

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
December 13, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday December 13, 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
Martin J. Boucher	-	Supervisor	Lori B. Seese	-	Zoning Administrator

**Conditional Use Hearing – Springwood Hospitality - Decision**

A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the Opinion and Order. Mr. Nagle abstained. The motion carried.

**Conditional Use Hearing – TC LVTC – CU2017-02**

Solicitor Asteak opened the hearing with a brief description and background. Attorney Erich Schock explained the application. Also present was Matthew Nunn from the Trammell Crow Co.

Trammell Crow purchased the property in 2016. The previous conditional use approval was in 2006 and was modified in 2013 to reflect the change from three buildings to two.

Both buildings “A” and “B” currently have tenants that occupy about 60% of each building. There is a potential tenant for the remaining 420,000 square feet in building “A”. The tenant manufactures and distributes packaging supplies. Mr. Nunn noted that the proposed truck traffic is 120 trips per week; which is <25% of the current approved use.

Travis Gerould, 463 School House Road, inquired about the area used for manufacturing versus storage and the number of shifts for the proposed 150 employees. Mr. Nunn thought about 100,000 square feet for manufacturing and noted there would be three shifts running 24/7.

The hearing closed. Solicitor Asteak noted that a condition would be that the applicant for any future use will be required to provide a trip generation report prior to building permit approval.

The Board will have a decision for their meeting in January.

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve the November 15<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 October 2017, the Zoning Administrator's Report for November 2017 and the Hecktown Fire Company Incident Report for November 2017.

### **Old Business**

Colonial Regional Police Discussion – Mr. Pennington reported that they were making progress with Hanover Township and is confident we will reach an agreement. Mr. Nagle wanted to enter a notice to withdrawal to protect our interests. He noted that if we fail to reach an agreement we are committed to stay with Colonial through 2019. This is merely to protect our interest and is rescindable. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to enter a notice to withdrawal. Mr. Nagle and Mr. Kucsan voted “yes”; Mr. Pennington, Mr. Green, and Mr. Boucher voted “no”. The motion failed.

**Correspondence** – There was no discussion under Correspondence.

### **Subdivision and Land Development**

**Sterling Crossing Proposed Final Plan Change** – Steven Katz from Sterling Crossing presented a proposed change to a previously approved land development plan. The approved plan depicts Stephanie Drive connecting to the Sterling Crossing Development. The connection requires a culvert. In an effort to cut costs the developer is proposing to eliminate two lots and create two cul-de-sacs, avoiding the need to the culvert. Mr. Katz added that cul-de-sacs would also eliminate cross through traffic.

Mr. Tenges noted that the plan was approved in 2014 with a culvert. While he appreciates their concern, he noted that cul-de-sacs are difficult to maintain so we try to avoid them. He added that he doubts this road will be used as a cross through and noted that all subdivisions are connected.

Mr. Pennington added that interconnecting developments is important for emergency access.

The Board decided that they were not in favor of entertaining a change to the approved plan.

### **Supervisors' Comments**

Mr. Kucsan had no comments. Mr. Nagle wished everyone a Merry Christmas, Happy Holidays, and Happy New Year. He thanked everyone for their support. Mr. Green reiterated Mr. Nagle's comments. Mr. Boucher thanked Mr. Green and Mr. Nagle. He wished everyone Merry Christmas and Happy Holidays. Mr. Pennington thanked Mr. Green and Mr. Nagle.

### **Manager's Report**

**Time Extension Report** – Mr. Tenges reported that we accepted a time extension for the ProLogis Park 33 – Lot EFG Land Development Plan through January 12, 2018.

**2018 Millage Rate** – A motion was moved by Mr. Green and was seconded by Mr. Boucher to approve Resolution #LNT-19-17 setting the 2018 millage rate at 4.15 mills. The motion carried.

**2018 General Fund Budget** – A motion was moved by Mr. Kucsan and was seconded by Mr. Nagle to approve Resolution #LNT-20-17 adopting the 2018 General Fund Budget. The motion carried.

**2017 Unencumbered Funds** – A motion was moved by Mr. Nagle and was seconded by Mr. Green to approve Resolution #LNT-21-17 appropriating unencumbered funds to various capital reserve accounts. The motion carried.

Equipment Purchase – Asphalt Kettle/Crack Sealer – Mr. Tenges reported the need to replace our current asphalt kettle and proposed the lease purchase on a new one at \$51,950.00. The lease would be through Fulton Bank at 2.96%. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to authorize the purchase and awarding the lease to Fulton Bank. The motion carried.

Act 42 of 2017 - Mini Casinos – A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve Resolution #LNT-22-17 prohibiting category 4 casinos within the township. The motion carried.

First Regional Compost Authority (FRCA) Agreement – A motion was moved by Mr. Nagle and was seconded by Mr. Green to approve the three-year agreement. The motion carried.

Zoning Hearing Board Vacancies – Mr. Tenges noted that there are two vacancies on the Zoning Hearing Board for alternate members.

Mr. Tenges thanked the Board and constituents for over 30 years of working together. He also wished everyone a Merry Christmas and Happy New Year.

#### **Engineer's Report**

HM Rentals / Keystone Sheds – Maintenance Period Expiration / Release Security – A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to authorize the release of security per Mr. Kortze's recommendation. The motion carried.

Saratoga Farms – Phase 2 – Letter of Credit Reduction – A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to authorize the reduction in the security held per Mr. Kortze's recommendation. The motion carried.

Mr. Kortze thanked the Board and Staff for another year working together. He also wished everyone a Merry Christmas and Happy New Year.

#### **Solicitor's Report**

Background Check Policy Update – A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve Resolution #LNT-23-17 updating our background check policy. The motion carried.

Solicitor Asteak thanked Mr. Green, Mr. Nagle, and Mr. Tenges for of all their hard work. He also wished everyone a Happy Holidays and Happy New Year.

**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 December 13<sup>th</sup>. The motion carried.

#### **Courtesy of the Floor**

Robert Hoyer, 365 Country Club Road, thanked Mr. Tenges for the numerous improvements he made to the Township in his 30+ years. He stated that Timm has a lot to be proud of and wished him well. Mr. Hoyer also thanked Mr. Green and Mr. Nagle for their time on the Board.

Tammy Kenny, 641 Mulberry Drive, thanked Mr. Nagle, Mr. Green, and Mr. Tenges and said they do a great job. She wished everyone a Merry Christmas.

Todd Beruta, Public Works Operations Coordinator, thanked Mr. Green and Mr. Nagle. He also thanked Mr. Tenges for all that he taught hi, over the years and wishes he stay a longer and teach him more. Mr. Beruta wished Mr. Tenges the best of luck in retirement. He closed with Happy Holidays.

**Adjournment** – The meeting adjourned at 8:07 PM.

Respectfully submitted by,

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

Tammi Dravec  
Assistant Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
December 13, 2017**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17658	VOIDED		
17659	PSATS	Conference/Training	\$ 298.00
17660	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,341.00
17661	NazarethBath Regional Chamber of Comn Meeting		\$ 18.00
17662	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85
17663	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.68
17664	Verizon Wireless	Fire Company Wireless	\$ 323.64
17665	Verizon Wireless	Fire Company Wireless	\$ 138.56
17666	Best Line Equipment	Equipment / Parts & Supplies	\$ 180.82
17667	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 66.00
17668	General Highway Products, Inc.	Traffic Signal Supplies	\$ 144.00
17669	Staples Business Advantage	Office Supplies	\$ 178.73
17670	PAPCO	Equipment Motor Fuel	\$ 43.72
17671	Pitney Bowes	Office Supplies	\$ 113.03
17672	Safeguard Business Systems	Office Supplies	\$ 76.34
17673	Edwards Business Systems	Equipment Maintenance	\$ 1,289.28
17674	EMC Insurance Companies	Township Insurance	\$ 5,615.80
17675	Easton Suburban Water Authority	Municipal Bldg Water	\$ 567.39
17676	Integra One	Computer Services/Software Maintenance	\$ 81.00
17677	The Morning Call	Subscription Renewal	\$ 112.00
17678	Edwards Business Systems	Copier Maintenance	\$ 369.97
17679	PA Department of Labor & Industry - E	Elevator Permit	\$ 72.00
17680	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 12.20
17681	VOIDED		

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17682	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
17683	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
17684	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
17685	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
17686	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
17687	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,933.50
17688	Palmer Trophy & Awards	Administrative Expense	\$ 142.44
17689	The Key	Advertisements	\$ 520.02
17690	RCN	Internet & Telephone Services	\$ 804.47
17691	Easton Suburban Water Authority	Municipal Bldg Water	\$ 52.68
17692	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 618.40
17693	CCP Industries, Inc.	Public Works Supplies	\$ 305.89
17694	Kimball Midwest	Public Works Supplies	\$ 455.58
17695	Wilson Products	Public Works Supplies	\$ 208.57
17696	J. Smith's Automotive, Inc.	Equipment Repairs	\$ 16.00
17697	Eastern Lift Truck Co., Inc.	Equipment Maintenance	\$ 282.93
17698	NJ Advance Media	Advertisements	\$ 858.35
17699	Nazareth Ford Inc.	Equipment Parts/Supplies	\$ 264.63
17700	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 660.03
17701	PPL, Inc.	Municipal Drive Electricity	\$ 802.74
17702	Met-Ed	Traffic Signal / Street Light Electricity	\$ 330.08
17703	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,044.50
17704	PSATS CDL Program	CDL Drug Testing	\$ 60.00
17705	Colonial Intermediate Unit 20	Office Supplies	\$ 162.50
17706	Blazin Wings Inc	Local Services Tax Refund	\$ 156.00

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<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17707	Chase Card Services	Office Supplies/Software Maintenance	\$ 3,658.80
17708	Asteak Law Offices	Legal Services	\$ 8,189.00
17709	PA Recreation and Park Society, Inc.	2018 Membership Dues	\$ 120.00
17710	Suburban Propane	Public Works Fuel	\$ 832.86
17711	Home Depot	Park Facilities Maintenance / Public Works Su	\$ 355.16
17712	Sam's Club	Public Works/Office Supplies	\$ 298.98
17713	Edwards Business Systems	Copier Maintenance	\$ 153.92
17714	Security Service Company, Inc.	Security System Monitoring	\$ 232.35
17715	PA One Call System, Inc.	Monthly Activity	\$ 37.72
17716	Easton Suburban Water Authority	Fire Company Water	\$ 73.41
17717	ExxonMobil	Fire Company Fuel	\$ 475.67
17718	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 525.93
17719	PPL, Inc.	Fire Company Electricity	\$ 641.68
17720	Fogels Fuel Service	Fire Company Fuel	\$ 450.28
17721	The Key	Fire Company Advertisement	\$ 331.38
17722	Karen A. Mengel, RPR, CSR	Stenographer	\$ 95.00
17723	Verizon Wireless	Municipal/Public Works Wireless	\$ 382.65
17724	Integra One	Computer Services/Software Maintenance	\$ 875.00
17725	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 52.47
17726	The Miracle League of Northampton Cour	Contribution	\$ 1,250.00
17727	Lower Nazareth Township	2017 LNRA Budget Allocation	\$ 16,302.50
17728	April Cordts	ZHB Legal Services	\$ 4,918.34
17729	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 1,010.36
17730	PAPCO	Equipment Motor Fuel	\$ 1,300.21
17731	Edwards Business Systems	Copier Maintenance	\$ 345.00

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
17732	Patrick & Sara Doran	Tax Refund	\$ 127.45
17733	Fire Capital Reserve	2017 Budget Allocations	\$ 7,533.55
17734	LNT Summer Rec	2017 Budget Allocation	\$ 646.64
17735	Palmer Trophy & Awards	Office Supplies	\$ 104.73
<i>Total General Fund Checking...</i>			<b>\$ 207,342.38</b>

**PAYROLL ACCOUNT**

November 24, 2017	\$ 33,942.94
December 8, 2017	\$ 33,196.01
<i>Total Payroll Account...</i>	<b>\$ 67,138.95</b>

**SEWER DEPARTMENT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
927	PPL	Main Meter Electricity	\$ 26.83

**HIGHWAY RECONSTRUCTION / REHABILITATION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1047	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 14,433.38

**STATE LIQUID FUELS ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
560	Recon Construction Services, Inc.	2017 FDR Project	\$ 115,550.08



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**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
656	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 276.00
657	Chase Card Services	Capital Construction	\$ 1,209.75
658	A & S Fence	Capital Construction	\$ 1,750.00
659	U.S. Municipal Supply, Inc.	Park Supplies	\$ 1,060.30
660	A & S Fence	Capital Construction	\$ 1,750.00
<i>Total Open Space Account...</i>			<b><u><u>\$ 6,046.05</u></u></b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1012	Artefact, Inc.	Capital Construction	\$ 455.00
1013	All Phase Electric Supply Co	Capital Construction	\$ 2,330.08
1014	Moyer Lumber & Hardware	Capital Construction	\$ 69.35
1015	Home Depot Credit Services	Capital Construction	\$ 178.77
1016	Eastern Telephone & Telecommunications	Capital Purchase	\$ 360.00
1017	Edwards Business Systems	Capital Purchase	\$ 32,461.00
<i>Total Capital Reserve Account...</i>			<b><u><u>\$ 35,854.20</u></u></b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1871	CodeMaster Inspection Services, Inc.	Building Inspection Services - October	\$ 14,847.12
1872	CodeMaster Inspection Services, Inc.	Building Inspection Services - November	\$ 11,214.20
1873	B.J. Kilpatrick, Inc	Building Permit Refund	\$ 164.50
<i>Total Capital Reserve Account...</i>			<b><u><u>\$ 26,225.82</u></u></b>

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**REFUSE/RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1250	Commonwealth of PA	Application Fee	<b>\$ 100.00</b>

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1822	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 20,135.02
1823	Kay Builders, Inc.	Escrow Refunds	\$ 6,930.00
1824	Premier Land Company	Escrow Refund	\$ 2,037.00
1825	Met-Ed	Traffic Signal Electricity	\$ 140.62
1826	Signal Service, Inc.	Traffic Signal Maintenance	\$ 760.00
1827	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 548.00
1828	Asteak Law Offices	Legal Services	\$ 918.75
1829	VOIDED		
1830	Jeffrey Fritz	Escrow Refund	\$ 2,000.94
1831	Met-Ed	Traffic Signal Electricity	\$ 138.19
1832	William Pallo	Escrow Refund	\$ 2.08
<i>Total Master Escrow Checking Account...</i>			<b>\$ 33,610.60</b>