pa. 18045..... (610) 258-1806

24 Hour Hotline..... (610) 866-9550

- The Coroner determines the cause and manner of unnatural and unexplained deaths occurring within Northampton County
- The Office of the Coroner serves as an independent investigator in all unnatural and unexplained death investigations
- Has the power to call an inquest or a coroner’s jury

Corrections

666 Walnut St

Easton, Pa. 18042..... (610) 923-4303

- Responsible for the administration, supervision, and operation of the Northampton County Prison
- Oversees the prison Community Corrections Program

Court Services Administration

Courthouse, Lower Level..... (610) 559-3090

- Responsible for coordinating the programs and services provided by the department as well as county record management and departmental financial reporting

Custodial Services

Courthouse, Basement..... (610) 559-3012

- Provides housekeeping and janitorial services for all county facilities, except the Gracedale Nursing Home
- Acts as security for buildings during weekends and after hours

Developmental Programs

Bechtel Building

520 East Broad Street

Bethlehem, Pa. 18018..... (610) 974-7500

- Mission is to improve the quality of life for people with mental retardation through the guiding principles of self-determination
- Services include Residential Programming (Community Homes, Family Living and Supported Living), Adult Developmental Training, Vocational Programming, Community Employment Services, Family Support Services, a Family-Driven Family Support Program, and In-Home Waiver Program

Disbursements

Courthouse, 2nd Floor..... (610) 559-3114

- Provides financial information and support to all County departments, other government agencies and the public
- Monitors financial operations to insure that all County appropriations are spent in accordance with the budget adopted by County Council, to pay all of the County’s legal and payroll obligations, and to maintain all financial accounting records

Drug and Alcohol

Bechtel Building

520 East Broad Street

Bethlehem, Pa. 18018..... (610) 997-5800

- Provides funding for prevention, education, treatment and case management of problems relating to addiction.
- Provides information to the public about the dangers of alcohol abuse, substance abuse and problem gambling.

Early Intervention

Bechtel Building

520 East Broad Street

Bethlehem, Pa. 18018..... (610) 974-7511

- Helps families develop and maximize their child's potential
- Infants and children ages birth to their third birthday are eligible to receive Early Intervention services if they are experiencing significant delays in one or more areas of development, examples of which include:
 - physical disability
 - hearing or vision loss
 - a specialist's determination that there is a delay, even though it does not show up on assessments (sometimes called an informed clinical opinion)
 - known physical or mental condition(s) which have a high probability for developmental delays

Elections

670 Wolf Avenue

Easton, Pa. 18042..... (610) 559-3055

- Records and maintains files for all registered voters in Northampton County
- Administers all facets of the Electoral process as required by laws governed by the State of Pennsylvania and by the Federal Government

Emergency Management Services

911 Center

100 Gracedale Avenue

Nazareth, Pa. 18064..... (610) 746-3194

- Responsible for 911 services including dispatching emergency responses
- Responsible for the development of and maintenance of a Comprehensive Emergency Management Program
- Executes planning functions for all hazards (natural and man made) disasters within Northampton County
- Coordinates and manages emergency operations during inter-municipal disasters
- Provides specialized emergency response services to assist municipal first responders
- Manages the process of damage assessment and financial reimbursement following federally declared disasters
- Responsible for training the Emergency Management Coordinators in each of Northampton County’s municipalities
- Provides for continuity of government services in the event of a disaster
- Directs the county’s planning and response capabilities for homeland security directives

Farmland Preservation

Greystone Building

14 Gracedale Avenue

Nazareth, Pa.18064..... (610) 746-1993

- Promotes stability of the agricultural values and general welfare of Northampton County by the preservation of farmland
- Encourages the economic and financial health for long-term sustainability of agriculture
- Coordinates for county the statewide program to purchase agricultural conservation easements

Fiscal Affairs

Courthouse, 2nd Floor..... (610) 559-3110

- Develops the County's budgets and financial plans
- Develops and maintains control over all aspects of the County's financial and fiscal affairs

Geographic Information Services

Courthouse, 2nd Floor..... (610) 559-3178

- The Geographic Information System (GIS) is a system of mapping computer hardware, software, geographic data, and personnel designed to efficiently integrate the collection, management, and analysis of geographic data
- This data can be used to display the results of data queries such as maps, analyze spatial distribution of data, and make available the most up to date tax map information

Gracedale Nursing Home

www.gracedale.org

2 Gracedale Avenue

Nazareth, Pa. 18064..... (610) 746-1900

- Provides the highest quality long term care, rehabilitative, and restorative services to the residents of Northampton County
- Meets the needs of its residents in a variety of areas including full time physical, occupational, speech, and recreational therapies

Health Choices

Bechtel Building

520 East Broad Street

Bethlehem, Pa. 18018..... (610) 997-5854

- Behavioral Health Program of the Commonwealth of Pennsylvania's mandatory Medicaid managed care program that provides mental health and substance abuse treatment services.

Human Resources

Courthouse, 3rd Floor..... (610) 559-3188

- Responsible for the hiring of county employees, including review of the creation of new positions, posting of vacancies, testing of applicants and the process of employee promotions or transfer
- Labor negotiating and collective bargaining with employees represented by unions
- Evaluation of required qualifications and job tasks for positions, and placement of positions within the county job classification and compensation plan
- Responsibility for training programs and skill upgrades
- Enforcement of Northampton County Career Service Regulations and Personnel Policies and Procedures, as well as Union Contracts
- Enforcement of all applicable state and federal employment laws and regulations, including unemployment and workmen's compensation, employment discrimination and equal employment opportunity
- Administration of fringe and pension benefits
- Dealing with employee disputes and discipline through mediation and grievance procedures

Human Services Administration

Courthouse, Lower Level..... (610) 559-3010

- Services are provided through the Divisions of Area Agency on Aging; Children, Youth & Families; Drug & Alcohol; Mental Health, Early Intervention and Developmental Programs; Veterans Affairs; and the Gracedale Nursing Home

Human Services Information & Referral/Emergency Services

*Governor Wolf Building
45 North Second Street
Easton, Pa. 18042*

Information & Referral (610) 559-3270

Mon.- Fri. 8:00 AM - 5:00 PM

- Single point of contact for all persons requesting services for residents of Northampton County
- Provides information about available county Human Services, and community resources

Emergency Services..... (610) 252-9060

24 Hours

- 24 hour Crisis hotline—Telephone crisis counseling
- Mental Health assessments for commitments under the PA Mental Health Act
- Walk-in crisis counseling: Monday-Friday, 8:00 AM—5:00 PM
- Mobile crisis counseling provides support to consumers and their families in the community
- Emergency placement of children who are at high risk of abuse/neglect– when no other option is available
- Referral and transportation to emergency shelter care for runaway children located in the community
- Aging assessments of older adults in emergency situations
- Crisis intervention for all Human Services Divisions

Information Services

Courthouse, 2nd Floor (610) 559-3120

- Provides all Northampton County governmental agencies with state of the art communications and technology solutions
- Implements and maintains hardware and software
- Provides central data processing services for all agencies of county government
- Responsible for the County website

Mental Health

Bechtel Building
520 East Broad Street
Bethlehem, Pa. 18018..... (610) 974-7555

- Provides persons with mental illness the opportunity to lead full and productive lives in their communities by offering high-quality, culturally competent, caring, and recovery-based community services that are flexible; consumer and family driven; and supportive of consumer responsibility, independence, empowerment, choice, satisfaction, and hope for the future
- Provides persons with mental illness with choices about and immediate access to needed services and supports

Parks & Recreation

Greystone Building
14 Gracedale Avenue
Nazareth, Pa.18064..... (610) 746-1975

- Provides for the maintenance, improvement and development of the County's 1300-acre park system as well as grounds maintenance at Gracedale, Governor Wolf Building and the Courthouse
- Provides recreational programs for County residents

Prison

666 Walnut Street
Easton, Pa. 18042..... (610) 923-4303

(see “Corrections” on page 15)

Procurement

Courthouse, 2nd Floor..... (610) 559-3050

- Is the central purchasing division responsible for implementing procedures in accordance with the County's purchasing manual
- Processes purchase orders and contracts
- Administers the procurement system of the County in accordance with the Administrative Code
- Responsible for acquiring goods, material and equipment for all County agencies
- Coordinates the internal recycling program and office equipment repair and maintenance contracts

Protection From Abuse Office

Courthouse, Lower Level..... (610) 559-3061

- Dockets all protection from abuse matters

Prothonotary

Courthouse, Lower Level..... (610) 559-3060

(see “Clerk of Court - Civil Division” listing on page 14)

Public Defender

Courthouse, Basement..... (610) 559-3040

- Represents qualified indigent people who are charged with criminal offences in Northampton County

Public Works

Courthouse, Lower Level..... (610) 559-3197

- Manages the Divisions of Bridges, Parks and Recreation, Vector Control, Operation and Maintenance, and Custodial Services
- Administers engineering and construction projects for the County

Recorder of Deeds

Courthouse, Lower Level..... (610) 559-3077

- Responsible for the recording, filing, imaging, retrieval and maintenance of deeds, mortgages, and miscellaneous papers filed in Northampton County
- Responsible for collecting, recording, and disbursing fees and taxes on all property transfers
- Records real estate related UCC liens
- Records subdivision and land development plans and highway maps
- Records and maintains commissions and bonds for all elected County officials
- Records all Notary Public Commissions, renewals and changes and also swears in all Notary Publics
- Started process of E-recording that gives the public, attorneys, and title companies access to file documents electronically
- Copies soldier discharge papers and sends copies to microfilm company to be made into duplex pages. Original discharges and duplex pages are returned to Veterans Affairs

Register of Wills

Courthouse, Lower Level..... (610) 559-3092

- Probates wills, appoints personal representative to handle estate matters
- Collects PA inheritance taxes

Revenue

Courthouse, 2nd Floor..... (610) 559-3102

- Administers the billing and collection of all County revenue, including real estate tax, and oversees a system for collection of tax claims and liens
- Collects license fees for the County including dog licenses, fishing, hunting, bingo, small games of chance licenses and sportsman’s pistol permit fees

Sheriff

Courthouse, Basement..... (610) 559-3084

- Serves and enforces all orders of the Northampton County Court of Common Pleas including bench warrants, civil writs, protection from abuse orders, child custody orders
- Provides security and protection for the Court of Common Pleas and court related functions
- Transports prisoners to and from county, state, and federal institutions for court appearances
- Serves to keep the peace in the county
- Arrests violators of the law and fugitives
- Conduct levies, sales of personal property and real estate
- Issues Pennsylvania License to Carry Firearms and licenses to sell firearms

Solicitor

Courthouse, 3rd Floor (610) 559-3184

- Provides legal services to elected officials and all agencies of the County and, upon request, to County Council and the Controller
- Represents the County in all legal proceedings to which the County is a party
- Prepares and reviews ordinances and resolutions when so requested by the County Executive
- Approves for legality all contracts, agreements, or other legal documents executed by authorized County officials

Veterans Affairs

Governor Wolf Building

45 North Second Street

Easton, Pa. 18042..... (610) 559-3199

- Administers a comprehensive array of federal, state, and local government benefit programs as well as providing counseling services to the veterans of Northampton County, their dependents, widows, and orphans, including:
 - Submit claims for VA Disability Compensation and/or VA Pension
 - Submit claims for Veterans' Emergency Assistance, Disabled Veteran Real Estate Tax Exemption Program, blinded and paralyzed veterans' pensions, and assist veterans with any other benefits that the Commonwealth of Pennsylvania provides
 - Provide VA Death Benefit assistance for surviving spouse/children
 - Assist in obtaining Military Records, Discharges and documents in support of veterans' claims
 - Represent veterans at the Board of Veterans Appeals
 - Prepare VA Burial benefits to include VA grave markers
 - Provide flag holders and flags for Memorial Day
 - Assist in obtaining military medals, ribbons and awards

Weights and Measures

Bechtel Building

520 East Broad Street

Bethlehem, Pa. 18018..... (610) 997-5812

- The Division of Weights & Measures ensures uniformity, consistency and fairness in the marketplace
- Regulatory enforcement includes testing and inspection related to grocery stores, gas stations, scanning accuracy, bulk and packaged commodities, home heating oil, liquid petroleum gas, coal, firewood, timing devices, etc.
- The program provides support, protection and confidence in daily transactions made between consumers and businesses

IV. AUTHORITIES, BOARDS AND COMMISSIONS

- **Area Agency on Aging Advisory Council**
- **Children, Youth and Families Advisory Board**
- **Comprehensive Economic Development Strategy**
- **Conservation District**
- **Drug & Alcohol Advisory Board**
- **Election Commission**
- **Farmland Preservation Board**
- **Gaming Revenue and Economic Redevelopment Authority**
- **General Purpose Authority**
- **Gracedale Advisory Board**
- **Higher Education Authority**
- **Hospital Authority**
- **Housing Authority**
- **Industrial Development Authority**
- **Lehigh and Northampton Transportation Authority**
- **Lehigh-Northampton Airport Authority**
- **Lehigh Valley Planning Commission**
- **Lehigh Valley Workforce Investment Board**
- **Mental Health, Early Intervention & Developmental Programs Advisory Board**
- **Northampton County New Jobs Corporation**
- **Open Space Advisory Board**
- **Personnel Appeals Board**
- **Personnel Commission**
- **Prison Advisory Board**
- **Retirement Board**
- **Revenue Appeals Board**

Citizens of Northampton County who have an interest in serving on one of these Authorities, Boards or Commissions should contact the County Executive's Office at 610-559-3194 for instructions on how to apply.

V. OTHER COMMUNITY AGENCIES AND INSTITUTIONS

Agricultural Extension

Greystone Building
14 Gracedale Ave.
Nazareth, Pa. 18064..... (610) 746-1970

- An extension of Pennsylvania State University’s College of Agricultural Sciences that provides research-based informal educational programs to the public on a variety of agricultural subjects

American Red Cross of the Greater Lehigh Valley

2200 Avenue A
Bethlehem, Pa. 18017..... (610) 865-4400

Center for Vision Loss

845 Wyoming Street
Allentown, Pa. 18103..... (610) 433-6018

Consumer Protection Hotline

Pa. Attorney General’s Office..... 1-800- 441-2555

Dept. of Environmental Protection (DEP) (610) 861-2134

- Mosquito, Black Fly and Vector Control
- West Nile Virus program

Discover Lehigh Valley

840 Hamilton Street
Suite 200
Allentown, Pa. 18101..... (610) 882-9200

- Convention and Visitors Bureau

Greater Lehigh Valley Chamber of Commerce

158 Northampton Street

Easton, Pa. 18042 (610) 330-9177

Housing Authority

15 South Wood Street

Nazareth, PA 18064..... (610) 759-8488

- Owns and manages public housing units in the County for low income non-elderly, elderly and persons with disabilities

Internal Revenue Service

3 West Broad Street

Bethlehem, Pa. 18018..... (610) 865-8208

IRS Toll-Free Number..... (800) 829-3676

Lehigh and Northampton Transportation Authority

(LANTA)..... (610) 776-7433

Lehigh Valley CareerLink

1601 Union Boulevard

Allentown, Pa. 18109 (610) 437-5627

Or

72 North Second Street

Easton, Pa. 18042 (610) 252-7344

Open Mondays, Wednesdays and Fridays- call for hours

- Job training and employment services

Lehigh Valley Center for Independent Living

435 Allentown Drive

Allentown, Pa. 18109 (610) 770-9781

- Independent living services for individuals with disabilities

Meals on Wheels of Northampton County

4240 Fritch Drive

Bethlehem, Pa. 18020..... (610) 691-1030

Northampton Community College

3835 Green Pond Road

Bethlehem, Pa. 18020..... (610) 861-5300

Office for the Deaf and Hard of Hearing

45 North Fourth Street
Allentown, Pa. 18102 1-800-233-3008
Voice/TTY/Video

Office of Vocational Rehabilitation

45 North Fourth Street
Allentown, Pa. 18102 (610) 821-6441

- Employment-related services for individuals with disabilities

Northampton County Board of Assistance

201 Larry Holmes Drive
Easton, Pa. 18042 (610) 250-1700

Social Security Administration

134 S. 4th Street
Easton, Pa. 18042 (610) 258-9033

Unemployment Compensation Service Center1-800-313-7284
1-800-334-4046 (TTY)

2-1-1 Social Services Information and Referral System

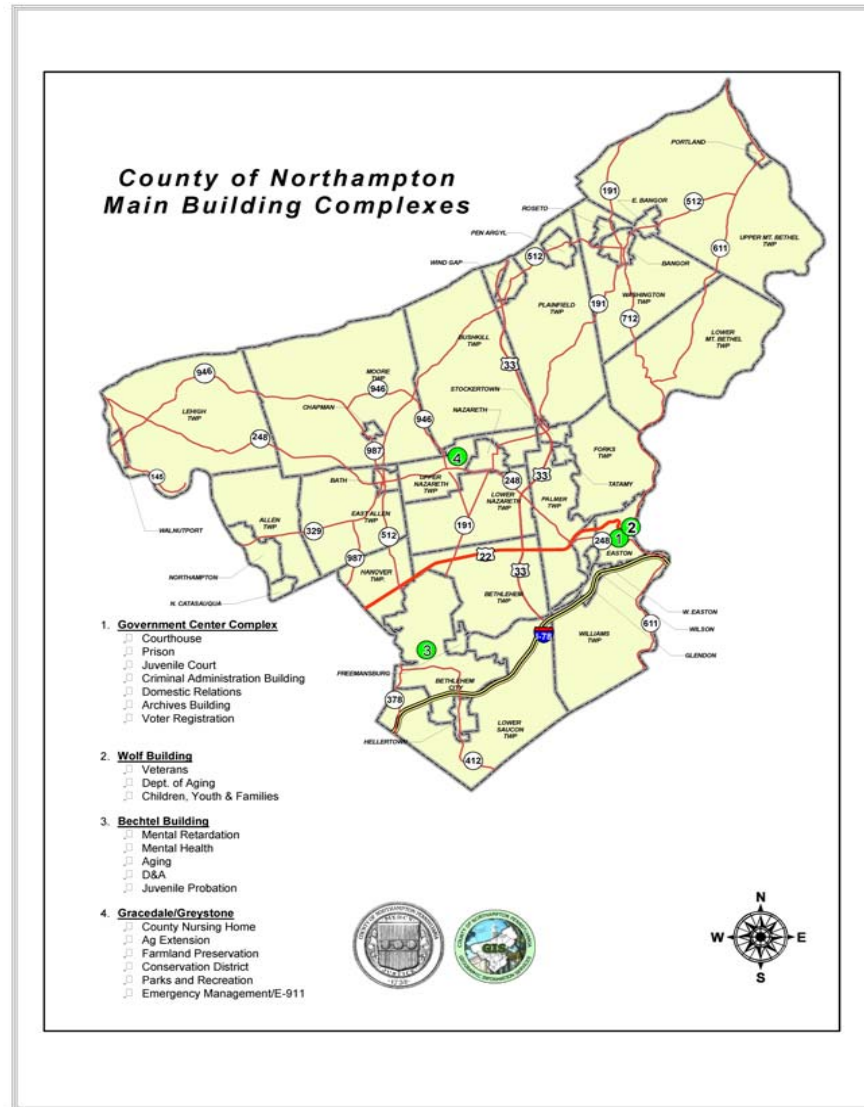
Call 2-1-1 from your home or cell phone between the hours of 7:00 AM and 6:30 PM, Monday-Friday

FREQUENTLY CALLED NUMBERS

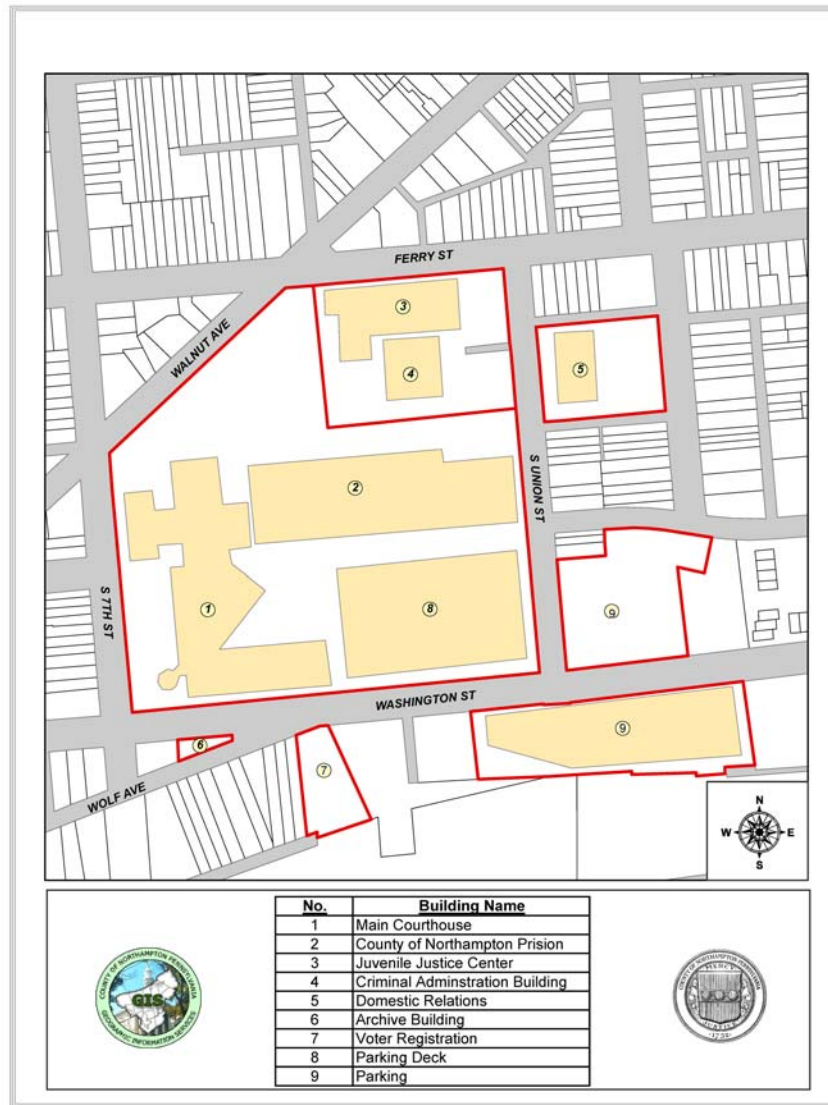
Area Code 610

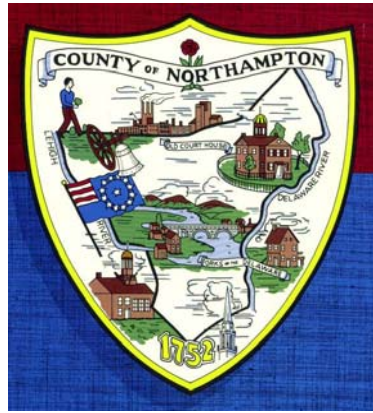
Assessment	559-3140
County Council	559-3195
County Executive.....	559-3191
Coroner	258-1806
Court Administration	559-6700
Crime Victims Council.....	437-6611
District Attorney	559-3020
Domestic Relations	253-3566
Fishing Licenses	559-3102
Gracedale Nursing Home	746-1900
Human Resources.....	559-3188
Human Services Emergencies	252-9060
Human Services Intake & Referral.....	559-3270
Hunting Licenses	559-3102
Jury Information	559-6730
	OR 559-6731
Marriage Licenses	559-3776
Northampton County Prison.....	923-4303
Orphans Court.....	559-3095
Parks & Recreation	746-1975
Passports	559-3060
Protection from Abuse	559-3061
Public Defender.....	559-3040
Recorder of Deeds.....	559-3077
Support Payments	253-3566
Veterans Affairs.....	559-3199
Voter Registration	559-3055

MAPS



Northampton County Courthouse Complex





History of the County Flag and Shield

- The Northampton County flag was adopted on March 11, 1952 for the 200th Anniversary of the county.
- The top half of the flag is red and the bottom half is blue with yellow fringe.
- The shield has a white background with a yellow and blue border.
- A rose is located at the top of the words “County of Northampton”, representing the one rose that was to be paid annually to the heirs of William Penn as rental for the land in Center Square, Easton.
- At the top left of the county outline is a walking figure representing the Walking Purchase of 1737.
- Below this along the western border of the county is the Court House bell, also known as Northampton County’s “Liberty Bell” which was cast in Bethlehem in 1768.
- Continuing counter-clockwise is the Colonial flag, now the official flag of the City of Easton that, according to some authorities predates the Betsy Ross Flag.
- Next is the Central Moravian Church in Bethlehem with its characteristic bell tower.
- The First Reformed Church of Easton, which served as a hospital during the Revolutionary War still graces the City of Easton with its high spire.
- The Parsons-Taylor Home in Easton.
- The Forks of the Delaware with the old covered bridge and early warehouse buildings.
- The original Northampton County Court House in Center Square.
- At the top, buildings representing industry in the county.

NOTES

2012

January	February	March
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31
April	May	June
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
July	August	September
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30
October	November	December
1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30	1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31

Revised 5/12