

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
November 15, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Elementary School on Wednesday November 15, 2017. The Chairman called the meeting to order at 6:00 PM.

Present were:

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

Absent was:

Eric E. Nagle - Supervisor

Old Business

Colonial Regional Police Discussion – Mr. Pennington reported that discussions with Hanover Township are going well and we are making progress. Travis Gerould, 463 School House Road, asked if there was a timeline to completing the new agreement. Solicitor Asteak stated there is no timeline, but we will reach an agreement.

Mr. Boucher stated that the 2018 proposed CRPD budget is \$3,764,988; Lower Nazareth's portion increased by 3.67% and is \$1,361,281. He noted that there is a 90% chance that one of the officer's may go overseas which would lower the budget. A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve the 2018 CRPD Budget. The motion carried.

Tammy Kenny, 641 Mulberry Drive, inquired if the passing of the budget meant a tax increase. Mr. Pennington stated the township's proposed budget does not call for a tax increase.

Conditional Use Hearing – Springwood Hospitality (6:30pm – 7:30pm)

Attorney Blake Marles and David Hogg, CEO of Springwood presented testimony. The applicant wishes to build a 4-story extended stay hotel on Lot #3 in First Park 33 along Route 33. The dual branded hotels will share a lobby.

Conditional use approval is required for any structures exceeding three stories. Solicitor Asteak gave a brief introduction. Mr. Marles stated that they agree with all statements in Mr. Kortze's letter except for 2b which was written before the fire company provided comments. They have since and they have no concerns.

To the west of the proposed hotel are residential units, however a berms and trees are already in place. Moving forward the applicant agrees to maintain and even extend the row of trees as they feel the screening is mutually beneficial. To the west, on the other side of Eastgate Blvd, are warehouses and the proposed CarMax facility.

Chris Colitas, 577 Rockbridge Road, questioned why how this building is permitted to be taller than the 45-foot limit. Mr. Marles stated that the Zoning Hearing Board has determined that since the building is not occupiable above 45 feet, the architectural features do not count towards the overall height of a structure.

Tammy Kenny, 641 Mulberry Drive, is concerned that hotel guests will attempt to cross Route 248 to get to WaWa and asked when that safety issue would be addressed. Solicitor Asteak stated that could be addressed at the land development stage. Tonight, the question is on setbacks.

Mr. Marles reported that the building is now 209 feet from the closest property line. Mr. Hogg reported the closest setback of 130 feet is up against woods to the south.

Marwan Bassil, 3883 Hollo Road, commented that the trees on the berm need to be taller. He also requested a fence at the bottom of the berm to keep people from wandering onto his property. Mrs. Seese reported that Dr. Bassil made this request at the Planning Commission meeting as well and noted that the hotel will be allowing guests to bring pets therefore the fence would keep pets from wandering as well.

The hearing ended at 7:30pm and the Board will have a decision at their December 13th meeting.

Approval of Minutes

A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the October 25th meeting minutes. 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 Zoning Administrator's Report for October 2017 and the Hecktown Fire Company Incident Report for October 2017.

Correspondence – There was no discussion under Correspondence.

Subdivision and Land Development

Lehigh Valley Health Network – Deferral/Waiver Requests & Lot Line Adjustment – Resolution #LNT-18-17 – Mr. Kortze reviewed his November 13th letter. The plan depicts property consolidations between the applicant (LVHN) and Willard and Grace Setzer. LVHN would acquire 5.4 acres from the Setzers and would convey a portion of their land to the Setzers.

The applicant is requesting a deferral from Section 741.6 regarding the widening of public roads and Section 741.10 regarding the requirement for curbing. A motion was moved by Mr. Green and was seconded by Mr. Boucher to grant the deferrals. The motion carried.

The applicant is requesting a waiver from the plan scale requirements to allow for the entire subdivision to be shown on a single plan sheet. The applicant is also requesting a waiver from the location map plan scale requirement in Section 424.4 A motion was moved by Mr. Boucher and was seconded by Mr. Green to grant the waiver requests. The motion carried.

A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve resolution #LNT-18-17. The motion carried.

Supervisors' Comments

Mr. Kucsan had no comments.

Mr. Boucher reported that they took delivery of their new tanker on October 27th. This replaces the 1996 equipment.

Mr. Green thanked everyone for coming out and voting on Tuesday. He wished the newly elected supervisors good luck.

Mr. Pennington thanked Jerry for serving on the Board.

Manager's Report

Time Extension Report – Mr. Tenges reported that we accepted a time extension for Hecktown Business Park Lot #4 Land Development Plan through January 31, 2018.

Authorization to advertise use of CPA to perform 2017 Audit – A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize to advertise our intent to use a CPA to perform the 2017 audit. The motion carried

2018 General Fund Budget – A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to authorize to advertise the 2018 proposed general fund budget to be adopted at our December 13th meeting. The motion carried.

Clean-Up Day – Mr. Tenges reported the cost of Clean-Up Day was \$2,783.20, which is substantially lower than previous years prior to holding the event in-house.

Mini Casino – Governor Wolf recently passed an act (Act 42 of 2017) allowing for gambling expansion throughout the Commonwealth. Municipalities can opt-out or prohibit such facilities within their borders but only if they pass a resolution prior to December 31st. The Board will discuss further at the December 13th meeting.

Uniform Construction Code (UCC) – Act 36 of 2017 included a \$0.50 increase to permit fees raising it from \$4.00 to \$4.50. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to amend our fee schedule to reflect this change. The motion carried.

Engineer's Report

O.R.E. Rentals Land Development – Letter of Credit Reduction – A motion was moved by Mr. Kucsan and was seconded by Mr. Green to authorize the reduction in the security held per Mr. Kortze's recommendation. The motion carried.

Keystone Real Estate Management (Koch 33) Land Development – Letter of Credit Reduction – A motion was moved by Mr. Green and was seconded by Mr. Kucsan to authorize the reduction in the security held per Mr. Kortze's recommendation. The motion carried.

Mr. Pennington inquired about the traffic signal installation on Hanoverville Road. Mr. Kortze stated it should be soon.

Solicitor's Report

Solicitor Asteak reported there would be a brief executive session after tonight's meeting to discuss litigation.

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. Kucsan to approve payment of the bills dated November 15th. The motion carried.

Courtesy of the Floor

Robert Hoyer, 365 Country Club Road, thanked Mr. Nagle and Mr. Green for their work on the Board. He also suggested the use of snow fence along Country Club road this winter to prevent drifting.

Adjournment – The meeting adjourned at 7:33 PM.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Tammi Dravecz". The signature is written in black ink and is positioned above the printed name and title.

Tammi Dravecz
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
November 15, 2017**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17608	BB&T	2017 Pension Plan Contribution	\$ 115,000.00
17609	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
17610	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
17611	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
17612	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
17613	Suburban Propane	Public Works Fuel	\$ 717.56
17614	RCN	Internet & Telephone Services	\$ 804.47
17615	PA One Call System, Inc.	Monthly Activity	\$ 56.58
17616	Johnstone Supply	Facilities Maintenance	\$ 65.02
17617	Kimball Midwest	Public Works Supplies	\$ 546.27
17618	Staples Business Advantage	Office /Public Works Supplies	\$ 219.46
17619	Whitehall Turf Equipment	Public Works Supplies	\$ 25.27
17620	PAPCO	Equipment Motor Fuel	\$ 992.72
17621	Integra One	Computer ServicesSoftware Maintenance	\$ 187.50
17622	Met-Ed	Traffic Signal / Street Light Electricity	\$ 326.60
17623	PPL, Inc.	Municipal Drive Electricity	\$ 871.63
17624	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,238.92
17625	Hicks Paving LLC	Temporary Restrooms	\$ 170.00
17626	Asteak Law Offices	Legal Services	\$ 175.00
17627	Easton Suburban Water Authority	Municipal Bldg Water	\$ 52.68
17628	Commonwealth of PA	Pesticide License Renewal	\$ 35.00
17629	Pesticide Training & Consulting	Public Works Continuing Education	\$ 290.00
17630	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 96.60
17631	Commonwealth of Pennsylvania	MS4 Permit	\$ 500.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17632	Chase Card Services	Office Supplies/Software Maintenance	\$ 600.68
17633	William Kocher	Public Works Training	\$ 54.37
17634	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 5,399.00
17635	All-Phase Electric Supply Co.	Pubic Works Shop Tools/Equipment	\$ 48.70
17636	Suburban Propane	Park Fuel	\$ 351.85
17637	Edwards Business Systems	Copier Maintenance	\$ 133.84
17638	Karen A. Mengel, RPR, CSR	Stenographer	\$ 160.00
17639	Verizon Wireless	Municipal/Public Works Wireless	\$ 382.65
17640	NJ Advance Media	Advertisements	\$ 445.80
17641	Easton Suburban Water Authority	Fire Company Water	\$ 69.61
17642	Fogels Fuel Service	Fire Company Fuel	\$ 47.87
17643	Fogels Fuel Service	Fire Company Fuel	\$ 128.65
17644	L&D Automotive	Fire Company Equipment Maintenance	\$ 153.74
17645	PPL, Inc.	Fire Company Electricity	\$ 479.04
17646	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 900.82
17647	ExxonMobil	Fire Company Fuel	\$ 445.71
17648	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 255.56
17649	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
17650	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,144.75
17651	Tractor Supply Credit Plan	Public Works Supplies	\$ 23.97
17652	Johnstone Supply	Facilities Maintenance	\$ 114.50
17653	Sam's Club	Public Works/Office/Rec Supplies	\$ 240.44
17654	PAPCO	Equipment Motor Fuel	\$ 424.26
17655	Edwards Business Systems	Copier Maintenance	\$ 80.74
17656	Liberty Propane Inc.	Municipal Building Propane	\$ 823.69

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17657	Advance Auto Parts	Public Works Equipment Parts/Supplies	\$ 229.57
<i>Total General Fund Checking...</i>			<u><u>\$ 270,721.11</u></u>

PAYROLL ACCOUNT

November 10, 2017

\$ 35,814.90

CAPITAL RESERVE - SEWER/SIGNALS ACCOUNT

Num	Name	Memo	Amount
534	Signal Service, Inc.	Traffic Signal Maintenance	\$ 5,147.33

SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
926	PPL	Main Meter Electricity	\$ 26.83

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
559	A-1 Traffic Control Products, LLC	Line Striping	\$ 1,430.06

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
654	New Enterprise Stone & Lime Co., Inc.	Park Capital Construction	\$ 890.51
655	Highway Materials, Inc.	Park Capital Construction	\$ 790.68
<i>Total Open Space Account...</i>			<u><u>\$ 890.51</u></u>

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REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1249	Hicks Paving, LLC	Temporary Restroom	\$ 90.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1010	All Phase Electric Supply Co	Capital Construction	\$ 568.51
1011	Acoustical Spray Insulators	Capital Construction	\$ 2,415.00
<i>Total Capital Reserve Account...</i>			\$ 2,983.51

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1802	Met-Ed	Traffic Signal Electricity	\$ 123.53
1803	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 548.00
1804	Kay Builders, Inc.	Escrow Refund	\$ 10,000.00
1805	Premier Land Company	Escrow Refund	\$ 2,037.00
1806	Abraham Zegeye	Escrow Refund	\$ 519.89
1807	Carolyn Meixsell	Escrow Refund	\$ 1,116.24
1808	Debra Yeska Bray	Escrow Refund	\$ 145.00
1809	Thomas Cramer	Escrow Refund	\$ 97.03
1810	George Martinez	Escrow Refund	\$ 145.02
1811	Met-Ed	Traffic Signal Electricity	\$ 137.99
1812	Asteak Law Offices	Legal Services	\$ 1,213.75
1813	Scott Fuller	Key Refund	\$ 25.00
1814	John Panovec	Key Refund	\$ 25.00
1815	Mike Petruska	Key Refund	\$ 25.00

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MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1816	Dave Siegfried	Key Refund	\$ 25.00
1817	Tom Kilareski	Key Refund	\$ 75.00
1818	Diana Wallbillich	Key Refund	\$ 25.00
1819	Frank Mroz	Key Refund	\$ 50.00
1820	Jason Perillo	Key Refund	\$ 50.00
1821	Nick Funari	Key Refund	\$ 75.00
		<i>Total Master Escrow Checking Account...</i>	<u>\$ 16,458.45</u>