

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
May 22, 2019**

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday May 22, 2019. The Chairman called the meeting to order at 6:50 PM.

Present were:

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

Absent was: Bert R. Smalley, Supervisor

Approval of Minutes

Ms. Seese noted the minutes should be amended to clarify the sidewalk waiver. The waiver was along Hecktown Road to the eastern side of Green Pond Road in front of the Fuisz property. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the April 24th meeting minutes as amended. 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 Incident Report and the Financial Report; both for April 2019.

Correspondence

Easton Area Joint Sewer Authority – Ms. Stauffer stated we received a letter regarding conveyance and treatment capacity for sale. Mr. Pennington asked Mr. Kortze and Township Staff to investigate the township’s future needs in order to decide.

Subdivision and Land Development

WaWa – Attorney Chris McClean was present.

Waiver Requests – The applicant requested seven (7) waivers from land development requirements as this is an addition to an existing land development. Mr. Kortze has no issues with granting the waivers. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to grant the waiver requests. The motion carried.

Preliminary/Final Land Development – Resolution #LNT-11-19 – The applicant is proposing a 1,095 square foot addition in the rear of the existing store. Mr. Kortze reviewed his letter and recommended approval. Ms. Seese noted that the Township is still holding \$6,492 security for the sidewalk and noted the applicant will need PADOT approval since the sidewalk is in their right-of-way. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-11-19 for the building addition. The motion carried.

Trio Farms – Attorney James Preston and Wayne Doyle, P.E. were present.

Phases 1-5 – Waiver Request – The applicant requested a waiver to place the final wearing course within phase 3,4, and 5 and the dedication and commencement of the 18-month maintenance period for phase 1 through 5. Applicant will restrict construction traffic in those phases to Trio Farms Boulevard and appropriate signage will be in place for those restrictions. After some discussion the Board decided they were not in favor of granting the waiver at this time.

**Board of Supervisors Minutes
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Phase 7 – Waiver Requests – The applicant requested waivers for the detention basin side slopes and depth of water to comply with new DEP regulations. Jeff Shepherd, 4485 Whitetail Drive, inquired about more permanent fencing rather than split rail which will rot in a few years. While not a SALDO requirement, Mr. Pennington noted that we could highly recommend the applicant chose better fencing. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to grant the waivers. The motion carried.

Phase 7 – Final Subdivision Plan – Resolution #LNT-12-19 – The applicant submitted a plan for the seventh and final phase of this community. This final phase will consist of 75 townhomes and 51 single family dwellings. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve Resolution #LNT-12-19. The motion carried.

Mr. Pennington thanked the applicant for their tree donation to our new community park.

Lower Nazareth Commercial Park – Lot Line Adjust & Reverse Subdivision Plan – Resolution #LNT-13-19 – Engineer Mark Leuthe was present. The applicant is proposing to consolidate to lots and add 0.5 acres from an adjoining lot. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve Resolution #LNT-13-19. Mr. Hoyer abstained as this is a potential conflict of interest. The motion carried.

Mr. Leuthe stated that the roads in the existing commerce park are private and are in a state of disrepair. The applicant is planning to rebuild the roads to township spec and would then like to dedicate them to the Township. Mr. Leuthe added that while there is currently no sewer connection the applicant had sewer lines installed in the event sewer ever becomes available. Mr. Kortze commented that prior to replacing the roads that the sewer lines be inspected; he will reach out to Bethlehem Sewer Authority. Ms. Stauffer commented that the roads should be re-built by a 10"-12" FDR and a wearing course that is appropriate for the truck traffic utilizing the roads.

Sterling Crossing – Holding Tank Agreement – The existing holding tank agreement needs to be amended to reflect the movement of the sales trailer from lot 40 to lot 28. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve the amended agreement. The motion carried.

Supervisors' Comments

Mr. Hoyer thanked voters for coming out on Tuesday. Mr. Hoyer reported that he won the democratic ticket to the 4-year term for supervisor and Steve Brown won the 6-year term. Mr. Hoyer stated he spoke with Mr. Brown while at the polls and that he's a good guy. He also reported that Open Space passed, and he looks forward to getting things going with the program.

Mr. Boucher thanked everyone for voting for Open Space.

Ms. Templeton had no comments.

Mr. Pennington attended the CRPC meeting at which they discussed updating the uniform traffic regulations and the by-laws for CRP Foundation. He also commented that the Open Space Program will be rewarding for the Township. Lastly, Mr. Pennington reported that the new stop signs along Corriere Road at Dryland Way have been installed.

Engineer's Report

Hanoverville Road Traffic Signal Update – Mr. Kortze stated the new traffic signal at Jandl and Township Line is operational as of Thursday.

Solicitor's Report

Mr. Mills reported that the action against Elected Auditor Jake Towne has been filed.

Mr. Mills also noted that election results need to be certified prior to the Township moving forward with the Open Space Program.

Manager's Report

DCED Grant - NC LSA - Fire Company Air packs – Ms. Stauffer was pleased to report that the Township will receive \$42,920 towards the fire company's new air packs.

Christian Springs Road – Ms. Stauffer, along with Chief Seiple and the Director of Public Works met with residents to discuss their concerns of speeding on Christian Springs Road. Ms. Stauffer felt the meeting was productive and that residents were appreciative they were able to be heard. At the conclusion of the meeting the Township agreed to install a speed radar device, crosswalks, and temporary rumble strips to reduce speeding.

Recreation Plan Update – Kickoff Meeting – Ms. Stauffer, along with Supervisor Templeton, Supervisor Smalley, Ms. Seese and the Director of Public Works, met with Gilmore to begin work on the recreation plan update.

Time Extension Report – Ms. Stauffer reported that the Township accepted time extensions for two projects; one for Jandl Route 248 Warehouse Conditional Use and Land Development and the other for Easton Suburban Water Authority Pump Station Land Development.

DCED Grant Application – Resolution #LNT-14-19 – Ms. Stauffer requested authorization to apply for a DCED Grant for a 4-unit bathroom which is part of a DCNR grant project. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve Resolution #LNT-14-19. The motion carried.

Recycling Equipment Purchase – 10-yard leaf vacuum – Ms. Stauffer requested authorization to purchase a leaf vacuum at cost of \$31,510.00. This purchase would be 100% paid from DEP grant monies. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve the purchase of the leaf vacuum. The motion carried.

Defined Contribution Pension Trustee Appointments – Ms. Stauffer said as part of the new pension plan, we need to appoint new trustees.

Resolution #LNT-15-19 – A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-15-19 appointing Lori Stauffer as a trustee. The motion carried.

Resolution #LNT-16-19 – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve Resolution #LNT-16-19 appointing Tammi Dravec as a trustee. The motion carried.

Recycling Building – Authorization to complete contract – Ms. Stauffer reported that construction of the new building is complete. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve final payment of the recycling building. The motion carried.

Senior Center / Township Building Renovations – Furnace Replacement – Authorization was tabled after Mr. Hoyer questioned the integrity of the underground fuel tank. Ms. Stauffer will have that investigated and report back to the Board.

Masonry Mailbox Agreement – Mr./Mrs. Edwards – A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to authorize execution and recording of the mailbox agreement. The motion carried.

Donation Agreement – Ms. Stauffer reported this agreement is between the Township and Mr. Ronca for work that he has offered to do for our park project. A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve execution of the agreement subject to language approval by Solicitor Asteak, Mr. Kortze, and Ms. Stauffer. 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. Hoyer and was seconded by Mr. Boucher to approve payment of the bills dated May 22nd. The motion carried.

Courtesy of the Floor

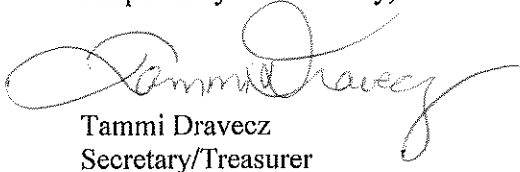
James Faust, 4562 Steuben Road, inquired about an ordinance for detention basin maintenance throughout the township.

Jeff Shepherd, 4485 Whitetail Drive, stated that plants in the front detention basins keep the water from moving and now there is a mosquito issue. Mr. Kortze noted that those basins are in maintenance and will need to be fixed prior to being turned over to the HOA. Mr. Hoyer suggested reaching out to the Ag Extension Service at Gracedale for the mosquito issue.

Adjournment

The meeting adjourned at 8:00PM.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
May 22, 2019**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19124	HRdirect	Personnel Posters	\$ 83.73
19125	LNT Capital Reserve	2018 Unencumbered Funds	\$ 135,436.46
19126	LNT Capital Reserve - Fire	2018 Unencumbered Funds	\$ 125,000.00
19127	Wex Bank	Fire Company	\$ 575.95
19128	Service Electric Cable TV Inc	Fire Company Internet	\$ 56.64
19129	Verizon Wireless	Fire Company Wireless	\$ 138.56
19130	Verizon Wireless	Fire Company Wireless	\$ 406.09
19131	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.09
19132	Kansas State Bank	Fire Company Loan Payment	\$ 63,707.83
19133	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 217.00
19134	PAPCO	Equipment Motor Fuel	\$ 1,795.78
19135	Kimball Midwest	Public Works Supplies	\$ 701.66
19136	Staples Business Advantage	Office Supplies	\$ 226.86
19137	Safeguard Business Systems	Office Supplies	\$ 86.22
19138	All-Phase Electric Supply Co.	Municipal / Parks Facility Maintenance	\$ 494.83
19139	Home Depot	Parks Facility Maintenance	\$ 4.18
19140	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies / Traffic Signs	\$ 5,884.56
19141	William Kocher	Continuing Education	\$ 36.73
19142	George J. Kratzer, Inc.	Park Septic Tanks	\$ 400.00
19143	The Morning Call	Subscription Renewal	\$ 114.00
19144	Fogels Fuel Service	Municipal Heating Fuel Maintenance	\$ 320.95
19145	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.93
19146	Jon Smalley	Permit Refund	\$ 50.00
19147	Met-Ed	Traffic Signal / Street Light Electricity.	\$ 328.02
19148	The Key	Advertisements	\$ 777.00
19149	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 28,216.32

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19150	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
19151	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
19152	Colonial Regional Police Department	Police Contract Payment	\$ 123,656.83
19153	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
19154	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
19155	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 335.52
19156	PPL, Inc.	Fire Company Electricity	\$ 412.30
19157	Sparkle Car Wash on 248 LLC	Fire Company	\$ 2.00
19158	Easton Suburban Water Authority	Fire Company Water	\$ 77.72
19159	Home Depot	Fire Company Supplies	\$ 4.96
19160	Suburban Propane	Park Fuel	\$ 192.74
19161	Verizon Wireless	Municipal/Public Works Wireless	\$ 1,285.79
19162	PA One Call System, Inc.	Monthly Activity	\$ 54.02
19163	RCN	Internet & Telephone Services	\$ 804.47
19164	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,022.60
19165	PPL, Inc.	Municipal Drive Electricity	\$ 891.26
19166	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 66.50
19167	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 4,785.00
19168	Corelogic	Tax Refunds	\$ 611.27
19169	Thyssenkrupp Elevator Corp	Elevator Maintenance	\$ 597.50
19170	Triad Truck Equipment, Inc.	Public Works Parts/Supplies	\$ 1,647.15
19171	PAPCO	Equipment Motor Fuel	\$ 2,777.41
19172	Lehigh Valley Zoo	Summer Park Program	\$ 374.25
19173	Brown & Brown of Lehigh Valley	Township Insurance	\$ 230.00
19174	Integra One	Computer Services/Software Maintenance	\$ 718.75
19175	Colonial Intermediate Unit 20	Office Supplies	\$ 407.70

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19176	Edwards Business Systems	Copier Maintenance	\$ 88.43
19177	France Anderson Basile and Company, P.C	Auditing Services	\$ 2,240.00
19178	City of Bethlehem	Hydrant Assessment	\$ 156.54
19179	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 319.90
19180	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material	\$ 62.12
19181	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 9.05
19182	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 3,450.00
19183	Integra One	Computer Services/Software Maintenance	\$ 1,256.76
19184	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 564.46
19185	Edwards Business Systems	Copier Maintenance	\$ 177.01
19186	U.S. Municipal Supply, Inc.	Traffic Signs	\$ 701.65
19187	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 475.71
19188	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 880.00
19189	Chase Card Services	Supplies/Recreation/Conference	\$ 7,622.64
19190	Todd Beruta	Continuing Education	\$ 24.99
19191	A&S Fence	Traffic Sign Supplies	\$ 1,000.00
<i>Total General Fund Checking...</i>			<u><u>\$ 528,359.19</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1021	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 7,613.00
1022	CodeMaster Inspection Services	Building Inspection Services	\$ 250.00
1023	Foley, Inc.	Equipment Rental	\$ 8,757.88
1024	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 3,271.25
<i>Total Open Space Account...</i>			<u><u>\$ 19,892.13</u></u>

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REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1362	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
1363	LNT Petty Cash	Clean Up Day	\$ 150.00
<i>Total Refuse/Recycling Account...</i>			\$ 265.00

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
562	A-1 Traffic Control Products, LLC	Line Striping	\$ 17,951.74

SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
950	PPL Electric Utilities	Main Meter Electricity	\$ 27.58

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1101	Staples Advantage	Capital Purchase	\$ 147.44
1102	Delco Solutions, LLC	Capital Construction	\$ 31,026.00
1103	CodeMaster Inspection Services	Building Inspection Services	\$ 600.00
1104	ALLIANCE architecture	Capital Construction	\$ 1,157.32
1105	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,525.86
<i>Total Capital Reserve Account...</i>			\$ 35,456.62

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1920	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 3,621.50

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PAYROLL ACCOUNT

May 10, 2019		\$ 47,104.62
May 24, 2019		\$ 53,583.25
	<i>Total Payroll Account...</i>	<u><u>\$ 100,687.87</u></u>

MASTER ESCROW ACCOUNT

<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
2021	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 45,331.63
2022	Asteak Law Offices	Legal Services	\$ 2,802.50
2023	Met-Ed	Traffic Signal Electricity	\$ 158.80
2024	Premier Land Company	Escrow Refund	\$ 2,000.00
2025	Kay Builders, Inc.	Escrow Refund	\$ 2,000.00
2026	Met-Ed	Traffic Signal Electricity	\$ 122.76
2027	PPL Electric Utilities	Traffic Signal Electricity	\$ 109.30
2028	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 457.50
2029	Keith Miechur	Key Return	\$ 25.00
2030	Kay Builders, Inc.	Escrow Refunds	\$ 6,000.00
2031	S&S Home Builders	Escrow Refund	\$ 2,000.00
2032	Troy Faust	Escrow Refund	\$ 15.17
		<i>Total Master Escrow Account...</i>	<u><u>\$ 61,022.66</u></u>