

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
October 25, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday October 25, 2017. The Chairman called the meeting to order at 6:30 PM.

Present were:

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

Absent was: Martin J. Boucher - Supervisor

Approval of Minutes

A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the October 11th meeting minutes. 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 Report for September 2017, the Zoning Administrator's Report for September 2017, and the Hecktown Fire Company Incident Report for September 2017.

Correspondence – There was no discussion under Correspondence.

Subdivision and Land Development

Mocha Abe Land Development – Plan Withdrawal – A letter was received from Abraham Zegeye dated October 25th requesting to withdraw his land development and close his escrow. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to accept the plan withdrawal. The motion carried.

Supervisors' Comments

Mr. Nagle, Mr. Kucsan, and Mr. Green had no comments. Mr. Pennington noted that he attended the Northampton County Gaming Meeting.

Manager's Report

2018 Draft Preliminary General Fund Budget – Mr. Tenges presented the Board with a draft budget with no tax increase. The 2018 budget increased 5.2% but we can balance the budget without a tax increase. Mr. Tenges added that there has been no tax increase for 10 years. He asked the Board to review and reach out to him with any questions prior to the November meeting when we will be requesting authorization to advertise the proposed budget.

Background Check Policy Amendment Discussion – Mr. Tenges stated that PA Child Protective Services Law controls background checks therefore the Township's involvement is no longer necessary. Solicitor Asteak's letter confirms this and states that all sports organizations will be required to provide a certification that they are in compliance with the law by submitting an annual report prior to receiving the necessary permits to use the

Township facility. In addition, Solicitor Asteak recommends the organizations also provide indemnification and hold harmless to the Township with verification that the information provided is true and correct. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to authorize moving forward with the policy amendment. The motion carried.

Trick-or-Treat – Mr. Tenges noted that Trick-or-Treat is on Halloween, Tuesday October 31st from 6pm-8pm.

Leaf Collection – Mr. Tenges noted that leaf collection operations have begun for this year.

Solicitor's Report

Hartman Road – Deed of Dedication – Resolution #LNT-17-17 – Solicitor Asteak stated this resolution formally accepts a previous dedicated right-of-way. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve Resolution #LNT-17-17. Mr. Kortze commented that this is the missing piece in order to connect Hartman Road to Saratoga Farms. The motion carried.

Engineer's Report – There was no discussion under Engineer's Report.

Old Business – There was no discussion under Old Business.

New Business – There was no discussion under New Business.

Payment of the Bills

A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve payment of the bills dated October 25th. The motion carried.

Courtesy of the Floor

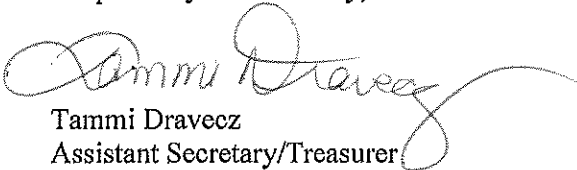
Mr. Pennington commented that our next meeting will be November 15th at 6pm a will be held at Lower Nazareth Elementary School. Lower Nazareth will be meeting with Hanover Township to discuss redrafting the CRPD agreement and hopefully we will have something to report on the 15th.

Jeff Shepherd, 4485 Whitetail Drive, inquired on the status of the berm at 4600 Newburg Road. Mr. Tenges stated that we still plan to install the berm. Mr. Shepherd also commented on a tree belonging to the Township in the tree line. He reported that the neighbor who placed their garden on the Township's property has been informed to move it so that Township equipment is not damaged while maintaining our property. Mr. Tenges stated that now that our road projects are just about complete we will be able to address that soon.

Tammy Kenny, 641 Mulberry Drive, inquired about the wire that is still clanging on the cell tower since she first addressed it at our August meeting. Mrs. Seese reported that she reached out to Verizon in August and they were to be sending a technician to the site. She will follow up this week.

Adjournment – The meeting adjourned at 6:48 PM.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer
Board of Supervisors Minutes
October 25, 2017

Lower Nazareth Township
Bills To Be Approved
 October 25, 2017

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17577	4 Guys Inc	Fire Company Equipment Purchase	\$ 40,455.00
17578	Eric Albert	Clean up Day Expenses	\$ 80.89
17579	PSATS CDL Program	CDL Drug Testing	\$ 60.00
17580	NJ Advance Media	Advertisement	\$ 107.80
17581	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 716.29
17582	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 12.20
17583	Edwards Business Systems	Copier Maintenance	\$ 404.12
17584	Integra One	Computer Services/Software Maintenance	\$ 81.00
17585	Integra One	Computer ServicesSoftware Maintenance	\$ 285.00
17586	Asteak Law Offices	Legal Services	\$ 11,916.00
17587	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 624.50
17588	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,338.00
17589	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 222.90
17590	PAPCO	Equipment Motor Fuel	\$ 707.65
17591	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 1,022.21
17592	Stotz & Fatzinger Office Supply	Office/Zoning/Tax Supplies	\$ 147.00
17593	Staples Business Advantage	Office /Zoning Supplies	\$ 414.46
17594	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 1,684.02
17595	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 60.57
17596	Cumberland Truck Parts	Public Works Tools & Equipment	\$ 93.00
17597	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 171.72
17598	ESRI, Inc.	Arcview Maintenance Agreement	\$ 700.00
17599	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 0.71
17600	NJ Advance Media	Advertisement	\$ 296.80
17601	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17602	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.78
17603	Verizon Wireless	Fire Company Wireless	\$ 138.56
17604	Verizon Wireless	Fire Company Wireless	\$ 341.57
17605	Edwards Business Systems	Copier Maintenance	\$ 400.10
17606	East Penn Sanitation	Clean up Day Trash Removal	\$ 2,783.20
17607	Edgar W Geiger, Jr.	Local Services Tax Refund	\$ 49.00
<i>Total General Fund Checking...</i>			\$ 65,404.90

PAYROLL ACCOUNT

October 27, 2017

\$ 37,850.25

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1869	Kay Builders, Inc.	Building Permit Refund	\$ 52.00
1870	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 9,313.80
<i>Total Developemnt & Inspection Account...</i>			\$ 9,365.80

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
557	New Enterprise Stone & Lime Co, Inc.	Construction/Rebuilding	\$ 46,251.95
558	New Enterprise Stone & Lime Co, Inc.	Construction/Rebuilding	\$ 12,740.91
<i>Total State Liquid Fuels Account...</i>			\$ 58,992.86

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
0653	Gaver Industries, Inc.	Park Construction	\$ 55,093.09

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CAPITAL RESERVE -FIRE ACCOUNT

Num	Name	Memo	Amount
133	4 Guys, Inc.	Fire Company Equipment	\$ 130,907.00
134	Choice Marketing Inc.	Fire Company Supplies	\$ 2,456.13
135	PPL Electric Utilities	Fire Company Electricity	\$ 663.72
136	ExxonMobil	Fire Company Equipment Fuel	\$ 369.20
137	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 474.93
138	Rush Uniform	Fire Company Supplies	\$ 147.90
139	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
140	Easton Suburban Water Authority	Fire Company Water	\$ 77.21
141	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 6,714.00
			\$ 142,109.09

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1800	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 10,973.52
1801	Asteak Law Offices	Legal Services	\$ 2,756.25
<i>Total Master Escrow Checking Account...</i>			\$ 13,729.77