

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
April 8, 2015**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday April 8, 2015. The Chairman called the meeting to order at 6:30 PM.

Present were:

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

Approval of Minutes

A motion was moved by Mr. Green and was seconded by Mr. Boucher to approve the minutes from the March 25th Board of Supervisors meeting. The motion carried.

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

There were no items to discuss under Reports.

Correspondence

There were no items to discuss under Correspondence.

Subdivision and Land Development

Keystone Shed Company – Preliminary/Final Land Development – Resolution #LNT-07-15 – Mr. Kortze reviewed his April 2nd letter. A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve Resolution #LNT-07-15. The motion carried.

O.R.E. Rentals – Preliminary/Final Subdivision Plan – Resolution #LNT-08-15 – Mr. Kortze reviewed his April 7th letter. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to approve Resolution #LNT-08-15. The motion carried.

Joseph Leo – Easement Waiver Request – Mary and Joseph Leo gave a brief presentation on their request to place a shed within the easement on their property. There is limited location to place the shed due to the lay-out of their lot. Mr. Kortze gave a brief report and did not have any issues with the request so long as they stay 10-15 feet from the pipe and stay 10 feet from their property line.

Mr. Tenges reported that they need to know that they will be responsible for any expenses (\$350) for the Solicitor to draft and record an agreement.

A motion was moved by Mr. Boucher and was seconded by Mr. Nagle, subject to the agreement, to grant the waiver request. The motion carried.

Supervisors' Comments

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

Board of Supervisors Minutes
April 8, 2015

Manager's Report

Time Extension Report – Mr. Tenges stated that the Township accepted a time extension for the Frank Tolotta Minor Subdivision, through June 30, 2015.

Street Sweeping – Mr. Tenges reported that Street Sweeping operations are underway.

Spring Newsletter – Mr. Tenges reported that newsletters are in the mail and have even been received by some residents.

Yard Waste Facility – Mr. Tenges reported that the Yard Waste was finally able to open on April 6th.

Engineer's Report

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

Solicitor's Report

Solicitor Asteak reported that he needed an executive session with the Board. Mr. Pennington stated that they would go into executive session and return to the meeting.

*** Executive Session to discuss a tax assessment appeal settlement... 6:48pm - 7:00pm ***

Solicitor Asteak discussed the settlement for the Pennsylvania International Raceway (PIR). A motion was moved by Mr. Boucher and was seconded by Mr. Green to accept the settlement. The motion carried.

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. Kucsan and was seconded by Mr. Nagle to approve payment of the bills dated April 8, 2015. The motion carried.

Courtesy of the Floor

Norma Shriver, newly appointed Nazareth Library Board Member discussed some of the activities and fund raisers the library is having. For example, on April 19th they are having an event called "Run for Reading."

Conditional Use Hearing – Liberty Property Trust CU#2014-01

Solicitor Asteak gave a brief recap on the conditional use proceedings. Findings of Fact and Conclusions of Law have been received by the applicant, marked as exhibit #A-7 and from Thomas Stitt marked as exhibit #Cardinal II. Transcripts will be available to Board members who may have missed one or more of the hearings.

Solicitor Asteak called on Thomas Stitt and James Preston to make their closing arguments.

Mr. Stitt reviewed his comments but concentrated mostly on traffic concerns. Solicitor Asteak and Mr. Stitt discussed whether a condition of approval should be the PennDot approval and even to have the Township Engineer review the plan.

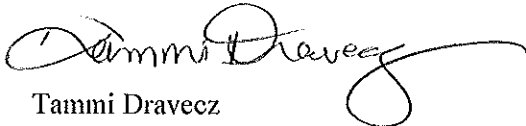
Mr. Preston discussed conditional use and compliance with the Township's Zoning Ordinance. He also discussed PennDot's letter which is not a rejection; but a review letter with comments. The requirement for an HOP, at this step, should not be required. He cited that a plan can be recorded conditioned on getting an HOP prior to building on the site so how should the applicant need one to gain conditional use. Mr. Preston also discussed the proposed connector road.

Solicitor Asteak closed the record. The Board has 45 days to render a decision.

Adjournment

A motion was moved by Mr. Green and was seconded by Mr. Nagle to adjourn the meeting at 7:45PM.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Tammi Dravec". The signature is written in black ink and is positioned above the printed name and title.

Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
April 8, 2015**

GENERAL FUND CHECKING ACCOUNT

| Num | Name | Memo | Amount |
|------------|---|---|---------------|
| 15201 | State Worker's Insurance Fund | Workers Compensation | \$ 1,284.00 |
| 15202 | Migu | Newsletter Postage | \$ 755.14 |
| 15203 | Hicks Portable Toilets | Temporary Restrooms | \$ 215.00 |
| 15204 | Migu | Spring Newsletter | \$ 2,685.00 |
| 15205 | Keystone Consulting Engineers, Inc. | Engineering & Inspection Services | \$ 150.00 |
| 15206 | Mansfield Oil Company | Equipment Motor Fuel | \$ 324.93 |
| 15207 | Associated Fire Equipment Co., Inc. | Park / Municipal Facilities Maintenance | \$ 1,349.70 |
| 15208 | Hecktown Volunteer Fire Company | Fire Company Loan | \$ 965.26 |
| 15209 | Volunteer Companies Loan Fund | Fire Company Loan | \$ 965.26 |
| 15210 | Colonial Regional Police Department | Police Contract Payment | \$ 98,566.50 |
| 15211 | PA Municipal Health Insurance Cooperati | Employee Health Insurance | \$ 18,037.91 |
| 15212 | Volunteer Companies Loan Fund | Fire Company Loan | \$ 1,011.77 |
| 15213 | Collis Truck Parts, Inc. | Equipment Parts/Supplies | \$ 300.00 |
| 15214 | Valley Tire Factory Outlet, Inc. | Tool/Equipment Repairs | \$ 47.50 |
| 15215 | Five Star International LLC | Public Works Equipment Parts/Supplies | \$ 108.65 |
| 15216 | Cumberland Truck Parts | Public Works Equipment Parts/Tools/Supplies | \$ 9,898.80 |
| 15217 | Staples Credit Plan | Office Supplies | \$ 41.40 |
| 15218 | S&D Bodyline | Traffic Signs | \$ 587.55 |
| 15219 | Medical Life Insurance Company | Employee Life Insurance | \$ 2,995.63 |
| 15220 | Met-Ed | Traffic Signal Electricity | \$ 237.28 |
| 15221 | Pitney Bowes | Postage Meter | \$ 189.50 |
| 15222 | Easton Suburban Water Authority | Municipal Bldg Water | \$ 34.12 |
| 15223 | Easton Area Joint Sewer Authority | Operating and Capital Operating Expense | \$ 696.60 |
| 15224 | Easton Area Joint Sewer Authority | Debt Service | \$ 2,415.00 |
| 15225 | The Express Times | ZHB Advertisement | \$ 687.20 |

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

| | | | |
|-------|---|---|--------------|
| 15226 | The Morning Call | Subscription Renewal | \$ 79.92 |
| 15227 | EMC Insurance Companies | Township Insurance | \$ 14,094.85 |
| 15228 | Lori Peck, OCR | Stenographer | \$ 140.00 |
| 15229 | Bethlehem Township Volunteer Fire Co. | Ambulance Services | \$ 30,000.00 |
| 15230 | Brown & Brown of Lehigh Valley | Summer Park Program Insurance | \$ 500.00 |
| 15231 | Memorial Library of Nazareth & Vicinity | Library Service | \$ 22,758.75 |
| 15232 | Verizon | Public Works Telephone | \$ 161.48 |
| 15233 | Verizon | Municipal Office Telephone | \$ 467.11 |
| 15234 | PPL, Inc. | Traffic Signal/St Light/Municipal/PW/Park Ele | \$ 1,305.60 |
| 15235 | PPL, Inc. | Municipal Drive Electricity | \$ 746.45 |
| 15236 | Suburban Propane | Public Works Fuel | \$ 542.33 |
| 15237 | PA One Call System, Inc. | Monthly Fax Activity | \$ 55.88 |
| 15238 | Integra One | Symantec Backup Exec | \$ 185.00 |
| 15239 | Easton Suburban Water Authority | Municipal Bldg Sprinkler | \$ 210.00 |
| 15240 | Easton Suburban Water Authority | Hydrant Assessment | \$ 16,260.00 |
| 15241 | Keystone Municipal Insurance | Workers Comp Insurance | \$ 4,295.00 |
| 15242 | East Penn Sanitation, Inc. | Municipal Trash Removal | \$ 190.40 |
| 15243 | Edwards Business Systems | Copier Maintenance | \$ 632.20 |
| 15244 | Fogels Fuel Service | Municipal Heating Fuel Maintenance | \$ 2,775.35 |
| 15245 | The Home Depot | Public Works Supplies/Tools/Equipment | \$ 71.87 |
| 15246 | SMF-Structured Metal Fabricators, Inc. | Public Works Equipment Parts/Supplies | \$ 1,414.97 |
| 15247 | Fire Apparatus Services | Fire Company Equipment Maintenance | \$ 699.08 |
| 15248 | Adams Glass & Aluminum, Inc. | Fire Company Maintenance | \$ 688.00 |
| 15249 | Easton Suburban Water Authority | Fire Company Water | \$ 63.59 |
| 15250 | Fogels Fuel Service | Fire Company Fuel | \$ 3,101.99 |
| 15251 | ExxonMobil | Fire Company Fuel | \$ 363.92 |

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

| | | | | |
|-------|----------------------------------|----------------------------------|---------------------------------------|-----------------------------|
| 15252 | Easton Suburban Water Authority | Fire Company Water | \$ | 288.75 |
| 15253 | Jack Williams Tire Company, Inc. | Fire Company Vehicle Maintenance | \$ | 109.80 |
| | | | <i>Total General Fund Checking...</i> | <u><u>\$ 246,751.99</u></u> |

CAPITAL RESERVE ACCOUNT

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|------------|----------------|----------------------|---------------------------|
| 881 | The Home Depot | Capital Construction | <u><u>\$ 4,320.73</u></u> |

RECYCLING / REFUSE ACCOUNT

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|------------|------------------------|---------------------|------------------------|
| 1213 | Hicks Portable Toilets | Temporary Restrooms | <u><u>\$ 75.00</u></u> |

PAYROLL ACCOUNT

April 3, 2015

\$ 33,301.37

MASTER ESCROW CHECKING (LAB)

| <u>Num</u> | <u>Name</u> | <u>Memo</u> | <u>Amount</u> |
|------------|-------------------------------|-----------------------------------|---------------------------|
| 1439 | Met-Ed | Traffic Signal Electricity | \$ 88.06 |
| 1440 | Keystone Consulting Engineers | Engineering & Inspection Services | \$ 575.00 |
| 1441 | Lori Peck, OCR | Stenographer | \$ 420.00 |
| | | | <u><u>\$ 1,083.06</u></u> |