

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

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday July 11, 2018. The Chairman called the meeting to order at 6:52 PM.

Present were:

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

**** Mr. Pennington indicated the Board held an Executive Session prior to this evening's meeting to discuss legal and real estate matters. ****

Approval of Minutes

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the June 27th 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 Hecktown Fire Report for June 2018.

Correspondence -- There was no discussion under Correspondence.

Subdivision and Land Development

Lehigh Valley Health Network (LVHN) Traffic Signal Modifications –

Hecktown Road & Country Club Road - Resolution #LNT-28-18 – A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan approve resolution for the traffic signal modification. The motion carried.

Hecktown Road State Route 248 and SB33 Ramp - Resolution #LNT-29-18 – A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton approve resolution for the traffic signal modification. The motion carried.

Hecktown Road State Route 248 and NB33 Ramp - Resolution #LNT-30-18 – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton approve resolution for the traffic signal modification. The motion carried.

Supervisors' Comments

Mr. Boucher, Mr. Kucsan and Mr. Hoyer had no comments.

Ms. Templeton inquired about placing “No Parking” signs in front of WaWa along Route 248. Tractor trailers parking along the road block the view of people pulling out of Wawa onto Route 248.

Mr. Pennington attending a hearing at Wind Gap Middle School regarding clean fill and regulated fill standards. Abandoned slate quarries in the Slate Belt receive a high volume of fill materials from New York and New Jersey, causing concerns over the environmental impact of these activities.

Manager's Report

Approval of Materials for Newburg Community Park – Ms. Stauffer requested approval for pipes for the current project area, soccer fields and parking lot. Additional materials will be needed as areas are developed in the future. The quote for these pipes is \$47,577.40. We are waiting on quotes for the drain boxes. Equipment required to perform the work was quoted at \$31,218.96 A motion was moved by Ms. Templeton and was seconded by Mr. Boucher approve the purchase of materials along with the equipment rental. The motion carried.

Pension Administrative Officer Appointment – Resolution #LNT-27-18 – A motion was moved by Ms. Templeton and was seconded by Mr. Boucher approve resolution LNT-27-18. The motion carried.

Engineer's Report – There was no discussion under Engineer's Report.

Solicitor's Report

Municipal Building Tenant – Solicitor Asteak stated that our tenant has moved out; therefore, the Board needs to decide whether to re-lease the office space or keep the space for Township use. If we elect to not re-lease the space, we can apply for tax exemption on the space. Both Mr. Pennington and Mr. Hoyer thought the Township should not continuing in the rental business. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to not re-lease the office space and authorize Solicitor Asteak to apply for tax exemption. 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 July 11th. The motion carried.

Courtesy of the Floor

Bert Smalley, 4335 King George Drive, requested information on the Liberty Properties project and the approval process moving forward. Solicitor Asteak stated the Township and the developer are reviewing plans and negotiating a settlement. The court checks in with regular phone calls from the judge for updates. When a conclusion has been reached the developer will be required to come back before the Board of Supervisors and before the court.

Adjournment

The meeting adjourned at 7:10 PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

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

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18272	Cheyenne Swanson	Summer Park Program	\$ 75.00
18273	DC Lighting & Accessories LLC	Public Works Equipment	\$ 5,351.49
18274	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 29.36
18275	Global Equipment Company Inc	Facilities Maintenance	\$ 141.35
18276	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,217.75
18277	PPL, Inc.	Municipal Drive Electricity	\$ 1,048.00
18278	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
18279	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
18280	Colonial Regional Police Department	Police Contract Payment	\$ 113,440.06
18281	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 31,025.91
18282	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
18283	Met-Ed	Traffic Signal / Street Light Electricity	\$ 326.00
18284	J. Smith's Automotive, Inc.	Equipment Repairs	\$ 16.58
18285	Valley Tire Factory Outlet, Inc.	Public Works Tool/Equipment Repairs	\$ 22.00
18286	Karen A. Mengel, RPR, CSR	Stenographer	\$ 95.00
18287	EMC Insurance Companies	Township Insurance	\$ 5,932.97
18288	Medical Life Insurance Company	Employee Life Insurance	\$ 2,527.40
18289	Easton Suburban Water Authority	Hydrant Assessment	\$ 18,333.00
18290	Easton Suburban Water Authority	Municipal Bldg Water	\$ 53.28
18291	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
18292	First Regional Compost Authority	2nd Quarter Payment	\$ 5,089.58
18293	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 616.26
18294	NJ Advance Media	Advertisements	\$ 422.10
18295	Integra One	Computer Services	\$ 500.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18296	PAPCO	Equipment Motor Fuel	\$ 723.00
18297	Staples Business Advantage	Office / Zoning Supplies	\$ 47.12
18298	Cheryl Yob	Summer Park Supplies	\$ 19.33
18299	Brown Family LP	Tax Refund	\$ 564.06
18300	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,512.75
18301	Chase Card Services	Supplies/Software Maintenance/Training	\$ 5,190.15
18302	Tammi Dravec	Summer Park Supplies	\$ 45.05
18303	Memorial Library of Nazareth & Vicinity	Library Service	\$ 23,121.00
18304	Laudone & Associates, Inc.	Property Appraisals	\$ 4,800.00
18305	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 95.00
18306	Edwards Business Systems	Copier Supplies	\$ 59.18
18307	W.B. Mason Company, Inc.	Office Supplies	\$ 249.90
18308	Home Depot	Public Works Shop Tools/Equipment/Supplies	\$ 850.50
18309	Crafco, Inc.	Pavement Maintenance Supplies	\$ 2,632.50
18310	Monarch Precast Concrete Corporation	Pipe & Drainage Supplies	\$ 1,045.00
18311	Sharkan Supply Co.	Public Works Shop Tools/Equipment	\$ 1,618.00
18312	Trach Plumbing & Heating	Fire Company Maintenance	\$ 325.00
18313	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
18314	Easton Suburban Water Authority	Fire Company Water	\$ 66.11
18315	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
18316	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 664.41
18317	ExxonMobil	Fire Company Fuel	\$ 209.03
18318	Highway Materials, Inc.	Pavement Maintenance Supplies	\$ 678.57
18319	PAPCO	Equipment Motor Fuel	\$ 1,481.54
18320	Allstate Septic Systems	Temporary Restrooms	\$ 225.00

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18321	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 386.99
18322	Integra One	Computer Services	\$ 1,514.00
18323	Integra One	Computer Services/Software Maintenance	\$ 11,419.00
18324	Integra One	Computer Services	\$ 468.75
18325	Integra One	Computer Services	\$ 625.00
18326	Integra One	Computer Services/Software Maintenance	\$ 81.00
18327	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 2,520.07
<i>Total General Fund Checking...</i>			<u><u>\$ 254,753.90</u></u>

PAYROLL ACCOUNT

July 6, 2018

\$ 45,821.11

LOWER NAZARETH SEWER ACCOUNT

Num	Name	Memo	Amount
938	PPL Electric Utilities	Main Meter Electricity	\$ 27.14

CAPITAL RESERVE - EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1012	Lafayette Ambassador Bank	Lease Payment	\$ 15,067.92

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1258	Staples Business Advantage	Office Supplies	\$ 199.99
1259	AllState Septic Systems, LLP	Temporary Restrooms	\$ 135.00
<i>Total Recycling/Refuse Account...</i>			<u><u>\$ 334.99</u></u>

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1044	Advanced Products & Services, Inc.	Bell Restoration	\$ 1,000.00
1045	All Phase Electric Supply Co	Capital Construction	\$ 27.39
1046	L&W Supply Corporation	Capital Construction	\$ 3,740.40
<i>Total Capital Reserve Account...</i>			\$ 4,767.79

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1903	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	6,693.00
1904	Asteak Law Offices	Legal Services	47.50
1905	Met-Ed	Traffic Signal Electricity	145.95
1906	Premier Land Company	Escrow Refunds	12,191.12
1907	Sterling Crossing, LLC	Escrow Refunds	8,619.00
1908	Kay Builders, Inc.	Escrow Refunds	4,000.00
1909	PPL Electric Utilities	Traffic Signal Electricity	76.54
<i>Total Master Escrow Checking Account...</i>			\$ 31,773.11