

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
SPECIAL MEETING MINUTES
JANAURY 11, 2012**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday December 14, 2011. The Chairman called the meeting to order at 6:30 PM.

Present were:

Eric E. Nagle	-	Chairman	Gary Asteak	-	Solicitor
Robert S. Kucsan	-	Vice Chairman	Timm A. Tenges	-	Manager, Secretary/Treasurer
Gerald R. Green	-	Supervisor	Tammi Dravec	-	Assistant Secretary/Treasurer
Martin J. Boucher	-	Supervisor			
James S. Pennington	-	Supervisor			

Old Business

There were no items to discuss under Old Business.

New Business

Real Estate Acquisition – Mr. Tenges stated the township is interested in purchasing 623 Selvaggio Drive through a Sheriff's Sale.

The current Municipal Building is roughly 4,000 square feet. Mr. Tenges noted that the Township has been saving 10 years for a new building. Our long range goal was to build a new Municipal Complex on our property at Greinar and Newburg Roads. That Municipal Building would have been 8,600 square feet and was estimated to cost \$2.2 million to build.

The building at 623 Selvaggio Drive is 35,000 square feet on 2.8 acres serviced by public water and on-lot sewer. The cost would be roughly \$1.3 million.

This new facility has future potential for Public Works and would save travel time since both facilities would be in one location. There is also possible office space for other entities, such as the Magistrate.

The current building would be our first Community Building. Possible uses include: Senior Activities, Sports Facility, Story Time for the Library, and Indoor Summer Park Activities.

Solicitor Asteak stressed that the Township did not interfere with the property owner's attempt to save his property. The Township only stepped in once the bank took the property at the Sheriff's Sale.

The total price, including outstanding taxes, some of which will come back to the township, will be \$1,453,038.34 plus settlement costs. Solicitor Asteak reported that the property was appraised at \$1.665 million.

Mr. Tenges stated that if there are tenants, they will be able to live out their lease, which would be a revenue stream for us.

Mr. Green asked if we had done a walk through. Mr. Tenges stated that because it is a Sheriff's Sale we are unable to do a walk through; however it will be the first thing he does after settlement. Mr. Tenges stated that he has been in the building previously and everything is first class.

When asked if we were worried about the property owner trashing the place, Mr. Tenges stated that it is doubtful; however we have insured the building and any damage would possibly be covered.

Mr. Boucher noted that this purchase could be made without raises taxes.

A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to ratify and confirm the agreement, with Wells Fargo, to purchase this property and for Mr. Tenges to settle as soon as possible. The motion carried.

Manager's Report

Appointment of Auditor – The Township received an email from Mr. Todd Inglis of Elm Drive. Mr. Inglis is interested in the auditor position. A motion was moved by Mr. Boucher and was seconded by Mr. Green to appoint Mr. Inglis to the vacant auditor position through December 31, 2013. The motion carried.

Riverbend Bethlehem Holdings I, LLC Sewer Agreement – Mr. Tenges reported that this agreement requires that the applicant secure the money to pay for the capacity when it becomes available.

A second agreement, involving 5 parties is forthcoming.

A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize execution of this sewer agreement. The motion carried.

Solicitor's Report

Everson Tesla Improvements Agreement – The applicant has asked a CO be issued in the absence of the completion of paving and striping. Execution of this agreement, and the \$25,000.00 in security, gives the applicant until July 1, 2012 to complete the work.

A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to authorize execution of this agreement. The motion carried.

Payment of the Bills

A motion was made by Mr. Boucher and seconded by Mr. Kucsan to approve the bills dated January 11, 2012. 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. Pennington and seconded by Mr. Boucher to adjourn the meeting at 7:06PM.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
January 11, 2012**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<u>GENERAL FUND CHECKING ACCOUNT</u>			
12167	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
12168	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
12169	Colonial Regional Police Department	Police Contract Payment	\$ 86,944.36
12170	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 15,821.61
12171	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
12172	Walmart Community BRC	Public Works Supplies	\$ 68.89
12173	United States Postal Service	Postage	\$ 2,500.00
12174	Schall's Brakes & Repairs, Inc.	Equipment Service	\$ 1,389.24
12175	Staples Business Advantage	Office Supplies	\$ 713.17
12176	BWP-Carquest Auto Parts	Equipment Parts/Supplies	\$ 351.22
12177	Home Depot	Construction/Rebuilding	\$ 580.28
12178	Integra One	Data Processing Equipment	\$ 284.00
12179	Sander Power Equipment Company	Equipment Parts/Supplies	\$ 174.72
12180	Master Supply Line	Municipal Building/Public Works Supplies	\$ 84.89
12181	Lori Seese	Office/Zoning Supply Reimbursement	\$ 83.94
12182	Staples Credit Plan	EIT Collection Supplies	\$ 22.99
12183	Safeguard Business Systems	Office Supplies	\$ 114.02
12184	Interstate Battery of Allentown	Equipment Parts/Supplies	\$ 199.90
12185	Grainger Parts	Shop Tools/Equipment/Park Facilities Mainten	\$ 172.90
12186	East Lawn Supply Co., Inc.	Equipment Parts/Supplies	\$ 70.10
12187	Mr. John	Temporary Restrooms	\$ 250.51
12188	Printex	EIT Collection Supplies	\$ 65.00
12189	Deer Park	Municipal Bottled Water	\$ 10.85
12190	Easton Area Joint Sewer Authority	Operating and Capital Operating Expenses	\$ 894.86
12191	Verizon	Municipal / Public Works Telephone	\$ 591.17
12192	Medical Life Insurance Company	Employee Life Insurance	\$ 1,216.80
12193	Herceg Hauling	Trash Removal	\$ 125.00
12194	Verizon	Fire Company Telephone	\$ 207.96
12195	Knowles LP Gas	Fire Company Fuel	\$ 1,824.42

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

12196	Easton Suburban Water Authority	Fire Company Water	\$ 52.09
12197	Fogels Fuel Service	Municipal Heating Fuel	\$ 1,687.19
12198	Suburban Propane	Park Heating Fuel	\$ 184.60
12199	Suburban Propane	Public Works Heating Fuel	\$ 958.83
12200	Keystone Municipal Insurance	Workers Comp Insurance	\$ 7,869.00
12201	Memorial Library of Nazareth & Vicinity	1st Quarter Library Service	\$ 21,250.00
12202	Easton Suburban Water Authority	Water Hydrant Assessment	\$ 14,201.00
12203	Nazareth Key	Advertisement	\$ 140.94
12204	Lori Peck, OCR	Stenographer	\$ 140.00
12205	The Express Times	Advertisements	\$ 563.40
12206	Pitney Bowes	Postage Meter	\$ 189.50
12207	Brown & Brown of Lehigh Valley	EIT/LST/Treasurer Tax Collector Bond	\$ 1,420.00
12208	Edwards Business Systems	Copier Maintenance	\$ 315.40
12209	The Center for Animal Health & Welfare	Animal Services	\$ 500.00
12210	Met-Ed	Traffic Signal /Street Light Electricity	\$ 334.09
12211	Asteak Law Offices	Legal Services	\$ 2,700.00
12212	HealthWorks Billing Office	Fire Company Personnel	\$ 140.00
12213	AT&T	Municipal/Public Works Long Distance	\$ 54.67
12214	PA League of Cities & Municipalities	Membership Renewal	\$ 65.00
12215	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 718.29
12216	PA One Call System, Inc.	Monthly Fax Activity	\$ 26.88
12217	TransEdge Truck Centers	Equipment Parts/Supplies	\$ 59.16
12218	PPL, Inc.	Fire Company Electricity	\$ 585.48
12219	Geoff Penske	Fire Company Vehicle Repair	\$ 910.30
12220	ExxonMobil	Fire Company Equipment Motor Fuel	\$ 593.25
12221	Choice Marketing Inc.	Fire Company Mailing	\$ 199.16
12222	Easton Suburban Water Authority	Fire Company Water	\$ 288.75
12223	Northstar Automotive	Fire Company Equipment Repair	\$ 1,494.60
PAID ONLINE	Chase Card Services	Equipment Motor Fuel/Traffic Control Supplie	\$ 369.44
12224	ISOBunkers, LLC	Equipment Motor Fuel	\$ 1,364.51
Total General Fund Checking Account...			\$ 177,080.62

**Lower Nazareth Township
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CAPITAL RESERVE FIRE ACCOUNT

128	Geoff Penske	New Equipment - Truck	<u>\$ 35,916.00</u>
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CAPITAL RESERVE ACCOUNT

756	Wells Fargo Bank, NA	New Building Agreement	<u>\$ 50,000.00</u>
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OPEN SPACE ACCOUNT

614	Keystone Nazareth Bank & Trust	Land Loan Payment	<u>\$ 4,791.23</u>
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HOST FEE ACCOUNT

541	Lower Nazareth Township-General Fund	Transfer to General Fund	<u>\$ 80,000.00</u>
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DEVELOPMENT AND INSPECTION ACCOUNT

1696	DCED	Training Contribution - 4th Quarter	\$ 164.00
1697	CodeMaster Inspection Services	Building Inspection Services	<u>\$ 17,397.24</u>
		<i>Total Development & Inspeicton Account...</i>	<u>\$ 17,561.24</u>

PAYROLL ACCOUNT

	December 30, 2011	\$ 33,259.73
	January 14, 2012	<u>\$ 27,486.13</u>
	<i>Total Payroll Account...</i>	<u>\$ 60,745.86</u>

**Lower Nazareth Township
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RECYCLING/REFUSE ACCOUNT

1119	Mr. John	Temporary Restroom	\$ 301.70
1120	BWP-Carquest Auto Parts	Equipment Parts/Supplies	\$ 146.64
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<i>Total Recycling/Refuse Account...</i>			\$ 448.34
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MASTER ESCROW CHECKING ACCOUNT (KNBT)

1920	Lower Nazareth Township	Transfer Escrow to New Accounts	\$ 30,548.46
1921	Lower Nazareth Township	Transfer Escrow to New Accounts	\$ 1,311,065.32
1922	The Korte Company	Escrow Refund	\$ 342.39
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<i>Total Master Escrow Account...</i>			\$ 1,341,956.17
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MASTER ESCROW CHECKING ACCOUNT (LAB)

1000	Met-Ed	Traffic Signal Electricity	<hr/> \$ 271.18 <hr/>
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