

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
April 11, 2018**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday April 11, 2018. The Vice-Chairman called the meeting to order at 6:30 PM.

Present were:

Martin J. Boucher	- Vice Chairman	Gary Asteak	- Solicitor
Robert S. Kucsan	- Supervisor	Albert Kortze	- Engineer
Amy L. Templeton	- Supervisor	Lori A. Stauffer	- Manager
		Lori B. Seese	- Zoning Administrator
		Tammi Dravec	- Secretary/Treasurer

Participated telephonically:

James S. Pennington - Chairman

A moment of silence in memory of LeRoy Bickert...

Mr. Boucher gave a brief statement on the passing of Mr. Bickert noting his dedication to the Township and his many years of service on various Township Boards. Mr. Bickert will be greatly missed.

Approval of Minutes

A motion was moved by Ms. Templeton and was seconded by Mr. Pennington to approve the March 28th meeting minutes. The motion carried.

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

Mr. Boucher acknowledged the receipt of the Hecktown Fire Report for March 2018.

Correspondence – There was no discussion under Correspondence.

Subdivision and Land Development

Resolution#LNT-20-18 – Trio Fields Phase VI-A –Final Subdivision Plan – Wayne Doyle, Cowan Associates gave a brief presentation. Mr. Kortze reviewed his letter and recommended approval. Ms. Seese reported that the Planning Commission discussed the parking issues in this subdivision and highly recommend that the developer include a parking lot in future submissions. In response to Mr. Pennington question on phases, Mr. Doyle stated there would be one additional phase after 6A. Mr. Pennington also noted that he agrees with Ms. Seese's comment on the need for additional parking. A motion was moved by Ms. Templeton and was seconded by Mr. Kucsan to approve Resolution #LNT-20-18. The motion carried.

Supervisors' Comments

Mr. Boucher, Ms. Templeton, and Mr. Kucsan had no comments. Mr. Pennington noted that he attended the County Council meeting where they discussed taking Gaming Funds from the Gaming Authority for County use. No decision was made, and it is hoped that the County will see that those funds should be left with the authority.

Manager's Report

Jaíndl Racetrack Proposal Meeting – The public meeting has been scheduled for Tuesday May 15th at 6:30pm and will be held at the Lower Nazareth Elementary School on Newburg Road.

**Board of Supervisors Minutes
April 11, 2018**

Lower Nazareth Historical Exhibit – The Township is working on a historical exhibit for the lobby of our Municipal Building at 623 Municipal Drive. We will be displaying the bell from the original Municipal Building at 306 Butztown Road. In addition, we are asking residents if they have any historical photos or memorabilia they would like to share.

Engineer's Report

ProLogis – Logisticenter East – Letter of Credit Reduction – Mr. Kortze review his letter recommending the letter of credit be reduced in the amount of \$1,760,226.60, leaving a balance of \$213,474.60. A motion was moved by Ms. Templeton and was seconded by Mr. Kucsan to reduce the letter of credit per Mr. Korte's letter. The motion carried.

ProLogis – Hanoverville Road – Letter of Credit Reduction – Mr. Kortze review his letter recommending the letter of credit be reduced in the amount of \$2,362,652.75, leaving a balance of \$585,451.63. A motion was moved by Ms. Templeton and was seconded by Mr. Kucsan to reduce the letter of credit per Mr. Korte's letter. The motion carried.

Sterling Crossing – Letter of Credit Reduction – Mr. Kortze review his letter recommending the letter of credit be reduced in the amount of \$979,933.36, leaving a balance of \$1,073,810.67. A motion was moved by Ms. Templeton and was seconded by Mr. Kucsan to reduce the letter of credit per Mr. Korte's letter. The motion carried.

Mr. Pennington asked about the connector road, Stephanie Drive. Mr. Kortze commented that the developer is working on it this spring.

Solicitor's Report

Solicitor Asteak noted that in speaking with the State Ethics Commission it was recommended that, due to Ms. Templeton's spouse being an officer with Colonial Regional, that she abstained from voting on these ordinances.

Solicitor Asteak also noted that both ordinances have been duly advertised in the Express Times and have been available for review at the Township Office.

Ordinance #224-04-18 – CRPD - Bath Withdrawal Settlement – Solicitor Asteak briefly reviewed the ordinance for Bath's withdrawal. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to approve Ordinance #224-04-18. Mr. Boucher, Mr. Pennington, and Mr. Kucsan voted yea, Ms. Templeton abstained. The motion carried.

Ordinance #225-04-18 – CRPD – Lower Nazareth & Hanover Agreement – Solicitor Asteak briefly reviewed the ordinance for the continuation with police services. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to approve Ordinance #225-04-18. Mr. Boucher, Mr. Pennington, and Mr. Kucsan voted yea, Ms. Templeton abstained. Robert Hoyer, 365 Country Club Road, thanked the Board for their hard work and continuing with Colonial Regional Police. 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 Ms. Templeton to approve payment of the bills dated April 11th. The motion carried.

Courtesy of the Floor

Tammy Kenny, 641 Mulberry Drive, requested a copy of the park concept plan. Ms. Seese noted that a disclaimer should be placed on any copies requested by the public. Ms. Stauffer asked Ms. Kenny for contact the office to set up a time to meet.

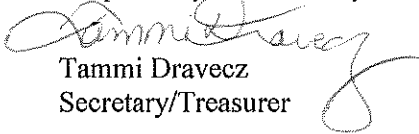
Jeff Shepherd, 4485 Whitetail Drive, noted the nice fields that Palmer just recently installed and asked if we were doing the same. Ms. Stauffer stated that at this point, we will just be leveling the fields.

Bob Stocklas, 539 Mountain View Road, inquired when Township meetings would be moved to the Township's new facility. Mr. Boucher stated that to save money the Township has been doing the work in house. Ms. Stauffer added that there has been a lot of progress in the past few months.

Luther Mitman, 3903 Hollo Road, commented on the condition of his neighbor Joe Mayer's property and wanted to know if it would be condemned. Solicitor Asteak stated we would look into it. Ms. Mitman also requested the Township install a traffic signal at Hollo Road and Route 248. He stated it is a dangerous intersection and noted that it takes several minutes before traffic clears to cross Route 248.

Adjournment – The meeting adjourned at 7:13 PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
April 11, 2018**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18006	CodeMaster Inspection Services	Building Inspection Services	\$ 90.00
18007	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
18008	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 75.00
18009	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 174.50
18010	France Anderson Basile and Company, P.C	Auditing Services	\$ 2,360.00
18011	Suburban Propane	Public Works Fuel	\$ 1,297.17
18012	Suburban Propane	Park Fuel	\$ 328.09
18013	RCN	Internet & Telephone Services	\$ 804.13
18014	First Regional Compost Authority	2nd Quarter Payment	\$ 5,089.58
18015	Keystone Municipal Insurance	Workers Comp Insurance	\$ 4,856.75
18016	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
18017	Easton Suburban Water Authority	Municipal Bldg Water	\$ 49.33
18018	Easton Suburban Water Authority	Hydrant Assessment	\$ 18,333.00
18019	Met-Ed	Traffic Signal / Street Light Electricity	\$ 321.26
18020	Liberty Propane Inc.	Municipal Building Propane	\$ 4,191.13
18021	Memorial Library of Nazareth & Vicinity	Library Service	\$ 23,121.00
18022	Verizon Wireless	Fire Company Wireless	\$ 279.88
18023	Verizon Wireless	Fire Company Wireless	\$ 138.56
18024	Service Electric Cable TV Inc	Fire Company Internet	\$ 48.95
18025	Service Electric Telephone Co.	Fire Company Telephone	\$ 42.04
18026	ExxonMobil	Fire Company Fuel	\$ 520.72
18027	Easton Suburban Water Authority	Fire Company Water	\$ 81.91
18028	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
18029	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 328.97

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18030	USPS	Newsletter Postage	\$ 773.16
18031	State Worker's Insurance Fund	Worker's Compensation	\$ 1,546.00
18032	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 165.00
18033	Edwards Business Systems	Copier Maintenance	\$ 153.92
18034	Fogels Fuel Service	Municipal Heating Fuel	\$ 2,908.68
18035	Kelly Weaver	Local Services Tax Refund	\$ 52.00
18036	Eric Mitcheltree	Real Estate Collection	\$ 20.00
18037	FedEx	Postage	\$ 18.76
18038	PPL, Inc.	Municipal Drive Electricity	\$ 863.91
18039	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,097.32
18040	PA One Call System, Inc.	Monthly Activity	\$ 58.40
18041	Verizon Wireless	Municipal/Public Works Wireless	\$ 313.65
18042	NJ Advance Media	Advertisements	\$ 571.65
18043	LNT Capital Reserve	Reallocation of Funds	\$ 25,000.00
18044	LNT Capital Reserve - Signal Service	Reallocation of Funds	\$ 225,000.00
18045	Capital Reserve - Equipment Replacement	Reallocation of Funds	\$ 150,000.00
18046	LNT Highway Reconstruction/Rehabilitati	Reallocation of Funds	\$ 350,000.00
18047	LNT Fiscal Stability Fund	Reallocation of Funds	\$ 50,000.00
18048	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
18049	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
18050	Colonial Regional Police Department	Police Contract Payment	\$ 113,440.06
18051	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 23,414.27
18052	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
18053	Hicks Paving LLC	Temporary Restrooms	\$ 180.00
18054	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 237.54

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18055	A&A Sales Associates, LLC	Public Works Supplies	\$ 2,484.46
18056	Migu	Spring Newsletter	\$ 3,566.00
18057	Integra One	Computer Services/Software Maintenance	\$ 2,112.71
18058	PPL, Inc.	Fire Company Electricity	\$ 469.27
18059	Fogels Fuel Service	Fire Company Fuel	\$ 1,789.06
18060	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 795.32
18061	Kansas State Bank	Fire Company Loan Payment	\$ 63,707.83
18062	Staples Business Advantage	Office Supplies	\$ 41.28
18063	Staples Business Advantage	Office Supplies	\$ 82.40
18064	Chase Card Services	Office Supplies/Software Maintenance/Trainin	\$ 3,042.90
18065	Sam's Club	Public Works/Park/Office Supplies	\$ 249.97
18066	All-Phase Electric Supply Co.	Pubic Works Shop Tools/Equipment	\$ 160.00
18067	Foley, Incorporated	PW Equipment Parts/Supplies	\$ 559.68
18068	Five Star International LLC	Public Works Equipment Parts/Repairs	\$ 569.24
18069	Kimball Midwest	PW Equipment Parts/Supplies	\$ 702.23
18070	Sharkan Supply Co.	Public Works Equipment Parts/Supplies	\$ 54.60
18071	U.S. Municipal Supply, Inc.	Park Supplies / Traffic Signs	\$ 1,595.58
18072	Home Depot	Public Works Shop Tools/Equipment/Supplies	\$ 453.11
18073	Easton Area Joint Sewer Authority	Debt Service	\$ 3,249.86
18074	Easton Area Joint Sewer Authority	Operating & Capital Operating Expense	\$ 616.26
18075	Integra One	Computer Services/Software Maintenance	\$ 81.00
<i>Total General Fund Checking...</i>			<u><u>\$ 1,100,022.85</u></u>

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REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1254	Hicks Portable Toilets	Temporary Restrooms	\$ 90.00

LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
933	Gilmore & Associates	Engineering Services	\$ 346.25
934	PPL Electric Utilities	Main Meter Electricity	\$ 28.05
<i>Total Sewer Fund Checking...</i>			\$ 374.30

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1885	CodeMaster Inspection Services, Inc	Building Inspection Services	\$ 15,063.50

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1029	<i>VOIDED</i>		
1030	General Code	Land Records Software	\$ 8,572.50
1031	Staples Advantage	Capital Purchase	\$ 69.85
1032	Building Specialties	Capital Construction	\$ 484.85
1033	Home Depot Credit Services	Capital Construction	\$ 1,222.54
<i>Total Capital Reserve Account...</i>			\$ 8,642.35

PAYROLL ACCOUNT

April 13, 2018

\$ 37,131.35

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CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1009	Star Buick GMC	Equipment Purchase	\$ 37,863.00
1010	Lafayette Ambassador Bank	Equipment Purchase	\$ 11,637.71
<i>Total Capital Reserve Equipment Replacement Account...</i>			\$ 49,500.71

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1870	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,925.00
1871	Met-Ed	Traffic Signal Electricity	\$ 569.67
1872	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 805.00
1873	Met-Ed	Traffic Signal Electricity	\$ 166.85
1874	PPL Electric Utilities	Traffic Signal Electricity	\$ 91.32
1875	County of Northampton	Escrow Refund	\$ 501.59
<i>Total Master Escrow Checking Account...</i>			\$ 4,059.43