

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
October 14, 2015**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday October 14, 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 M. 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. Nagle to approve the minutes, as amended, from the September 23<sup>rd</sup> Board of Supervisors meeting. The motion carried.

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

The Chairman acknowledged the receipt of the Hecktown Volunteer Fire Co Incident Report for September and the Financial Report for August 2015.

**Correspondence**

There were no items to discuss under Correspondence.

**Subdivision and Land Development**

O.R.E. Rentals Conditional Use Order and Opinion – A motion was made by Mr. Green and was seconded by Mr. Nagle to approve to the order and opinion. Mr. Pennington and Mr. Boucher abstained because they did not attend the hearing. The motion carried.

O.R.E. Rentals Preliminary/Final Land Development – Resolution #LNT-16-15 – Mr. Kortze reviewed his October 14<sup>th</sup> letter recommending approval. A motion was moved by Mr. Green and was seconded by Mr. Nagle to approve resolution #LNT-16-15. The motion carried.

Brown Daub Fiat Parking Lot Improvements Agreement – Authorization to Execute – Upon receipt of a valid letter of credit the agreement will be ready for execution. A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize execution of the improvements agreement. The motion carried.

Saratoga Farms Letter of Credit Reduction – Mr. Kortze reviewed his October 13<sup>th</sup> letter recommending a \$474,071.40 reduction. A motion was moved by Mr. Boucher and was seconded by Mr. Nagle to approve the reduction. The motion carried.

ProLogis – Hanoverville Road Traffic Signal Easements – A motion was moved by Mr. Kucsan and was seconded by Mr. Green to approve the following traffic signal easements: ProLogis Land III, LLC (Tax Parcel L6-17-2), EastP I (Tax Parcel L6-20-7) and EastP I (Tax Parcel L6-20-10). Tom Schmalz, 443 Dogwood Lane, asked for the locations of the new traffic signals. Mr. Tenges noted they will be along Hanoverville Road. The motion carried.

### **Supervisors' Comments**

Mr. Kucsan, Mr. Nagle, Mr. Green had no comments.

Mr. Boucher questioned about the relocation of utility poles on Hanoverville Road near the new development. One pole was not moved and is too close to the road. Mr. Tenges stated that there will be a marker at the end of the widening of roadway. There was discussion on how to get the pole relocated however moving it would place pole it in a front yard.

Mr. Pennington reported that he attended a Gaming Authority meeting on Sept 28<sup>th</sup>. No additional allocations have been made and they still paying out previously awarded grants. He also attended the Colonial Regional Police Commission (CRPC) meeting. In reference to the misallocation in the 2015 budget, credit will be given to Bath and Lower Nazareth by way of reduced payments for November and December of 2015 and Hanover will need to pay additional funds. The 2016 budget was also revised and 2014 numbers were used to determine allocations. As far as our question on misappropriated incidents Mr. Pennington reported that Chief Seiple stated incidents will be reviewed by numerous people to ensure they are applied to the correct municipality and a procedure will be written up. Mr. Pennington also stated that Chief Seiple mentioned about truck traffic and the signage on Corriere Road and Keystone Drive. There was some discussion on parking issues. Ms. Seese noted that the township border is right on Corriere Road so at times the trucks are actually parked in Palmer Township. Mr. Boucher also commented that at the CRPC meeting they discussed raising parking fines because it is often less expensive to pay a fine that to go to a truck stop.

In regards to the 2016 police budget, Mr. Nagle commented that an incorrect census number was used and requested support for numbers Chief Seiple used in budget.

Travis Gerould, 463 School House Road, asked about the Gaming Authority and the process for municipalities to get money available. Mr. Pennington stated that monies go to contiguous communities first, and then other municipalities can apply. Mr. Pennington noted that Lower Nazareth Township recently received a grant to battery backups for traffic signals.

### **Manager's Report**

Meeting Cancellation – Mr. Tenges noted that the October 28<sup>th</sup> meeting will need to be cancelled.

2016 Budget – Mr. Tenges stated that he is working on a no tax increase budget for 2016. He will have a draft to the Board prior to our November meeting to allow time for review and comments. It will need to be authorized for advertisement at the November meeting and adopted at the December meeting.

2015 FDR Project – Mr. Tenges reported that, minus some topsoil and seeding, the 2015 FDR project is complete.

Touch-a-Truck – Mr. Tenges, along with Township Staff, participated in the library's Touch-a-Truck event last weekend.

Fall Clean-Up Day – Mr. Tenges reported on a successful clean-up day with 195 vehicles and 274 trips.

LVPC Awards – Mr. Tenges reported that he, along with Mr. Pennington attended the LVPC Awards.

### **Engineer's Report**

There were no comments under Engineer's Report.

### **Solicitor's Report**

Board of Supervisors Minutes  
October 14, 2015

Hanover / Lower Nazareth Sanitary Sewer Agreement – Ordinance #216-10-15 – A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve Ordinance #216-10-15. The motion carried.

Sewer Reimbursement Agreement – A motion was moved by Mr. Nagle and was seconded by Mr. Green to approve the sewer reimbursement agreement. Mr. Green inquired if there would be any excess sewer availability. Mr. Tenges noted there would be some. Travis Gerould, 463 School House Road, inquired what impact, if any, would there be to the taxpayers? Mr. Tenges stated none. The motion carried.

#### **Old Business**

There were no comments under Old Business.

#### **New Business**

There were no comments under New Business.

#### **Payment of the Bills**

A motion was moved by Mr. Kucsan and was seconded by Mr. Green to approve payment of the bills dated October 14, 2015. The motion carried.

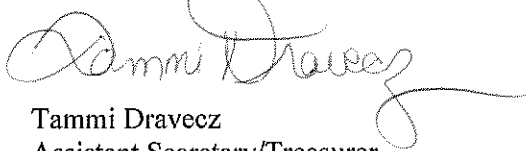
#### **Courtesy of the Floor**

Tom Schmalz, 443 Dogwood Lane, commented on the road project, specifically the paving. He was unhappy with the quality and the time it took to complete the paving. Mr. Tenges commented that paving depends on staffing and material availability. He noted that doing the paving in house, versus hiring an outside company, saves tax payers about \$10,000. Mr. Schmalz also commented about a large “speed bump” near the intersection of Dogwood and Georgetown. Mr. Tenges noted that was constructed to direct water flow and is not an error in paving.

#### **Adjournment**

A motion was moved by Mr. Nagle and was seconded by Mr. Boucher to adjourn the meeting at 7:10PM.

Respectfully submitted by,



Tammi Dravec  
Assistant Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
October 14, 2015**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
15681	State Worker's Insurance Fund	Workers Compensation	\$ 1,284.00
15682	NCATO	County Convention	\$ 55.00
15683	The Express Times	Advertisement	\$ 277.55
15684	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 19,554.28
15685	Tommy's Small Engine Repair	Public Works Equipment Repair	\$ 141.00
15686	Nazareth Key	Advertisements	\$ 313.20
15687	RCN	Internet & Telephone Services	\$ 762.76
15688	RCN	Internet & Telephone Services	\$ 19.95
15689	Pitney Bowes	Postage Meter	\$ 189.50
15690	Chase Card Services	Public Works Tools/Background Check/Office	\$ 505.75
15691	Staples Business Advantage	Office Supplies	\$ 84.90
15692	Bath Supply Co., Inc.	Facilities Maintenance	\$ 259.09
15693	Printex	Office Supplies	\$ 440.00
15694	Edwards Business Systems	Copier Maintenance	\$ 324.57
15695	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 140.70
15696	Traffic Services, Sales & Rentals, Inc.	Traffic Control Supplies	\$ 330.00
15697	Associated Fire Equipment Co., Inc.	Park / Municipal Facilities Maintenance	\$ 127.10
15698	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 1,519.00
15699	Grainger Parts	Traffic Control Supplies	\$ 23.11
15700	Sherwin-Williams	Park Supplies	\$ 422.70
15701	Medical Life Insurance Company	Employee Life Insurance	\$ 2,298.59
15702	EMC Insurance Companies	Township Insurance	\$ 4,814.64
15703	Home Depot	Fire Company Supplies	\$ 97.91
15704	PSATS CDL Program	CDL Drug Testing	\$ 60.00
15705	Migu	Spring Newsletter	\$ 2,736.00

**Lower Nazareth Township**  
**Bills To Be Approved**  
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**GENERAL FUND CHECKING ACCOUNT CONTINUED**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
15706	Memorial Library of Nazareth & Vicinity	Library Service	\$ 22,758.75
15707	The Express Times	ZHB Advertisement	\$ 358.40
15708	Met-Ed	Traffic Signal Electricity	\$ 275.99
15709	Safeguard Business Systems	Office Supplies	\$ 213.11
15710	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 1,045.03
15711	Easton Suburban Water Authority	Municipal Bldg Water	\$ 34.12
15712	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 210.00
15713	Lori Peck, OCR	Stenographer	\$ 30.00
15714	Lower Nazareth Realty Partners	Real Estate Tax Refund	\$ 247.08
15715	Signal Service, Inc.	Traffic Signal Maintenance	\$ 2,010.25
15716	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,404.50
15717	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
15718	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
15719	Colonial Regional Police Department	Police Contract Payment	\$ 98,566.50
15720	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
15721	PPL, Inc.	Municipal Drive Electricity	\$ 1,021.03
15722	Santander Leasing LLC	Fire Company Lease Payment	\$ 49,239.72
15723	Nazareth Key	Fire Company Advertisement	\$ 267.54
15724	PPL, Inc.	Fire Company Electricity	\$ 609.54
15725	Easton Suburban Water Authority	Fire Company Water	\$ 415.27
15726	ExxonMobil	Fire Company Fuel	\$ 417.95
15727	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 281.56
15728	Tractor Supply Credit Plan	Public Works Shop Tools/Equipment	\$ 33.99
15729	The Express Times	Advertisement	\$ 312.20
15730	Colonial Regional Police Department	2015 Pension Allocation	\$ 66,660.46

**Lower Nazareth Township  
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**GENERAL FUND CHECKING ACCOUNT CONTINUED**

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
15731	Hecktown Volunteer Fire Company	2015 Fire Relief	\$ 75,859.58
15732	National Penn Investors Trust Company	2015 Pension Plan Contribution	\$ 115,000.00
15733	Lower Nazareth Township General Fund	Clean-Up Day	\$ 150.00
15734	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,390.59
15735	Verizon Wireless	Municipal/Public Works Wireless	\$ 392.42
15736	Easton Area Joint Sewer Authority	Debt Service	\$ 2,451.00
15737	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 696.60
15738	Shannon Quaile	Stenographer	\$ 118.50
15739	Adam Miklas	Local Services Tax Refund	\$ 16.00
15740	Chelsea Miklas	Local Services Tax Refund	\$ 38.00
15741	Daniel Pfaff	Local Services Tax Refund	\$ 9.00
15742	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 300.00
15473	Eric Albert	Clean-Up Day	\$ 141.88
15474	Sam's Club	Public Works Supplies	\$ 427.68
15745	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 872.80
15746	Home Depot	Facilities Maintenance	\$ 110.97
<i><b>Total General Fund Checking...</b></i>			<b><u><u>\$ 484,111.60</u></u></b>

**PAYROLL ACCOUNT**

October 2, 2015	\$ 39,904.93
October 14, 2015	\$ 33,359.59
<b><i>Total Payroll Account</i></b>	
	<b><u><u>\$ 73,264.52</u></u></b>

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**RECYCLING / REFUSE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1223	First Regional Compost Authority	4th Quarter 2015 Payment	\$ 4,681.05

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1509	Timothy Doto	Fire Escrow Refund	\$ 41,880.00
1510	Met-Ed	Traffic Signal Electricity	\$ 191.44
1511	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 23,616.65
1512	Gilmore & Associates, Inc.	Engineering & Inspection Services	\$ 3,587.57
<i>Total LAB Master Escrow Account...</i>			<b>\$ 69,275.66</b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
920	Reynolds Business Systems, Inc.	Capital Purchase	\$ 3,036.76
921	Home Depot	Facilities Maintenance	\$ 122.30
<i>Total Capital Reserve Account...</i>			<b>\$ 3,159.06</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1813	Lower Nazaerth Township	Adminsitrative Fee	\$ 15,284.60
1814	CodeMaster Inspection Services	Building Inspection Services	\$ 21,648.36
<i>Total Development &amp; Inspection Account...</i>			<b>\$ 36,932.96</b>