

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
April 12, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday April 12, 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 Dravecuz	-	Assistant Secretary/Treasurer
Robert S. Kucsan	-	Supervisor	Lori B. Seese	-	Zoning Administrator
			Gary Asteak	-	Solicitor

Absent were:

Eric E. Nagle, Supervisor

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve the March 8<sup>th</sup> 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 February and the Hecktown Fire Report for March 2017.

**Correspondence**

There were no comments under Correspondence.

**Subdivision and Land Development**

Charles Chrin Preliminary/Final Minor Subdivision Plan Withdrawal – The Board acknowledged the withdrawal of the Charles Chrin Preliminary/Final Minor Subdivision Plan per Attorney Goudsouzian’s letter dated March 21, 2017.

**Supervisors’ Comments**

Mr. Kucsan, Mr. Green, and Mr. Boucher had no comments. Mr. Pennington stated that he attended the CRPC meeting.

**Manager’s Report**

Nazareth Library Board Member Resignation – Mr. Tenges reported that Mr. Howell has resigned from the Library Board therefore there is an opening for a Township Representative on the Board. Any interested parties should send a letter of interest to the Township. The Township will send a letter to thank Mr. Howell for his representation.

Time Extension Report – Mr. Tenges reported that the Township accepted a time extension for the IDI project through October 12, 2017.

Nazareth Area Council of Governments – Intermunicipal Agreement – Comp Plan Update – Solicitor Asteak stated the agreement provides for the costs per municipality (calculated on a per capita rate), payable over a three year period. A motion was moved by Mr. Green and was seconded by Mr. Boucher to execute the agreement. The motion carried.

East Penn Sanitation – Permit Renewal – Mr. Tenges reported that East Penn has applied to DEP for a permit renewal for their transfer station on Hanoverville Road. DEP allows for a comment period. The Township has never received any complaints about them and therefore has no issue with the permit renewal.

Spring Newsletters – Mr. Tenges indicated that everyone should have received their Spring Newsletter.

Trio Inquiry / Open Space – Mr. Tenges reported that Solicitor Asteak has an answer to their inquiry on taxes on open space within their community. Solicitor Asteak indicated it is taxable and that the HOA will be responsible for those taxes once the HOA takes ownership. Jeff Shepherd, 4485 Whitetail Drive, inquired on the assessment, to which Solicitor Asteak told him to contact Northampton County.

### **Engineer's Report**

Tennis & Basketball Court Restoration – Mr. Kortze reported that he will be scheduling a meeting with the contractor to finish the restoration project.

### **Solicitor's Report**

Sanitary Sewer Easement Agreement – Everson Tesla – Authorization to Execute – The agreement between Everson Tesla, Kay-Trio, Nazareth Borough Municipal Authority, and Lower Nazareth will hold the Township harmless. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize execution of the agreement. Jeff Shepherd, 4485 Whitetail Drive, inquired about the pump station and on the responsibility of its maintenance. Mr. Tenges reported Nazareth Borough Municipal Authority. The motion carried.

Medical Marijuana Ordinance – Authorization to Advertise – Solicitor Asteak reported that this ordinance will be forwarded to LVPC and the LNT Planning Commission for review and comment. The ordinance will be on the agenda for our second meeting in May. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to authorize advertisement of the ordinance for adoption at our May 24<sup>th</sup> meeting. Jeff Shepherd, 4485 Whitetail Drive, inquired how they can keep these facilities away from their neighborhood. Solicitor Asteak explained that part of purpose of the ordinance to control where facilities are permitted. Mrs. Seese indicated on the zoning map the area, along Route 248 and Route 33, where they will be permitted. The motion carried.

Liquor License Transfer – Authorization to Advertise – Solicitor Asteak indicated that the Township has received a request for a hearing on a Intermunicipal liquor license transfer for Giant Food Stores located on Nazareth Pike. Giant will be operating a restaurant inside their store where it will sell beer for consumption on the premises and beer or wine “to go.” A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize advertisement of a hearing for the liquor license transfer. The motion carried.

### **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. Kucsan and was seconded by Mr. Boucher to approve payment of the bills dated April 12, 2017. The motion carried.

**Courtesy of the Floor**

Michael Bohl, 451 Larch Lane, inquired if there was any way the Township could put pressure on the County to get the Georgetown Bridge project completed. Mr. Tenges and Mr. Pennington explained that there are many factors that have delayed the project included the proximity to the train tracks and the creek. Mr. Bohl stressed his concern for speeding once this and the Township's improvements on Georgetown Road are complete and asked the Board to do something ask CRPD to post a speed meter to alert drivers to slow down. Mr. Pennington stated we could look into posting the meter.

Jeff & Renae Shepherd, 4485 Whitetail Drive, along with Tammy Kenny, 641 Mulberry Drive, expressed concern over numerous traffic and parking violations within their community. The Board stated that until the Township accepts the roads, they are private and therefore the police have no jurisdiction in regards to traffic violations. Mr. Shepherd said the HOA has met with Kay Builders and asked that they post appropriate signage and Kay Builders stated they want to work with the Township to get their recommendations. Mr. Tenges stated that he will discuss the matter with Mr. Kortze. While the Board understood the residents' concerns they reiterated that the Township holds no liability as it is private property and liability falls on Kay Builders.

**Adjournment**

The meeting adjourned at 7:15 PM.

Respectfully submitted by,



Tammi Dravec  
Assistant Secretary/Treasurer

**Lower Nazareth Township**  
**Bills To Be Approved**  
 April 12, 2017

**GENERAL FUND CHECKING ACCOUNT**

Num	Name	Memo	Amount
17025	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 681.41
17026	RCN	Internet & Telephone Services	\$ 802.66
17027	Verizon Wireless	Municipal/Public Works Wireless	\$ 380.72
17028	USPS	Newsletter Postage	\$ 776.20
17030	EMC Insurance Companies	Township Insurance	\$ 5,497.84
17031	Liberty Propane Inc.	Municipal Building Propane	\$ 3,612.43
17032	Associated Fire Equipment Co., Inc.	Park / Municipal Facilities Maintenance	\$ 1,483.10
17033	Medical Life Insurance Company	Employee Life Insurance	\$ 2,535.09
17034	Bath Supply Co., Inc.	Public Works Supplies / Shop Tools	\$ 134.69
17035	Master Supply Line	Public Works/Municipal Building/Park Supplie	\$ 1,169.68
17036	U.S. Municipal Supply, Inc.	Traffic Sign & Equipment Parts/Supplies	\$ 1,632.93
17037	Easton Suburban Water Authority	Municipal Bldg Water	\$ 48.88
17038	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 1,476.03
17039	NJ Advance Media	Advertisement	\$ 92.75
17029	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,338.00
17040	France Anderson Basile and Company, P.C	Auditing Services	\$ 2,440.00
17041	Safeguard Business Systems	Real Estate Tax Bills	\$ 1,864.61
17042	Bindics Custom Screen Printing	Fire Company Supplies	\$ 700.00
17043	R.S. Security & Communications	Fire Company Service Contract	\$ 308.00
17044	PPL, Inc.	Fire Company Electricity	\$ 587.18
17045	Verizon Wireless	Fire Company Wireless	\$ 138.56
17046	Verizon Wireless	Fire Company Wireless	\$ 402.66
17047	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85
17048	Service Electric Telephone Co.	Fire Company Telephone	\$ 42.92
17049	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 276.00

**Lower Nazareth Township  
Bills To Be Approved  
April 12, 2017**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17050	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 6,399.00
17051	Integra One	Computer Services	\$ 625.00
17052	Best Line Equipment	Equipment Parts / Supplies	\$ 82.23
17053	Safeguard Business Systems	Office Supplies	\$ 110.93
17054	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 274.21
17055	Staples Business Advantage	Office Supplies	\$ 229.64
17056	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,235.75
17057	Edwards Business Systems	Copier Maintenance	\$ 413.03
17058	Edwards Business Systems	Copier Maintenance	\$ 73.75
17059	Edwards Business Systems	Copier Maintenance	\$ 133.84
17060	Eastern Telephone & Telecommunications	Software Upgrade	\$ 88.00
17061	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 650.67
17062	VOIDED		
17063	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
17064	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
17065	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
17066	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
17067	Home Depot	Facilities Maintenance/Public Works Supplies	\$ 157.27
17068	Chase Card Services	Equipment Parts/Supplies/Office & PW Suppli	\$ 754.47
17069	L&D Automotive	Fire Company Equipment Maintenance	\$ 466.39
17070	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 370.28
17071	Fogels Fuel Service	Fire Company Fuel	\$ 1,060.39
17072	Easton Suburban Water Authority	Fire Company Water	\$ 69.61
17073	ExxonMobil	Fire Company Fuel	\$ 263.63
17074	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 114.95

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17075	Orkin Steel Supply Inc.	Public Works Supplies	\$ 128.00
17076	UniqueSource	Traffic Signs	\$ 909.50
17077	Migu	Spring Newsletter	\$ 2,858.00
17078	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
17079	Easton Suburban Water Authority	Hydrant Assessment	\$ 18,018.00
17080	RCN	Internet & Telephone Services	\$ 803.25
17081	Fogels Fuel Service	Municipal Heating Fuel	\$ 2,360.85
17082	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 209.30
17083	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 616.26
17084	Easton Area Joint Sewer Authority	Debt Service	\$ 3,247.66
17085	Lori Peck, OCR	Stenographer	\$ 140.00
17086	Suburban Propane	Park Fuel	\$ 310.96
17087	Suburban Propane	Public Works Fuel	\$ 869.85
17088	Met-Ed	Traffic Signal / Street Light Electricity	\$ 312.05
17089	LNT Capital Reserve	Reallocation of Funds	\$ 50,000.00
17090	LNT Capital Reserve - Fire	Reallocation of Funds	\$ 40,000.00
17091	Capital Reserve - Equipment Replacement	Reallocation of Funds	\$ 50,000.00
17092	LNT Fiscal Stability Fund	Reallocation of Funds	\$ 50,000.00
17093	LNT Highway Reconstruction/Rehabilitati	Reallocation of Funds	\$ 360,000.00
17094	Verizon Wireless	Municipal/Public Works Wireless	\$ 381.26
17095	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,128.64
17096	PPL, Inc.	Municipal Drive Electricity	\$ 845.70
17097	Fogels Fuel Service	Fire Company Fuel	\$ 861.17
17098	Easton Suburban Water Authority	Fire Company Water	\$ 313.95
17099	Penn Commercial Vehicle Solutions	Fire Company Maintenance	\$ 2,131.55

**Lower Nazareth Township  
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**GENERAL FUND CHECKING ACCOUNT**

Num	Name	Memo	Amount
17100	PPL, Inc.	Fire Company Electricity	\$ 579.37
17101	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 355.11
17102	Enter.net	Website Hosting	\$ 192.00
17103	Keystone Municipal Insurance	Workers Comp Insurance	\$ 4,704.25
17104	First Regional Compost Authority	2nd Quarter Payment	\$ 4,964.75
17105	PA One Call System, Inc.	Monthly Fax Activity	\$ 31.16
17106	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,316.50
17107	Hicks Paving LLC	Temporary Restrooms	\$ 170.00
<i>Total General Fund Checking...</i>			<b><u><u>\$ 776,230.57</u></u></b>

**LOWER NAZARETH SEWER DEPARTMENT ACCOUNT**

Num	Name	Memo	Amount
916	PPL Electric Utilities	Main Meter Electricity	\$ 24.12
917	Gilmore & Associates, Inc.	Consulting Services	\$ 764.12
918	PPL Electric Utilities	Main Meter Electricity	\$ 24.20
<i>Total Sewer Department Account...</i>			<b><u><u>\$ 788.24</u></u></b>

**PAYROLL ACCOUNT**

March 17, 2017	\$ 34,360.09
March 31, 2017	\$ 40,267.18
April 13, 2017	\$ 36,103.94
<i>Total Payroll Account...</i>	
<b><u><u>\$ 110,731.21</u></u></b>	

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**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
0979	GC Electric Co., Inc.	Capital Construction	\$ 133.75
0980	All-State Fire Protection, Inc.	Capital Construction	\$ 6,084.00
0981	Home Depot Credit Services	Capital Construction	\$ 886.42
0982	Chase Card Services	Capital Purchase	\$ 676.80
0983	All Phase Electric Supply Co	Capital Construction	\$ 963.39
0984	Building Specialties	Capital Construction	\$ 710.23
<i>Total Capital Reserve Account...</i>			<b>\$ 9,454.59</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1855	CodeMaster Inspection Services	Building Inspection Services	<b>\$ 31,858.05</b>

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1714	Met-Ed	Traffic Signal Electricity	\$ 222.52
1715	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 41,486.26
1716	Asteak Law Offices	Legal Services	\$ 911.00
1717	PENNDOT	Construction Inspection	\$ 95.55
1718	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 38,997.65
1719	Met-Ed	Traffic Signal Electricity	\$ 89.92
1720	Nazareth Ford	Escrow Refund	\$ 7,202.41
1721	RARE Hospitality	Escrow Refund	\$ 937.99
1722	Quality Developers	Escrow Refund	\$ 46.56
1723	John Suranofsky	Escrow Refund	\$ 5.05



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**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1724	Brian Baker	Escrow Refund	\$ 225.13
1725	Skye LaStella	Escrow Refund	\$ 93.83
1726	Mary Stoudt	Escrow Refund	\$ 150.01
1727	David Gross	Escrow Refund	\$ 2.51
1728	Charles Harrison	Escrow Refund	\$ 42.00
1729	Adnan Qayyum	Security Release	\$ 698.40
1730	Chestnut Avenue Associates V, LP	Escrow Refund	\$ 2,095.52
1731	Adnan Qayyum	Escrow Refund	\$ 278.05
1732	RonDel Development Company	Escrow Refund	\$ 5.87
1733	Met-Ed	Traffic Signal Electricity	\$ 144.71
<i>Total Master Escrow Checking Account...</i>			<b>\$ 93,730.94</b>

**REFUSE / RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1242	Hicks Portable Toilets	Temporary Restroom	<b>\$ 90.00</b>