

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
October 13, 2010**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday October 13, 2010. The Chairman called the meeting to order at 6:47 PM.

Present were:

Eric E. Nagle	- Chairman	Gary Asteak	- Solicitor
Robert S. Kucsan	- Vice Chairman	Albert Kortze	- Engineer
Ricky T. Johnson	- Supervisor	Lori B. Seese	- Zoning Administrator
James S. Pennington	- Supervisor	Timm A. Tenges	- Manager, Secretary/Treasurer
Martin J. Boucher	- Supervisor	Tammi Dravec	- Assistant Secretary/Treasurer

** Chairman Nagle announced the Board held an executive session prior to the meeting to discuss a personnel matter. **

Approval of Minutes

A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to approve the meeting minutes for June 21, 2010. Mr. Johnson and Mr. Pennington abstained. The motion carried.

A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to approve the meeting minutes for August 4, 2010. Mr. Nagle and Mr. Johnson abstained. The motion carried.

A motion was moved by Mr. Johnson and was seconded by Mr. Pennington to approve the meeting minutes for September 22, 2010. Mr. Kucsan and Mr. Boucher abstained. The motion carried.

Reports

Reports are available for review at the Township Office and are posted on the Township's website.

Mr. Nagle acknowledged the receipt of the Financial Statement for August 2010, the Planning & Zoning Administrator's Report for September 2010, and the Hecktown Volunteer Fire Company Incident Report for September 2010.

Correspondence

There were no items to discuss under Correspondence.

Subdivision and Land Development

Northwood Sugery Center - Dr. Amin – Preliminary/Final Land Development – Resolution #LNT-21-10 – Attorney Timothy Charlesworth and Engineer Amit Mukherjee, Base Engineering were present. Mr. Kortze reviewed his October 8th letter and recommended Preliminary/Final approval. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to approve resolution #LNT-21-10. The motion carried. Mrs. Seese stated that the zoning variances granted by the Zoning Hearing Board would need to be depicted on the final recorded plans.

ProLogis Park 33 – Maintenance Period – A letter was received from Andy Kolb from ProLogis suggesting that the maintenance period for ProLogis Parkway be waived since the road has been in service for some time. Mr.

Tenges is not sure where the idea came from but recommended to the Board that it is not acceptable. The Board concurred. The township will convey that message to Mr. Kolb.

Supervisors' Comments

Mr. Kucsan, Mr. Pennington, and Mr. Johnson had no comments.

Mr. Boucher reported that he attended the Hecktown Volunteer Fire Company meeting. He also reported that their Open House will be Saturday October 16th from 12pm-4pm.

Mr. Nagle attended the CRPC meeting on September 27th. He reported the township's position to the Commission. The Chief is willing to look at a 3-component calculation but they need to get accurate populations counts. There is more work to do but hopefully CRPC will hold the line on expenses until we can work out the details. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to ask CRPC to freeze the budget, except for any contractual obligations, at the 2010 numbers until they are able to work out the details. The motion carried.

Manager's Report

FDR Road Project Update – Mr. Tenges reported that the project is not going as smoothly as last year's project. It is still is not complete. We were unhappy with the quality and parts are being redone. It will, hopefully, be completed next week. Mr. Johnson stated that overall it looks good. Mr. Tenges stated that it has taken much effort to get to this point.

Draft 2011 Budget – Mr. Tenges stated that he hopes to have a draft budget ready for next meeting so we can approve it at our first meeting in December. Otherwise we will have the draft budget in November and will have to approve it at our final meeting of the year.

Gaming Funds / Northampton County Community College – Mr. Tenges reported that the Northampton County Council approved a resolution that afforded the college an opportunity to apply for gaming funds to keep emergency response training tuition free for Northampton County Responders. The college needs local government letters of support no later than this Thursday. Due to the time frame, Mr. Tenges took the liberty of sending a letter stating our support of the college's application. The Board had no issue with this action.

Bushkill Stream Conservancy – Mr. Tenges stated that this is not something we customarily do. Solicitor Asteak stated that Upper Nazareth tabled this until their 2011 budget discussion. Mr. Pennington questioned about donating tax dollars to a non-profit group. A motion was moved by Mr. Boucher and was seconded by Mr. Pennington to not approve the donation of funds to the Bushkill Stream Conservancy. The motion carried.

Time Extension Report – Mr. Tenges presented the time extension report.

County of Northampton – Property Tax Relief Request – Mr. Tenges reviewed a letter received from the County of Northampton requesting the approval for a reduced tax payment for 2004 delinquent taxes. Solicitor Asteak stated the amount is trivial. A motion was moved by Mr. Pennington and was seconded by Mr. Johnson to accept the reduced tax payment. The motion carried.

ProLogis Tax Assessment Appeal – Solicitor Asteak reviewed the documents. There was a brief discussion before the board decided, in order to protect our interests; we should discuss hiring an appraiser along with the school district. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize Solicitor Asteak to correspond with the school district to see what they are doing and if they are willing to share expenses for an appraiser. The motion carried.

Jandy Blvd / Broad Street Multi-way Stop – Mr. Tenges reported that the Jandy Blvd and Broad Street intersection is now a multi-way stop. Please use caution and be aware of the new traffic pattern.

Engineer's Report

There were no items to discuss under Engineer's Report.

Solicitor's Report

Solicitor Asteak reported that the DeBonis case goes to trial the week of October 25th. Mr. Tenges, Mr. Kortze and Solicitor Asteak will be attending.

Old Business

There were no items to discuss under Old Business.

New Business

There were no items to discuss under New Business.

Payment of the Bills

A motion was made by Mr. Pennington and seconded by Mr. Kucsan to approve the bills dated October 13, 2010. The motion carried.

Courtesy of the Floor

There were no items to discuss under Courtesy of the Floor.

Adjournment

A motion was moved by Mr. Boucher and seconded by Mr. Pennington to adjourn the meeting at 7:30PM.

Respectfully submitted by,


Tammi M. Dravec
Asst. Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
October 13, 2010**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<u>GENERAL FUND CHECKING ACCOUNT</u>			
11136	Staples Business Advantage	Municipal Office /Public Works Office Supplie	\$ 56.33
11137	Signal Service, Inc.	Traffic Signal Maintenance	\$ 690.00
11138	Asteak Law Offices	Legal Services	\$ 6,543.75
11139	The Express Times	Advertiisement	\$ 85.00
11140	Nazareth Key	Advertiement	\$ 70.11
11141	Easton Suburban Water Authority	Hydrant Assessment	\$ 12,200.00
11142	Easton Area Joint Sewer Authority	Capital & Operating Expenses	\$ 927.47
11143	Lori Peck, OCR	Stenographer	\$ 85.00
11144	Memorial Library of Nazareth & Vicinity	Library Service	\$ 20,132.25
11145	Gyarmaty, Lorie L.	PEITOAC Conference Reimbursement	\$ 470.55
PAID ONLINE	Chase Card Services	Equipment Motor Fuel/Conference	\$ 170.33
11146	PrintConcepts	Moving Permit Forms	\$ 107.38
11147	Pitney Bowes	Office Equipment Rental	\$ 199.00
11148	Vondercrone & Behrens	2009 EIT Audit Service	\$ 1,410.00
11149	Edwards Business Systems	Copier Maintenance	\$ 282.60
11150	Enter.net	Computer Services	\$ 450.00
11151	Medical Life Insurance Company	Employee Life Insurance	\$ 1,455.60
11152	The Express Times	ZHB Advertisement	\$ 1,140.20
11153	Verizon	Municipal Office/Public Works Telephone	\$ 527.35
11154	Met-Ed	Traffic Signal /Street Light Electricity	\$ 225.02
11155	PA One Call System, Inc.	Monthly Fax Activity	\$ 41.85
11156	BWP-Carquest Auto Parts	Public Works Equipment Parts/Supplies	\$ 89.16
11157	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 675.70
11158	Kline's Auto, Inc.	Public Works Equipment Parts/Supplies	\$ 642.20
11159	Brown-Daub Ford-Lincoln-Mercury	Public Works Equipment Repair	\$ 360.50
11160	Kimball Midwest	Public Works Equipment Parts/Supplies	\$ 302.88
11161	Walmart Community BRC	Public Works Equipment Parts/Supplies	\$ 102.07
11162	ISOBunkers, LLC	Public Works Equipment Motor Fuel	\$ 255.42
11163	John Deere Landscapes / LESCO	Parks Equipment Parts/Supplies	\$ 140.00
11164	Home Depot	Public Works Shop Tools/Supplies/Park Maint	\$ 59.27
11165	U.S. Municipal Supply, Inc.	Traffic Control Supplies	\$ 57.36

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

11166	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 90.00
11167	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,390.00
11168	BWP-Carquest Auto Parts	Public Works Equipment Parts/Supplies	\$ 139.77
11169	PPL, Inc.	Park/Traffic/Street Light/Office/PW Electricity	\$ 1,690.34
11170	Nextel Communications	Public Works/Municipal Office Wireless	\$ 640.70
11171	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
11172	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
11173	Capital Blue Cross	Employee Health Insurance	\$ 17,808.88
11174	Colonial Regional Police Department	Police Contract Payment	\$ 83,779.89
11175	Keystone Nazareth Bank & Trust	Land Loan Payment	\$ 1,095.15
11176	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
11177	United States Postal Service	Postage	\$ 500.00
		<i>Total General Fund Checking Account...</i>	<u><u>\$ 160,031.37</u></u>

PLGIT CHECKING ACCOUNT

581	National Penn Investors Trust Company	2010 Pension Plan Contribution	\$ 110,000.00
582	Hecktown Volunteer Fire Company	2010 Fire Relief	\$ 69,309.05
583	Colonial Regional Police Department	2010 Pension Allocation	\$ 57,483.15
		<i>Total PLGIT Checking Account...</i>	<u><u>\$ 236,792.20</u></u>

PAYROLL ACCOUNT

October 8, 2010	<u><u>\$ 27,375.55</u></u>
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MASTER ESCROW CHECKING ACCOUNT

1747	Brown-Daub Chev-Olds-Volvo	Escrow Refund	\$ 228.80
1748	John Eckert	Escrow Refund	\$ 3.13
1749	Jeanne Caliguri	Escrow Refund	\$ 1.09

**Lower Nazareth Township
Bills To Be Approved
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MASTER ESCROW CHECKING ACCOUNT CONTINUED

1750	Lori Peck, OCR, RPR	Stenographer	\$ 75.00
1751	Met-Ed	Traffic Signal Electricity	\$ 220.88
1752	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,382.57
1753	Asteak Law Offices	Legal Services	\$ 2,530.25
1754	Dirk Chiles	Lighting Key Refund	\$ 25.00
<i>Total Master Escrow Account...</i>			<u><u>\$ 6,466.72</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

1654	CodeMaster Inspection Services, Inc.	Building Inspections Services	\$ 2,745.00
1655	DCED	Training Contribution - 3rd Quarter	\$ 140.00
1656	Lower Nazareth Township General Fund	Administrative Fee	\$ 5,677.00
<i>Total Development & Inspection Account...</i>			<u><u>\$ 8,562.00</u></u>

OPEN SPACE ACCOUNT

594	Keystone Nazareth Bank & Trust	Land Loan Payment	\$ 3,696.08
595	Urban Research & Development Corp.	Professional Services	\$ 2,900.00
<i>Total Open Space Account...</i>			<u><u>\$ 6,596.08</u></u>

CAPITAL RESERVE ACCOUNT

731	Virginia Business Systems	Copier Lease	<u><u>\$ 379.95</u></u>
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