

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

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

Present were:

James S. Pennington	-	Chairman	Timm A. Tenges	-	Manager, Secretary/Treasurer
Gerald R. Green	-	Vice Chairman	Eric Albert	-	Municipal Office Coordinator
Eric E. Nagle	-	Supervisor	Lori B. Seese	-	Zoning Administrator
Robert S. Kucsan	-	Supervisor	Gary Asteak	-	Solicitor
Martin J. Boucher	-	Supervisor			
Albert Kortze	-	Engineer			

Absent was:

Tammi Dravec - Assistant Secretary/Treasurer

Approval of Minutes

A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve the minutes from the January 3rd 2017 Board of Supervisors Reorganization meeting. The motion carried.

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

Mr. Pennington acknowledged the receipt of Hecktown Fire Company Incident Report for December 2016 & 2016 Totals. He also recognized the Financial Report for November & December 2016 as well as the Planning / Zoning Administrator Report for December 2016.

Correspondence

Mr. Pennington reported that the Miracle League has sent a thank you letter for the donation made to them from Lower Nazareth Township.

Old Business

ProLogis – Zoning Map/Text Amendment – Township Line Road – A motion was made by Mr. Green to send the Zoning Map/Text Amendment to the Planning Commission as well as LVPC for comment. Once comments are made and returned the Lower Nazareth Township Board of Supervisors will review the comments and make a final decision on it. It was seconded by Mr. Nagle. The motion carried.

Subdivision and Land Development

Lehigh Valley Health Network (LVHN) – Waiver / Deferral Request – Scott Pidcock, project engineer, asked for deferral requests for some of the infrastructure plans pertaining to road improvements on Newburg and Hecktown Roads including the widening and the installation of curbs. He stated that they would like to wait until they see how the campus will be laid out before making these decisions. He also asked to defer the sidewalks on Hecktown Road until we know that they are needed. In addition, he asked for deferrals which were made by Township planners which pertained to stormwater detention basins and the removal and plantings of trees.

LVHN – Preliminary/Final Subdivision Plan – Resolution #LNT-07-17 – A motion was made by Mr. Boucher for Resolution #LNT-07-17 and seconded by Mr. Kucsan. Mr. Nagle abstained. The motion carried.

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Supervisors' Comments

Mr. Boucher stated that he attended the CRPD regional meeting.

Mr. Pennington stated that he attended the COG meeting as well as the Gaming Authority meeting and that the Gaming Authority would not be accepting any new applications for funds until the issue with the casinos is resolved.

Manager's Report

Mr. Tenges reported that the Christmas tree collection will be open for two more weekends for drop offs of Christmas trees. He noted that this year the Township extended it by two weeks to accommodate requests they received last year.

Engineer's Report

Brown Daub Fiat Parking Lot – Security Reduction & Commence Maintenance Period – Mr. Kortze reviewed his letter recommending a \$19,662.50 reduction in the letter of credit and to commence with the maintenance period. A motion was made by Mr. Green and was seconded by Mr. Kucsan to reduce the letter of credit and to enter into maintenance. The motion carried.

Saratoga Farms Phase I – Letter of Credit Reduction – Mr. Kortze reviewed his letter recommending reducing the letter of credit from \$514,298.90 to \$510,513.80. A motion was made by Mr. Kucsan and was seconded by Mr. Boucher to reduce the letter of credit. The motion carried.

Saratoga Farms Phase II – Letter of Credit Reduction – Mr. Kortze reviewed his letter recommending reducing the letter of credit from \$1,592,639.76 to \$1,412,006.56. A motion was made by Mr. Green and was seconded by Mr. Boucher to reduce the letter of credit. The motion carried.

Tennis & Basketball Court Project – Payment #2 – Mr. Kortze reviewed his letter for the second payment for work done on the Tennis & Basketball courts that included work done from November 17, 2016 to January 3, 2017. Mr. Kortze recommended the payment of \$23,085.00 to Barker & Barker Paving. A motion was made by Mr. Green to make the second payment and was seconded by Mr. Boucher. The motion carried.

Solicitor's Report

Mineo Security Area – Resolution #LNT-09-17 – Attorney Asteak asked for the removal of the Mineo property from the Agricultural Security Area, per the property owner's request. A motion was made by Mr. Kucsan for Resolution #LNT-09-17 and was seconded by Mr. Nagle. The motion carried.

O.R.E. Rentals – Intermunicipal Agreement – Attorney Asteak said that they needed an amendment to the Intermunicipal Agreement to incorporate Hecktown Business Park for sewer. A motion was made by Mr. Nagle and seconded by Mr. Green. The motion carried.

O.R.E. Rentals – Land Development Improvements Agreement – A motion was made by Mr. Nagle for the O.R.E. Land Development Improvements Agreement and was seconded by Mr. Boucher. The motion carried.

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. Boucher to approve payment of the bills dated January 25, 2017. The motion carried.

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Courtesy of the Floor

There was no discussion under Courtesy of the Floor.

Adjournment

The meeting adjourned at 7:02 PM.

Respectfully submitted by,

Eric Albert

Eric Albert
Municipal Office Operations Coordinator

Lower Nazareth Township
Bills To Be Approved
 January 25, 2017

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16838	<i>VOIDED</i>		
16839	Chase Card Services	Equipment Parts/Supplies/Office & PW Suppli	\$ 773.57
16840	Hendershot Door Systems, Inc.	Facilities Maintenance	\$ 1,863.00
16841	S&D Bodyline	Traffic Signs	\$ 194.60
16842	Staples Business Advantage	Office Supplies	\$ 99.62
16843	PAPCO	Equipment Motor Fuel	\$ 601.01
16844	TAC energy	Equipment Motor Fuel	\$ 907.58
16845	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 405.26
16846	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 98.00
16847	The Morning Call	Subscription Renewal	\$ 88.00
16848	NJ Advance Media	Advertisements	\$ 193.20
16849	Integra One	Computer Services	\$ 125.00
16850	The Key	Advertisement	\$ 169.92
16851	Suburban Propane	Park Fuel	\$ 116.19
16852	Met-Ed	Traffic Signal / Street Light Electricity	\$ 273.01
16853	Fogels Fuel Service	Municipal Heating Fuel	\$ 1,133.63
16854	Liberty Propane Inc.	Municipal Building Propane	\$ 2,995.05
16855	PPL, Inc.	Municipal Drive Electricity	\$ 845.30
16856	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 700.52
16857	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
16858	Easton Suburban Water Authority	Hydrant Assessment	\$ 17,955.00
16859	RCN	Internet & Telephone Services	\$ 802.66
16860	PA One Call System, Inc.	Monthly Fax Activity	\$ 32.80
16861	Verizon Wireless	Municipal/Public Works Wireless	\$ 377.26
16862	Powerco, Inc.	Public Works Equipment Parts/Supplies	\$ 2,855.75

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16863	Giles & Ransome, Inc.	Public Works Equipment Parts/Supplies	\$ 80.64
16864	Cumberland Truck Parts	Public Works Tools/Equipment/Supplies	\$ 249.06
16865	Service Tire Truck Centers	Public Works Equipment Parts/Repairs	\$ 61.00
16866	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 48.00
16867	<i>VOIDED</i>		
16868	Stengel Bros. Inc.	Public Works Equipment Repairs	\$ 6,258.22
16869	Sam's Club	Public Works Supplies	\$ 1,422.09
16870	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 4,897.13
16871	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 751.86
16872	ExxonMobil	Fire Company Fuel	\$ 200.86
16873	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
16874	NFPA	Fire Company Subscription Renewal	\$ 175.00
16875	PPL, Inc.	Fire Company Electricity	\$ 647.36
16876	Pioneer Products, Inc.	Fire Company Supplies	\$ 265.82
16877	Verizon Wireless	Fire Company Wireless	\$ 405.36
16878	Verizon Wireless	Fire Company Wireless	\$ 138.56
16879	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85
16880	United States Postal Service	Postage	\$ 2,000.00
16881	Memorial Library of Nazareth & Vicinity	Library Service	\$ 24,097.50
16882	Suburban Propane	Public Works Fuel	\$ 1,158.02
16883	First Regional Compost Authority	1st Quarter Payment	\$ 4,964.75
16884	Brown & Brown of Lehigh Valley	Public Official Liability Insurance	\$ 7,911.00
16885	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 827.45
16886	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 670.00
16887	FedEx	Postage	\$ 44.82

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GENERAL FUND CHECKING ACCOUNT

16888	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 2,179.70
16889	Kimball Midwest	Public Works Supplies	\$ 774.06
16890	NJ Advance Media	Advertisement	\$ 142.80
16891	Innovative Designs & Publishing, Inc.	Subscription Renewal	\$ 23.00
16892	Northampton County TCC	2017 Administrative Fee	\$ 221.32
16893	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 4,462.00
16894	Brown & Brown of Lehigh Valley	Asst Treasurer Bond	\$ 750.00
16895	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 160.00
16896	Edwards Business Systems	Copier Maintenance	\$ 506.31
16897	Staples Business Advantage	Office Supplies	\$ 151.36
16898	Stotz & Fatzinger Office Supply	Office/Zoning/Tax Supplies	\$ 104.00
<i>Total General Fund Checking...</i>			<u><u>\$ 100,931.83</u></u>

PAYROLL ACCOUNT

	January 6, 2017	\$ 36,860.24
	January 20, 2017	\$ 33,837.40
<i>Total Payroll Account...</i>		<u><u>\$ 70,697.64</u></u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1238	Hicks Portable Toilets	Temporary Restroom	<u><u>\$ 90.00</u></u>

LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
913	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 23.26</u></u>

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
0967	Sam's Club	Capital Construction	\$ 419.92
0968	Chase Card Services	Capital Purchase	\$ 7.41
0969	Home Depot Credit Services	Capital Construction	\$ 359.90
0970	Stotz & Fatzinger Office Supply	Municipal Building Supplies	\$ 59.00
<i>Total Capital Reserve Account...</i>			\$ 846.23

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1695	PENNDOT	Construction Inspection	\$ 2,610.48
1696	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 30,734.73
1697	Met-Ed	Traffic Signal Electricity	\$ 207.60
1698	PENNDOT	Construction Inspection	\$ 249.58
1699	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 548.00
1700	Kay Builders, Inc.	Escrow Refunds	\$ 4,000.00
1701	Sterling Crossing, LLC	Escrow Refund	\$ 2,215.00
1702	Earn Sussick	Escrow Refund	\$ 50.00
1703	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 963.00
<i>Total Master Escrow Checking Account...</i>			\$ 41,578.39

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
0643	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,773.00
0644	Keystone Cement Company	Aggregate	\$ 14,966.63
<i>Total Open Space Account...</i>			\$ 18,739.63

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1847	DCED	Training Contribution - 4th Quarter 2016	\$ 216.00
1848	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 19,252.42
1849	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 375.00
1850	Blue Eagles Basketball	2016 Basketball Safety Reimbursement	\$ 7,250.00
1851	Nazareth Little Blue Eagles	2016 Football Safety Reimbursement	\$ 5,568.44
1852	Lower Nazareth Baseball	2016 Baseball Safety Reimbursement	\$ 4,130.09
		<i>Total Development & Inspection Account...</i>	\$ 36,791.95