

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
May 11, 2016**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday May 11, 2016. 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
Robert S. Kucsan	-	Supervisor	Timm A. Tenges	-	Manager, Secretary/Treasurer
			Tammi Dravec	-	Assistant Secretary/Treasurer
			Lori B. Seese	-	Zoning Administrator

Absent were: Eric E. Nagle, Supervisor
Martin J. Boucher, Supervisor

Approval of Minutes

A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the minutes from the April 13th Board of Supervisors meeting. The motion carried.

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

Mr. Pennington acknowledged the receipt of the Hecktown Fire Company Incident Report for April 2016, Financial Report for March 2016, and the Planning/Zoning Administrator's Report for January –April 2016.

Correspondence

There were no items to discuss under Correspondence.

Subdivision and Land Development

Merritt Brown Tract (IDI) – Final Subdivision – Resolution #LNT-13-16 – Mr. Kortze reviewed his May 10th letter. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to approve resolution #LNT-13-16. The motion carried.

Route 33 Logistics Center (IDI) – Final Land Development – Resolution #LNT-14-16 – Mr. Kortze reviewed his 10th letter. Blake Marles stated that the applicant did not agree with Mr. Kortze's traffic review comment on page #9. They do not want the Township's approval conditioned on them responding to comments from PADOT. Mr. Tenges requested the Board table this for the evening.

4067 Jandy Blvd (Nazareth Rehab PT) – Final Subdivision – Resolution #LNT-15-16 – Mr. Kortze review his April 13th letter. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve resolution #LNT-15-16. The motion carried.

4067 Jandy Blvd (Nazareth Rehab PT) – Final Land Development – Resolution #LNT-16-16 – Mr. Kortze review his April 13th letter. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to approve resolution #LNT-16-16. The motion carried.

Supervisors' Comments

Mr. Kucsan and Mr. Green had no comments. Mr. Pennington stated that he attended the CRPD meeting; nothing to report. He also stated that the Gaming Authority will be having another round of grants for the non-contiguous municipalities. Amounts would be small and the contiguous municipalities could apply as well.

Manager's Report

Time Extensions – Mr. Tenges reported that the Township accepted time extensions for conditional use decision on both the CarMax and Greek Development applications.

Traffic Signal Battery Back-up #LNT-01-16 – Bid Results – Mr. Tenges reported that the only bid received was from Telco, Inc. Improvements will be made to all 8 intersections within the township. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to award the bid to Telco.

Township Clean-Up Day – Mr. Tenges reminded all that Clean-Up Day is this Saturday May 14th.

Engineer's Report

Griffin – Letter of Credit Release – Mr. Kortze reviewed his May 9th letter and recommended the release of all remaining security. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to release the security. The motion carried.

Tennis & Basketball Court Restoration – Mr. Kortze reported that he is almost finished with the specs for the bid and hopes to run the advertisement at the end of month for a June bid opening.

Solicitor's Report

CarMax Auto Superstores – Conditional Use Decision – Solicitor Asteak reviewed the Opinion and Order. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the opinion and order. The motion carried.

Trio Phase V – Improvements Agreement – Authorization to Execute – A motion was moved by Mr. Kucsan and was seconded by Mr. Green to authorize execution of the improvements agreement upon receipt of a letter of credit. The motion carried.

Palmer Sewer & Easton Area Joint Sewer Authority Agreements – Ordinances – Authorization to Advertise – A motion was moved by Mr. Green and was seconded by Mr. Kucsan to table this.

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. Green to approve payment of the bills dated May 11, 2016. The motion carried.

Courtesy of the Floor

Travis Gerould, 463 School House Road, inquired about the Chase credit card payment. Mr. Pennington commented that this month's credit card bill includes fees for the staff to attend training.

Adjournment

The meeting adjourned at 7:11 PM.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Tammi Dravec", with a long horizontal flourish extending to the right.

Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
May 11, 2016**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16196	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,286.00
16197	Hicks Portable Toilets	Temporary Restrooms	\$ 225.00
16198	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 570.68
16199	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 1,460.98
16200	Giles & Ransome, Inc.	Public Works Equipment Parts/Supplies	\$ 850.59
16201	Orkin Steel Supply Inc.	Public Works Supplies	\$ 417.85
16202	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 169.39
16203	Powerco, Inc.	Public Works Equipment Parts/Supplies	\$ 139.40
16204	Beth-Allen Ladder Company	Public Works Shop Tools & Equipment	\$ 2,169.00
16205	Boyko's Petroleum Service, Inc.	Public Works Supplies	\$ 85.00
16206	G C Electric Co., Inc.	Park Facilities Maintenance	\$ 911.97
16207	All-Phase Electric Supply Co.	Pubic Works Equipment Parts/Supplies	\$ 449.26
16208	Innovative Designs & Publishing, Inc.	Advertisement	\$ 134.00
16209	EMC Insurance Companies	Township Insurance	\$ 5,030.84
16210	The Morning Call	Subscription Renewal	\$ 79.92
16211	Edwards Business Systems	Copier Maintenance	\$ 706.63
16212	NJ Advance Media	Advertisement	\$ 219.80
16213	George J. Kratzer, Inc.	Park Septic Tanks	\$ 390.00
16214	Tommy's Small Engine Repair	Public Works Tools/Equipment	\$ 145.00
16215	Associated Fasteners, Inc.	Public Works Supplies	\$ 28.26
16216	S&D Bodyline	Traffic Signs	\$ 973.00
16217	Staples Business Advantage	Office/Public Works Supplies	\$ 394.09
16218	Martin Stone Quarries, Inc	Park Supplies	\$ 657.77
16219	PA One Call System, Inc.	Monthly Fax Activity	\$ 81.28
16220	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16221	Daniel Honohan	Local Services Tax Refund	\$ 8.00
16222	Krystal Honohan	Local Services Tax Refund	\$ 46.00
16223	Adam Miklas	Local Services Tax Refund	\$ 16.00
16224	Chelsea Miklas	Local Services Tax Refund	\$ 8.00
16225	Richard Musselman	Local Services Tax Refund	\$ 70.00
16226	Alexander Walsh	Local Services Tax Refund	\$ 38.00
16227	Alisa Westerholm	Local Services Tax Refund	\$ 52.00
16228	Ethan Westerholm	Local Services Tax Refund	\$ 34.00
16229	Sam's Club	Supplies	\$ 431.18
16230	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 7,374.98
16231	Integra One	Computer Services	\$ 281.25
16232	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 570.00
16233	Integra One	Software Maintenance	\$ 938.00
16234	Migu	Spring Newsletter	\$ 2,706.00
16235	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
16236	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
16237	Colonial Regional Police Department	Police Contract Payment	\$ 102,853.82
16238	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 18,873.19
16239	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
16240	Met-Ed	Traffic Signal / Street Light Electricity	\$ 273.52
16241	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 47.00
16242	Service Electric Cable TV Inc	Fire Company Internet	\$ 44.35
16243	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.91
16244	Verizon Wireless	Fire Company Wireless	\$ 468.04
16245	Easton Suburban Water Authority	Fire Company Water	\$ 63.13

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16246	ExxonMobil	Fire Company Fuel	\$ 286.87
16247	Kansas State Bank	Fire Company Loan Payment	\$ 66,807.08
16248	Lori Peck, OCR	Stenographer	\$ 422.00
16249	Amanda Fox	Local Services Tax Refund	\$ 52.00
16250	Stewart-Amos Equipment Co.	Street Sweeping	\$ 10,800.00
16251	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 108.46
16252	Easton Suburban Water Authority	Municipal Bldg Water	\$ 35.91
16253	Suburban Propane	Park Fuel	\$ 160.75
16254	Wright Appellate Services, LLC	Legal / Copying Services	\$ 1,724.84
16255	Brown & Brown of Lehigh Valley	Summer Park Program Insurance	\$ 495.00
16256	Fogels Fuel Service	Municipal Heating Fuel Maintenance	\$ 1,658.16
16257	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 52.50
16258	Toshiba Business Solutions	Copier Maintenance	\$ 16.93
16259	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,230.00
16260	Sam's Club	Supplies	\$ 76.01
16261	All-Phase Electric Supply Co.	Pubic Works Equipment Parts/Supplies	\$ 62.35
16262	Asteak Law Offices	Legal Services	\$ 10,176.28
16263	Fogels Fuel Service	Fire Company Fuel	\$ 692.15
16264	PPL, Inc.	Fire Company Electricity	\$ 469.09
16265	Verizon Wireless	Municipal/Public Works Wireless	\$ 405.68
16266	Associated Fire Equipment Co., Inc.	Municipal Facilities Maintenance	\$ 225.00
16267	Old Dominion Brush	Equipment Parts/Supplies	\$ 2,074.25
16268	Staples Credit Plan	Office Supplies	\$ 108.24
16269	Northampton County Seed Company, Inc.	Park Maintenance	\$ 280.00
16270	W.B. Mason Company, Inc.	Office Supplies	\$ 95.97

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16271	Rid-Et Pest Control	Facilities Maintenance	\$ 38.87
16272	Martin Stone Quarries, Inc	Park Supplies	\$ 1,318.36
16273	The Key	Advertisements	\$ 1,136.37
16274	RCN	Internet & Telephone Services	\$ 803.69
16275	NJ Advance Media	Advertisement	\$ 504.70
16276	New Enterprise Stone & Lime Co., Inc.	Paving and Patching Material	\$ 163.95
16277	Fogels Fuel Service	Municipal Heating Fuel Maintenance	\$ 315.95
16278	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,160.36
16279	PPL, Inc.	Municipal Drive Electricity	\$ 807.76
16280	Chase Card Services	Conference/Office Supplies	\$ 7,379.56
16281	Keystone Consulting Engineers, Inc.	Engineering & Inpsection Services	\$ 160.00
<i>Total General Fund Checking...</i>			\$ 268,083.91

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
944	Sam's Club	Capital Purchase	\$ 349.88
945	All Phase Electric Supply Co	Capital Purchase	\$ 458.13
946	Bath Supply Co., Inc.	Capital Purchase	\$ 3.20
<i>Total Capital Reserve Account...</i>			\$ 811.21

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1827	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 164,723.12

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1229	Hicks Portable Toilets	Temporary Restrooms	\$ 75.00

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SPECIAL REVENUE - HOST FEE ACCOUNT

Num	Name	Memo	Amount
551	First Regional Compost Authority	2nd Quarter 2016	\$ 4,964.75
552	Borough of Tatamy	Electronics Recycling Event	\$ 162.18
			\$ 5,126.93

PAYROLL ACCOUNT

April 29, 2016	\$ 35,557.82
May 13, 2016	\$ 32,971.09
<i>Total Payroll Account...</i>	\$ 68,528.91

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1584	Met-Ed	Traffic Signal Electricity	\$ 85.10
1585	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 41,505.15
1586	Lehigh Valley Zoo	Summer Park Zoo Program	\$ 475.00
1587	Lori Peck, OCR, RPR	Stenographer	\$ 170.00
1588	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,433.29
1589	Asteak Law Offices	Legal Services	\$ 7,306.25
1590	Kay Builders, Inc.	Escrow Refunds	\$ 9,000.00
1591	Kathryn Trapp	Escrow Refund	\$ 160.00
1592	Pamela Kalapay	Escrow Refund	\$ 160.17
1593	Estate of Herb Follweiler	Escrow Refund	\$ 400.05
1594	Traditions of America	Escrow Refund	\$ 2.20
1595	ProLogis	Escrow Refund	\$ 21.21
			\$ 60,718.42