

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 27, 2016**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday July 27, 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
		Tammi Dravec	- Assistant Secretary/Treasurer
		Lori B. Seese	- Zoning Administrator

Absent were:

James S. Pennington	- Chairman
Martin J. Boucher	- Supervisor

Approval of Minutes

A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to approve the minutes from the July 13th 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

Mr. Amit gave a brief presentation. Mr. Kortze reviewed his July 27th letter and had no issues with granting the waiver but recommended the driveway be moved so that the northern edge is a minimum of 2 feet from the existing storm sewer inlet. He also recommended that the driveway be constructed to direct all runoff in the adjoining inlet. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to grant the waiver from SALDO Section 733.613 along with the recommendations of the Township Engineer. The motion carried.

Supervisors' Comments

Mr. Kucsan and Mr. Nagle had no comments. Mr. Green thanked the Fire Department and Township Staff for a great job with the storm cleanup.

Manager's Report

Storm Clean-Up -- Mr. Tenges also thanked Township Staff and Fire Company personnel on storm cleanup. He noted that the Township's Yard Waste Facility will be open through Saturday.

Borough / Library Property -- Borough would like to deed the building to the library. Solicitor Asteak suggested a joint meeting with all library representatives to discuss. He stated that the Borough was deeded property but is now looking to share the financial responsibility among all entities that are part of the library. A motion was made

by Mr. Kucsan and was seconded by Mr. Nagle to authorize Solicitor Asteak to set up a meeting among all representatives of the library. The motion carried.

Opposition to Hotel Tax – Resolution #LNT-21-16 – Mr. Tenges drafted a resolution in opposition of this use of funds. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to authorize Mr. Tenges to prepare a final draft of the resolution and approve resolution LNT-21-16. The motion carried.

Met-Ed Easement – 4600 Newburg Road – A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to grant the easement to Met-Ed. Mr. Donofrio, 647 Mulberry Drive, inquired on the location and size of the power supply. Mr. Tenges commented that it is about 600 feet from tower pad and a similar size to one you would see in a subdivision. The motion carried.

Traffic Signal Battery Backup – Mr. Tenges commented that this project has been completed. He reminded the Board that we received a grant from the Gaming Authority for this project. Travis Gerould, 463 School House Road, inquired about the life of battery. Mr. Tenges stated they are car batteries and indicated that the one at ProLogis Parkway has been operational for 10 years and is still working. He noted that they are checked annually.

Engineer's Report

Trio Fields – Phase I – Maintenance Period / Security – Mr. Kortze gave a brief background. He explained that typically the Township would accept roads after the 18-month maintenance period. Our SALDO requires that a subdivision have 80% of houses built in order to accept roads. These roads were secured as part of Phase I, and since Trio Fields has numerous phases, they have not reached the required 80%. Therefore even though the 18 month maintenance period has passed we are not prepared to accept roads or release the security.

A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to deny the request since the subdivision has not reached the required 80% completion for road acceptance per our SALDO.

Jeff Shepherd, 4485 Whitetail Drive, Phase I asked what work will be required to bring roads to a condition that is accepted by the Township. Mr. Kortze stated that it varies, but we inspect roads prior to acceptance in order to make sure roads are in acceptable condition.

Mr. Shepherd also noted that residents had issues with the developer and snow removal this past winter and inquired what could be done to improve the situation this winter. Solicitor Asteak stated that the HOA is the voice of residents. Mr. Tenges asked what the response was from the developer. Mr. Shepherd stated they said, "it was a big storm, sorry." Solicitor Asteak told Mr. Shepherd to communicate with Township Staff and they will speak with the developer. He noted that the police have no authority. Mr. Green commented that in a 911 emergency Township Staff would assist with accessing the location of emergency.

The motion carried.

Trio Fields – Phase II – Letter of Credit Reduction – Mr. Kortze reviewed his July 25th letter recommending a \$12,150.60 reduction in the letter of credit for Phase II. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to reduce the letter of credit. The motion carried.

Trio Fields – Phase III – Letter of Credit Reduction – Mr. Kortze reviewed his July 25th letter recommending a \$17,667.10 reduction in the letter of credit for Phase III. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to reduce the letter of credit. The motion carried.

Trio Fields – Phase IV– Letter of Credit Reduction – Mr. Kortze reviewed his July 25th letter recommending a \$3,672.90 reduction in the letter of credit for Phase IV. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to reduce the letter of credit. The motion carried.

Trio Fields – Phase V– Letter of Credit Reduction – Mr. Kortze reviewed his July 25th letter recommending a \$135,864.30 reduction in the letter of credit for Phase V. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to reduce the letter of credit. The motion carried.

Solicitor's Report

LVHN Overlay Staff – Solicitor Asteak stated that they had their first meeting with LVHN officials yesterday. The hope is to have the map and zoning language change prepared and ready for adoption at our second meeting in September. The property will need to be posted and the hearing will be advertised.

Right-of- Way (ROW) Management Ordinance Draft – Solicitor Asteak gave a draft ordinance to Mr. Tenges to review. He reported that it appears that in the future we will be dealing with cell transmitters on utility poles

Penn East Pipeline – Solicitor Asteak reported that he provided the Board will copies of the Executive Summary of the Draft Environmental Impact Statement.

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 July 27, 2016. The motion carried.

Courtesy of the Floor

Travis Gerould, 463 School House Road, inquired about the PennEast public meetings and the Township's involvement. Solicitor Asteak stated that the Township has not taken action and has already submitted comments.

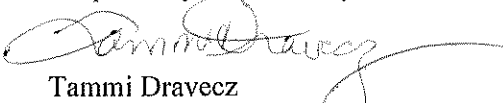
Jeff Shepherd, 4485 Whitetail Drive, spoke of his discussion with lawyers from Verizon in regards to how they monitor the emissions. The lawyer indicated that emissions are monitored by the FCC. He asked if the Board would write a letter to Verizon requested that they provide that report to the Township when it is received provided by FCC. Solicitor Asteak stated that there is no harm in asking. Mr. Tenges noted that it should be a public record but is not sure on frequency of reports.

Mr. Shepherd also asked when the proposed berm would be installed. Mr. Tenges noted that the berm would be done in house and will be completed as time permits.

Adjournment

The meeting adjourned at 7:18PM.

Respectfully submitted by,


Tammi Dravec
Assistant Secretary/Treasurer

Board of Supervisors Minutes
July 27, 2016

Lower Nazareth Township
Bills To Be Approved
 July 27, 2016

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16427	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,367.00
16428	Safeguard Business Systems	Office Supplies	\$ 278.49
16429	Suburban Propane	Park Fuel	\$ 297.64
16430	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,875.00
16431	Nazareth Area School District	Real Estate Tax Appeals	\$ 3,738.86
16432	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 12.20
16433	PPL, Inc.	Fire Company Electricity	\$ 454.05
16434	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 839.54
16435	ExxonMobil	Fire Company Fuel	\$ 260.96
16436	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
16437	Easton Suburban Water Authority	Fire Company Water	\$ 66.78
16438	Engines, Inc.	Fire Company / Equipment Service	\$ 514.98
16439	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,224.91
16440	PPL, Inc.	Municipal Drive Electricity	\$ 1,007.25
16441	PA One Call System, Inc.	Monthly Fax Activity	\$ 102.87
16442	Verizon Wireless	Municipal/Public Works Wireless	\$ 509.97
16443	Memorial Library of Nazareth & Vicinity	Library Service	\$ 23,015.55
16444	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 410.76
16445	Sander Power Equipment Company	Public Works Tools/Equipment	\$ 486.40
16446	<i>VOIDED</i>	<i>VOIDED</i>	
16447	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 780.00
16448	Staples Business Advantage	Office/Zoning/Tax Dept Supplies	\$ 140.44
16449	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 771.30
16450	WM Recycle America	Recycling	\$ 40.80
16451	Tommy's Small Engine Repair	Public Works Tools/Equipment Repairs	\$ 126.00

**Lower Nazareth Township
Bills To Be Approved
July 27, 2016**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16452	PAPCO	Equipment Motor Fuel	\$ 745.69
16453	Diana Wallbillich	Summer Park Program	\$ 132.55
16454	PAMA	Conference	\$ 620.00
16455	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 78.00
16456	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 416.00
16457	Pitney Bowes Purchase Power	Postage	\$ 50.43
16458	Edwards Business Systems	Copier Maintenance	\$ 458.05
16459	Edwards Business Systems	Copier Maintenance	\$ 75.87
16460	Edwards Business Systems	Copier Maintenance	\$ 116.38
16461	Easton Suburban Water Authority	Municipal Bldg Water	\$ 50.51
16462	Toshiba Business Solutions	Copier Maintenance	\$ 16.63
16463	NJ Advance Media	Advertisement	\$ 331.10
16464	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 37.75
16465	Nazareth Business Services, Inc.	Fire Company Services	\$ 1,075.00
16466	L&D Automotive	Fire Company Equipment Maintenance	\$ 995.52
16467	Service Electric Cable TV Inc	Fire Company Internet	\$ 44.35
16468	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.11
16469	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 761.90
16470	Bethlehem Sewerage & Excavating	Fire Company Septic Service	\$ 600.00
16471	Trach Plumbing & Heating	Fire Company Facilities Maintenance	\$ 300.00
16472	Verizon Wireless	Fire Company Wireless	\$ 551.30
16473	Easton Suburban Water Authority	Fire Company Water	\$ 70.12
16474	Verizon Wireless	Fire Company Wireless	\$ 790.49
16475	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 800.00
Total General Fund Checking...			\$ 48,781.50

**Lower Nazareth Township
Bills To Be Approved
July 27, 2016**

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1614	Fun Affairs	Summer Park Carnival Day	\$ 975.00
1615	Keystone Consulting Engineers, Inc	Engineering & Inspection Services	\$ 1,605.00
1616	Met-Ed	Traffic Signal Electricity	\$ 101.47
1617	PENNDOT	Construction Inspection	\$ 190.14
1618	Keystone Consulting Engineers, Inc.	Engineering & Inspections Services	\$ 23,161.25
1619	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 258.75
1620	Jen Kilareski	Key Refunds	\$ 50.00
1621	Shannon Snyder	Key Refund	\$ 25.00
1622	David Siegfried	Key Refund	\$ 25.00
1623	Hilary Marquardt	Key Refund	\$ 25.00
1624	Kay Builders, Inc.	Escrow Refund	\$ 1,000.00
<i>Total Master Escrow Checking...</i>			<u><u>\$ 2,871.61</u></u>

PAYROLL ACCOUNT

July 22, 2016

\$ 37,586.99

LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
904	PPL Electric Utilities	Meter Electricity	<u><u>\$ 22.48</u></u>

SPECIAL HOST FEE ACCOUNT

Num	Name	Memo	Amount
553	First Regional Compost Authority	3rd Quarter 216	<u><u>\$ 4,964.75</u></u>

**Lower Nazareth Township
Bills To Be Approved
July 27, 2016**

CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1001	AW Direct	Capital Purchases	\$ 971.16

HIGHWAY RECONSTRUCTION / REHABILITATION

Num	Name	Memo	Amount
1028	New Enterprise Stone & Lime Co, Inc	Aggregate, Pipe & Drainage Supplies	\$ 2,111.75
1029	Exeter Supply Co, Inc.	Pipe & Drainage Supplies	\$ 6,256.90
1030	Keystone Precision Instruments	Equipment Purchase	\$ 2,605.00
1031	Krause Enterprises	Pipe & Drainage Supplies	\$ 233.00
1032	Geo-Technology Associates, Inc.	Engineering Services	\$ 5,500.00
1033	New Enterprise Stone & Lime Co, Inc	Aggregate, Pipe & Drainage Supplies	\$ 569.48
		<i>Total Highway R/R Account...</i>	<u>\$ 17,276.13</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1831	CodeMaster Inspection Services, Inc.	Building Inspection Services	<u>\$ 16,182.80</u>