

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
June 27, 2018**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday June 27, 2018. The Chairman called the meeting to order at 6:35 PM.

Present were:

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

*\*\*\* Mr. Pennington indicated the Board held an Executive Session prior to this evening's meeting to discuss personnel and legal issues. \*\*\**

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to approve the May 23<sup>rd</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 April & May 2018 Financial Report as well as the Hecktown Fire Report for May 2018.

**Correspondence**

There was no discussion under Correspondence.

**Subdivision and Land Development**

K & S Rezoning Request – Mr. Piperato stated the applicant is requesting to change the zoning on this tract of land located at Country Club Road and Hecktown Road from Office Park (OP) to Medium Density Residential (MDR). The applicant would like to develop a retirement community which would be governed by an HOA and the Fair Housing Act.

Thomas Committa, Traffic Planner and Landscape Architect, reported that the LVPC and NAZCOG believe this land is favorable for this type of use.

Mr. Hoyer had numerous comments including traffic concerns and whether it would actually be less with OP. He also questioned how they would fill this community as the population ages and passes away. Mr. Committa stated that according to LVPC there is sufficient population to support these types of communities through 2045.

Mr. Pennington inquired whether the applicant has reached out to the County to get their input on the trails connecting to the park.

Mr. Pennington stated he preferred MDR versus OP next to the park.

Mr. Hoyer inquired about maintaining the 55+ and keeping people from willing it to younger children or grandchildren. Ms. Templeton inquired if 80% needs to be 55+ what is the other 20%? Mr. Piperato stated it was up to the applicant, but Solicitor Asteak stated the Board could impose it be 100% 55+ as part of the land development review process.

William Lothian, Langen Engineering discussed anticipated traffic counts based on the ITE manual. Solicitor Asteak wanted for information on the ITE's calculation as to whether that number is at 100% of 55+ aged residents.

Jeff Shepherd, 4485 Whitetail Drive, was concerned about running businesses from these homes similar to issues at Trio Farms and requested the Township control the percentage of homes that can be leased. Mr. Piperato stated that the HOA will restrict businesses and leasing in the type of development.

Anthony Scarcia described the types of units which include single-family homes, townhouses and condos. He discussed the community which includes sidewalks, pathways, a connection to the park, numerous amenities, and additional parking, but no on-street parking.

Travis Gerould, 463 School House Road, questioned why another community when there is already one proposed on Green Pond Road. Mr. Piperato stated one already exists in Hanover Township and this is the type community people are looking for.

Mr. Hoyer inquired what tax benefits are reference by Mr. Piperato. He answered the lower traffic impact and minimal, if any, impact to the schools.

Solicitor Asteak stated that the Board can either make a motion to forward the zoning map amendment to LVPC and our Planning Commission for review per the MPC and then have them come back before the Board, OR we can table till the next meeting.

Mr. Hoyer noted that he is not in favor of the zoning change. He stated that the Township spent money years ago to zone that location OP and that there are other areas within the Township that are already zoned MDR. Mr. Hoyer feels that corner would better serve the Township as it is currently zoned.

Mr. Piperato noted that this request for MDR is consistent with existing Comp Plans.

Mr. Pennington stated he preferred MDR versus OP in this area.

Mr. Hoyer the Route 33 interchange works well for an OP zone, and that the applicant is using Louise Moore Park to market their homes in this location.

Ms. Templeton felt traffic would be less impacted by MDR than OP zoning and that we should re-visit the zoning decided on years ago.

Solicitor Asteak commented that when the Comp Plan was updated we did not change the zoning and decided to deal with it on a case by case basis.

A motion was moved by Ms. Templeton to forward to LVPC for comments. There was no second. The Board tabled this until one of the July meetings.

ProLogis – Township Line Road Property Zoning Amendment – Project Update – Bill Bumber, ProLogis, was before the Board to update them the Township Line Road Zoning Amendment Request. Per the Board's request,  
**Board of Supervisors Minutes**  
**June 27, 2018**

the applicant has been trying to acquire the two properties located adjacent to this subject property. They have spoken to the property owners who are satisfied by extra landscaping and are not interested in selling their property. ProLogis would still would like to move forward with their project without those properties. Mr. Pennington inquired whether they would be making improvements on Township Line Road. Mr. Bumber stated they are looking into improvements similar to Hanoverville Road, but only up to their property, not Steuben Road. This would also thwart traffic from turning right onto Township Line Road and should not affect homeowners. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize Solicitor Asteak to send the text amendment to our Planning Commission for review. The motion carried.

CarMax Traffic Signal Modifications – State Route 248 and SB 33 Ramp - Resolution #LNT-24-18 – A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer approve resolution for the traffic signal modification. The motion carried.

### **Supervisors' Comments**

Mr. Kucsan and Ms. Templeton had no comments.

Mr. Hoyer met with Bob Norder, Bethlehem Township Ambulance. He requested various reports to which Mr. Norder was agreeable. Mr. Hoyer noted that Bethlehem Township has received an award for their care and treatment of patients.

Mr. Pennington noted that after reviewing Ms. Stauffer's performance over the past 6-months they would like to adjust her compensation from \$80,000 to \$90,000 beginning in July. A motion was moved by Ms. Templeton and was seconded by Mr. Boucher to increase Ms. Stauffer's salary to \$90,000. The motion carried.

Mr. Pennington requested authorization for Solicitor Asteak to draft a letter to Mr. Tenges informing him that we would not be renewing the Consultant Agreement after the original 6-month period. A motion was moved by Mr. Boucher and was seconded by Mr. Kucsan to authorize Solicitor Asteak to draft the letter. The motion carried.

Mr. Boucher attended the CRPD meeting and noting that beginning Sunday, July 1<sup>st</sup>, Bath is out and CRPD will be continue serving Lower Nazareth and Hanover Townships.

### **Manager's Report**

Grant Update – Ms. Stauffer reported that we received the grant from Northampton County in the amount of \$27,500.00 to update our Parks and Recreation Plan.

Schoolhouse Bell Refurbished – Ms. Stauffer reported that the refurbished bell should be on display later this week or next week.

Movie in the Park – Ms. Stauffer reported that due to the predicted rain we postponed the event and we will be showing Despicable ME3 this Saturday June 30<sup>th</sup> at 9pm.

Veteran's Memorial – Ms. Stauffer stated that she met with Mr. Hoyer and he would like a Veteran's Memorial. Ms. Stauffer presented the Board with numerous samples and requested comment. The Board noted that she should reach out to the scouts to see if they would be interested in this as an Eagle Scout Project.

Server Maintenance Agreement – A motion was moved by Mr. Hoyer and was seconded by Mr. Kucsan to approve the 3-year contract. The motion carried.

Nazareth Library Funding – Ms. Stauffer presented the funding formula proposed by the Library, which used a 3-year EIT average, resulting in an 8.2% increase in 2019 for Lower Nazareth. The other, proposed by Bushkill Township calls for a 3% for each participating municipality. Bushkill is looking for support from Upper and Lower Nazareth. Mr. Pennington agreed we should set the tone on spending. Ms. Stauffer noted that the library is an incredible resource and should receive funding however they need to work within a budget. She stated that funding formulas are roving targets and we need to have more control of the contribution. Ms. Templeton asked why they were asking for so much money. Ms. Stauffer indicated that the library is claiming an increase in general operating expenses. Mr. Hoyer asked for a report on the usage by our residents. Solicitor Asteak stated that data is available, and Mr. Pennington agreed it would be useful information. A motion was moved by Mr. Hoyer and was seconded by Mr. Kucsan to approve a 3% in our 2019 contribution; future increases to be reviewed annually. The motion carried.

2018 Micro-Surfacing Project – Ms. Stauffer indicated this project was planned prior to Mr. Tenges retirement. This project covers 110,629 square yards and was received one bid from Asphalt Paving Systems at \$403,795. Ms. Stauffer recommends we award this project to APS and pay from our State Liquid Fuels fund which has a balance of \$497,452.31. A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to award the bid APS. The motion carried. Bert Smalley, 4335 King George Drive, requested to review the list of roads included in this project.

Sale of Equipment – Ms. Stauffer presented the Board with a list of equipment that is no longer utilized or has been deemed obsolete. She requested authorization to sell the equipment per the requirement in Section 1504 of the Second Class Township Code. A motion was moved by Mr. Hoyer and was seconded by Mr. Kucsan to authorize the sale of equipment listed in Ms. Stauffer's June 27<sup>th</sup> memo. The motion carried.

Ordinance – Intergovernmental Corporation Agreement – Bushkill & Upper Nazareth – Authorization to Advertise – A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to authorize Solicitor Asteak to forward this on to Bushkill and Upper Nazareth Township for review. The motion carried.

### **Engineer's Report**

There was no discussion under Engineer's Report.

### **Solicitor's Report**

Cell Tower Ordinance – Authorization to forward to LVPC and LNT PC – A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to authorize Solicitor Asteak to forward this on to the Lehigh Valley Planning Commission (LVPC) and the Township's Planning Commission for comments. The motion carried.

Short Term Rental Ordinance – Authorization to forward to LVPC and LNT PC – A motion was moved by Mr. Kucsan and was seconded by Ms. Templeton to authorize Solicitor Asteak to forward this on to the Lehigh Valley Planning Commission (LVPC) and the Township's Planning Commission for comments. The motion carried.

### **Old Business**

There was no discussion under Old Business.

### **New Business**

Football Lighting – Ryan Sowell, Commissioner for the Little Blue Eagles, was before the Board to request the use of portable light units for football practices and games. Mr. Kortze reviewed his letter dated June 18<sup>th</sup>. Mr. Pennington stated safety concerns and inquired what football planned to do to ensure player safety. Mr. Sowell

indicated they would be staking a 4-foot perimeter with construction fencing around each light. He answered Mr. Hoyer's question on hours of usage by stating from sundown until 8:30pm, perhaps longer if playing a night game. Solicitor Asteak inquired on the decibels levels since the permitted levels drop after 9pm. Mr. Kortze stated that the Township may get complaints from nearby neighbors to which Solicitor Asteak suggested football approach the neighbors in advance. Mr. Sowell stated that Board members would knock on doors in Saratoga Farms and nearby neighborhoods to talk to residents.

Mr. Sowell stated that the lights would be delivered by the vendor and stay on location for the duration of the season; about 2 month, beginning September 1<sup>st</sup>. The vendor will provide safety training and the fuel stored off-site. Mr. Sowell stated that while the lights can withstand 65-mph winds, they will be lowered each night after use. Mr. Pennington suggested Public Works inspect the lights and construction fencing prior to use. Solicitor Asteak asked that Mr. Kortze also inspect the set-up.

Mr. Pennington noted that we will re-visit this next year and that this year's performance will determine next year's direction.

#### **Payment of the Bills**

A motion was moved by Mr. Kucsan and was seconded by Mr. Hoyer to approve payment of the bills dated June 27<sup>th</sup>. The motion carried.

#### **Courtesy of the Floor**

Rena Shepherd, 4485 Whitetail Drive, if speed bumps could be placed on Greinar Road during the Upper Nazareth bridge detour. She noted that Northampton Borough is currently doing this in one of their construction zones. Ms. Stauffer stated she would inquire with PADOT.

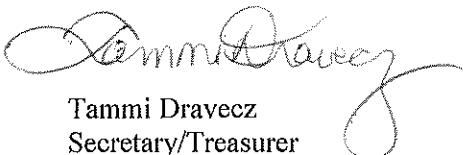
Ms. Shepherd also requested an update on the proposed warehouses at Daniels Road and Route 191 and if they are proposing to have truck traffic exit onto Daniels Road or Route 191. Solicitor Asteak confirmed trucks would enter onto Route 191.

Ms. Shepherd also inquired on the Greinar Road park project. Mr. Pennington stated we would be installing soccer fields and a parking lot this year. Ms. Stauffer stated we are waiting on the NPDES permit and hope to begin earth moving in 1-2 months.

#### **Adjournment**

The meeting adjourned at 9:02 PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
June 27, 2018**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
18179	Sam's Club	Membership Renewal	\$ 300.00
18180	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
18181	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
18182	Colonial Regional Police Department	Police Contract Payment	\$ 113,440.06
18183	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 25,317.18
18184	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
18185	Security Service Company, Inc.	Security System Monitoring	\$ 232.35
18186	France Anderson Basile and Company, P.(	Auditing Services	\$ 2,240.00
18187	Chase Card Services	Supplies/Software Maintenance/Training	\$ 1,219.31
18188	Home Depot	Public Works Shop Tools/Equipment/Supplies	\$ 549.43
18189	Hendershot Door Systems, Inc.	Facilities Maintenance	\$ 3,015.00
18190	PAPCO	Equipment Motor Fuel	\$ 1,221.46
18191	Staples Business Advantage	Office Supplies	\$ 101.57
18192	Met-Ed	Traffic Signal / Street Light Electricity	\$ 308.95
18193	Suburban Propane	Public Works Fuel	\$ 820.05
18194	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 241.00
18195	The Key	Advertisements	\$ 565.74
18196	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 1,845.69
18197	Easton Suburban Water Authority	Municipal Bldg Water	\$ 49.33
18198	Deborah L Statler	Local Services Tax Refund	\$ 102.00
18199	EMC Insurance Companies	Township Insurance	\$ 5,840.97
18200	Keystone Municipal Insurance	Workers Comp Insurance	\$ 4,856.75
18201	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
18202	Signal Service, Inc.	Traffic Signal Maintenance	\$ 471.50

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
18204	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 127.94
18205	Home Depot	Fire Company Supplies	\$ 11.28
18206	Easton Suburban Water Authority	Fire Company Water	\$ 74.01
18207	ExxonMobil	Fire Company Fuel	\$ 431.23
18208	PPL, Inc.	Fire Company Electricity	\$ 375.00
18209	The Gehringer Corporation	Fire Company Building Maintenance	\$ 246.61
18210	Schwab's Screenprinting	Recreation Programs	\$ 465.25
18211	Eric Mitcheltree	Tax Collection Fees	\$ 40.00
18212	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,200.67
18213	PPL, Inc.	Municipal Drive Electricity	\$ 953.66
18215	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 4,886.63
18216	Edwards Business Systems	Copier Maintenance	\$ 352.31
18217	NJ Advance Media	Advertisements	\$ 414.20
18218	Integra One	Computer Services/Software Maintenance	\$ 560.00
18219	RCN	Internet & Telephone Services	\$ 813.13
18220	Fogels Fuel Service	Fire Company Fuel	\$ 344.22
18221	City of Bethlehem	Hydrant Assessment	\$ 156.54
18222	PA One Call System, Inc.	Monthly Activity	\$ 69.60
18223	Suburban Propane	Park Fuel	\$ 383.26
18224	Flamm Walton PC	Personnel Legal Services	\$ 102.00
18225	Verizon Wireless	Municipal/Public Works Wireless	\$ 2,012.38
18226	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,117.00
18227	Verizon Wireless	Fire Company Wireless	\$ 138.56
18228	Verizon Wireless	Fire Company Wireless	\$ 379.34
18229	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.72

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
18230	Service Electric Cable TV Inc	Fire Company Internet	\$ 48.95
18231	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
18232	The Morning Call	Subscription Renewal	\$ 114.00
18233	Pitney Bowes	Postage Meter	\$ 180.00
18234	NJ Advance Media	Advertisements	\$ 1,053.55
18235	Eric Mitcheltree	Postage Reimbursement	\$ 19.00
18236	Exeter Supply Co., Inc.	Pipe & Drainage Supplies	\$ 235.35
18237	Johnstone Supply	Facilities Maintenance	\$ 523.66
18238	Montage Enterprises, Inc.	Equipment Parts/Supplies	\$ 192.10
18239	G C Electric Co., Inc.	Park Facilities Maintenance	\$ 307.60
18240	Cumberland Truck Parts	Public Works Parts & Supplies	\$ 627.86
18241	Kimball Midwest	Public Works Parts/Supplies	\$ 841.85
18242	Grainger Parts	Public Works Supplies	\$ 142.31
18243	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 355.85
18244	Star Buick GMC	Public Works Equipment Parts/Supplies	\$ 128.92
18245	Valley Tire Factory Outlet, Inc.	Public Works Tool/Equipment Repairs	\$ 25.00
18246	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 242.58
18247	Reliable Sign & Striping, Inc.	Recreation Sign	\$ 50.00
18248	Reynolds Business Systems, Inc.	Equipment Maintenance Agreement	\$ 450.00
18249	Five Star International LLC	Public Works Equipment Parts	\$ 1,014.38
18250	Neighbor's Home & Garden Center	Public Works Equipment	\$ 1,199.99
18251	Integra One	Computer Services/Software Maintenance	\$ 81.00
18252	Northampton County Seed Company, Inc.	Public Works Supplies	\$ 149.00
18253	LMS Designs and Signs	Public Works Equipment Parts/Supplies	\$ 275.00
18254	Wilson Products	Public Works Shop Tools/Equipment	\$ 74.30



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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
18255	Whitehall Turf Equipment	Public Works Equipment Parts/Supplies	\$ 75.86
18256	PAPCO	Equipment Motor Fuel	\$ 854.49
18257	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 361.07
18258	Staples Business Advantage	Office / Zoning Supplies	\$ 539.78
18259	Service Tire Truck Centers	Fire Company/Public Works Equipment Parts/Supplies	\$ 1,673.80
18260	Da Vinci Science Center	Summer Park Event	\$ 450.00
18261	Mad Science of Lehigh Valley	Summer Park Event	\$ 400.00
18262	Edwards Business Systems	Copier Maintenance	\$ 534.94
18263	Edwards Business Systems	Copier Maintenance	\$ 153.92
18264	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,025.00
18265	Holzinger, Harak & Scomillio	Realty Transfer Tax Refund	\$ 699.50
18266	Philadelphia Insurance Companies	Summer Park Program Insurance	\$ 495.00
18267	Beyer-Barber Company	Pension Plan Administration	\$ 2,950.00
18268	Edwards Business Systems	Copier Maintenance	\$ 80.74
18269	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,925.00
18270	Lori Stauffer	Municipal Building Supplies	\$ 70.60
18271	Cheryl Yob	Summer Park Supplies	\$ 32.90
<b><i>Total General Fund Checking...</i></b>			<b>\$ 198,771.74</b>

**PAYROLL ACCOUNT**

June 8, 2018	\$ 36,401.10
June 22, 2018	\$ 44,664.56
<b><i>Total Payroll Account...</i></b>	<b>\$ 81,065.66</b>

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**LOWER NAZARETH SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
937	PPL Electric Utilities	Main Meter Electricity	<b>\$ 28.63</b>

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1042	Chase Card Services	Capital Construction	\$ 1,447.44
1043	L&W Supply Corporation	Capital Construction	\$ 6,542.40
<i>Total Capital Reserve Account...</i>			<b>\$ 7,989.84</b>

**REFUSE / RECYCLING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1257	AllState Septic Systems, LLP	Temporary Restrooms	<b>\$ 135.00</b>

**DEVELOPMENT & INSPECTION ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1891	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 16,485.00
1892	DCED	Training Contribution - 1st Quarter 2018	\$ 157.50
<i>Total Development &amp; Inspection Account...</i>			<b>\$ 16,642.50</b>

**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1889	County of Northampton	VOID	\$ -
1890	County of Northampton	Parcel ID	\$ 15.00
1891	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
1892	Northampton County Recorder of Deeds	Plan Recording	\$ 35.00
1893	Eric Albert	Plan Recording	\$ 10.00
1894	Northampton County Recorder of Deeds	Plan Recording	\$ 65.00

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**MASTER ESCROW CHECKING (LAB)**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1895	County of Northampton	Parcel ID	\$ 110.00
1896	Met-Ed	Traffic Signal Electricity	\$ 313.45
1897	PPL Electric Utilities	Traffic Signal Electricity	\$ 54.37
1898	Asteak Law Offices	Legal Services	\$ 1,045.00
1899	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 5,397.75
1900	Kay Builders, Inc.	Escrow Refunds	\$ 15,000.00
1901	Sterling Crossing, LLC	Escrow Refund	\$ 8,543.00
1902	Sparkle Car Wash on 248 LLC	Security Release / Escrow Refund	\$ 10,566.58
		<b><i>Total Master Escrow Checking Account...</i></b>	<b><u>\$ 41,190.15</u></b>