

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
May 10, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday May 10, 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
Eric E. Nagle	-	Supervisor	Tammi Dravec	-	Assistant Secretary/Treasurer
Martin J. Boucher	-	Supervisor	Lori B. Seese	-	Zoning Administrator
Robert S. Kucsan	-	Supervisor	Gary Asteak	-	Solicitor

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve the April 12<sup>th</sup> meeting minutes. Mr. Nagle 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 Financial Report for March and the Zoning Administrator's Report for January, February, and March 2017.

**Correspondence**

Library Representative – Mr. Pennington reviewed a letter of interest from Rita Bergstrom. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to appoint Ms. Bergstrom as our library representative. The motion carried.

**Subdivision and Land Development**

Sparkle Car Wash – Fence Waiver – For security purposes, the applicant requested a waiver to install a fence that would fall within a drainage and utility easement. Mr. Kortze reviewed his November 2016 letter. Solicitor Asteak suggested an agreement just as we required from residents who have may this same request. A motion was moved by Mr. Nagle and was seconded by Mr. Green to grant the waiver subject to Mr. Kortze's letter and the agreement. The motion carried.

First Park 33 – Lot 2 - Central Garden & Pet Supply – Revised Final – Resolution #LNT-13-17 – The original plan approval did not include outdoor storage for Lot 2 therefore the applicant was required to submit a revised final plan. Mr. Kortze reviewed his May 9<sup>th</sup> letter and noted that the Planning Commission recommended that the applicant address the safety concerns express by the Chief of the Hecktown Volunteer Fire Company. Those concerns are addressed within the resolution. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve resolution #LNT-13-17. The motion carried.

CarMax Improvements Agreement – Authorization to Execute – A motion was moved by Mr. Kucsan and was seconded by Mr. Green to authorize this agreement for execution once it meets the satisfaction of Mr. Tenges and Solicitor Asteak. Mr. Tenges noted that Appendix A, the Cost Estimate, may change. The motion carried.

**Supervisors' Comments**

Mr. Kucsan had no comments.

Mr. Nagle noted that in light of Bath Borough's intent to withdraw from Colonial Regional we should consider our intentions as well. He noted that if Bath were to leave our costs will go up. We need to be proactive and find a solution. Mr. Nagle noted that while we are happy with their service, the cost formula does not work.

Mr. Pennington stated that he attended the PSATS Conference in Hershey. He noted that there were good speakers and lots of information was provided.

Mr. Green was unhappy with Mr. Nagle's comments and maintains that Colonial provides a good service to the Township.

Mr. Boucher reported that the Northampton County Bridge Division has a FaceBook page and posts construction updates and pictures to their page.

### **Manager's Report**

Spring Clean-Up Day – Mr. Tenges noted that Clean-Up Day is Saturday.

E-cycling Event – Mr. Tenges reported that we sent two Public Works employees to assist at the E-cycling event last Saturday.

2017 Road Projects – Mr. Tenges reported that the final preparations are in the works for our 2017 road projects.

### **Engineer's Report**

Trio Fields Letter of Credit Reductions – Mr. Kortze reviewed his May 5<sup>th</sup> letters recommending reductions in the following letters of credit:

Trio Fields Phase 2 – A motion was moved by Mr. Nagle and was seconded by Mr. Green to reduce the letter of credit. The motion carried.

Trio Fields Phase 3 – A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to reduce the letter of credit. The motion carried.

Trio Fields Phase 4 – A motion was moved by Mr. Boucher and was seconded by Mr. Green to reduce the letter of credit. The motion carried.

Trio Fields Phase 5 – A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to reduce the letter of credit. The motion carried.

Tennis & Basketball Court Restoration – Mr. Kortze reported that provided color samples to the Township Manager this afternoon. Once selected it would be about two weeks until that work would begin. Mr. Pennington inquired about signs.

Route 33 & Hecktown Road Traffic Signal – Mr. Kortze reported they are working on curbing this week and next week should be the foundation base for the signals. The traffic signal should be complete in the next 1-2 months.

### **Solicitor's Report**

There was no discussion under Old Business.

### **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. Nagle to approve payment of the bills dated May 10, 2017. The motion carried.

**Courtesy of the Floor**

Susanne Bodai, 653 Mulberry Drive, read a letter about climate change and requested the Township create a climate action plan and form a working group as other local municipalities have already done. Mr. Pennington stated that the Board would take it under consideration but noted that larger cities certainly are better able to form such groups.

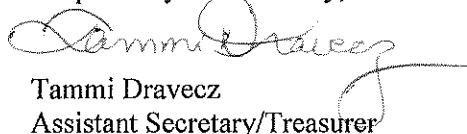
Jeff Shepherd, 4485 Whitetail Drive, inquired on an update on the berm. Mr. Tenges stated there was none.

Tammy Kenney, 641 Mulberry Drive, inquired why the Township was not mowing their property. Mr. Tenges stated it is being mowed this week. Ms. Kenney stated she was sorry to hear that Mr. Nagle was not running for office. She also inquired about the individual who was running for office, LeRoy Bickert. Mr. Tenges reported that Mr. Bickert has been on the Planning Commission for over 20 years.

**Adjournment**

The meeting adjourned at 7:13 PM.

Respectfully submitted by,

  
Tammi Dravec  
Assistant Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
May 10, 2017**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17108	Barbara A. Stinner	Local Services Tax Refund	\$ 25.98
17109	Amanda Fox	Local Services Tax Refund	\$ 49.00
17110	Alisa Westerholm	Local Services Tax Refund	\$ 20.00
17111	Ethan Westerholm	Local Services Tax Refund	\$ 38.00
17112	Alexander Walsh	Local Services Tax Refund	\$ 32.00
17113	Pitney Bowes	Postage Meter	\$ 170.50
17114	Edwards Business Systems	Copier Maintenance	\$ 468.74
17115	Memorial Library of Nazareth & Vicinity	Library Service	\$ 24,097.50
17116	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 12.20
17117	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 1,110.57
17118	Cooper Electric Supply Co.	Public Works Supplies	\$ 170.70
17119	Edwards Business Systems	Copier Maintenance	\$ 422.88
17120	Innovative Designs & Publishing, Inc.	Advertisement	\$ 257.00
17121	Integra One	Computer Services	\$ 125.00
17122	The Morning Call	Subscription Renewal	\$ 88.00
17123	Melissa Pitts	Property Damage Reimbursement	\$ 301.94
17124	Sam's Club	Public Works/Park/Muni Bldg Supplies	\$ 221.18
17125	Advanced Auto Parts Professional	Public Works Equipment/Parts/Supplies	\$ 794.19
17126	Staples Business Advantage	Office Supplies	\$ 177.26
17127	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 468.60
17128	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 685.56
17129	U.S. Municipal Supply, Inc.	Traffic Sign & Equipment Parts/Supplies	\$ 1,310.22
17130	Sherwin-Williams	Public Works Equipment Purchase	\$ 11,050.00
17131	Tommy's Small Engine Repair	Public Works Tools/Equipment Repairs	\$ 126.00
17132	Safeguard Business Systems	Office Supplies	\$ 144.69

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17133	R.S. Hahn & Sons, Inc.	Public Works Equipment Parts/Supplies	\$ 46.21
17134	Valley Tire Factory Outlet, Inc.	Public Works Tool/Equipment Supplies & Rep	\$ 209.00
17135	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 217.35
17136	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 850.00
17137	PAPCO	Equipment Motor Fuel	\$ 564.71
17138	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 47.83
17139	Morton Salt, Inc.	Winter Maintenance	\$ 16,980.83
17140	Verizon Wireless	Fire Company Wireless	\$ 404.94
17141	Verizon Wireless	Fire Company Wireless	\$ 138.56
17142	Service Electric Cable TV, Inc	Fire Company Internet	\$ 46.85
17143	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.16
17144	Nazareth Business Services, Inc.	Fire Company Services	\$ 250.00
14145	KS Statebank	Fire Company Loan Payment	\$ 63,707.83
14146	Matthew Dorman	Records Request Refund	\$ 4.62
14147	TAC Energy	Equipment Motor Fuel	\$ 1,304.87
17148	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,338.00
17149	Sam's Club	Public Works/Park/Muni Bldg Supplies	\$ 219.82
17150	Hicks Paving LLC	Temporary Restrooms	\$ 170.00
17151	Easton Suburban Water Authority	Municipal Bldg Water	\$ 48.88
17152	EMC Insurance Companies	Township Insurance	\$ 5,497.85
17153	Met-Ed	Traffic Signal / Street Light Electricity	\$ 314.39
17154	Bethlehem Township Volunteer Fire Co.	Ambulance Services	\$ 30,000.00
17155	RCN	Internet & Telephone Services	\$ 803.25
17156	Fogels Fuel Service	Municipal Heating Fuel Maintenance	\$ 315.95
17157	PPL, Inc.	Municipal Drive Electricity	\$ 871.60

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17158	VOID		
17159	PA One Call System, Inc.	Monthly Fax Activity	\$ 42.64
17160	S&D Bodyline	Traffic Signs	\$ 342.73
17161	Service Tire Truck Centers	Public Works Equipment Parts/Repairs	\$ 165.50
17162	Tractor Supply Credit Plan	Park Facilities Maintenance	\$ 31.61
17163	Stotz & Fatzinger Office Supply	Office/Zoning/Tax Supplies	\$ 130.00
17164	Tommy's Small Engine Repair	Public Works Tools/Equipment Repairs/Suppli	\$ 119.90
17165	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 103.95
17166	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 305.10
17167	George J. Kratzer, Inc.	Park Septic Tanks	\$ 400.00
17168	Kimball Midwest	Public Works Supplies	\$ 371.96
17169	The Key	Advertisements	\$ 1,307.85
17170	Kensol Airways	Park Facilities Maintenance	\$ 325.00
17171	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,154.50
17172	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,252.95
17173	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 570.27
17174	ExxonMobil	Fire Company Fuel	\$ 639.29
17175	Home Depot	Fire Company Supplies	\$ 4.97
17176	Easton Suburban Water Authority	Fire Company Water	\$ 77.21
17177	Fogels Fuel Service	Fire Company Fuel	\$ 200.21
17178	Rush Uniform Inc.	Fire Company Uniform Supplies	\$ 6,466.95
17179	PPL, Inc.	Fire Company Electricity	\$ 457.31
<b><i>Total General Fund Checking...</i></b>			<b><u>\$ 181,234.11</u></b>

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**LOWER NAZARETH SEWER DEPARTMENT ACCOUNT**

Num	Name	Memo	Amount
919	Gilmore & Associates, Inc.	Engineering & Inspection Services	\$ 1,345.35

**PAYROLL ACCOUNT**

April 28, 2017	\$ 36,651.69
May 12, 2017	\$ 33,528.81
<i>Total Payroll Account...</i>	<b>\$ 70,180.50</b>

**CAPITAL RESERVE ACCOUNT**

Num	Name	Memo	Amount
985	Security Service Co., Inc.	Capital Construction	\$ 5,550.00
986	Staples Business Advantage	Capital Construction	\$ 42.45
987	Cooper Electric Supply Co.	Capital Construction	\$ 190.99
988	All-State Fire Protection, Inc.	Capital Construction	\$ 6,000.00
989	Sam's Club	Capital Construction	\$ 1,375.96
<i>Total Capital Reserve Account...</i>			<b>\$ 13,159.40</b>

**MASTER ESCROW CHECKING (LAB)**

Num	Name	Memo	Amount
1734	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
1735	Jaroslav Hilsky	Escrow Refund	\$ 2,800.20
1736	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,394.00
1737	Met-Ed	Traffic Signal Electricity	\$ 93.32
1738	Signal Service, Inc.	Traffic Signal Maintenance	\$ 520.00
<i>Total Master Escrow Checking Account...</i>			<b>\$ 5,842.52</b>

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**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1856	CodeMaster Inspection Services, Inc.	Building Inspection Services	<u><u>\$ 14,064.90</u></u>

**REFUSE / RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1243	Hicks Paving, LLC	Temporary Restrooms	<u><u>\$ 90.00</u></u>