

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
September 26, 2018**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday September 26, 2018. The Chairman called the meeting to order at 6:30 PM.

Present were:

James S. Pennington	- Chairman	Gary Asteak	- Solicitor
Martin Boucher	- Vice Chairman	Albert Kortze	- Engineer
Robert J. Hoyer	- Supervisor	Lori A. Stauffer	- Manager
Amy L. Templeton	- Supervisor	Eric A. Albert	- Office Coordinator

Absent were: Bert R. Smalley - Supervisor  
Tammi Dravec - Secretary / Treasurer

*\*\*\* The Board held an executive session prior to the meeting to discuss legal and personnel matters. \*\*\**

**New Business**

Defined Contribution Benefit Presentation- Kristen Backenstoe of Beyer-Barber Company gave a brief presentation on how a Defined Contribution Benefit would work for employees hired as of January 1, 2019 vs. the current pension plan that is provided to employees. The Board stated that they would need to think about what parameters will be used in formulating the defined contribution plan and will discuss at the next meeting.

Heritage Conservancy Open Space Presentation- Representatives were unable to attend tonight's meeting.

**Approval of Minutes**

A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to approve the September 12<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 August 2018.

**Correspondence**

There were no items to discuss under Correspondence.

**Subdivision and Land Development**

There were no items to discuss under Subdivision and Land Development.

**Supervisors' Comments**

Mr. Pennington attended the COG meeting in August and stated that they are hoping to have an animal control officer in effect by 2019. The control officer will be available to collect stray dogs, not cats. Mr. Pennington also attended the Regional LVPC meeting and they are in the process of updating the Multi Municipal Plan.

Mr. Hoyer had no comments.

**Board of Supervisors Minutes  
September 26, 2018**

Mr. Boucher had no comments.

Ms. Templeton had no comments

### **Manager's Report**

2019 Colonial Regional Police Budget – Ms. Stauffer stated that the 2019 CRPD budget was ready to be adopted. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to adopt the 2019 CRPD budget. Ms. Templeton abstained. The motion carried.

Recreation Plan Update – RFP review & Approval – A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the request for consulting services for the recreation, parks and open space master plan. The motion carried.

Fireworks Ordinance – Supervisor Comments – Mr. Boucher stated that he would like to have an ordinance that is similar to the one Hanover Township has put into place. Mr. Pennington stated that he also likes Hanover Townships ordinance but would like to look into adding Labor Day and Memorial Day. Mr. Hoyer added that sales should be allowed in areas zoned general commercial. The Board asked Ms. Stauffer to work with the Solicitor on crafting an ordinance.

Authorization to Amend Codified Ordinance – Prohibit Parking – Wawa – Ms. Stauffer stated that they would like to add no parking signs on Route 248 outside of the Wawa store. Mr. Hoyer thought it would be a good idea to check with the CRPD and see if there are any other areas within the township that this may be appropriate. Ms. Stauffer stated she would check with CRPD as well as the Public Works crew and she will report the findings to the board.

### **Engineer's Report**

Saratoga Farms – Phase I – Letter of Credit Reduction – Mr. Kortze recommended that the letter of credit be reduced from \$484,713.30 to \$447,794.00. A motion was made by Mr. Hoyer to reduce the security and was seconded by Mr. Boucher. The motion carried

Saratoga Farms – Phase II – Letter of Credit Reduction – Mr. Kortze recommended that the letter of credit be reduced from \$616,887.24 to \$587,187.24. A motion was made by Mr. Hoyer to reduce the security and was seconded by Mr. Boucher. The motion carried

Keystone Foods – Warehouse – Letter of Credit Reduction – Mr. Kortze recommended that the letter of credit be reduced from \$55,638.00 to \$33,693.00. A motion was made by Mr. Boucher to reduce the security and was seconded by Mr. Hoyer. The motion carried

### **Solicitor's Report**

Monocacy Creek Watershed Act 167 Stormwater Management Ordinance – Authorization to Advertise – A motion was moved by Mr. Boucher and seconded by Ms. Templeton to authorize the advertisement of the Monocacy Creek Watershed Act 167 Stormwater Management Ordinance. The motion carried

Life Church Land Development Plan – Mr. Asteak asked the Board to approve the improvements agreement subject to final review and receipt of the Letter of Credit. A motion to accept the improvements agreement subject to final review and receipt of the Letter of Credit was made by Mr. Hoyer and seconded by Mr. Boucher. The motion carried

**Old Business**

There was no discussion under Old Business.

**Payment of the Bills**

A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve payment of the bills dated September 26th. The motion carried.

**Courtesy of the Floor**

Travis Gerould, 463 Schoolhouse Road, wanted to know if the radar speed limit signs can be moved to different locations. Mr. Kortze stated that as long as they are on Township roads we can move them to wherever we deem fit.

Bill Schuch, 4291 Christian Springs Road, wanted the township to know that Jaendl has a barn near his home that is falling down and would like someone to reach out to Mr. Jaendl and address this. Ms. Stauffer said that the staff would investigate and reach out to Mr. Jaendl about it.

Marie Cunningham, 4315 Christian Springs Road, asked to see if we knew what the minimum acreage is for the Heritage Conservancy. Mr. Pennington stated he believed it was 10 acres but that would be discussed during the presentation.

**Adjournment**

The meeting adjourned at 7:47 PM.

Respectfully submitted by,



Eric Albert  
Municipal Office Operations Coordinator

**Lower Nazareth Township  
Bills To Be Approved  
September 26, 2018**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
18494	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,546.00
18495	NCATO	County Convention	\$ 550.00
18496	Commonwealth Financing Authority	Grant Application	\$ 100.00
18497	Hecktown Volunteer Fire Company	2018 Fire Relief	\$ 65,140.77
18498	Edwards Business Systems	Copier Maintenance	\$ 490.09
18499	Edwards Business Systems	Copier Maintenance	\$ 88.43
18500	First Regional Compost Authority	4th Quarter Payment	\$ 5,089.58
18501	NJ Advance Media	Advertisements	\$ 492.65
18502	Pitney Bowes	Postage Meter	\$ 180.00
18503	City of Bethlehem	Hydrant Assessment	\$ 156.54
18504	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
18505	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 89.10
18506	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 910.00
18507	BB&T	2018 Pension Plan Contribution	\$ 115,000.00
18508	Migu	Fall Newsletter	\$ 3,734.00
18509	Jerome Rinaldi	Permit Refund	\$ 50.00
18510	Tommy Burke	Property Damage Reimbursement	\$ 150.00
<i>Total General Fund Checking...</i>			<b>\$ 193,787.61</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1896	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 5,179.48

**PAYROLL ACCOUNT**

September 28, 2018

**\$ 45,348.14**

**Lower Nazareth Township  
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**REFUSE / RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1262	Reliable Sign & Striping, Inc	Public Works Sign Supplies <i>reissue - original lost in mail</i>	\$ <b>38.00</b>

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1932	Keystone Consulting Engineers, Inc.	Engineering and Inspections Services	\$ 10,895.76
1933	Ryan Sowell	Key Returns	\$ 105.00
1934	Lower Nazareth Township	Engineering and Inspections Services	\$ 165.00
1935	Met-Ed	Traffic Signal Electricity	\$ 135.23
1936	Jerome Rinaldi	Escrow Refund	\$ 500.00
<b><i>Total Master Escrow Checking Account...</i></b>			<b>\$ 11,800.99</b>