

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

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday March 27, 2019. The Chairman called the meeting to order at 6:40 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	Eric Albert	-	Office Manager
			Lori Seese	-	Planning/Zoning Administrator

Absent were: Amy L. Templeton – Supervisor
Tammi Dravec – Secretary/Treasurer

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

Conditional Use Hearing – CU2019-01 Bradley Smith

Bradley D. Smith Jr. came before the Board to ask for permission to open a retail store that sells firearms, ammunition, and accessories to be located at 393A Nazareth Pike, Bethlehem, PA 18020. Mr. Smith stated that he would adhere to all comments made by the Colonial Regional Police Department, as well as the Hecktown Fire Department. Mr. Smith also stated that he has all necessary licenses required through the federal government as well as at the state level. Mr. Pennington wanted to make sure that they would not be selling bump stocks. Mr. Smith told him that they would not be selling them. Mr. Hoyer asked what the process was to buy a gun; Mr. Smith said that for all guns a background check must be done, and if the background check comes back ok the person can purchase the gun that day, if it does not, the rejected background check is forwarded to the State Police. A motion to approve the conditional use order subject to completion of conditions placed on the applicant was made by Mr. Boucher and seconded by Mr. Hoyer. The motion carried

Approval of Minutes

Mr. Pennington asked to amend the February 27th minutes to reflect the contributions Timm Tenges had for the completion of the new meeting room located within the Municipal Building. A motion was moved by Mr. Smalley and was seconded by Mr. Boucher to amend and approve the February 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 Financial Report as well as the Hecktown Fire Incident Report for February 2019.

Correspondence

A letter from the Northampton County District Attorney John Morganelli stated a check, with funds used from drug forfeiture money for \$5,000.00 was sent to Colonial Regional Police Force to be put towards the purchase of truck scales.

Subdivision and Land Development

Lehigh Valley Planning Commission(LVPC) – Lehigh Valley Walking and Biking Trail – In attendance was Geoffrey Reese, Director of Environmental Planning for the LVPC to discuss a conceptual plan for the connection

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of future walking and biking trails. Mr. Reese stated that this is strictly a concept plan and no feasibility studies have been conducted. He stated that he was looking for feedback from the Board to see if they would have any interest in this and if they would have any ideas for these conceptual plans. Mr. Pennington stated that we had recently awarded a contract to study our park system and that we could see if this is something they could work into the research with the parks. Mr. Reese stated that would be happy for any input that could be given to them for this endeavor.

Lehigh Valley Health Network (LVHN) P/F Land Development – Resolution #LNT-09-19 – In attendance for LVHN was Jim Rothdeutsch, P.E. and Timothy Siegfried, Esq. Mr. Rothdeutsch reviewed the four recommendations made by the Planning Commission and stated that they had no problems with 3 of the 4 comments. He stated that the fourth comment had to do with making a road that connects Hecktown Road to Newburg Road as a public road, but the Hospital feels that it must remain private so that it doesn't encourage people using the hospital as a pass through. Mr. Smalley stated that he felt the Planning Commission was a bit divided over this issue and were hoping that the Board of Supervisors would make a determination on this point. The Board didn't see a reason to make the street public at this point. Mr. Kortze went over his review letter dated March 25, 2019 and discussed his review comments. Upon Mr. Hoyer making a motion to approve Resolution #LNT-09-19 Mr. Asteak stated that a motion to accept the waivers must be made separate so Mr. Smalley made a motion to accept the waivers and was seconded by Mr. Boucher. The motion carried. Then Mr. Smalley seconded Mr. Hoyer's original motion for Resolution #LNT-09-19. That motion carried.

ProLogis – Text Amendment Presentation – Thomas Comitta, of TCA stated that Prologis was interested in having a parcel of land be changed from its current Agricultural designation to Light Industrial so that a warehouse use would be permitted. Mr. Comitta stated that they felt that a warehouse use is consistent to the land uses surrounding the property. He felt that it would be a good use of the road infrastructure and would not present a great deal of traffic for the Township. Mr. Smalley stated that the Township is becoming saturated with warehouses, and just because you are seeing open areas, many of them are already spoken for and are going to be developed in the near future. He also stated that the Township is looking to start an Open Space Program within the township in an effort to save open space and what type of message would this send to our residents if we changed our zoning to lose more open space to development. Mr. Pennington agreed with Mr. Smalley and stated if they changed this zoning they would be totally contradicting what they are trying to achieve by putting an Open Space Program on the May Ballot. Mr. Hoyer stated that zoning is in place for a reason and we are sticking with the designated zoning.

Estates at Green Pond – Road Name Approval – Ms. Stauffer stated that the developer of Estates of Green Pond had provided a list of names for the proposed roads and wanted to see if the Board of Supervisors had any comments pertaining to the names. After Ms. Stauffer presented the Board with the list of names the Board asked Ms. Stauffer to go back to the developer with the concerns that had for several of the names and see if they thought it might warrant changing the names.

Supervisors' Comments

Mr. Hoyer stated that on April 4th at 6:30pm there would be a public meeting regarding Open Space in the meeting room at the municipal building. He stated that they would have guest speakers who would be explaining the benefits of an Open Space initiative as well as answering any questions people may have.

Mr. Boucher stated the Colonial Regional Police meeting was cancelled for the month, but he did attend the Hecktown Fire meeting.

Mr. Pennington stated he attended the Hecktown Fire meeting. He also attended the 248 Broadhead Committee meeting as well as the Multi Municipal comp meeting.

Mr. Smalley had no comments.

Engineer's Report

Lower Nazareth Commons Traffic Study – Mr. Kortze stated that he received a traffic circulation evaluation report for the Lower Nazareth Commons Shopping Center. The report spoke to potential improvements for five existing intersections. After reviewing the report and going on site Mr. Kortze agreed with the Traffic Planning and Design report and recommended the installation of all-way stop control at the Dryland Way/Corriere Rd intersection.

Mr. Kortze stated the survey team had been to the site for the new park and had flagged where all silt socks will go, he also stated that his team was in the process of staking out the storm sewer for the new park.

Mr. Kortze reported that the digital speed radar permit was approved by Penn Dot and were ready to be installed in April.

Solicitor's Report

Intermunicipal Jurisdiction Agreement with Bethlehem Township – Authorization to Draft – Mr. Asteak stated that he would like permission to draft an intermunicipal agreement with Bethlehem Township. A motion to authorize to draft an Intermunicipal Jurisdiction Agreement with Bethlehem Township was made by Mr. Hoyer and seconded by Mr. Smalley. The motion carried.

Manager's Report

Time Extension Report- A time extension was granted for the IDI project through October 19, 2019.

Equipment Purchase Authorization – Utility Tractor with Wheel Loader- Ms. Stauffer asked for permission to start the process to buy a utility tractor with wheel loader that will be used at our recycling center and will be funded through a 902/904 DEP Grant. A motion to purchase the equipment was made by Mr. Boucher and seconded by Mr. Hoyer. The motion carried.

DCNR Grant Application – Resolution #LNT-10-19- Ms. Stauffer asked for the Board to authorize Resolution #LNT-10-19 so that she can apply for a DCNR Grant. A motion for Resolution #LNT-10-19 was made by Mr. Boucher and seconded by Mr. Hoyer. The motion carried.

2019 FDR Bids – Recommendation to Award- Ms. Stauffer stated that the Township had received two bids for the 2019 Full Depth Reclamation Project. The first bid was from Recon Construction Services for \$107,147.50 and the second was from E.J. Breneman for \$116,276.89. Ms. Stauffer asked for permission to award the FDR project to Recon Construction Services for \$107,147.50. A motion was made to award the project to Recon Construction Services by Mr. Smalley and seconded by Mr. Boucher. The motion carried.

Ms. Stauffer also informed the Board that construction had begun on the new park. She stated that the footers had been dug for the new pole building and that the playground equipment was slated to be delivered in April.

Ms. Stauffer also informed the Board that a meeting was set up with Penn East and Upper Nazareth Township on April 4th to discuss the most current plans for the pipeline. Ms. Stauffer stated that the Speed Radar devices have been delivered and will be ready for installation starting the first of April.

Ms. Stauffer also stated that all of the No Parking Signs have been ordered and we are awaiting delivery.

Old Business

There was no discussion under Old Business.

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New Business

There was no discussion under New Business.

Payment of the Bills

A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve payment of the bills dated March 27th. The motion carried.

Courtesy of the Floor

Beverly Fuisz, 180 Green Pond Road, wanted to know if once the Township meets with Penn East Pipeline if they could please let the residents know if the route has changed. Ms. Stauffer told her they would definitely inform the residents once they know of a route.

Adjournment

The meeting adjourned at 8:40PM.

Respectfully submitted by,



Eric Albert
Office Manager

**Lower Nazareth Township
Bills To Be Approved
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18951	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 684.00
18952	Jungle Magic Show	Summer Park Program	\$ 100.00
18967	Chase Card Services	Supplies/Recreation	\$ 415.89
18953	Met-Ed	Traffic Signal / Street Light Electricity	\$ 322.32
18954	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 465.12
18955	Suburban Propane	Park Fuel	\$ 265.18
18956	Suburban Propane	Public Works Fuel	\$ 1,374.73
18957	PAPCO	Equipment Motor Fuel	\$ 392.39
18958	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 315.95
18959	Triad Truck Equipment, Inc.	Public Works Parts/Supplies	\$ 317.25
18960	Consolidated Graphic Communications	Real Estate Tax Bills	\$ 1,873.99
18961	NJ Advance Media	Advertisement	\$ 141.65
18962	France Anderson Basile and Company, P.C	Auditing Services	\$ 1,670.00
18963	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.93
18964	Staples Business Advantage	Office Supplies	\$ 91.69
18965	Home Depot	Public Works Tools/Equipment/Supplies	\$ 268.66
18966	Integra One	Computer Services	\$ 125.00
18968	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
18969	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
18970	Colonial Regional Police Department	Police Contract Payment	\$ 123,656.83
18971	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
18972	Lehigh Valley Zoo	Summer Park Program	\$ 124.75
18973	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 23,972.36
18974	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 205.00
18975	Meghan Lokay	Local Services Tax Refund	\$ 19.00
18976	Asteak Law Offices	Legal Services	\$ 6,137.50

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18977	Security Service Company, Inc.	Security System Monitoring	\$ 314.34
18978	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,536.57
18979	Fogels Fuel Service	Fire Company Fuel	\$ 2,899.32
18980	R.S. Security & Communications	Fire Company Service Contract	\$ 420.00
18981	PPL, Inc.	Fire Company Electricity	\$ 566.84
18982	F.A.S.P. Fin. Sec	Fire Company Membership Renewal	\$ 20.00
18983	Sparkle Car Wash on 248 LLC	Fire Company	\$ 6.00
18984	The Morning Call	Subscription Renewal	\$ 114.00
18985	RCN	Internet & Telephone Services	\$ 805.50
18986	Verizon Wireless	Municipal/Public Works Wireless	\$ 483.84
18987	NJ Advance Media	Advertisement	\$ 94.25
18988	PPL, Inc.	Municipal Drive Electricity	\$ 910.85
18989	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 768.82
18990	Edwards Business Systems	Copier Maintenance	\$ 177.01
18991	PA One Call System, Inc.	Monthly Activity	\$ 24.42
18992	USPS	Newsletter Postage	\$ 830.72
18993	Carroll Engineering Corporation	Engineering Services	\$ 839.89
18994	Suburban Propane	Public Works Fuel	\$ 1,219.65
18995	PAPCO	Equipment Motor Fuel	\$ 2,208.15
18996	Staples Business Advantage	Office Supplies	\$ 209.21
18997	Pitney Bowes	Postage Meter	\$ 180.00
18998	City of Bethlehem	Hydrant Assessment	\$ 156.54
18999	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
19000	Palmer Township Board of Supervisors	MS4 Advertisement	\$ 42.50
19001	Asteak Law Offices	Legal Services	\$ 617.50
19002	Edwards Business Systems	Copier Maintenance	\$ 88.43

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19003	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 27.17
19004	General Highway Products, Inc.	Traffic Signal Supplies	\$ 315.00
19005	Tractor Supply Credit Plan	Public Works Supplies	\$ 12.99
19006	Pitney Bowes	Office Supplies	\$ 127.28
19007	Williamson Law Book Company	Minutes Books	\$ 290.78
19008	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 183.90
19009	Integra One	Computer Services	\$ 825.00
19010	Kimball Midwest	Public Works Supplies	\$ 150.93
19011	New Enterprise Stone & Lime Co., Inc.	Winter Maintenance	\$ 2,536.32
19012	Rickie & Carmen Johnson	Real Estate Tax Refund	\$ 8.02
19013	Eric & Erin Zeller	Real Estate Tax Refund	\$ 27.00
19014	Robert & Carolyn Stocklas	Real Estate Tax Refund	\$ 4.00
19015	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 2,400.00
19016	Wegmans Food Markets	Local Services Tax Refund	\$ 11.00
19017	Integra One	Computer Services/Software Maintenance	\$ 81.00
19018	Edwards Business Systems	Copier Maintenance	\$ 560.28
19019	France Anderson Basile and Company, P.C.	Auditing Services	\$ 1,860.00
19020	Suburban Propane	Park Fuel	\$ 272.53
19021	Integra One	Computer Services	\$ 625.00
19022	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 598.13
19023	NJ Advance Media	Advertisements	\$ 694.10
19024	Easton Suburban Water Authority	Municipal Bldg Water	\$ 52.83
19025	Easton Suburban Water Authority	Hydrant Assessment	\$ 18,459.00
19026	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00
19027	Morton Salt, Inc.	Winter Maintenance Materials	\$ 17,048.51
19028	Wex Bank	Fire Company	\$ 262.26

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19029	Fogels Fuel Service	Fire Company Fuel	\$ 1,214.71
19030	Easton Suburban Water Authority	Fire Company Water	\$ 73.62
19031	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
19032	Grainger Parts	Fire Company Parts/Supplies	\$ 4.58
19033	Verizon Wireless	Fire Company Wireless	\$ 138.56
19034	Verizon Wireless	Fire Company Wireless	\$ 380.42
19035	Service Electric Cable TV Inc	Fire Company Internet	\$ 57.39
19036	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.05
19037	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 236.64
19038	Structural Metal Fabricators, Inc.	Public Works Supplies	\$ 53.00
19039	Valley Tire of Nazareth	Public Works Equipment Parts/Supplies	\$ 228.00
19040	New Enterprise Stone & Lime Co., Inc.	Winter Maintenance	\$ 1,032.16
19041	Palmer Trophy & Awards	Administrative Expense	\$ 58.35
<i>Total General Fund Checking...</i>			<u><u>\$ 232,965.95</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1007	Monarch Precast Concrete	Capital Construction	\$ 12,950.00
1008	Sharkan Supply	Capital Construction	\$ 4,287.50
1009	Hilltop Service Inc.	Capital Construction	\$ 8,098.80
1010	All-Phase Electrical Supply Co.	Capital Construction	\$ 622.65
<i>Total Open Space Account...</i>			<u><u>\$ 25,958.95</u></u>

SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
947	PPL Electric Utilities	Main Meter Electricity	\$ 27.44

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CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1250	Lafayette Ambassador Bank	Lease Payment	\$ 10,839.84
1251	Lafayette Ambassador Bank	Lease Payment	\$ 11,137.65
<i>Total Capital Reserve Equipment Replacement Account...</i>			\$ 21,977.49

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1359	AllState Septic Systems, LLP	Temporary Restrooms	\$ 135.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1086	Sherwin-Williams	Capital Construction	\$ 209.55
1087	All Phase Electric Supply Co	Capital Construction	\$ 56.58
1088	LMS Designs & Signs	Capital Construction	\$ 295.00
1089	Staples Advantage	Capital Purchases	\$ 2,392.86
1090	Home Depot Credit Services	Capital Construction	\$ 480.69
1091	Chase Card Services	Capital Construction	\$ 1,724.64
1092	LNT Real Estate Tax Collector	Real Estate Property Tax	\$ 459.57
1093	County of Northampton	Real Estate Property Tax	\$ 1,306.73
1094	Staples Advantage	Capital Purchases	\$ 4,295.51
<i>Total Capital Reserve Account...</i>			\$ 11,221.13

PAYROLL ACCOUNT

March 15, 2019	\$ 45,709.13
March 29, 2019	\$ 45,881.75
<i>Total Payroll Account...</i>	\$ 91,590.88

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DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1915	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 3,626.00
1916	Blue Eagles Basketball	2018 Basketball Safety Reimbursement	\$ 7,250.00
<i>Total Development & Inspection Account...</i>			\$ 10,876.00

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
1995	County of Northampton	Parcel ID	\$ 5.00
1996	Northampton County Recorder of Deeds	Plan Recording	\$ 95.00
1997	Signal Service, Inc.	Traffic Signal Maintenance	\$ 350.00
1998	Met-Ed	Traffic Signal Electricity	\$ 183.98
1999	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 8,930.50
2000	Shawn Dally	Key Refund	\$ 25.00
2001	Met-Ed	Traffic Signal Electricity	\$ 91.50
2002	PPL Electric Utilities	Traffic Signal Electricity	\$ 107.48
2003	Asteak Law Offices	Legal Services	\$ 4,227.50
2004	Signal Service, Inc.	Traffic Signal Maintenance	\$ 453.88
2005	Elan City	Speed Radar Devices	\$ 14,272.00
2006	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,199.75
2007	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 90.00
2008	IDI Logistics	Escrow Refund	\$ 4,251.68
2009	Earl Seip	Escrow Refund	\$ 1,117.34
2010	Ronald Smith	Escrow Refund	\$ 55.09
2011	Audrienne Jacoby	Escrow Refund	\$ 245.10
<i>Total Master Escrow Account...</i>			\$ 35,700.80