

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 8, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday February 8, 2017. 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	Timm A. Tenges	-	Manager, Secretary/Treasurer
Martin J. Boucher	-	Supervisor	Tammi Dravec	-	Assistant Secretary/Treasurer
			Lori B. Seese	-	Zoning Administrator
			Gary Asteak	-	Solicitor

Absent were:

Eric E. Nagle - Supervisor
Robert S. Kucsan - Supervisor

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve the January 25th meeting minutes. The motion carried.

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

There were no comments under Reports.

Correspondence

There were no comments under Correspondence.

Subdivision and Land Development

Nazareth Ford -- Plan Withdrawal – A January 27th letter from Nazareth Ford requests to withdraw an approved plan for a parking lot. The property was since subdivided and sold and is under construction by the new property owner. A motion was moved by Mr. Boucher and was seconded by Mr. Green to accept the request to withdraw the parking lot plan. The motion carried.

Supervisors' Comments

There were no comments under Supervisors' Comments.

Manager's Report

Real Estate Tax Collector Compensation – Resolution #LNT-10-17 – Mr. Tenges stated that we are required to set the Real Estate Tax Collector's Compensation in a municipal election year. The compensation is per bill processed and mirrors the Nazareth Area School District's rate scale. Please note that, if reappointed in January, Mr. Tenges would continue to receive no compensation from the Township and all revenue from tax certifications and duplicate bills would be turned over to the Township. A motion was moved by Mr. Green and was seconded by Mr. Boucher to approve Resolution #LNT-10-17. The motion carried.

Christmas Tree Recycling – Mr. Tenges noted that the extended Christmas Tree collection has ended for this season.

**Board of Supervisors Minutes
February 8, 2017**

Qualified Tax Collector Certification – Mr. Tenges noted that he is in the process of taking the training and examination required to become a Qualified Tax Collector.

Engineer's Report

Adnan Qayyum Dental Office – Maintenance Security Release – Mr. Kortze reviewed his letter recommending the release of the remaining \$698.40 security. A motion was made by Mr. Boucher and was seconded by Mr. Green to release the letter of credit. The motion carried.

Greenfield Industrial Park – Letter of Credit Reduction – Mr. Kortze reviewed his letter recommending reducing the letter of credit from \$3,067,362.30 to \$307,398.78. A motion was made by Mr. Green and was seconded by Mr. Boucher to reduce the letter of credit by \$2,759,963.52. The motion carried.

Solicitor's Report

Everson Tesla Sanitary Sewer Easement Agreement – Solicitor Asteak stated that Everson Tesla wants to connect to sewer. He asked the Board to approve this agreement in concept and authorize the execution once finalized. Solicitor Asteak noted that it will be amended and require Kay-Trio to execute the agreement as well. A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve the agreement. The motion carried.

Old Business

CRPD Pension Changes – Mr. Pennington stated that CRPD was proposing to increase benefits to their pension plan. He noted that while the cost would be split among all three municipalities, costs are already peaking and asked if the Board was in favor of the idea. A motion was moved by Mr. Boucher and was seconded by Mr. Green to disapprove the proposed changes. The motion carried.

New Business

There was no discussion under New Business.

Payment of the Bills

A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve payment of the bills dated February 8, 2017. The motion carried.

Courtesy of the Floor

Tammy Kenny, 641 Mulberry Drive, inquired about the numerous group homes in her neighborhood. Solicitor Asteak noted that we cannot discriminate and they are no different than any other individual(s) living in the home. Ms. Kenny stated that she has no issue with the residents themselves, but with the caregivers who are disruptive; speeding, parking issues, and noise. Solicitor Asteak stated that we had a similar issue a few years ago and the Township reached out to group home administrators to resolve the issues. Mr. Tenges encouraged the residents to call the police if the workers are causing a disturbance. Mr. Pennington added they should call the police just as they would for any disruptive neighbor.

Mr. Tenges noted that he has seen home owners associations (HOAs) that limit the rental of a property after the purchase. Ms. Kenny stated they are already working on that. Mr. Shepherd, 4485 Whitetail Drive, commented that they are struggling because Kay Builders controls the HOA. As additional homes are sold, the residents get additional seats on the Board.

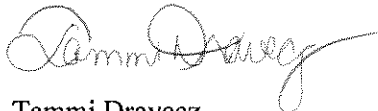
Mr. Shepherd also brought up the issue of the clearing of the roads after a storm and inquired when the Township would take ownership of the roads. It was explained that once the development reaches 80% build-out, the

roadways will enter into maintenance and only after that maintenance period would the Township take ownership of the roads.

Adjournment

The meeting adjourned at 7:24 PM.

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
February 8, 2017**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16899	Pesticide Training & Consulting	Public Works Continuing Education	\$ 290.00
16900	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
16901	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
16902	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
16903	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
16904	Home Depot	Public Works /Municipal Bldg Supplies	\$ 596.77
16905	Chase Card Services	Equipment Parts/Supplies/Office & PW Suppli	\$ 4,215.06
16906	PA Department of Labor & Industry - B	Boiler Inspection	\$ 62.00
16907	Keystone Municipal Insurance	Workers Comp Insurance	\$ 4,704.25
16908	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 257.60
16909	Eastern Telephone & Telecommunications	Telephone Supplies	\$ 73.07
16910	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 675.25
16911	Colonial Regional Police Department	Animal Control	\$ 150.00
16912	Edwards Business Systems	Copier Maintenance	\$ 406.09
16913	EMC Insurance Companies	Township Insurance	\$ 5,497.84
16914	Suburban Propane	Park Fuel	\$ 193.63
16915	Liberty Propane Inc.	Municipal Building Propane	\$ 2,932.91
16916	NJ Advance Media	Advertisements	\$ 562.80
16917	Easton Suburban Water Authority	Municipal Bldg Water	\$ 43.21
16918	Service Electric Telephone Co.	Fire Company Telephone	\$ 42.97
16919	The Key	Advertisement	\$ 339.84
16920	Met-Ed	Traffic Signal / Street Light Electricity	\$ 274.47
16921	Johnstone Supply	Facilities Maintenance	\$ 339.27
16922	General Highway Products, Inc.	Traffic Signal Supplies	\$ 1,030.00
16923	E.M. Kutz, Inc.	Equipment Parts/Supplies	\$ 1,190.56

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16924	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 531.75
16925	Environmental Energy Solutions, LLC	Winter Maintenance Materials	\$ 6,300.00
16926	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 671.26
16927	PPL, Inc.	Municipal Drive Electricity	\$ 812.98
16928	RCN	Internet & Telephone Services	\$ 802.66
16929	PA One Call System, Inc.	Monthly Fax Activity	\$ 36.24
16930	Integra One	Computer Services	\$ 843.75
16931	Marianne Hedl	Real Estate Tax Refund	\$ 1.04
16932	Michael & Theresa Yavorski	Real Estate Tax Refund	\$ 1.74
16933	Leonardo & Yolando Nieves	Real Estate Tax Refund	\$ 2.52
16934	First Industrial PA, LP	Real Estate Tax Refund	\$ 8.47
16935	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,101.75
16936	New Enterprise Stone & Lime Co., Inc.	Winter Materials	\$ 682.22
16937	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
16938	Keystone Cement Company	Winter Materials	\$ 3,091.43
16939	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 1.99
16940	Tractor Supply Credit Plan	Public Works Supplies/Equipment Parts	\$ 46.96
16941	Staples Business Advantage	Public Works/Office Supplies	\$ 339.32
16942	Giles & Ransome, Inc.	Public Works Equipment Parts/Supplies	\$ 9.47
16943	Service Tire Truck Centers	Public Works Equipment Parts/Repairs	\$ 1,429.65
16944	Kimball Midwest	Public Works Supplies	\$ 132.00
16945	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,078.97
16946	ExxonMobil	Fire Company Fuel	\$ 246.84
16947	Home Depot	Fire Company Supplies	\$ 317.94
16948	LMS Designs and Signs	Fire Company Supplies	\$ 21.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16949	Easton Suburban Water Authority	Fire Company Water	\$ 66.78
16950	Fogels Fuel Service	Fire Company Fuel	\$ 2,253.45
16951	PPL, Inc.	Fire Company Electricity	\$ 573.14
16952	F.A.S.P. Fin. Sec	Fire Company Membership Renewal	\$ 20.00
<i>Total General Fund Checking...</i>			\$ 181,276.16

PAYROLL ACCOUNT

February 3, 2017

\$ 35,123.11

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
0971	Home Depot Credit Services	Capital Construction	\$ 697.09
0972	Chase Card Services	Capital Purchase	\$ 35.10
0973	Staples Advantage	Capital Purchase	\$ 262.91
<i>Total Capital Reserve Account...</i>			\$ 995.10

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1853	Lower Nazareth Township	Administrative Fee	\$ 4,305.20
1854	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 15,329.60
<i>Total Development & Inspection Account...</i>			\$ 19,634.80

LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
914	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 225.00

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OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
0645	Gaver Industries, Inc.	Park Construction	\$ 23,085.00

CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1005	Lafayette Ambassador Bank, Leasing	Lease Payment	\$ 12,637.80

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1704	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 6,306.75
1705	Kay Builders, Inc.	Escrow Refunds	\$ 2,000.00
1706	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,925.00
		<i>Total Master Escrow Checking Account...</i>	<u>\$ 10,231.75</u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1239	Hicks Portable Toilets	Temporary Restroom	\$ 90.00