

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
JANUARY 22, 2014**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday January 22, 2014. The Chairman called the meeting to order at 6:45 PM.

Present were:

Eric E. Nagle	- Chairman	Albert Kortze	- Engineer
James S. Pennington	- Vice Chairman	Gary Asteak	- Solicitor
Robert S. Kucsan	- Supervisor	Timm A. Tenges	- Manager, Secretary/Treasurer
Gerald R. Green	- Supervisor	Tammi Dravec	- Assistant Secretary/Treasurer
		Lori B. Seese	- Zoning Administrator

Absent was:

Martin J. Boucher - Supervisor

Approval of Minutes

A motion was moved by Mr. Pennington and was seconded by Mr. Green to approve the meeting minutes for December 12, 2013. The motion carried.

A motion was moved by Mr. Pennington and was seconded by Mr. Green to approve the meeting minutes for January 6, 2014. The motion carried.

Reports *(Reports are available to review at the Township Office and on our website.)*

Mr. Nagle acknowledged the receipt of the Hecktown Volunteer Fire Company's Reports for December 2013 and 2013 totals and the Financial Report for November 2013.

Old Business

Mr. Pennington reported that he attended the COG meeting and stated that the Lehigh Valley Planning Commission (LVPC) would be reviewing whether everyone is in compliance with the adopted Comprehensive Plan. He felt that it would be premature to take any action until a review could take place and suggested tabling the scheduling of this hearing. Mr. Green was not sure if tabling the hearing would change anything.

A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to table scheduling of the hearing until LVPC reviews whether communities are in compliance with the Comprehensive Plan.

Robert Hoyer, 365 Country Club Road, inquired whether there was a timeline on the tabling of this item. Solicitor Asteak replied, no.

Tara Capecci, 3964 Mikol Lane, inquired on the development of the Comprehensive Plan. Solicitor Asteak gave a brief explanation.

Mr. Kucsan, Mr. Pennington, and Mr. Nagle voted in favor of tabling; Mr. Green voted against. The motion carried.

Correspondence

There were no items to discuss under Correspondence.

Subdivision and Land Development

Woodmont Place – Zoning Map/Text Amendment – Present was Steve Santola, Woodmont Properties, Jim Broughal, Attorney, and Mark Bahnick, Engineer.

Mr. Santola gave a brief presentation on the history of Woodmont, the existing communities in Bethlehem and Palmer Township and the proposed project in Lower Nazareth Township.

Mr. Broughal explained that the property is currently zoned Office Park (OP); however immediately adjacent to this property the zoning is Medium Density Residential (MDR). The applicant is proposing re-zoning this property MDR. He suggested making apartments a conditional use is that zone; thus giving the Board more control.

Mr. Nagle thanked the applicant for their presentation and commented that the Board would take this under advisement.

Supervisors' Comments

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

Mr. Nagle reported that he knows of someone interested in the Vacancy Board; Jim O'Neill. A motion was moved by Mr. Nagle and was seconded by Mr. Pennington to appoint Mr. O'Neill to the Vacancy Board. The motion carried.

Manager's Report

Time Extension Report – Mr. Tenges reported that the Township accepted time extensions from Brown Daub Fiat until April 27th and Louise Moore Park until April 24th.

Real Estate Tax Collector Vacancy – Mr. Tenges reported that the Elected Real Estate Tax Collector would be unable to fulfill her duties and has resigned. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to appoint Timm Tenges as Interim Real Estate Tax Collector. The motion carried.

Library Board Member Appointment – Mr. Tenges reported that we are in receipt of a letter of interest from a resident, Joelle Lubar, to serve on the Library Board. A motion was moved by Mr. Nagle and was seconded by Mr. Green to appoint Joelle Lubar to the Library Board. The motion carried.

Bank Account Administrative Authorization – Mr. Tenges reported that our bank is requesting the Board authorize someone who is permitted to designate individuals to make administrative decisions on bank accounts. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to authorize Timm Tenges to make administrative decisions on bank accounts. The motion carried.

Board of Auditor's Reorganization – Mr. Tenges reported that the Board of Auditors reorganized last week. He will provide a copy of the minutes to the Board at our next meeting.

Engineer's Report

Trio Fields Phase I – Security Reduction (Gremar Road – Maintenance Period) – Mr. Kortze recommended a conditional reduction in security; upon the receipt of the Deeds of Dedication and the acceptance of Gremar Road. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to approve the conditional reduction in security. The motion carried.

Solicitor's Report

Solicitor Asteak presented the Board with Ordinance #210-01-14, the RCN Cable Franchise Ordinance. This is a 15 year agreement. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to adopt Ordinance #210-01-14. The motion carried.

Solicitor Asteak presented the Board with Ordinance #211-01-14, the Service Electric Cable Franchise Ordinance. This is a 10 year agreement. A motion was moved by Mr. Kucsan and was seconded by Mr. Pennington to adopt Ordinance #211-01-14. The motion carried.

New Business

There were no items to discuss under New Business.

Payment of the Bills

A motion was moved by Mr. Green and was seconded by Mr. Pennington to approve payment of the bills dated January 22, 2014. The motion carried.

Courtesy of the Floor

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

Adjournment

The meeting adjourned at 7:46pm.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
January 22, 2014**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<u>GENERAL FUND CHECKING ACCOUNT</u>			
14029	Pesticide Training & Consulting	Public Works Continuing Education	\$ 145.00
14030	Suburban Propane	Park Fuel	\$ 318.95
14031	PAPCO	Equipment Motor Fuel	\$ 3,888.67
14032	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 286.88
14033	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 33.32
14034	Edwards Business Systems	Copier Maintenance	\$ 88.00
14035	The Express Times	Advertisements	\$ 502.80
14036	Brown & Brown of Lehigh Valley	Tax Collector/Treasurer/Asst Treasurer Bonds	\$ 750.00
14037	Innovative Designs & Publishing, Inc.	Subscription Renewal	\$ 23.00
14038	PA One Call System, Inc.	Monthly Fax Activity	\$ 40.30
14039	A & S HVAC, Inc.	Fire Company Maintenance	\$ 2,150.00
14040	ExxonMobil	Fire Company Fuel	\$ 316.96
14041	Easton Suburban Water Authority	Fire Company Water	\$ 15,230.96
14042	Home Depot	Fire Company Supplies	\$ 168.48
14043	Verizon Wireless	Fire Company Wireless	\$ 459.19
14044	Service Electric Cable TV Inc	Fire Company Internet	\$ 43.24
14045	Service Electric Telephone Co.	Fire Company Telephone	\$ 39.21
14046	Jack Williams Tire Company, Inc.	Fire Company Vehicle Maintenance	\$ 102.90
14047	Fogels Fuel Service	Fire Company Fuel	\$ 2,222.16
14048	PPL, Inc.	Fire Company Electricity	\$ 885.79
14049	Nazareth Key	Fire Company Advertisement	\$ 136.92
14050	Easton Suburban Water Authority	Municipal Bldg Water	\$ 212.33
14051	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 935.99
14052	PPL, Inc.	Municipal Drive Electricity	\$ 652.57
14053	Verizon Wireless	Municipal/Public Works Wireless	\$ 369.84

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

14054	AT&T	Municipal/Public Works Long Distance	\$ 73.43
14055	Home Depot	Equipment Parts/Supplies/	\$ 63.07
14056	Tractor Supply Credit Plan	Public Works Supplies	\$ 134.87
14057	Old Dominion Brush	Equipment Parts/Supplies	\$ 1,563.88
14058	Powerco, Inc.	Public Works Equipment Parts/Supplies	\$ 32.32
14059	Staples Business Advantage	Office Supplies	\$ 302.08
14060	Leiser's, Inc.	Public Works Equipment Rental	\$ 253.00
14061	Kimball Midwest	Public Works Supplies	\$ 228.30
14062	International Salt Co., LLC	Winter Maintenance	\$ 15,917.19
14063	Advanced Auto Parts Professional	Equipment Parts/Supplies	\$ 669.63
14064	United States Postal Service	Postage	\$ 500.00
<i>Total General Fund Checking...</i>			<u><u>\$ 49,741.23</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

1761	Kuehne & Nagel, Inc	Building Payment Overpayment	\$ 4,504.84
1762	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 4,007.50
<i>Total Development & Inspection Account...</i>			<u><u>\$ 8,512.34</u></u>

PAYROLL ACCOUNT

January 10, 2014	\$ 33,006.22
January 24, 2014	\$ 31,306.11
<i>Total Payroll Account...</i>	<u><u>\$ 64,312.33</u></u>

REFUSE/RECYCLING ACCOUNT

1192	First Regional Compost Authority	1st Qtr 2014 Payment	<u><u>\$ 4,681.05</u></u>
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**Lower Nazareth Township
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MASTER ESCROW CHECKING (LAB)

1249	Northampton County Recorder of Deeds	Plan Recording	\$	35.00
1250	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$	21,951.03
1251	Met-Ed	Traffic Signal Electricity	\$	157.10
		<i>Total Master Escrow Checking Account...</i>	<u>\$</u>	<u>22,143.13</u>