

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
October 26, 2016**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday October 26, 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
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. Green and was seconded by Mr. Boucher to approve the minutes from the September 28th Board of Supervisors meeting. Mr. Nagle abstained. The motion carried.

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

Mr. Pennington acknowledged the receipt of Financial Report for September 2016, the Zoning Administrator's Report for August and September 2016, and the Hecktown Volunteer Fire Company Incident Report for August 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

Time Extension Report – Mr. Tenges acknowledged the time extension report including extensions for Mocha Abe through October 31, 2017 and IDI through April 12, 2017.

2017 Draft General Fund Budget – Mr. Tenges provided a draft 2017 budget to the Board for their review. He indicated a 5.6% increase from the 2016 budget, but no tax increase. Mr. Tenges discussed the effects of NJ Governor Christie's decision to end the 40-year-old reciprocal tax agreement with PA and how that loss of revenue is reflected in our carry forward. He asked the Board to review and that we will need to authorize the budget for advertisement at the next meeting.

Hartman Road – Mr. Tenges stated the he spoke with Mr. Kortze. Mr. Kortze reviewed his letter and cost estimate to extend Hartman Road. Mr. Kortze estimates the project would cost roughly \$200,000.00; not including any additional cost for unforeseen rock excavation.

Mr. Pennington questioned Mr. Kortze on water issues. Mr. Kortze stated that Saratoga Farms is designed so that no run-off would enter Hartman Road. The extension of Hartman Road would be designed to improve the current drainage situation and certainly not increase water flow. There was discussion on traffic flow and the potential for people attempting to use Hartman Road as a short-cut.

Mr. Green inquired if it would be necessary to take land. Mr. Kortze stated that we would just working within the existing right-of-way. Mr. Green also inquired about sidewalks to which Mr. Kortze replied were not necessary. Mr. Green stated he is concerned about cars exiting Hartman Road onto Newburg Road. Mr. Green ended his comments with stating that he feels the extension would be a waste of money.

Mr. Boucher inquired about the width of Hartman Road as opposed to the newer roads within the development. He has concerns of the road being impassable with people parking along both sides of the road, especially at bus stop time.

Travis Gerould, 463 Schoolhouse Road, asked for clarification that the cost estimate only includes extending Hartman Road, not widening the road.

Mr. Tenges commented that Hecktown Road, which carries a lot of traffic, is similar in width to Hartman Road.

Tammy Kenny, 641 Mulberry Drive, asked if Saratoga Farms would then have three exits. She commented that the development has fewer homes than Trio Fields which only has two exits.

Christine Burke, 262 Presidential Drive, commented that there is already a bus stop issue already at Hecktown Road and Saddle Drive along with Newburg Road and Truman Lane.

Kellie Noble, 398 Hartman Road, stated she lives near the swale and that it always floods when it rains.

Dolores Hartman, 394 Hartman Road, commented that Hartman Road is so close to the intersection at Newburg Road and Route 191 and has great concerns for people's safety.

Michael McGuire, 373 Winding Way, inquired the number of exits for the approved subdivision. Mr. Pennington stated that traffic counts were reviewed and at that time the Board felt that two access points would be sufficient.

John Whitaker, 355 Winding Way, questioned why the developer doesn't have to pay for the extension. Mr. Nagle gave history on how the original subdivision plan had three access points, but that the Board decided the Hartman Road extension was not necessary so the approved plan only has two access points.

Mr. Pennington stated they hope the traffic situation will improve once the construction of Saratoga Farms is completed.

Mr. Whitaker said ruts are being worn into the road and hopes they will be repaired before the Township accepts the roads.

Lauren Frederick, 391 Winding Way, stated that a few weeks ago Ron Delsarro blocked the road and inquired if he was allowed to do so. Solicitor Asteak stated that he cannot block the road and residents should call the Township. Ms. Fredrick also asked for clarification that the estimated 60+ trips was for all three roads.

Mr. Nagle made the motion to extend Hartman Road. Mr. Kucsan seconded the motion. Mr. Boucher stated that it's a lot of money and does not think we'll get the return for the money.

Residents were concerned about short cuts through the neighborhood.

Marsha Stiles, 670 Lexington Road, verified that this would be completed at the expense of taxpayers. Mr. Pennington confirmed.

Ms. Frederick commented that the traffic problem is not solely from construction vehicles and is not a temporary situation.

Ms. Kenny again questioned the need for three exits from a small development.

Ms. Hartman stated that she recalls when the Board voted to not extend the road they said they would not do anything for 10 years.

Mr. Pennington, Mr. Kucsan, and Mr. Nagle voted yes. Mr. Boucher and Mr. Green voted no. The motion carried.

Lehigh Valley Hospital (LVHN) – Mr. Tenges stated that he met with representatives of LVHN and PADOT to discuss transportation issues.

COG Multi Municipal Plan Update – Mr. Tenges stated that at the COG meeting they decided unanimously to revisit the 2030 plan. Lower Nazareth's share to participate would be \$12,000 over a 3 year period. The first payment would be due in the summer of 2017. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to participate and pay \$12,000. Travis Gerould, 463 Schoolhouse inquired if this would mean zoning changes in the township. Solicitor Asteak stated there could potentially be changes.

Township Clean-Up Day – Mr. Tenges reported that Clean-Up Day was Saturday October 8th. He reported that nearly 200 vehicles came through and the Township collected nearly 29 tons of trash. Clean-Up Day costs were just under \$2,000 which is significantly less than it used to be prior to running the program ourselves.

Bethlehem Township Comprehensive Plan – Mr. Tenges reported that the plan was received for review and comments.

Trick or Treat – Mr. Tenges reminded everyone that Trick or Treat will be Monday October 31st from 6pm - 8pm.

Engineer's Report

Saratoga Farms – Phase II – Letter of Credit Reduction – Mr. Kortze reviewed his letter and recommended the letter of credit be reduced by \$679,937.64, leaving a balance of \$1,592,639.76. A motion was moved by Mr. Green and was seconded by Mr. Nagle to reduce the letter of credit per Mr. Kortze's recommendation. The motion carried.

Trio Fields – Phase V – Letter of Reduction – Mr. Kortze reviewed his letter and recommended the letter of credit be reduced by \$268,647.50, leaving a balance of \$371,784.20. A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to reduce the letter of credit per Mr. Kortze's recommendation. The motion carried.

Solicitor's Report

RCN – Change of Control – Resolution #LNT-23-16 – Solicitor Asteak reviewed the resolution. A motion was moved by Mr. Boucher and was seconded by Mr. Nagle to approve Resolution #LNT-23-16. The motion carried.

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. Nagle and was seconded by Mr. Green to approve payment of the bills dated October 26, 2016. The motion carried.

Courtesy of the Floor

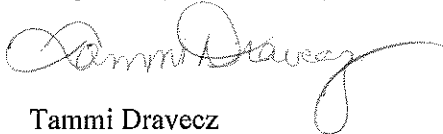
Tammy Kenny, 641 Mulberry Drive, wanted the NJ Tax Agreement clarified. Mr. Tenges explained that the agreement required New Jersey employers to collect and turn over taxes for PA residents working in New Jersey and PA employers to do the same for New Jersey residents. Beginning on January 1, 2017, PA residents working in NJ will be subject to NJ income tax and NJ residents working in PA will be subject to PA income taxes.

Ms. Kenny also commented that she was offended by and disliked the article in the newsletter titled "Just say no."

Travis Gerould, 463 Schoolhouse Road, asked for the payment frequency of certain bills.

Adjournment – The meeting adjourned at 7:45PM.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
October 26, 2016**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16621	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 18,873.19
16622	NCATO	County Convention	\$ 55.00
16623	LNT Petty Cash	Clean-up Day	\$ 150.00
16624	Hecktown Volunteer Fire Company	2016 Fire Relief	\$ 75,844.32
16625	Home Depot	Equipment Parts/Supplies/Ambulance Bldg Ma	\$ 264.91
16626	Chase Card Services	Equipment Fuel/Office & PW Supplies/Confer	\$ 411.13
16627	Hicks Portable Toilets	Temporary Restrooms	\$ 140.00
16628	Met-Ed	Traffic Signal / Street Light Electricity	\$ 256.51
16629	Edwards Business Systems	Copier Maintenance	\$ 116.38
16630	Integra One	Computer Services	\$ 343.75
16631	Associated Fire Equipment Co., Inc.	Park / Municipal Facilities Maintenance	\$ 165.05
16632	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 86.10
16633	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 44.28
16634	Travelers	Liability Insurance	\$ 571.00
16635	Medical Life Insurance Company	Employee Life Insurance	\$ 2,290.65
16636	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
16637	Easton Suburban Water Authority	Hydrant Assessment	\$ 17,955.00
16638	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 890.02
16639	Easton Area Joint Sewer Authority	Debt Service	\$ 2,869.46
16640	Service Tire Truck Centers	Public Works Equipment Repair	\$ 880.38
16641	Staples Business Advantage	Office Supplies	\$ 50.92
16642	Stotz & Fatzinger Office Supply	Office/Zoning/Tax Supplies	\$ 116.00
16643	The Key	Advertisements	\$ 169.92
16644	Memorial Library of Nazareth & Vicinity	Library Service	\$ 23,015.55
16645	PPL, Inc.	Municipal Drive Electricity	\$ 1,012.06

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16646	RCN	Internet & Telephone Services	\$ 803.25
16647	Suburban Propane	Park Fuel	\$ 258.36
16648	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 1,414.76
16649	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 988.72
16650	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 70.67
16651	Staples Business Advantage	Office/zoning/Public Works Supplies	\$ 294.26
16652	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 263.85
16653	Tractor Supply Credit Plan	Public Works Supplies/Equipment Parts	\$ 133.64
16654	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 828.43
16655	Tommy's Small Engine Repair	Public Works Tools/Equipment Repairs	\$ 114.00
16656	Sam's Club	Public Works/Municipal/Supplies	\$ 180.26
16657	ESRI, Inc.	Arcview Maintenance Agreement	\$ 700.00
16658	Verizon Wireless	Municipal/Public Works Wireless	\$ 377.77
16659	PA One Call System, Inc.	Monthly Fax Activity	\$ 53.30
16660	Pitney Bowes	Office Supplies	\$ 84.99
16661	Enter.net	Website Hosting	\$ 192.00
16662	Eric Albert	Clean up Day Expenses	\$ 154.95
16663	Santander Leasing LLC	Fire Company Lease Payment	\$ 49,239.72
16664	McGee Uniform	Fire Police Supplies	\$ 414.00
16665	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 6,404.00
16666	PPL, Inc.	Fire Company Electricity	\$ 435.45
16667	ExxonMobil	Fire Company Fuel	\$ 157.60
16668	The Key	Fire Company Advertisement	\$ 287.28
16669	Easton Suburban Water Authority	Fire Company Water	\$ 313.95
16670	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 85.02

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16671	MG Appearance Products	Fire Company Maintenance	\$ 71.05
16672	VOIDED		\$ -
16673	BB&T	2016 Pension Plan Contribution	\$ 115,000.00
16674	The Pennsylvania Municipal League	PELRAS Membership Renewal	\$ 450.00
16675	Liberty Propane Inc.	Municipal Building Propane	\$ 268.42
16676	NJ Advance Media	Advertisement	\$ 101.45
16677	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 111.34
16678	PAPCO	Equipment Motor Fuel	\$ 795.05
16679	TAC energy	Equipment Motor Fuel	\$ 883.51
16680	Staples Business Advantage	Office Supplies	\$ 125.36
16681	NJ Advance Media	Advertisement	\$ 424.20
16682	Easton Suburban Water Authority	Municipal Bldg Water	\$ 50.51
16683	Edwards Business Systems	Copier Maintenance	\$ 482.90
16684	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,286.00
16685	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,686.50
16686	Edwards Business Systems	Copier Maintenance	\$ 116.38
16687	Alyssa Geiger	Local Services Tax Refund	\$ 22.00
16688	Brown Family LP	Real Estate Tax Refund	\$ 615.34
<i>Total General Fund Checking...</i>			\$ 333,542.82

LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
909	Gilmore & Associates, Inc.	Engineering Services	\$ 727.04
910	PPL Electric Utilities	Main Meter Electricity	\$ 22.58
<i>Total Sewer Department Account...</i>			\$ 749.62

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PAYROLL ACCOUNT

October 14, 2016	\$	37,236.89
October 28, 2016	\$	33,568.82
<i>Total Payroll Account...</i>		\$ 70,805.71

CAPITAL RESERVE ACCOUNT

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
0955	Home Depot Credit Services	Capital Construction	\$ 1,119.20
0956	Chase Card Services	Capital Purchase	\$ 164.27
0957	Cooper Electric Supply Co.	Capital Construction	\$ 446.19
0958	Sam's Club	Capital Purchase	\$ 218.88
<i>Total Capital Reserve Account...</i>			\$ 1,948.54

MASTER ESCROW CHECKING (LAB)

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1663	Met-Ed	Traffic Electricity	\$ 151.99
1664	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 5,571.50
1665	Kay Builders, Inc.	Escrow Refunds	\$ 2,000.00
1666	Susan Lehr	Escrow Refund	\$ 50.00
<i>Total Master Escrow Checking...</i>			\$ 7,773.49

REFUSE / RECYCLING ACCOUNT

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
1235	Hicks Portable Toilets	Temporary Restrooms	\$ 75.00

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SPECIAL HOST FEE ACCOUNT

Num	Name	Memo	Amount
0554	First Regional Compost Authority	4th Quarter 2016	\$ 4,964.75

HIGHWAY RECONSTRUCTION / REHABILITATION

Num	Name	Memo	Amount
1035	Geo-Technology Associates, Inc.	Engineering Services	\$ 9,750.12

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1841	Northwood Racquet & Fitness Club Inc.	Building Permit Refund/Overpayment	\$ 5.00
1842	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 19,725.90
		<i>Total Development & Inspection Account...</i>	\$ 19,730.90

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
537	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 18,052.22
538	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 21,524.00
539	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 21,557.99
540	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 19,265.70
541	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 16,313.44
542	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 4,532.44
543	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 21,452.41
544	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 21,832.46
545	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 21,457.56
546	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 7,000.84

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STATE LIQUID FUELS ACCOUNT

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
547	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 6,996.88
548	New Enterprise Stone & Lime Co., Inc.	Reconstruction/Rebuilding	\$ 18,186.26
549	Highway Materials, Inc.	Reconstruction/Rebuilding	\$ 5,837.04
		<i>Total State Liquid Fuels Account...</i>	<u>\$ 204,009.24</u>