

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 10, 2019**

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday July 10, 2019. The Chairman called the meeting to order at 6:30 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 tonight's meeting for litigation discussion ****

Conditional Use Hearing – Opinion and Order - CU2019-02 Jaindl 248 Warehouse

A motion was moved by Mr. Hoyer and was seconded by Mr. Smalley to grant conditional use approval and approve the Opinion and Order. The motion carried.

Approval of Minutes

A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve the June 12th 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 for May 2019 and the Hecktown Fire Incident Report for June 2019.

Correspondence

Ms. Stauffer noted the Township received a letter from Meals on Wheels requesting financial assistance.

Subdivision and Land Development

Jaindl 248 Warehouse Land Development Plan – Attorney Zator briefly discussed their land development plan. The applicant needs to resubmit plans to be reviewed by the Township Engineer. Mr. Kortze said they could make the July 24th agenda even though the submission deadline had passed.

Supervisors' Comments

Ms. Stauffer reported the Nazareth COG meeting since Mr. Pennington was unable to attend. She noted there was discussion on areas for development and areas where traffic is an issue. The intersection with the most votes...Newburg Road and Route 191.

Mr. Hoyer commented on the advertisement looking for individuals for the Environmental Advisory Council (EAC). Mr. Pennington added that the Board is also looking for an individual for the Board of Auditors.

Mr. Pennington reported that he attended the Nazareth COG meeting in June with discussion on getting Nixel through the COG for better pricing.

Mr. Smalley, Ms. Templeton, and Mr. Boucher had no comments.

Engineer's Report

There was no discussion under Engineer's Report.

Solicitor's Report

Open Space Earned Income Tax Ordinance – Authorization to Advertise – A motion was moved by Mr. Hoyer and was seconded by Mr. Smalley to authorize Solicitor Asteak to advertise the ordinance to adoption at our next meeting. The motion carried. Mr. Pennington added that the increase would take effect in 2020.

Fields at Trio – Phase VII – Improvements Agreement – A motion was moved by Mr. Smalley and was seconded by Mr. Boucher to authorize execution the improvements agreement subject to receipt of the letter of credit. The motion carried.

Manager's Report

Time Extension Report – Ms. Stauffer noted the Township accepted time extensions for the Jaindl Route 248 Warehouse Land Development plan through July 31st and for the Ceco Concrete Land Development Plan through January 12, 2020.

Support Local Police Radar Senate Bill – Resolution #LNT-18-19 – A motion was moved by Mr. Boucher and was seconded by Mr. Smalley to approve Resolution #LNT-18-19. The motion carried.

Equipment Purchase – 10-yard leaf vac – Price Adjustment – Ms. Stauffer noted that the purchase price previously approved was for a manual arm, not a hydraulic arm. The price difference is \$1,820. But noted that the purchase of this equipment is through a DEP grant. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to the price adjustment. The motion carried.

Multi-Modal Transportation Grant Application – Ms. Stauffer reported that there is a grant we can apply for acquisition and demolition of properties for transportation improvements to the intersection of Newburg Road and Route 191. The grant is for \$550,000 - \$650,000. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to approve Resolution #LNT-19-19. 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. Boucher and was seconded by Mr. Smalley to approve payment of the bills dated July 10th. The motion carried.

Courtesy of the Floor

There was no discussion under Courtesy of the Floor.

Adjournment

The meeting adjourned at 6:52PM.

Respectfully submitted by,

A handwritten signature in cursive script that reads "Tammi Dravec". The signature is written in black ink and is positioned to the left of the typed name and title.

Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
July 10, 2019**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19254	Grandpop Bubbles, LLC	Summer Park Program	\$ 495.00
19255	Mad Science of Lehigh Valley	Summer Park Event	\$ 400.00
19256	City of Bethlehem	Hydrant Assessment	\$ 156.54
19257	The Morning Call	Subscription Renewal	\$ 114.00
19258	Pitney Bowes	Postage Meter	\$ 180.00
19259	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 8.44
19260	NJ Advance Media	Advertisement	\$ 319.40
19261	Karen A. Mengel, RPR, CSR	Stenographer	\$ 405.00
19262	Nazareth Area Council of Government	Animal Control Officer - 3rd Quarter 2019	\$ 725.00
19263	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 1,900.69
19264	Edwards Business Systems	Copier Maintenance	\$ 88.43
19265	Edwards Business Systems	Copier Maintenance	\$ 177.01
19266	Tyler Brown	Local Services Tax Refund	\$ 30.00
19267	Nicholas Farnack	Local Services Tax Refund	\$ 36.00
19268	Krystal Honohan	Local Services Tax Refund	\$ 37.00
19269	Shayla Honohan	Local Services Tax Refund	\$ 51.00
19270	Carly Suarez	Local Services Tax Refund	\$ 11.00
19271	Scott Rodney	Continuing Education	\$ 40.00
19272	Monarch Precast Concrete Corporation	Pipe & Drainage Supplies	\$ 930.00
19273	Sam's Club	Park/PW/Municipal Building Supplies	\$ 529.08
19274	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 326.94
19275	Sharkan Supply Co.	Public Works Shop Tools/Equipment	\$ 182.75
19276	PAPCO	Equipment Motor Fuel	\$ 1,079.98
19277	Mansfield Oil Company	Equipment Motor Fuel	\$ 1,983.36
19278	PSATS CDL Program	CDL Drug Testing	\$ 140.00
19279	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 3,240.00
19280	Hecktown Lower Nazareth Lions Club	Donation	\$ 100.00

Lower Nazareth Township
Bills To Be Approved
 July 10, 2019

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19281	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 358.12
19282	The Key	Advertisements	\$ 292.80
19283	PA One Call System, Inc.	Monthly Activity	\$ 45.88
19284	Home Depot	Public Works Supplies	\$ 150.81
19285	PAPCO	Equipment Motor Fuel	\$ 1,734.85
19286	Mansfield Oil Company	Equipment Motor Fuel	\$ 1,034.22
19287	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 801.03
19288	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 21.10
19289	Keystone Precision Instruments	Public Works Shop Tools/Equipment	\$ 225.00
19290	Northampton County Seed Company, Inc.	Public Works Supplies	\$ 155.00
19291	Safeguard Business Systems	Office Supplies	\$ 160.26
19292	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 67.78
19293	Integra One	Computer Services/Software Maintenance	\$ 81.00
19294	Memorial Library of Nazareth & Vicinity	Library Service	\$ 23,814.50
19295	RCN	Internet & Telephone Services	\$ 809.31
19296	PPL, Inc.	Fire Company Electricity	\$ 378.73
19297	<i>VOIDED</i>		\$ -
19298	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
19299	Service Electric Telephone Co.	Fire Company Telephone	\$ 44.04
19300	Service Electric Cable TV Inc	Fire Company Internet	\$ 56.64
19301	Verizon Wireless	Fire Company Wireless	\$ 379.76
19302	Verizon Wireless	Fire Company Wireless	\$ 138.56
19303	A & S HVAC, Inc.	Fire Company Maintenance	\$ 466.00
19304	Wex Bank	Fire Company	\$ 599.42
19305	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,060.09
19306	Edwards Business Systems	Copier Maintenance	\$ 593.99
19307	Easton Suburban Water Authority	Municipal Bldg Sprinkler	\$ 231.00

Lower Nazareth Township
Bills To Be Approved
July 10, 2019

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19308	PSATS	Conference/Training	\$ 50.00
19309	Easton Suburban Water Authority	Hydrant Assessment	\$ 18,459.00
19310	Medical Life Insurance Company	Employee Life Insurance	\$ 3,294.42
19311	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
19312	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.93
19313	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 2,602.73
19314	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 529.15
19315	Met-Ed	Traffic Signal / Street Light Electricity	\$ 280.54
19316	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 172.25
19317	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 2,286.38
19318	Asteak Law Offices	Legal Services	\$ 11,278.75
19319	PPL, Inc.	Municipal Drive Electricity	\$ 953.53
19320	Easton Suburban Water Authority	Fire Company Water	\$ 77.72
19321	Easton Suburban Water Authority	Fire Company Water	\$ 299.00
19322	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 472.72
19323	PPL, Inc.	Fire Company Electricity	\$ 374.02
19324	Sparkle Car Wash on 248 LLC	Fire Company	\$ 6.00
19325	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
19326	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
19327	Colonial Regional Police Department	Police Contract Payment	\$ 123,656.83
19328	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
19329	Tractor Supply Credit Plan	Public Works Supplies	\$ 119.03
19330	<i>VOIDED</i>		
19331	Chase Card Services	Postage/Recreation/Office	\$ 476.19
<i>Total General Fund Checking...</i>			<u>\$ 216,780.50</u>

**Lower Nazareth Township
Bills To Be Approved
July 10, 2019**

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
1027	Scheuernmann Excavating	Capital Construction	\$ 3,500.00
1028	Monarch Precast Concrete Corporation	Capital Construction	\$ 2,695.00
1029	Exeter Supply Co., Inc.	Capital Construction	\$ 1,164.80
1030	The Brick Yard	Capital Construction	\$ 1,266.12
1031	Gatti Morrison Construction Service Inc.	Capital Construction	\$ 855.00
1032	Foley, Inc.	Equipment Rental	\$ 35,055.76
<i>Total Open Space Account...</i>			\$ 44,536.68

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1367	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1115	GC Electric Co., Inc.	Capital Construction	\$ 238.00
1116	Hecktown Glass & Window	Capital Construction	\$ 3,280.00
1117	Home Depot Credit Services	Capital Construction	\$ 981.31
1118	All Phase Electric Supply Co	Capital Construction	\$ 4,191.25
1119	Design Floors, Inc.	Capital Construction	\$ 6,159.58
1120	Bath Supply Co., Inc.	Capital Construction	\$ 910.01
1121	Morris Black & Sons, Inc.	Capital Construction	\$ 1,563.00
1122	Chase Card Services	Capital Construction	\$ 4,033.35
<i>Total Capital Reserve Account...</i>			\$ 21,356.50

CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1254	Lafayette Ambassador Bank	Lease Payment	\$ 15,067.92

**Lower Nazareth Township
Bills To Be Approved
July 10, 2019**

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1923	Lower Nazareth Township General Fund	Zoning Permits	\$ 120.00
1924	CodeMaster Inspections Services, Inc.	Building Inspection Services	\$ 7,053.50
<i>Total Development & Inspection Account...</i>			<u>\$ 7,173.50</u>

SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
953	Lower Nazareth Township General Fund	Septic Permit Fee	\$ 165.00
954	Lower Nazareth Township D&I	Building Permit Fee	\$ 249.00
<i>Total Sewer Department Account...</i>			<u>\$ 414.00</u>

PAYROLL ACCOUNT

June 21, 2019	\$ 64,119.63
July 5, 2019	\$ 62,112.34
<i>Total Payroll Account...</i>	
<u>\$ 126,231.97</u>	

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2042	Met-Ed	Traffic Signal Electricity	\$ 144.46
2043	Signal Service, Inc.	Traffic Signal Maintenance	\$ 200.00
2044	Asteak Law Offices	Legal Services	\$ 3,705.00
2045	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 7,402.25
2046	Kay Builders, Inc.	Escrow Refunds	\$ 5,000.00
2047	Greek Development	Escrow Refund	\$ 729.96
2048	Doug Flurer	Escrow Refund	\$ 212.95
2049	John Sobrinski	Escrow Refund	\$ 245.03
2050	Matthew Wehr	Escrow Refund	\$ 140.00
<i>Total Master Escrow Account...</i>			<u>\$ 17,779.65</u>