

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
February 27, 2019**

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday February 27, 2019. The Chairman called the meeting to order at 6:45 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
Bert R. Smalley	-	Supervisor	Tammi Draveczech	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator

****The Board held an executive session prior to this evening's meeting to discuss legal matters.****

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the February 13th meeting minutes. Mr. Smalley 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 January 2019.

Correspondence

Eagle Scout Project – Mr. Pennington stated that Marshall Hamilton, in attendance this evening, has reached out to the Township about doing his Eagle Scout Project in our Township Park. He commented to Mr. Hamilton that we look forward to working with him.

PennEast Pipeline – Ms. Stauffer reported that the Township is in receipt of an email from David Halteman regarding any right of way agreements we have with PennEast Pipeline. Solicitor Asteak reported that there are no agreements as PennEast has not approached us to discuss. He stated that the Township will reach out to PennEast to discuss.

Subdivision and Land Development

Zoning Map/Text Amendment – Windrift Real Estate Associates – Lower Nazareth Commercial Park – In attendance was David Ronca and his engineer Bob Hoppes. Mr. Kortze stated that the applicant is looking to re-zone lands currently zoned office park to light industrial This would match their adjoining property. Solicitor Asteak requested authorization to draft the ordinance and reminded the Board it would be reviewed along with any subdivision and land development plans at a future meeting. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to draft the ordinance and forward it to LNT Planning Commission and LVPC for comments. Mr. Smalley asked Mr. Ronca the intent of the property if rezoned. Mr. Ronca stated light industrial and manufacturing like the existing uses and noted no facility is larger than 40,000 square feet. Mr. Hoyer abstained as he has a previous business relationship with the applicant. The motion carried.

Solicitor Asteak asked the applicant to provide him with a legal description of the area to be re-zoned in order to draft the ordinance.

Supervisors' Comments

Mr. Boucher attended the CRPC meeting on Monday at which the truck scales were discussed. He stated that Hanover Township reported they are writing a letter to Northampton County District Attorney Morganelli for financial assistance. Ms. Stauffer stated we will do the same. Mr. Boucher also stated the CRPD has requested we remove the ticket box from our property. It is underutilized as most people pay in personal or electronically.

Ms. Templeton & Mr. Smalley had no comments.

Mr. Hoyer welcomed everyone to the new meeting room. He congratulated and thanked the staff for their hard work and commented on a beautiful job completing this project.

Mr. Pennington also attended the CRPC meeting. He also noted Former Township Manager, Mr. Tenges', contribution to the new meeting room.

Nazareth Area Multi-Municipal Comp Plan – Ms. Stauffer referred to an email received by the Board members listing current issues municipalities are facing. They were asked to rank the top five and report back to her before March 11th.

Engineer's Report

Phillips & Phillips – Hecktown Road Widening – Letter of Credit Reduction & Commence Maintenance Period – Mr. Kortze recommended a letter of credit reduction in the amount of \$90,942.50 and commence the 18-month maintenance period. A motion was moved by Mr. Hoyer and was seconded by Mr. Smalley to reduce the security and commence the maintenance period. The motion carried.

New Meeting Room – Mr. Kortze commended the Township Staff on the meeting room and said it was something to be proud of.

Solicitor's Report

Open Space Referendum – Solicitor Asteak stated that our ordinance was submitted was timely filed and the Open Space Referendum will appear on the May 21st ballot.

New Meeting Room – Solicitor Asteak stated he was impressed with the work completed on the meeting room.

Ordinance #233-02-09 - No Parking Ordinance Amendment – Solicitor Asteak commented that this ordinance combines all previous no parking ordinances and includes new parking restrictions as well. A motion was moved by Mr. Smalley and was seconded by Ms. Templeton to adopt the ordinance. The motion carried.

Windrift Development – Lot #4 Hecktown Business Park – Sewer Capacity Agreement with Palmer Township – Solicitor Asteak stated this will be a supplemental agreement to existing agreements with Palmer Township. Victaulic (Lot#4) needs an additional 22,250 gallons a day which Palmer has agreed to allow to enter their system. Victaulic has an agreement with Palmer to purchase the capacity at \$10.05/gallon. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to enter into the agreement with Palmer Township.

Manager's Report

New Meeting Room – Ms. Stauffer said she is blessed to have a staff that pulled together to complete the meeting room. She named all staff and their committees whose efforts put together a beautiful meeting room. Ms. Stauffer invited everyone to stay for a slice of cake after the meeting.

Yard Waste Facility – Ms. Stauffer commented that our Yard Waste Facility will be opening for the season this Friday March 1st.

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. Boucher and was seconded by Ms. Templeton to approve payment of the bills dated February 27th. The motion carried.

Courtesy of the Floor

Chris Sandone, 4358 King George Drive, spoke of the late Gary Metzger's involvement in the baseball program over many years. He proposed the Township name the fields at the Township Park, "Metzger Fields." Mr. Pennington thanked Mr. Sandone for his comments. He stated that the Township is currently revising our Recreation and Plan and will take this into consideration during that process.

Norman Shriver, 4437 Maria Drive, noted that in January, 218 Lower Nazareth children and 830 adults utilized library services. She wants to see more people visit the library and discussed all the programs available. Mr. Shriver said they have a 3-D printer, book clubs, tax workshops, story hours, book sales, and special events.

Adjournment

The meeting adjourned at 7:15PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
February 27, 2019**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18912	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 3,480.00
18913	Edwards Business Systems	Copier Maintenance	\$ 177.01
18914	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,918.00
18915	NJ Advance Media	Advertisement	\$ 114.00
18916	City of Bethlehem	Hydrant Assessment	\$ 156.54
18917	Verizon Wireless	Municipal/Public Works Wireless	\$ 483.81
18918	Brown & Brown of Lehigh Valley	Treasurer Bond	\$ 750.00
18920	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 6,069.00
18921	Edwards Business Systems	Copier Maintenance	\$ 398.37
18922	Edwards Business Systems	Copier Maintenance	\$ 516.36
18923	Carroll Engineering Corporation	Engineering Services	\$ 1,444.21
18924	Integra One	Computer Services/Software Maintenance	\$ 81.00
18925	Integra One	Computer Services	\$ 531.25
18926	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 598.00
18927	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
18928	Morton Salt, Inc.	Winter Maintenance Materials	\$ 16,740.53
18929	Structural Metal Fabricators, Inc.	Public Works Equipment Parts/Supplies	\$ 892.97
18930	Sharkan Supply Co.	Public Works Shop Tools/Equipment	\$ 399.00
18931	Safeguard Business Systems	Office Supplies	\$ 217.72
18932	PAPCO	Equipment Motor Fuel	\$ 1,796.94
18933	Pitney Bowes Purchase Power	Postage	\$ 1,520.99
18934	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 638.68
18935	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 2,138.44
18936	NJ Advance Media	Advertisement	\$ 208.80
18937	Liberty Propane Inc.	Municipal Building Propane	\$ 4,026.34
18938	Easton Suburban Water Authority	Municipal Bldg Water	\$ 62.43

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18939	New Enterprise Stone & Lime Co., Inc.	Winter Maintenance	\$ 4,134.88
18940	Keystone Municipal Insurance	Workers Comp Insurance	\$ 3,791.00
18941	New Enterprise Stone & Lime Co., Inc.	Paving/Patching/Aggregate	\$ 1,162.52
18942	Wex Bank	Fire Company	\$ 446.39
18943	Sparkle Car Wash on 248 LLC	Fire Company	\$ 4.00
18944	A & S HVAC, Inc.	Fire Company Maintenance	\$ 130.00
18945	Verizon Wireless	Fire Company Wireless	\$ 1,950.29
18946	Verizon Wireless	Fire Company Wireless	\$ 893.52
18947	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.35
18948	Service Electric Cable TV Inc	Fire Company Internet	\$ 55.89
18949	Easton Suburban Water Authority	Fire Company Water	\$ 77.72
18950	Keystone Volunteer Insurance Group	Fire Company Insurance	\$ 6,832.00
<i>Total General Fund Checking...</i>			\$ 64,903.40

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1081	Alliance architecture, LLC	Architectural Services	\$ 1,920.00
1082	Security Service Co., Inc.	Capital Construction	\$ 321.50
1083	Owen Bastian, Inc.	Capital Construction	\$ 12,950.00
1084	Integra One	Capital Construction	\$ 840.00
1085	Palmer Trophy & Awards	Capital Construction	\$ 5,248.80
<i>Total Capital Reserve Account...</i>			\$ 21,280.30

PAYROLL ACCOUNT

March 1, 2019

\$ 42,913.30

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TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
1001	Laudone & Associates, Inc.	Appraisal Services	<u><u>\$ 2,000.00</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
670	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,514.75
671	Lyons Recreation, LLC	Playground	\$ 2,397.42
		<i>Total Open Space Account...</i>	<u><u>\$ 4,912.17</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1914	CodeMaster Inspection Services, Inc.	Building Inspection Services	<u><u>\$ 4,806.12</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
1994	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	<u><u>\$ 38,618.17</u></u>