

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 8, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday March 8, 2017. The Chairman called the meeting to order at 6:30 PM.

Present were:

James S. Pennington	-	Chairman	Albert Kortze	-	Engineer
Gerald R. Green	-	Vice Chairman	Timm A. Tenges	-	Manager, Secretary/Treasurer
Martin J. Boucher	-	Supervisor	Tammi Draveczech	-	Assistant Secretary/Treasurer
Robert S. Kucsan	-	Supervisor	Lori B. Seese	-	Zoning Administrator
			Steven Mills	-	Gary Asteak, Solicitor

Absent were:

Eric E. Nagle, Supervisor

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Mr. Green to approve the February 8th meeting minutes. Mr. Kucsan 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 and the Hecktown Fire Report for February 2017.

Correspondence

There were no comments under Correspondence.

Subdivision and Land Development

There were no comments under Subdivision and Land Development.

Supervisors' Comments

Mr. Green and Mr. Kucsan had no comments. Mr. Pennington & Mr. Boucher both attended the CRPC meeting in February. Mr. Pennington also requested an update on the re-opening of the bridge on Georgetown Road. Mr. Tenges reported that the latest report was June 2017 at the earliest.

Manager's Report

Destruction of Municipal Records – Resolution #LNT-11-17 – A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve Resolution #LNT-11-17. The motion carried.

Meeting Cancellation – Mr. Tenges requested to cancel the next meeting on March 22nd. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to cancel the March 22nd meeting. The motion carried.

Engineer's Report

Brown Daub Fiat – Letter of Credit Release – Mr. Kortze reviewed his letter recommending the release of the remaining \$5,253.90 security. A motion was made by Mr. Kucsan and was seconded by Mr. Green to release the letter of credit. The motion carried.

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Chestnut Avenue Associates – Lafayette Ambassador Bank – Letter of Credit Release – Mr. Kortze reviewed his letter recommending the release of the remaining \$15,113.10 security. A motion was made by Mr. Boucher and was seconded by Mr. Kucsan to release the letter of credit. The motion carried.

Solicitor’s Report

There was no discussion under Solicitor’s Report.

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. Green and was seconded by Mr. Kucsan to approve payment of the bills dated March 8, 2017. The motion carried.

Courtesy of the Floor

Paul Arnold, Constitution Drive in Traditions of America, inquired on the proposed warehouse on Township Line Road. Mr. Tenges reported that it is currently on hold as the applicant is resolving some issues. No information has been forwarded on to any outside agencies.

Renae Shepherd, 4485 Whitetail Drive, brought questions from their recent HOA meeting. She inquired whether common areas within her community are taxable. Mr. Mills stated that some are, some are not; that would have to be researched. Mrs. Shepherd asked who required the drip irrigation to be installed. Mr. Kortze stated that Lower Nazareth would not have required that, but perhaps DEP may have. He noted that the community would be responsible for the maintenance. Mrs. Shepherd asked if there was site maintenance regulations in regards to material storage and Mr. Tenges stated there was not. She also asked about parking limitations per unit because parking is becoming a problem in the community. Mrs. Shepherd then asked if they needed a permit to protest. The Board noted that the property is private property and Kay Builders could have them removed if they wish. Mr. Shepherd added that they want to stand outside the mobile home to protest the parking conditions. He stated that they checked at other Kay Builders communities and there is a visitor parking lot. Mr. Shepherd asked if that could be reviewed for future phases. Mr. Tenges stated that even if we were to amend our Zoning Ordinance and SALDO, the changes would not apply to this community. Mr. Pennington noted that we can comment and make the request for future phases but we wouldn’t be able to enforce anything. Lastly Mr. Shepherd wanted to inquire on the lasted path of the pipeline. Mr. Pennington stated that we only know what is online and couldn’t say if that would be the final path.

Adjournment

The meeting adjourned at 6:54 PM.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

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**Lower Nazareth Township
Bills To Be Approved
March 8, 2017**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16953	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 78.00
16954	PAMA	2017 Membership Dues	\$ 280.00
16955	Sam's Club	Public Works Supplies	\$ 380.68
16956	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 1,314.75
16957	Suburban Propane	Public Works Fuel	\$ 954.99
16958	Verizon Wireless	Municipal/Public Works Wireless	\$ 384.19
16959	The Pennsylvania Municipal League	Membership Renewal	\$ 65.00
16960	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 320.00
16961	Integra One	Computer Services	\$ 548.63
16962	CCP Industries, Inc.	Public Works Supplies	\$ 164.00
16963	Giles & Ransome, Inc.	Public Works Equipment Parts/Supplies	\$ 126.92
16964	Stotz & Fatzinger Office Supply	Office Supplies	\$ 65.10
16965	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 2,799.62
16966	Suburban Propane	Park Fuel	\$ 207.01
16967	Edwards Business Systems	Copier Maintenance	\$ 758.30
16968	Easton Suburban Water Authority	Municipal Bldg Water	\$ 189.86
16969	Beyer-Barber Company	Pension Plan Administration	\$ 175.00
16970	Liberty Propane Inc.	Municipal Building Propane	\$ 2,702.03
16971	Keystone Municipal Insurance	Workers Comp Insurance	\$ 132.00
16972	PSATS CDL Program	CDL Drug Testing	\$ 60.00
16973	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85
16974	Verizon Wireless	Fire Company Wireless	\$ 398.53
16975	Verizon Wireless	Fire Company Wireless	\$ 138.56
16976	Service Electric Telephone Co.	Fire Company Telephone	\$ 42.87
16977	Powers Electric Supply	Fire Company Supplies	\$ 7,665.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
16978	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,338.00
16979	Morton Salt, Inc.	Winter Maintenance	\$ 16,696.59
16980	Meghan Lokay	Local Services Tax Refund	\$ 48.00
16981	Jordan Donato	Local Services Tax Refund	\$ 50.00
16982	Meghan Atkins	Local Services Tax Refund	\$ 52.00
16983	Tyler Lambert	Local Services Tax Refund	\$ 10.00
16984	Lynette Capone	Local Services Tax Refund	\$ 52.00
16985	Jennifer Richardson	Local Services Tax Refund	\$ 78.00
16986	Lillian Zito	Local Services Tax Refund	\$ 61.00
16987	Neeta Bhatia	Local Services Tax Refund	\$ 51.00
16988	R.S. Security & Communications	Fire Company Service Contract	\$ 420.00
16989	Easton Suburban Water Authority	Fire Company Water	\$ 69.61
16990	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 81.29
16991	Hi-Tech Security Alarms	Fire Company Maintenance	\$ 3,689.00
16992	EMC Insurance Companies	Township Insurance	\$ 5,497.85
16993	Suburban Propane	Public Works Fuel	\$ 900.71
16994	Easton Suburban Water Authority	Municipal Bldg Water	\$ 48.88
16995	Pitney Bowes	Office Supplies	\$ 84.99
16996	Asteak Law Offices	Legal Services	\$ 6,049.25
16997	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 349.00
16998	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 81.90
16999	ExxonMobil	Fire Company Fuel	\$ 274.89
17000	LNT Real Estate Tax Collector	Real Estate Taxes	\$ 581.25
17001	County of Northampton	Property Taxes	\$ 108.90
17002	County of Northampton	Property Taxes	\$ 1,543.79

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17003	All-Phase Electric Supply Co.	Pubic Works Shop Tools/Equipment	\$ 240.19
17004	Tractor Supply Credit Plan	Public Works Supplies/Equipment Parts	\$ 299.88
17005	Palmer Township Board of Supervisors	MS4 Advertisement	\$ 42.50
17006	PA One Call System, Inc.	Monthly Fax Activity	\$ 38.54
17007	The Morning Call	Subscription Renewal	\$ 88.00
17008	Home Depot	Public Works /Municipal Bldg Supplies	\$ 50.98
17009	NJ Advance Media	Advertisements	\$ 358.40
17010	Safeguard Business Systems	Office Supplies	\$ 198.49
17011	J. Smith's Automotive, Inc.	Equipment Repairs	\$ 16.58
17012	Staples Business Advantage	Office Supplies	\$ 109.37
17013	Integra One	Data Processing Equipment / Computer Service	\$ 1,207.50
17014	U.S. Municipal Supply, Inc.	Traffic Sign Supplies	\$ 3,836.55
17015	Met-Ed	Traffic Signal / Street Light Electricity	\$ 322.67
17016	Security Service Company, Inc.	Security System Monitoring	\$ 232.35
17017	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 135.21
17018	PPL, Inc.	Municipal Drive Electricity	\$ 814.17
17019	Chase Card Services	Equipment Parts/Supplies/Office & PW Suppli	\$ 1,487.07
17020	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
17021	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
17022	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
17023	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
17024	Hicks Portable Toilets	Temporary Restrooms	\$ 170.00
<i>Total General Fund Checking...</i>			<u>\$ 202,062.49</u>

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LOWER NAZARETH SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
915	PPL Electric Utilities	Main Meter Electricity	\$ 24.12

PAYROLL ACCOUNT

February 17, 2017	\$ 35,776.99
March 3, 2017	\$ 36,515.67
<i>Total Payroll Account...</i>	\$ 72,292.66

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
0974	Bath Supply Co., Inc.	Capital Construction	\$ 2,547.54
975	Home Depot Credit Services	Capital Construction	\$ 114.97
976	All Phase Electric Supply Co	Capital Construction	\$ 122.71
977	Bath Supply Co., Inc.	Capital Construction	\$ 361.02
978	Timm Tenges, Tax Collector	NASD Real Estate Taxes	\$ 3,361.05
<i>Total Capital Reserve Account...</i>			\$ 6,507.29

HIGHWAY RECONSTRUCTION /

Num	Name	Memo	Amount
1037	Oldcastle Precast, Inc.	Pipe & Drainage Supplies	\$ 5,861.60

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
0646	Keystone Consulting Engineers	Engineering & Inspection Services	\$ 307.13

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MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1707	Met-Ed	Traffic Signal Electricity	\$ 179.79
1708	County of Northampton	Parcel ID	\$ 5.00
1709	Northampton County Recorder of Deeds	Plan Recording	\$ 65.00
1710	Keystone Consulting Engineers	Engineering & Inspections Services	\$ 48,038.90
1711	Asteak Law Offices	Legal Services	\$ 2,343.00
1712	Signal Service, Inc.	Traffic Signal Maintenance	\$ 200.00
1713	Roy Armbruster	Escrow Refund	\$ 209.04
<i>Total Master Escrow Checking Account...</i>			\$ 51,040.73

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1240	Commonwealth of PA	Lower Nazareth Township Application	\$ 100.00
1241	Hicks Portable Toilets	Temporary Restroom	\$ 90.00
			\$ 190.00