

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
FEBRUARY 12, 2014**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday February 12, 2014. The Chairman called the meeting to order at 6:30 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
Martin J. Boucher	- Supervisor	Tammi Dravec	- Assistant Secretary/Treasurer
Gerald R. Green	- Supervisor	Lori B. Seese	- Zoning Administrator

Approval of Minutes

A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to approve the meeting minutes for January 22, 2014. Mr. Boucher abstained. 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 January 2014, the Financial Report for December 2013, and the Earned Income Tax Audit Report for 2011 and 2012.

Correspondence – There were no items to discuss under Correspondence.

Subdivision and Land Development – There were no items to discuss under Subdivision & Land Development.

Supervisors' Comments

Mr. Kucsan thanked the Public Works Department for all of their hard work and thought that they have done a "Great job!"

Mr. Pennington stated that he attended the COG meeting and that LVPC's evaluation of municipalities' compliance with the Comp Plan will take some time. In order to not keep the applicant for Stone Post Meadows waiting, Mr. Pennington made a motion to not schedule a hearing at this time. The motion was seconded by Mr. Green. The motion carried. Solicitor Asteak stated he would notify the applicant. Mr. Pennington also attended the CRPC meeting.

Mr. Nagle attended the CRPC meeting. He reported that the hope is to have numbers in a few weeks so we can report back to CRPC on our decision on the budget. Mr. Nagle also thanked Public Works for a great job! He also thanked the Township Manager for good planning, ensuring we have sufficient salt supplies to weather the storms.

Mr. Green had no comments.

Mr. Boucher previously provided the Position Description for the Emergency Management Coordinator. A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve this description. The motion carried.

Manager's Report

Time Extension Report – Mr. Tenges reported that the Township accepted time extensions for the Charles Chrin Preliminary/Final Minor Subdivision until March 31, 2015.

COG Meeting – Mr. Tenges reported that he attended the COG meeting.

Winter Storms & Salt Supplies – Mr. Tenges appreciates all of the hard work from the Public Works Department. He reported that we are prepared for the upcoming storm(s) and we have enough salt. We have roughly 300 tons on hand, plus the salt currently loaded on the trucks for tomorrow's storm. This winter, to date, we have used about 1,300 tons of salt.

Snow Emergency – Mr. Tenges reported that Lower Nazareth Township will have a storm emergency beginning this evening at 8:00pm through Friday at 5:00pm. Vehicles must be removed from all streets in the township. He commented that it is extremely difficult to plow around cars that are parked on the streets.

Engineer's Report

Mr. Kortze reported that the update to the Floodplain Ordinance is in process.

Solicitor's Report – There were no items to discuss under Solicitor's Report.

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 moved by Mr. Boucher and was seconded by Mr. Pennington to approve payment of the bills dated February 12, 2014. The motion carried.

Courtesy of the Floor

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

**** Solicitor Asteak stated there would be a brief executive session following the meeting to discuss a real estate matter. ****

Adjournment

The meeting adjourned at 6:45pm.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
February 12, 2014**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<u>GENERAL FUND CHECKING ACCOUNT</u>			
14065	United States Postal Service	Postage	\$ 1,500.00
14066	Verizon	Public Works Telephone	\$ 1.93
14067	Verizon	Municipal Office Telephone	\$ 586.46
14068	The Express Times	Advertisements	\$ 321.70
14069	Eastern Industries, Inc.	Winter Maintnenance Material	\$ 2,978.73
14070	PetroChoice	Equipment Motor Fuel	\$ 448.08
14071	Liberty Propane Inc.	Municipal Building Propane	\$ 1,396.38
14072	Mike Kummer	Fire Company Service	\$ 756.00
14073	Service Electric Cable TV Inc	Fire Company Internet	\$ 43.24
14074	Service Electric Telephone Co.	Fire Company Telephone	\$ 39.46
14075	Verizon Wireless	Fire Company Wireless	\$ 459.66
14076	The Morning Call	Subscription Renewal	\$ 59.92
14077	Deer Park	Municipal Bottled Water	\$ 19.62
14078	Brown & Brown of Lehigh Valley	Asst Treasurer Bond	\$ 750.00
14079	Safeguard Business Systems	Office Supplies	\$ 126.59
14080	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 984.00
14081	Suburban Propane	Public Works Fuel	\$ 2,124.19
14082	Suburban Propane	Park Fuel	\$ 534.14
14083	Charles Osborne	Local Services Tax Refund	\$ 52.00
14084	Kayla Moll	Local Services Tax Refund	\$ 52.00
14085	Edwards Business Systems	Copier Maintenance & Supplies	\$ 323.53
14086	EMC Insurance Companies	Township Insurance	\$ 15,576.92
14087	Mansfield Oil Company	Equipment Motor Fuel	\$ 679.64

**Lower Nazareth Township
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February 12, 2014**

GENERAL FUND CHECKING ACCOUNT CONTINUED

14088	Schoenberg Salt Co., Inc.	Winter Maintenance	\$	3,234.66
14089	Valley Industrial Rubber Products	Equipment Parts/Supplies	\$	91.69
14090	Sander Power Equipment Company	Equipment Parts/Supplies	\$	1,069.00
14091	Advanced Auto Parts Professional	Equipment Parts/Supplies	\$	106.50
14092	Associated Fasteners, Inc.	Equipment Parts/Supplies	\$	15.00
14093	Brown- Daub Solt Chevrolet-Oldsmobile	Equipment Parts/Supplies	\$	113.30
14094	Staples Business Advantage	Office Supplies	\$	137.20
14095	Hecktown Volunteer Fire Company	Fire Company Loan	\$	965.26
14096	Volunteer Companies Loan Fund	Fire Company Loan	\$	965.26
14097	Colonial Regional Police Department	Police Contract Payment	\$	89,830.78
14098	Volunteer Companies Loan Fund	Fire Company Loan	\$	1,011.77
14099	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$	17,842.41
14100	State Worker's Insurance Fund	Workers Compensation	\$	4,919.00
14101	Home Depot	Public Works Supplies	\$	463.91
14102	PPL, Inc.	Municipal Drive Electricity	\$	773.18
14103	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$	897.22
14104	Liberty Propane Inc.	Municipal Building Propane	\$	319.43
14105	Mansfield Oil Company	Equipment Motor Fuel	\$	137.62
14106	PAPCO	Equipment Motor Fuel	\$	2,346.25
14107	Met-Ed	Traffic Signal Electricity	\$	223.48
14108	Signal Service, Inc.	Traffic Signal Maintenance	\$	198.84
14109	Signal Service, Inc.	Traffic Signal Maintenance	\$	1,775.00
14110	Chase Card Services	Continuing Education/Software	\$	2,679.00
14111	Nazareth Key	Advertisement	\$	140.94
14112	Staples Business Advantage	Office Supplies	\$	175.68

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

14113	Suburban Propane	Public Works Fuel	\$ 1,523.76
14114	Easton Suburban Water Authority	Municipal Water/Hydrant Assessment	\$ 776.00
14115	Toshiba Business Solutions	Copier Maintenance	\$ 12.04
14116	Lori Peck, OCR	Stenographer	\$ 85.00
14117	Vondercrone & Behrens	Tax Collection Audit	\$ 2,240.00
14118	Brown & Brown of Lehigh Valley	Public Official Liability Insurance	\$ 7,549.00
14119	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 292.00
14120	Asteak Law Offices	Legal Services	\$ 2,306.25
14121	Pennsylvania Steel Company Inc	Equipment Parts/Supplies	\$ 606.80
14122	PA One Call System, Inc.	Monthly Fax Activity	\$ 32.50
14123	PAMA	Conference	\$ 280.00
14124	Suburban Propane	Park Fuel	\$ 663.40
14125	AT&T	Municipal/Public Works Long Distance	\$ 50.72
14126	Verizon Wireless	Municipal/Public Works Wireless	\$ 369.84
14127	Nicole Kocher	Local Service Tax Refund	\$ 42.00
14128	Wilson Products	Equipment Parts/Supplies	\$ 106.16
14129	Advanced Auto Parts Professional	Equipment Parts/Supplies	\$ 204.97
14130	Eastern Industries, Inc.	Winter Maintenance Material	\$ 2,022.09
14131	International Salt Co., LLC	Winter Maintenance	\$ 6,341.63
14132	PPL, Inc.	Fire Company Electricity	\$ 1,014.98
14133	ExxonMobil	Fire Company Fuel	\$ 486.71
14134	Home Depot	Fire Company Supplies	\$ 196.65
14135	Easton Suburban Water Authority	Fire Company Water	\$ 56.61
14136	Fogels Fuel Service	Fire Company Fuel	\$ 2,016.21
14137	Sam's Club	Public Works/Municipal Bldg Supplies	\$ 101.03
<i>Total General Fund Checking...</i>			<u>\$ 189,622.92</u>

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MASTER ESCROW CHECKING (LAB)

1252	Lori Peck, OCR, RPR	Stenographer	\$ 1,100.00
1253	Liberty Towers	Escrow Refund	\$ 510.15
1254	Met-Ed	Traffic Signal Electricity	\$ 42.19
1255	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,925.00
1256	Signal Service, Inc.	Traffic Signal Maintenance	\$ 326.66
1257	Asteak Law Offices	Legal Services	\$ 3,412.50
1258	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
1259	County of Northampton	Parcel ID	\$ 10.00
1260	Nazareth Area School District	Facility Use	\$ 150.00
1261	Met-Ed	Traffic Signal Electricity	\$ 130.57
		<i>Total Master Escrow Checking Account...</i>	<u><u>\$ 7,642.07</u></u>

CAPITAL RESERVE ACCOUNT

812	Liberty Propane, Inc.	Capital Construction	\$ 779.56
813	Artefact, Inc.	Municipal Building Maintenance	\$ 935.00
814	Bath Supply Co., Inc.	Capital Construction	\$ 928.16
815	The Home Depot	Capital Construction	\$ 42.89
816	Chase Card Services	Capital Construction	\$ 2,630.00
817	Fulton Bank, NA	Lease Payment	\$ 12,637.80
818	All Phase Electric Supply Co.	Capital Construction	\$ 192.99
819	Queen City Electrical Supply Co., Inc.	Capital Construction	\$ 17.10
		<i>Total Capital Reserve Account...</i>	<u><u>\$ 18,163.50</u></u>

PAYROLL ACCOUNT

February 7, 2014

\$ 36,952.90

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REFUSE/RECYCLING ACCOUNT

1193 Lower Nazareth Township General Fund Yard Waste Employees

\$ 8,097.92