

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
May 25, 2016**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday May 25, 2016. The Vice-Chairman called the meeting to order at 6:30 PM.

Present were:

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

Absent were:

James S. Pennington, Chairman

*** The Vice-Chairman indicated that the Greek Development Conditional Use Decision would not take place tonight but would be discussed at our June 8th meeting. ***

Approval of Minutes

Approval of the meeting minutes were tabled due to the lack of quorum.

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

Mr. Green acknowledged the receipt of the Financial Report for April 2016.

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

There were no items to discuss under Supervisors' Comments.

Manager's Report

Equipment Acquisition – 104-inch mower – Mr. Tenges had hoped to budget for the purchase in 2017 however the older mowers are becoming less reliable, especially the 1998. The purchase of this new mower will improve efficiency here at the Township Park, and allow for one public works employee to mow it in one day. Part of plan is also to erect a storage facility here at the 306 Butztown Road location. The cost, \$21,750.00, is state contract pricing and a Costars purchase. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve the purchase of the new equipment. Travis Gerould, 463 School House Road, inquired about the warranty of the new mower and size of current mower. Mr. Tenges stated it is a 24-month warranty and the current mower is 72-inch.

Lower Nazareth Township (LNT) Sewer Department Establishment:

Resolution #LNT-17-16 – City of Bethlehem Sewer Service Area Capacity Tapping Fee – A motion was moved by Mr. Nagle and was seconded by Mr. Boucher to approve resolution #LNT-17-16. The motion carried.

Resolution #LNT-18-16–Sewer District No. 1-Hanoverville Rd Area Reimbursement Tapping Fee – A motion was moved by Mr. Nagle and was seconded by Mr. Boucher to approve the resolution. The motion carried.

2016 LNT Sewer Department Budget & Rate Schedule – A motion was moved by Mr. Nagle and was seconded by Mr. Boucher to approve the budget and fee schedule. Travis Gerould, 463 School House Road, inquired on the net impact on annual basis. Solicitor Asteak replied it enables businesses to enter the township and provide tax revenue. Mr. Tenges added that this is not costing tax payers anything; only the users. The motion carried.

Township – Spring Clean-Up – Mr. Tenges stated that while the data calculation is not complete he can report that Clean-Up Day was successful and hopes to have numbers at our next meeting.

Engineer’s Report

Phillips Feed – Letter of Credit Reduction and Commence Maintenance Period – Mr. Kortze reviewed his May 24th letter recommending the reduction and to commence the 18-month maintenance period. A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize the release and to commence maintenance. The motion carried.

Solicitor’s Report

Saratoga Farms Phase II Improvements Agreement – Authorization to Execute - A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize execution upon receipt of letter of credit.

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. Kucsan to approve payment of the bills dated May 25, 2016. The motion carried.

Courtesy of the Floor

Travis Gerould, 463 School House Road, commented about an article he read where the Police Chief discussed the numerous incidents at Northampton Crossings. He inquired if the township could pressure the businesses to provide their own security. Solicitor Asteak and Mr. Tenges stated that there have been many conversations over the years and suggested it but police need to get involved. Ms. Seese added about the numerous false 911 calls that are more taxing than retail theft and other incidents at

Northampton Crossings. Mr. Nagle suggested that Mr. Gerould go to CRPC's website to see where the manpower really goes....Nagle noted retail thefts are only 2% of all calls.

Adjournment

The meeting adjourned at 7:02PM.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Tammi Dravec".

Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
May 25, 2016**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16282	LNT Petty Cash	Clean-up Day	\$ 150.00
16283	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 752.00
16284	Edwards Business Systems	Copier Maintenance	\$ 67.39
16285	PA One Call System, Inc.	Monthly Fax Activity	\$ 53.34
16286	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
16287	Easton Suburban Water Authority	Municipal Bldg Water	\$ 209.20
16288	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,325.00
16289	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 27.00
16290	Service Tire Truck Centers	Public Works Equipment Repair	\$ 35.95
16291	Stokes Electrical Supply Company	Public Works Equipment Parts/Supplies	\$ 21.60
16292	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 332.52
16293	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies/Repair	\$ 422.41
16294	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 423.87
16295	PSATS CDL Program	CDL Drug Testing	\$ 120.00
16296	MG Appearance Products	Fire Company Maintenance	\$ 91.98
16297	Verizon Wireless	Fire Company Wireless	\$ 469.32
16298	Service Electric Cable TV Inc	Fire Company Internet	\$ 44.35
16299	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.01
16300	Staples Credit Plan	Fire Co Collection Supplies	\$ 230.61
16301	A & S HVAC, Inc.	Fire Company Maintenance	\$ 425.00
16302	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,205.00
16303	<i>VOIDED</i>		\$ -
16304	PSATS CDL Program	CDL Drug Testing	\$ 60.00
16305	Edwards Business Systems	Copier Maintenance	\$ 116.38
16306	Eric Albert	Clean up Day Expenses	\$ 182.13

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16307	Sam's Club	Membership Renewal	\$ 270.00
16308	LNT Capital Reserve	Reallocation of Funds	\$ 100,000.00
16309	LNT Capital Reserve - Fire	Reallocation of Funds	\$ 200,000.00
16310	Capital Reserve-Equipment Replacenment	Reallocation of Funds	\$ 200,000.00
16311	LNT Fiscal Stability Fund	Reallocation of Funds	\$ 100,000.00
16312	United States Postal Service	Replenish Postage	\$ 500.00
<i>Total General Fund Checking...</i>			\$ 607,599.51

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
947	Design Floors, Inc.	Capital Construction	\$ 42.00
948	Bath Supply Co., Inc.	Capital Construction	\$ 189.01
<i>Total Capital Reserve Account...</i>			\$ 231.01

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1828	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 31,147.32

CAPITAL RESERVE - EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
Merchant's Check	Lafayette Ambassador bank - Leasing	Lease Payment	\$ 12,681.48

PAYROLL ACCOUNT

May 27, 2016	\$ 37,206.02
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**Lower Nazareth Township
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MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1596	Met-Ed	Traffic Signal Electricity	\$ 123.48
1597	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 29,697.78
1598	Asteak Law Offices	Legal Services	\$ 1,793.75
1599	Gilmore & Associates, Inc.	Engineering & Inspection Services	\$ 468.60
1600	Kay Builders, Inc.	Escrow Refund	\$ 1,000.00
			<hr/> \$ 33,083.61 <hr/>