

LOWER NAZARETH TOWNSHIP  
REORGANIZATION  
JANUARY 3, 2012

**REORGANIZATION** - The Lower Nazareth Township Board of Supervisors held a meeting in the Township Municipal Building on Monday January 3, 2012 for the purposes of Reorganization. The Acting Chairman, Eric E. Nagle called the meeting to order at 6:30 p.m.

Present were: Supervisors Eric E. Nagle, Robert S. Kucsan, Gerald R. Green, James S. Pennington, and Martin J. Boucher; Manager Timm A. Tenges and Assistant Secretary/Treasurer Tammi M. Dravec.

**Pledge of Allegiance**

**Organization of the Board of Supervisors**

	<u>Motion made by</u>	<u>Vote Carried</u>
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**Elect**

<b>Chairman</b>	2011 – Eric Nagle	ERIC NAGLE	ROBERT KUCSAN	YES
<b>Vice Chairman</b>	2011 – Robert Kucsan	ROBERT KUCSAN MARTIN BOUCHER	ERIC NAGLE GERALD GREEN	YES NO

**Appoint**

<b>Secretary</b>	2011 – Timm Tenges	TIMM TENGES	JAMES PENNINGTON	YES
<b>Assistant Secretary</b>	2011 – Tammi Dravec	TAMMI DRAVECZ	ROBERT KUCSAN	YES
<b>Treasurer</b>	2011 – Timm Tenges	TIMM TENGES	MARTIN BOUCHER	YES
<b>Assistant Treasurer</b>	2011 – Tammi Dravec	TAMMI DRAVECZ	JAMES PENNINGTON	YES

**2012 Meeting Schedule – attached**

**Please note:** *Meeting dates are subject to change. Please contact the Township Office to verify you have the most recent schedule prior to conducting business with the Township.*

	1 <sup>st</sup> - JAMES PENNINGTON 2 <sup>nd</sup> MARTIN BOUCHER	YES
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Depositories for Township Funds

Motion made by Vote Carried

<p><b>Checking, Savings, &amp; Developer's Escrow</b></p>	<p>Keystone Nazareth Bank &amp; Trust Lafayette Ambassador Bank &amp; Trust PA Local Government Investment Trust Wells Fargo Bank Embassy Bank</p>	<p>1<sup>st</sup> - ROBERT KUCSAN 2<sup>nd</sup> - JAMES PENNINGTON</p>	
<p><b>Establish Treasurer/Township Real Estate Tax Collector Bond</b></p>	<p>1 million dollars</p>	<p>1<sup>st</sup> - JAMES PENNINGTON 2<sup>nd</sup> - GERALD GREEN</p>	<p>YES</p>
<p><b>Establish Assistant Treasurer's Bond</b></p>	<p>1 million dollars</p>	<p>1<sup>st</sup> - MARTIN BOUCHER 2<sup>nd</sup> - ROBERT KUCSAN</p>	<p>YES</p>
<p><b>Adopt 2012 Fee Schedule</b></p>		<p>1<sup>st</sup> - ROBERT KUCSAN 2<sup>nd</sup> - MARTIN BOUCHER</p>	<p>YES</p>

Delegates to Miscellaneous Boards and Conventions

Motion made by Vote Carried

<p><b>Colonial Regional Police Commission</b></p>	<p>2011 Delegate: Eric Nagle</p>	<p><b>Delegate:</b> ERIC NAGLE</p>	<p>ROBERT KUCSAN</p>	<p>YES</p>
	<p>2011 Alternate: James Pennington</p>	<p><b>Alternate:</b> JAMES PENNINGTON</p>	<p>MARTIN BOUCHER</p>	<p>YES</p>
<p><b>Liaison to Emergency Services - Fire</b></p>	<p>2011 Delegate: Martin Boucher</p>	<p><b>Delegate:</b> MARTIN BOUCHER</p>	<p>JAMES PENNINGTON</p>	<p>YES</p>
	<p>2011 Alternate: Timm Tenges</p>	<p><b>Alternate:</b> GERLAD GREEN</p>	<p>JAMES PENNINGTON</p>	<p>YES</p>
<p><b>Liaison to Emergency Services - Ambulance</b></p>	<p>2011 Delegate: Martin Boucher</p>	<p><b>Delegate:</b> MARTIN BOUCHER</p>	<p>GERALD GREEN</p>	<p>YES</p>
	<p>2011 Alternate: Timm Tenges</p>	<p><b>Alternate:</b> GERALD GREEN</p>	<p>JAMES PENNINGTON</p>	<p>YES</p>
<p><b>Nazareth Area Council of Government - Stockertown</b></p>	<p>2011 Delegate: James Pennington</p>	<p><b>Delegate:</b> JAMES PENNINGTON</p>	<p>ROBERT KUCSAN</p>	<p>YES</p>
	<p>2011 Alternate: Martin Boucher</p>	<p><b>Alternate:</b> GERALD GREEN</p>	<p>MARTIN BOUCHER</p>	<p>YES</p>

Delegates to Miscellaneous Boards and Conventions ... Continued

Motion made by Vote Carried

Regional Comprehensive Plan	2011 Delegate: Timm Tenges	Delegate: TIMM TENGES	GERALD GREEN	YES
	2011 Alternate: Ricky Johnson	Alternate: MARTIN BOUCHER	GERALD GREEN	YES
Nazareth Library Budget Committee	2011 Delegate: Robert Kucsan	Delegate: ROBERT KUCCSAN	JAMES PENNINGTON	YES
	2011 Alternate: Timm Tenges	Alternate: TIMM TENGES	ERIC NAGLE	YES
Two Rivers Council of Government	2011 Delegate: <i>tabled</i>	Delegate: TABLED	TABLED	YES
	2011 Alternate: <i>tabled</i>	Alternate: TABLED	TABLED	YES
Liaison to Park & Recreation Commission	2011 Delegate: Ricky Johnson	Delegate: TABLED	TABLED	YES
	2011 Alternate: James Pennington	Alternate: TABLED	TABLED	YES
Nazareth Area Council of Government – Steering Committee	2011 Delegate: Timm Tenges	Delegate: TIMM TENGES	ERIC NAGLE	YES
	2011 Alternate: James Pennington	Alternate: JAMES PENNINGTON	MARTIN BOUCHER	YES
248 Brodhead Road Building Committee	2011 Representative: Timm Tenges	Representative: TIMM TENGES	ERIC NAGLE	YES
	2011 Representative: Robert Kucsan	Representative: ROBERT KUCCSAN	JAMES PENNINGTON	YES
Tax Collection Committee Resolution #LNT-01-12	2011 Delegate: Timm Tenges	Delegate: TIMM TENGES	1 <sup>st</sup> – ERIC NAGLE 2 <sup>nd</sup> – JAMES PENNINGTON	YES
	2011 Alternate: Lorie Gyarmaty	Alternate: LORIE GYARMATY	MARTIN BOUCHER	YES
Northampton County Association of Township Officials		Delegate: TIMM TENGES	ROBERT KUCCSAN	YES
		Alternate: LORI SEESE		YES

Delegates – PSATS Annual Convention and County Convention

		Motion made by	Vote Carried
<p>Authorization for Supervisors (5), Manager, Assistant Secretary, Voting Delegate, and any other employee so designated by the Township Manager, to attend the PSATS Convention, May 6-9, 2012</p>	2011 Delegate: Timm Tenges	1 <sup>st</sup> – ROBERT KUCCSAN 2 <sup>nd</sup> – JAMES PENNINGTON	YES
	Voting Delegate for PSATS Convention	Delegate: TIMM TENGES	YES
<p>Authorization for Supervisors (5), Manager, Township Employees so designated by the Board of Supervisors or Township Manager to attend the 2012 County Convention.</p>		ERIC NAGLE	YES

Compensation & Reimbursement

		Motion made by	Vote Carried
Compensation of Township Manager – TR-02-12	\$94,760.00 effective January 1, 2012	1 <sup>st</sup> – JAMES PENNINGTON 2 <sup>nd</sup> – ERIC NAGLE	YES
Reimbursement of mileage at the Federal rate of .555/mile		1 <sup>st</sup> – ROBERT KUCCSAN 2 <sup>nd</sup> – MARTIN BOUCHER	YES
Reimbursement rate for Township performed services at \$50/ man hour		1 <sup>st</sup> – GERALD GREEN 2 <sup>nd</sup> – ROBERT KUCCSAN	YES

Holiday Schedule – Approve as Listed

	<u>Motion made by</u>	<u>Vote Carried</u>
January 2		
February 20		
April 6		
April 24		
May 28		
July 4		
September 3		
November 6		
November 22		
November 23		
December 24		
December 25		
December 31		
	1 <sup>st</sup> – JAMES PENNINGTON 2 <sup>nd</sup> – MARTIN BOUCHER	YES

Township Wide Special Events

	<u>Motion made by</u>	<u>Vote Carried</u>
***All are established & subject to change by the Board of Supervisors***		
Township Wide Garage Sale		
Trick – or – Treat	1 <sup>st</sup> – JAMES PENNINGTON 2 <sup>nd</sup> – ROBERT KUCCSAN	YES

Consultants – See Attached Proposals

	<u>Motion made by</u>	<u>Vote Carried</u>
<b>Legal Counsel – Board of Supervisors &amp; Planning Commission</b>	<b>Gary N. Asteak, Esq.</b> At a rate of \$150 / hour for general government and \$175 / hour for development matters per letter dated December 14, 2011	
<b>Legal Counsel – Zoning Hearing Board</b>	<b>April L. Cordts, Esq.</b> At a rate of \$140 / hour per letter dated December 14, 2011	
	1 <sup>st</sup> – MARTIN BOUCHER 2 <sup>nd</sup> – ROBERT KUCCSAN	YES

<p><b>Legal Counsel – Human Resources</b></p>	<p><b>Thomas L. Heimbach, Esq.</b> At a rate of \$230 / hour per letter dated December 27, 2011</p>	
<p><b>Hearing Officer for Earned Income Tax Claims</b></p>	<p><b>Gary N. Asteak, Esq.</b> At a rate of \$150 / hour</p>	
<p><b>Sewage Enforcement Officers</b></p>	<p><b>Christopher Noll, Steven Gitch, Lisa Kern, Daren Martocci, and Eric Erb</b> Keystone Consulting Engineers, Inc.  Fees per Schedule of Fees dated December 2, 2011</p>	
<p><b>Township Engineer</b></p>	<p><b>Keystone Consulting Engineers, Inc.</b>  Fees per Schedule dated December 2, 2011</p>	<p>1<sup>st</sup> – MARTIN BOUCHER 2<sup>nd</sup> – ROBERT KUCCAN</p>
<p><b>Alternate Township Engineer</b></p>	<p><b>Borton Lawson</b></p>	
<p><b>Third Party Code Inspections</b></p>	<p><b>CodeMaster Inspection Services</b> Fees per Schedule dated November 17, 2011</p>	
<p><b>Alternate Third Party Code Inspections</b></p>	<p><b>Barry Issett &amp; Associates</b> Fees – Re: CodeMaster Inspection Services</p>	
<p><b>Township Auditor</b></p>	<p><b>France, Anderson, Basile &amp; Co., not to exceed \$6,700.00</b> Per proposal dated December 15, 2011</p>	
<p><b>Emergency Management Coordinator</b></p>	<p><b>Jeffrey Seip, Fire Chief</b></p>	<p>1<sup>st</sup> – JAMES PENNINGTON 2<sup>nd</sup> – GERALD GREEN</p>

Miscellaneous Boards

Planning Commission - 5 Year Term Expires December 31

	<u>Motion made by</u>		<u>Vote Carried</u>
<b>LEROY BICKERT</b>	<b>APPOINT THROUGH 2016</b>	MARTIN BOUCHER	YES
Tara Capecci	2012		
Ronald Siedlecki	2013		
Linda Crook	2014		
Hugh Harris	2015		

Zoning Hearing Board - 3 Year Term Expires December 31

	<u>Motion made by</u>		<u>Vote Carried</u>
<b>MICHAEL GABLE</b> Resolution LNT-03-12	<b>APPOINT THROUGH 2014</b>	JAMES PENNINGTON	YES
<b>ALTERNATE: Year to Year</b> <b>DARIN LUEDERS</b> Resolution LNT-04-12	<b>APPOINT THROUGH 2012</b>	ROBERT KUCCSAN	YES
<b>ALTERNATE: Year to Year</b> <b>ROBERT HICKS</b> Resolution LNT-05-12	<b>APPOINT THROUGH 2012</b>	ERIC NAGLE	YES
Manouel Changalis	2012		
<b>ZACHARIAH COBRNIK</b> Resolution LNT-06-12	<b>APPOINT TO COMPLETE THROUGH 2013</b>	JAMES PENNINGTON	YES

Board of Auditors – 6 Yr. Term, Expires December 31

Thomas Cramer	2013	
Marc Suhr	2015	
<b>TABLED</b>	2013 - (2017)	

Vacancy Board, Chairman – 1 Year Term Expires December 31

	<u>Motion made by</u>	<u>Vote Carried</u>
<b>ROBERT HOYER</b>	ERIC NAGLE	YES

Nazareth Memorial Library – 3-Yr Term, Expires December 31

	<u>Motion made by</u>	<u>Vote Carried</u>
Delegate: <b>LAURIE JORDAN</b>	ERIC NAGLE	YES
Alternate: <b>TIMM TENGES</b>	ERIC NAGLE	YES

Nazareth Borough Municipal Authority

	<u>Motion made by</u>	<u>Vote Carried</u>
2011 Delegate: Timm Tenges	JAMES PENNINGTON	YES

Lower Nazareth Township  
Reorganization, January 3, 2012



Background Check Appeals Board

Motion made by Vote Carried

2011 Delegate (Supervisor): Eric Nagle	Delegate (Supervisor): ERIC NAGLE	JAMES PENNINGTON	YES
2011 Delegate (Supervisor): Ricky Johnson	Delegate (Supervisor): GERALD GREEN	JAMES PENNINGTON	YES
2011 Delegate (Citizen): Robert Hicks	Delegate (Citizen): ROBERT HICKS	ERIC NAGLE	YES
2011 Township Manager: Timm Tenges	Township Manager: TIMM TENGES	ERIC NAGLE	YES

SUBDIVISION & LAND DEVELOPMENT

Lower Nazareth Commons & Easton Hospital Subdivision – Maintenance Period Extension: Mr. Kortze’s letter recommended the maintenance period be extended to July 14, 2012 to allow the applicant to address some outstanding issues. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to extend the maintenance period through July 14, 2012. The motion carried.

Lower Nazareth Commons – Letter of Credit: The current letter of credit is set to expire on January 14, 2012. The applicant is currently working on getting an amended letter of credit to carry through the maintenance period. Mr. Tenges asked the Board to authorize the Solicitor to call in the letter of credit if an amended one is not received. A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to authorize the Solicitor to take action, if needed. The motion carried.

OLD/NEW BUSINESS

The was no items of discussion under Old/New Business

**COURTESY OF THE FLOOR**

Mr. Kucsan reported that the street sign at Newburg Road and Country Club Road is incorrect. He also requested a street sign be erected at Route 191 and Newburg Road.

*Mr. Tenges reported that there would be a brief executive session following the meeting to discuss real estate.*

**ADJOURNMENT**

A motion was moved by Martin Boucher and was seconded by Robert Kucsan to adjourn the meeting. The meeting adjourned at 7:18pm.

Respectfully submitted by,



Tammi M. Dravec  
Asst. Secretary/Treasurer