

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 19, 2015**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday August 19, 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

*** Mr. Pennington indicated that the Board held an executive session prior to tonight's meeting to discuss personnel contracts. ***

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Nagle to approve the minutes from the July 8th Board of Supervisors meeting. Mr. Pennington abstained. The motion carried.

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

Mr. Green acknowledged the receipt of the Hecktown Volunteer Fire Company Incident Report for July 2015 and the Financial Report for June 2015.

Correspondence

There were no items to discuss under Correspondence.

Courtesy of the Floor

Michelle Satunas, 4322 Eisenhower Drive, had numerous complaints and concerns involving the construction of Saratoga Farms, located next to her home, by Tuskes Homes. She is concerned about the ongoing flooding, property damage, and standing water which is causing a mosquito problem. The flooding left debris on her property and caused damage to her driveway. Mrs. Satunas repeatedly tried to speak with someone at Tuskes Homes, but it was not until she sat in the office waiting did she finally speak with someone.

Mrs. Satunas is also concerned about a vacant property on Eisenhower that has high grass and stagnant water in a pool. She stated she made numerous calls to track down information on the mortgage company for the property and shared that with Township Staff. Mr. Pennington commented that abandoned homes are a problem and are no doubt frustrating.

In regards to the mosquito issue, Mrs. Satunas spoke with Len Forte at DEP. He came to her property to trap and test the mosquitoes; which tested positive for West Nile Virus. This is especially troubling to her because both her husband and she have medical conditions that would make getting this virus deadly. She reported that DEP will be spraying the area. Mrs. Satunas is concerned that we do not have a County Vector Control. Mr. Pennington told her that she should reach out to County Council about her concern.

Mr. Kortze stated that he has spoken at length with Michelle, along with her neighbor, Kelly about the issues with the construction and the detention/retention basin. He sent an inspector out on the issue with water leaving the site and dealt with the contractor for Tuskes. They will fix the road and driveway for Mrs. Satunas. Mr. Kortze explained that the basin is required to hold water during construction. This is not a Township code but a requirement from the Northampton Conservation District, PA DEP, and the Federal Government. Once construction is complete it will be converted to a detention basin.

Mr. Pennington closed the discussion by saying we will do what we can and will follow up.

Subdivision and Land Development

Brown Daub Parking Lot Expansion – Preliminary/Final Land Development – Resolution #LNT-11-15 – Mr. Kortze reviewed his August 17th letter and recommended preliminary/final approval. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to approve Resolution #LNT-11-15, based upon Mr. Kortze's recommendation. The motion carried.

Fairfield Development / Milham – Improvements Agreement – Authorization to Execute – A motion was moved by Mr. Nagle and was seconded by Mr. Boucher to authorize execution of this agreement. The motion carried.

Engineer's Report

Saratoga Farms Phase I – Letter of Credit Reduction – Mr. Kortze reviewed his August 17th letter recommending the letter of credit be reduced from \$1,723,483.90 to a balance of \$1,172,075.80. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to reduce the letter of credit based upon Mr. Kortze's recommendation. The motion carried.

Sterling Crossings – Letter of Credit Reduction – Mr. Kortze reviewed his August 17th letter recommending the letter of credit be reduced from \$3,129,837.72 to a balance of \$2,053,744.03. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to reduce the letter of credit based upon Mr. Kortze's recommendation. The motion carried.

Solicitor's Report

Solicitor Asteak reported that the Stone Post and Liberty Appeals are moving forward. We should have the court's decision on Stone Post in the next few months. It will be a bit longer until there is a decision on Liberty's Appeal.

Supervisors' Comments

Mr. Kucsan, Mr. Green, and Mr. Boucher had nothing to report.

Mr. Pennington stated that he has not attended any meetings however he did participate in a conference call on the Pipeline Task Force. They are trying to form a set of procedures and practices. They are just getting started. There are 10 sub committees which will be reporting to DEP by February of next year.

Mr. Nagle questioned when the CRPD's budget was due. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to not make any changes or give feedback until we see numbers for next year's budget. The motion carried.

Manager's Report

Time Extension Report – Mr. Tenges reported that time extensions were accepted for the following projects: Brown Daub's Parking Lot Expansion, through October 16th and O.R.E.'s Conditional Use Application, through November 25th.

2015 FDR Project – Mr. Tenges reported that the project is set to begin on Monday August 24th. The roads included in this project are Dogwood, Oakwood, Elm, and Birch. The storm sewer has been replaced by Township Public Works Staff. The FDR portion of the project should take about a week; followed by a week or so for paving.

Hanoverville Road Improvements – Mr. Tenges stated that paving would be completed sometime this fall. He mentioned that there is discussion that in exchange for a reduced traffic impact fee, the developer would pave all the way to Township Line. This would improve the defective paving on that stretch of road and create a seamless pave job. Mr. Pennington wanted to ensure that signage would be in place to inform everyone of the construction dates.

Final Agreed Upon Procedures Report – Buckno Lipsicky – A motion was moved by Mr. Nagle and was seconded by Mr. Green to table this discussion until a future meeting. The motion carried.

New Municipal Office – Mr. Tenges reported that the Municipal Office has moved to 623 Municipal Drive.

Fall Clean-Up – Mr. Tenges noted that the Fall Newsletter would be available in a few weeks; but wanted to remind everyone that our Fall Clean-Up Day will be in October.

Old Business

There were no items to discuss under Old Business.

New Business

There were no items to discuss under New Business.

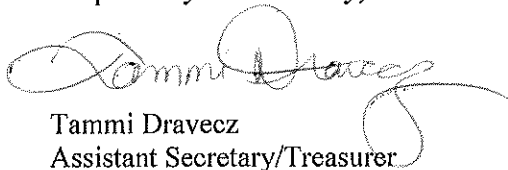
Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Mr. Nagle to approve payment of the bills dated August 19, 2015. The motion carried.

Adjournment

A motion was moved by Mr. Nagle and was seconded by Mr. Green to adjourn the meeting at 7:08 PM.

Respectfully submitted by,


Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
August 19, 2015**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
15497	PAMA	Conference	\$ 210.00
15498	Verizon Wireless	Fire Company Wireless	\$ 466.34
15499	Service Electric Cable TV Inc	Fire Company Internet	\$ 44.35
15500	Service Electric Telephone Co.	Fire Company Telephone	\$ 41.96
15501	Advanced Auto Parts Professional	Fire Company Equipment	\$ 25.00
15502	Easton Suburban Water Authority	Fire Company Water	\$ 338.59
15503	A & S HVAC, Inc.	Fire Company Maintenance	\$ 415.00
15504	Engines, Inc.	Fire Company / Equipment Service	\$ 1,068.28
15505	Hi-Tech Security Alarms	Fire Company Maintenance	\$ 4,100.00
15506	Edwards Business Systems	Copier Maintenance	\$ 168.59
15507	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 540.00
15508	PA One Call System, Inc.	Monthly Fax Activity	\$ 86.36
15509	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,672.41
15510	AT&T	Municipal/Public Works Long Distance	\$ 66.93
15511	Deer Park	Municipal Bottled Water	\$ 36.95
15512	Verizon Wireless	Municipal/Public Works Wireless	\$ 386.58
15513	Service Tire Truck Centers	Public Works Equipment Repairs	\$ 31.00
15514	Harold's R.V. Center	Public Works Equipment Parts/Supplies	\$ 108.33
15515	Staples Business Advantage	Office Supplies	\$ 46.44
15516	Highway Materials, Inc.	Paving & Patching Material	\$ 120.68
15517	Sam's Club	Public Works/Municipal Bldg Supplies	\$ 15.99
15518	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 957.39
15519	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 51.52
15520	Asteak Law Offices	Legal Services	\$ 2,950.00
15521	Eric Albert	Postage Reimbursement	\$ 14.80

**Lower Nazareth Township
Bills To Be Approved
August 19, 2015**

GENERAL FUND CHECKING ACCOUNT CONTINUED

15522	Diana Wallbillich	Summer Park Program	\$	143.72
15523	RCN	Internet & Telephone Services	\$	1,270.63
15524	United States Postal Service	Postage	\$	600.00
15525	Commonwealth of Pennsylvania	Pesticide License Renewal	\$	20.00
15526	State Worker's Insurance Fund	Workers Compensation	\$	1,284.00
15527	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$	290.40
15528	RCN	Internet & Telephone Services	\$	976.91
15529	Edwards Business Systems	Copier Maintenance	\$	499.19
15530	Megan Kraft	Local Services Tax Refund	\$	18.00
15531	EMC Insurance Companies	Township Insurance	\$	5,045.66
15532	The Morning Call	Subscription Renewal	\$	79.92
15533	Wilson Products	Public Works Supplies	\$	60.94
15534	Trach Plumbing & Heating	Facilities Maintenance	\$	125.00
15535	Berks Products	Pipe & Drainage Supplies	\$	707.50
15536	Lehigh Fuels, LLC	Equipment Motor Fuel	\$	733.95
15537	Printex	Office Supplies	\$	267.77
15538	Integra One	Computer Services	\$	704.38
15539	Highway Materials, Inc.	Paving & Patching Material/Pavement Mainten	\$	4,403.93
15540	Five Star International LLC	Public Works Equipment Parts/Supplies	\$	4,825.75
15541	Integra One	Software Maintenance	\$	171.63
15542	Hicks Portable Toilets	Temporary Restrooms	\$	140.00
15543	Suburban Propane	Park Fuel	\$	203.16
15544	Toshiba Business Solutions	Copier Maintenance	\$	12.24
15545	Easton Suburban Water Authority	Municipal Bldg Water	\$	34.12
15546	All Phase Electric Supply Co	Park Facilities Maintenance	\$	77.70
15547	Diana Wallbillich	Summer Park Program	\$	360.25

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GENERAL FUND CHECKING ACCOUNT CONTINUED

15548	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
15549	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
15550	Colonial Regional Police Department	Police Contract Payment	\$ 98,566.50
15551	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
15552	Lehigh Valley Planning Commission	Continuing Education	\$ 375.00
15553	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 709.23
15554	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 197.48
15555	Sam's Club	Public Works/Municipal Bldg/Park Supplies	\$ 250.94
15556	Home Depot Credit Services	Public Works Supplies/Tools/Equipment	\$ 570.73
PAID ONLINE	Chase Card Services	PW Tools/Office Equipment Maintenance	\$ 714.15
15557	Plasterer Equipment Co., Inc.	Equipment Parts/Supplies	\$ 186.14
15558	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 18,875.35
15559	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 223.92
15560	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 17.50
15561	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 424.97
15562	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 1,154.89
15563	ExxonMobil	Fire Company Fuel	\$ 981.06
15564	Easton Suburban Water Authority	Fire Company Water	\$ 66.77
15565	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 4,344.44
15566	Lorie L Gyarmaty	Postage	\$ 4.72
15567	PPL, Inc.	Municipal Drive Electricity	\$ 1,302.05
15568	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,485.17
15569	Met-Ed	Traffic Signal Electricity	\$ 284.13
15570	Buckno Lisicky and Company	Audit	\$ 3,000.00
15571	Asteak Law Offices	Legal Services	\$ 118.00
15572	RCN	Internet & Telephone Services	\$ 19.95

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONTINUED

15573	Edwards Business Systems	Copier Maintenance	\$ 101.20
15574	PA One Call System, Inc.	Monthly Fax Activity	\$ 96.52
15575	PSATS CDL Program	CDL Drug Testing	\$ 60.00
15576	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,688.00
15577	Verizon Wireless	Municipal/Public Works Wireless	\$ 392.43
15578	Printex	Office Supplies	\$ 355.30
15579	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 88.60
15580	Staples Credit Plan	Office Supplies	\$ 129.87
15581	Staples Business Advantage	Office Supplies	\$ 342.77
15582	Ike's Equipment Repair	Public Works Equipment Parts	\$ 125.00
15583	Krause Enterprises	Pip & Drainage Supplies	\$ 182.59
15584	Northampton County Seed Company, Inc.	Public Works Supplies	\$ 151.64
15585	Tommy's Small Engine Repair	Public Works Equipment Repair	\$ 138.00
15586	All Phase Electric Supply Co	Facilities Maintenance	\$ 207.24
15587	Trach Plumbing & Heating	Facilities Maintenance	\$ 300.00
15588	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies/Repair	\$ 397.51
15589	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 129.35
15590	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 36.95
15591	Edwards Business Systems	Copier Maintenance	\$ 67.39
15592	The Morning Call	Subscription Renewal	\$ 79.92
15593	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 1,077.12
15594	Integra One	Computer Services	\$ 342.50
15595	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 64.00
		<i>Total General Fund Checking...</i>	<u>\$ 181,389.52</u>

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PAYROLL ACCOUNT

July 24, 2015	\$	38,932.07
August 7, 2015	\$	39,772.33
August 21, 2015	\$	31,671.17
<i>Total Payroll Account...</i>		\$ 110,375.57

MASTER ESCROW CHECKING (LAB)

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1476	Met-Ed	Traffic Signal Electricity	\$ 216.34
1477	David Siegfried	Key Return	\$ 25.00
1478	Thomas Kilariski	Key Returns	\$ 75.00
1479	Kevin Rhodes	Key Return	\$ 25.00
1480	Keystone Consulting Engineers. Inc.	Engineering & Inspection Services	\$ 43,737.29
1481	Asteak Law Offices	Legal Services	\$ 2,931.25
1482	Fun Affairs	Summer Park Program	\$ 975.00
1483	VOIDED		
1484	Dirk Chiles	Key Return	\$ 25.00
1485	Randy Setzer	Key Return	\$ 25.00
1486	C & S Wholesale Grocers	Security Release	\$ 5,357.06
1487	Lower Nazareth Township	Township Services	\$ 367.50
1488	Kay Builders, Inc.	Escrow Refunds	\$ 3,000.00
1489	Keystone Consulting Engineers. Inc.	Engineering & Inspection Services	\$ 7,277.13
1490	General Highway Products	Traffic Signal Maintenance	\$ 295.00
1491	Met-Ed	Traffic Signal Electricity	\$ 224.97
<i>Total LAB Master Escrow Account...</i>			\$ 64,556.54

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
904	Security Service Co., Inc.	Municipal Building Maintenance	\$ 4,337.00
905	IntegraOne	Computer Services	\$ 16,267.09
906	ThyssenKrupp Elevator Corporation	Municipal Building Maintenance	<u>\$ 2,481.75</u>

CAPITAL RESERVE ACCOUNT CONTINUED

907	Building Specialties	Capital Construction	\$ 2,300.40
908	IntegraOne	Computer Services	\$ 2,810.00
909	Edwards Business Systems	Capital Purchases / Computer Services	\$ 13,450.00
910	Budget Blinds	Capital Purchases	\$ 1,400.25
911	Home Depot Credit Services	Capital Construction	\$ 1,514.73
912	Eastern Telephone & Telecommunications	Capital Purchase	\$ 2,618.99
913	Timm Tenges, Tax Collector	NASD Real Estate Taxes	\$ 1,026.20
914	IntegraOne	Computer Services	<u>\$ 6,550.00</u>
<i>Total Capital Reserve Account...</i>			<u><u>\$ 54,756.41</u></u>

HIGHWAY RECONSTRUCTION / REHABILITATION ACCOUNT

Num	Name	Memo	Amount
1012	Geo-Technology Associates, Inc.	Engineering Services	\$ 5,500.00
1013	Eastern Industries, Inc.	Pipe & Drainage Supplies	\$ 1,826.11
1014	Eastern Industries, Inc.	Pipe & Drainage Supplies	\$ 443.27
1015	Krause Enterprises	Pipe & Drainage Supplies	<u>\$ 197.00</u>
<i>Total Highway Reconstruction/Rehabilitation Account...</i>			<u><u>\$ 7,966.38</u></u>

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1808	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 16,000.00
1809	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 12,896.36
		<i>Total Development & Inspection Account...</i>	\$ 28,896.36

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
1220	Hicks Portable Toilets	Temporary Restrooms	\$ 75.00