

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
August 24, 2016**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday August 24, 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	Steve Mills	-	Solicitor for Gary Asteak
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

**Approval of Minutes**

A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve the minutes from the July 27<sup>th</sup> Board of Supervisors meeting. Mr. Pennington and Mr. Boucher abstained. The motion carried.

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

Mr. Pennington acknowledged the receipt of the Financial Statements for June & July 2016 as well as the Zoning Administrator's Report for May, June & July.

**Correspondence** – There were no items to discuss under Correspondence.

**Subdivision and Land Development**

CarMax Auto Superstore – Preliminary/Final Land Development – Resolution #LNT-22-16 – The applicant gave a brief presentation. Mr. Kortze reviewed his August 22<sup>nd</sup> letter recommending approval. The applicant stated they were willing to comply with the letter however wanted to discuss comment #12 regarding the installation of a sidewalk. The applicant stated that PADOT may not be in favor of a sidewalk along Route 248 and questioned how that would affect the approval of the project. The applicant did agree to escrow the funds for the installation and let the decision up to PADOT. There was a brief discussion and Mr. Kortze reminded the Board that we escrowed funds for WaWa's future installation of a sidewalk. Mr. Kortze also noted that there is a surprising amount of foot traffic along Route 248. Mr. Tenges also suggested placing the sidewalk on the other side of Route 248. Mr. Green and Mr. Pennington noted they were in favor of a sidewalk. The Board decided to amend the resolution to reflect that the installation of the sidewalk is at PADOT's discretion, installation of the sidewalk on the northern side of Route 248 is to be explored, and the applicant shall post escrow for the install which will be refunded if PADOT does not allow the sidewalk to be installed. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to approve the amended resolution. The motion carried.

**Supervisors' Comments**

Mr. Kucsan, Mr. Nagle, Mr. Green, and Mr. Boucher had no comments. Mr. Pennington noted that he attended the Colonial Regional Police Commission (CRPC) meeting and they were thankful for the signage at Hanoverville Road and Keystone Drive. He noted that they requested additional signage along Corriere Road next to Applebee's.

### **Manager's Report**

**Non-Uniform Pension Plan Report** – Mr. Tenges reported that our distress score is “0 ” and noted that in order to obtain this score the funded ratio of our plan must be 90% or greater; ours is 102%.

**2017 Minimum Municipal Obligation (MMO)** – A motion was moved by Mr. Nagle and was seconded by Mr. Green to approve the 2017 MMO. The motion carried.

**Tennis / Basketball Court Restorations** – Mr. Tenges commented that he has applied for a \$25,000 grant from the Gaming Authority to help cover the cost of these renovations. He noted that he attended the Gaming Authority meeting on Monday evening along with other applicants in case there were any questions. The Gaming Authority will make their decision for next month's meeting.

**2016 FDR Road Project** – Mr. Tenges noted that the project will begin, weather pending, on Monday August 29<sup>th</sup>.

**Easton Suburban Water Authority (ESWA) and Hecktown Road Improvements** – In light of ESWA's renewed plan to install a new main along Hecktown Road, between Country Club and Butztown Road, the Township will not be resurfacing the road until after that project is completed.

### **Engineer's Report**

**Tennis / Basketball Court Restoration – Bid Results** – Mr. Kortze review his August 24<sup>th</sup> letter summarizing the bid results. Mr. Nagle felt that this is a lot of money for the usage of the basketball court and hopes once the improvements are made more people use the court. As far as the tennis courts, he commented that Louise Moore Park already has nice tennis courts. Mr. Pennington commented that those courts are crowded so there is a need for additional tennis courts within the Township. Mr. Tenges noted that Township Public Works will be doing some of the work to save some money. Mr. Green noted that the existing courts are in desperate need of repair. A motion was moved by Mr. Green and was seconded by Mr. Boucher to award the contract to Barker & Barker at a cost of \$232,883.00. The motion carried.

**Brown Daub Fiat – Letter of Credit Reduction** – Mr. Kortze reviewed his August 22<sup>nd</sup> letter recommending a \$221,634.96 reduction in the letter of credit. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to reduce the letter of credit. The motion carried.

**Saratoga Farms – Phase I – Letter of Credit Reduction** – Mr. Kortze reviewed his August 22<sup>nd</sup> letter recommending a \$183,705.50 reduction in the letter of credit for Phase I. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to reduce the letter of credit. The motion carried.

**Sparkle Car Wash – Letter of Credit Reduction & Commencement of Maintenance Period** – Mr. Kortze reviewed his August 22<sup>nd</sup> letter recommending a \$116,486.70 reduction in the letter of credit as well as to commence the 18-month maintenance period. A motion was moved by Mr. Green and was seconded by Mr. Nagle to reduce the letter of credit and commence the maintenance period. The motion carried.

### **Solicitor's Report**

**Health Care Overlay District – Authorization to Advertise Ordinances** – A motion was moved by Mr. Green and was seconded by Mr. Kucsan to authorize Ordinance #219-08-16 for advertisement. Mr. Nagle abstained. The motion carried. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize Ordinance #220-08-16 for advertisement. Mr. Nagle abstained. The motion carried. The property will be posted and the hearing will be advertised. The hearing will take place at our second meeting in September.

Camino Properties (4067 Jandy Blvd) – Improvements Agreement – Authorization to Execute – A motion was moved by Mr. Nagle and was seconded by Mr. Green to authorize execution. The motion carried.

**Old Business** – There were no items to discuss under Old Business.

**New Business**

**Electronic Signage** – Mr. Pennington commented that he was approached by Lower Nazareth Elementary School about electronic signage for the front of the school. They are currently prohibited in the Township but Mr. Pennington asked Mrs. Seese to investigate changing our policy. Mr. Tenges added that we should also explore electronic billboards. A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to investigate amended our current policy. The motion carried.

**Payment of the Bills**

A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve payment of the bills dated August 24, 2016. The motion carried.

**Courtesy of the Floor**

Mr. DeRoxtra, 651 Mulberry Drive, read a letter composed by Mr. Donofrio, 647 Mulberry Drive. Mr. Donofrio's letter noted displeasure over the installation of the cell tower and the Township Manager's level of involvement in the decisions for the tower installation. After he finished reading the letter, Mr. DeRoxtra commented that he agreed with every point in the letter.

Ms. Kenny, 641 Mulberry Drive, questioned the location of the tower. She commented that a 6-foot fence is insufficient and questioned when it would be installed. Ms. Seese responded that the PA One Call has been completed so the fence should be installed shortly. Ms. Kenny also requested results from when Verizon sent a survey team to the site. She inquired on the status of the 2<sup>nd</sup> proposed tower and when the berm would be installed along the property.

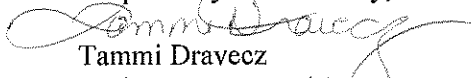
Mr. Shepherd, 4485 Whitetail Drive, commented on the increased traffic and inquired what to do about the speeding along Greinar Road. Mr. Pennington stated that speeding is a police matter and he should contact them.

There was also concern about the continuous flow of traffic and parking along Mulberry Drive, next to the model home/office. Again, Mr. Pennington stated they should call the non-emergency number if the road is blocked and they cannot get through.

Mr. Green wanted to note that Mr. Tenges is not solely to blame for the location and installation of the cell tower. The Board voted on the matter. Mr. Green also stated that the builder was fully aware of our plans, however, as Mr. Tenges added, it is not documented. Mr. Pennington noted that Mr. Tenges knows the best location based on the overall plan for the site; we pay him for his expertise. There was continued discussion. Mr. Nagle became agitated and excused himself from the meeting. Ms. Kenny continued her comments and interrupting Mr. Pennington; who ended the conversation and the meeting.

**Adjournment** – The meeting adjourned at 7:33PM.

Respectfully submitted by,

  
Tammi Dravec  
Assistant Secretary/Treasurer

**Board of Supervisors Minutes  
August 24, 2016**

**Lower Nazareth Township**  
**Bills To Be Approved**  
August 24, 2016

**GENERAL FUND CHECKING ACCOUNT**

Num	Name	Memo	Amount
16476	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 810.00
16477	LNT Master Escrow	Replenish Escrow	\$ 180.00
16478	Lorie L Gyarmaty	Postage	\$ 13.68
16479	TC LVTC LLC	Real Estate Tax Refund	\$ 52.84
16480	Home Depot	Equipment Parts/Supplies/Park Facilities Main	\$ 605.55
16481	RCN	Internet & Telephone Services	\$ 803.69
16482	All-Phase Electric Supply Co.	Pubic Works Shop Tools/Equipment	\$ 40.95
16483	Chase Card Services	Public Works/ Summer Park/Office Supplies	\$ 651.85
16484	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies/Park Supplies	\$ 2,327.34
16485	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 489.40
16486	Montage Enterprises, Inc.	Equipment Parts/Supplies	\$ 192.86
16487	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 444.80
16488	Hicks Portable Toilets	Temporary Restrooms	\$ 140.00
16489	Met-Ed	Traffic Signal / Street Light Electricity	\$ 254.07
16490	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 95.90
16491	FedEx	Postage	\$ 21.55
16492	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,647.51
16493	Sierra Dorschutz	Local Services Tax Refund	\$ 22.00
16494	Lori Peck, OCR	Stenographer	\$ 85.00
16495	EMC Insurance Companies	Township Insurance	\$ 5,030.82
16496	The Key	Advertisement	\$ 123.24
16497	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 965.26
16498	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
16499	Colonial Regional Police Department	Police Contract Payment	\$ 102,853.82
16500	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 18,873.19

**Lower Nazareth Township  
Bills To Be Approved  
August 24, 2016**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
16501	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
16502	Edwards Business Systems	Copier Maintenance	\$ 73.75
16503	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 998.18
16504	PPL, Inc.	Municipal Drive Electricity	\$ 1,157.55
16505	The Morning Call	Subscription Renewal	\$ 79.92
16506	PA One Call System, Inc.	Monthly Fax Activity	\$ 62.12
16507	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 890.02
16508	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies	\$ 58.72
16509	Kimball Midwest	Public Works Supplies	\$ 264.01
16510	Staples Business Advantage	Office/Public Works Supplies	\$ 92.54
16511	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 488.22
16512	Sam's Club	Public Works/Municipal/Park Supplies	\$ 470.07
16513	Tractor Supply Credit Plan	Public Works Shop Tools/Equipment	\$ 17.97
16514	Verizon Wireless	Municipal/Public Works Wireless	\$ 378.38
16515	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 125.19
16516	TAC energy	Equipment Motor Fuel	\$ 671.71
16517	Kimberley Williams	Local Services Tax Refund	\$ 30.00
16518	State Worker's Insurance Fund	Workers Compensation	\$ 1,286.00
16519	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,185.00
16520	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 4,732.80
16521	Service Electric Cable TV Inc	Fire Company Internet	\$ 44.35
16522	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.66
16523	Verizon Wireless	Fire Company Wireless	\$ 399.89
16524	Verizon Wireless	Fire Company Wireless	\$ 138.56
16525	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 6,439.52

**Lower Nazareth Township  
Bills To Be Approved  
August 24, 2016**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
16526	Shop One Fire Apparatus	Fire Company Equipment Maintenance	\$ 2,378.39
16527	ExxonMobil	Fire Company Fuel	\$ 353.92
16528	PPL, Inc.	Fire Company Electricity	\$ 473.42
16529	McGee Uniform	Fire Police Supplies	\$ 266.80
16530	Asteak Law Offices	Legal Services	\$ 9,462.50
16531	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
16532	Easton Suburban Water Authority	Municipal Bldg Water	\$ 468.35
16533	Integra One	Computer Services	\$ 31.25
16534	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,421.00
16535	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 136.50
16536	George J. Kratzer, Inc.	Municipal Building Septic Tank	\$ 220.00
16537	Staples Business Advantage	Office/Zoning Supplies	\$ 193.40
16538	TAC energy	Equipment Motor Fuel	\$ 788.83
16539	Trach Plumbing & Heating	Facilities Maintenance	\$ 400.00
16540	Northampton County Seed Company, Inc.	Park Maintenance	\$ 620.00
16541	Highway Materials, Inc.	Paving & Patching Material	\$ 55.54
<b><i>Total General Fund Checking...</i></b>			<b>\$ 178,120.83</b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
952	Home Depot Credit Services	Capital Construction	\$ 248.55
953	Timm Tenges, Tax Collector	Real Estate Taxes	\$ 1,045.29
<b><i>Total Capital Reserve Account...</i></b>			<b>\$ 1,293.84</b>

**Lower Nazareth Township  
Bills To Be Approved  
August 24, 2016**

**LOWER NAZARETH SEWER DEPARTMENT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
905	PPL Electric Utilities	Meter Electricity	\$ 22.49

**REFUSE / RECYLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1233	Hicks Portable Toilets	Temporary Restroom	\$ 75.00

**CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1002	LMS Designs & Signs	PW Works Equipment Parts/Supplies	\$ 235.00

**HIGHWAY RECONSTRUCTION / REHABILITATION**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1034	Home Depot Credit Services	Construction/Rebuilding	\$ 577.80
		<i>Total Highway R/R Account...</i>	\$ 577.80

**STATE LIQUID FUELS ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
0536	Telco, Inc.	Traffic Signal Maintenance	\$ 15,855.66

**PAYROLL ACCOUNT**

	August 5, 2016		\$ 37,889.69
	August 19, 2016		\$ 32,897.38
		<i>Total Payroll Account...</i>	\$ 70,787.07

**Lower Nazareth Township  
Bills To Be Approved  
August 24, 2016**

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1832	DCED	Training Contribution - 2nd Quarter 2016	\$ 260.00
1833	DCED	Training Contribution - 1st Quarter 2016	\$ 188.00
1834	Lower Nazareth Township	Administrative Fee	\$ 7,902.00
1835	Lower Nazareth Township	Administrative Fee	\$ 9,263.30
1836	Walmart Stores, Inc.	Building Permit Refund	\$ 27,967.26
1837	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 2,650.00
1838	CodeMaster Inspection Services	Building Inspection Services	\$ 24,344.30
			<b>\$ 72,574.86</b>

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1625	Telco, Inc.	Traffic Signal Maintenance	\$ 49,472.34
1626	VOIDED		
1627	Elizabeth Werner	Escrow Refund	\$ 64.52
1628	Matthew DeRobbio	Escrow Refund	\$ 150.12
1629	Martin Gilchrist	Escrow Refund	\$ 5.07
1630	WalMart Stores Inc.	Escrow Refund	\$ 2,387.91
1631	Met-Ed	Traffic Signal Electricity	\$ 200.23
1632	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 15,217.75
1633	Kay Builders, Inc.	Escrow Refund	\$ 6,000.00
1634	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,781.72
1635	Lower Nazareth Township	Escrow Deposit / New Account	\$ 3,477.61
1636	Lower Nazareth Township	Escrow Deposit / New Account	\$ 27,667.23
1637	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 108,327.16



Lower Nazareth Township  
Bills To Be Approved  
August 24, 2016

MASTER ESCROW CHECKING (LAB)

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1638	Premier Land Company	Escrow Refund	\$ 2,215.00
1639	Craig Williams	Escrow Refund	\$ 5.12
		<i>Total Master Escrow Checking...</i>	<u>\$ 216,971.78</u>

OPEN SPACE ACCOUNT

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
0639	NJ Advance Media	Advertisement	<u>\$ 712.60</u>