

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 9, 2017**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday August 9, 2017. The Chairman called the meeting to order at 6:30 PM.

Present were:

James S. Pennington	-	Chairman	Steve Mills	-	for Gary Asteak, Solicitor
Gerald R. Green	-	Vice Chairman	Albert Kortze	-	Engineer
Eric E. Nagle	-	Supervisor	Timm A. Tenges	-	Manager, Secretary/Treasurer
Robert S. Kucsan	-	Supervisor	Tammi Dravec	-	Assistant Secretary/Treasurer
			Lori B. Seese	-	Zoning Administrator

Absent was: Martin J. Boucher, Supervisor

Approval of Minutes

A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve the July 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 June 2017, Hecktown Volunteer Fire Company Incident Report for July 2017, and the Zoning Administrator's Report for June 2017.

Mr. Pennington thanked Hecktown Fire Company for their recent service during the storms last week. He noted that in one afternoon there was a drowning at Dutch Springs, a house fire on Cobblestone Lane, and a pole down on Hecktown Road.

Correspondence

Bath Borough's Withdrawal from CRPC – Mr. Tenges read a letter dated July 13th from Brad Flynn, Manager of Bath Borough, giving notice of their withdrawal effective January 1, 2019.

Manager's Retirement – Mr. Pennington read Mr. Tenges' letter announcing his retirement effective February 6, 2018. Mr. Pennington thanked Mr. Tenges for all his hard work. A motion was moved by Mr. Green and was seconded by Mr. Nagle to accept Mr. Tenges notice of retirement. The motion carried.

Subdivision and Land Development – There was no discussion under Subdivision & Land Development.

Supervisors' Comments

Mr. Kucsan, and Mr. Green had no comments. Mr. Nagle thanked Mr. Tenges for all he has done for the Township during his 30+ years of service. Mr. Pennington stated that he attended the Joint COG and CRPC meetings this month.

Manager's Report

Wide Format Printer – Mr. Tenges stated that this piece of equipment is a printer, copier, and scanner and will assist the Township in meeting our MS4 requirements. In addition, it will help in archiving to reduce paper documents. The printer will be purchased from Edwards for \$32,461.00 and is on the COSTARS contract. Mr.

Tenges notes that the funds have already been set aside for this equipment purchase. A motion was moved by Mr. Nagle and was seconded by Mr. Kucsan to approve the printer purchase. The motion carried.

Masonry Mailbox – 268 Cobblestone Lane – A motion was moved by Mr. Nagle and was seconded by Mr. Green to approve the masonry mailbox agreement. The motion carried.

Wheel Loader Purchase – Mr. Tenges reported that our current wheel loader is a 1998 and has been giving us problems. In fact, it quit working today while being utilized for the Georgetown Road project. We have been demoing a John Deere and a CAT in order to decide which to purchase. Mr. Tenges asked for authorization to purchase a new loader up to \$170,000.00 and to sign a lease with Lafayette Ambassador Bank. He noted that funds have been set aside for equipment replacement. A motion was moved by Mr. Nagle and was seconded by Mr. Green to authorize the purchase and to execute a lease with Lafayette Ambassador Bank. The motion carried.

Retirement – Mr. Tenges stated that it has been a pleasure working here and he truly does have mixed emotions about his retirement. He said he loves what he does and is going to miss it.

Solicitor's Report – There was no discussion under Solicitor's Report.

Engineer's Report

Mr. Pennington asked Mr. Kortze for an update on the Hartman Road extension. Mr. Kortze reported that the design is complete he just needs to discuss some items with Solicitor Asteak.

Mr. Pennington asked Mr. Kortze for a status on the new traffic signals on Hanoverville Road. Mr. Kortze states they are moving along and are more than likely waiting for the poles. Mr. Tenges added that there are limited manufacturers and there is a 4 month wait for poles.

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. Kucsan and was seconded by Mr. Nagle to approve payment of the bills dated August 9, 2017. The motion carried.


Courtesy of the Floor

Bert Smalley, 4335 King George Drive, asked about the hearing on Liberty Properties. Mr. Pennington stated the hearing was postponed for a few months. Mr. Mills added that the judge would like to see the parties settle this on their own.

Adjournment

The meeting adjourned at 6:50 PM.

Respectfully submitted by,



Tammi Dravec
Assistant Secretary/Treasurer

Board of Supervisors Minutes
August 9, 2017

Lower Nazareth Township
Bills To Be Approved
August 9, 2017

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17347	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
17348	PPL, Inc.	Fire Company Electricity	\$ 469.51
17349	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 784.50
17350	Verizon Wireless	Fire Company Wireless	\$ 403.97
17351	Verizon Wireless	Fire Company Wireless	\$ 138.56
17352	Staples Credit Plan	Fire Co Collection Supplies	\$ 78.42
17353	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.11
17354	Service Electric Cable TV Inc	Fire Company Internet	\$ 46.85
17355	Eastern Autoparts Warehouse	Fire Company Equipment Parts/Supplies	\$ 61.92
17356	Edwards Business Systems	Copier Maintenance	\$ 133.84
17357	Edwards Business Systems	Copier Maintenance	\$ 450.11
17358	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 98.77
17359	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
17360	Pitney Bowes Purchase Power	Postage	\$ 520.99
17361	Highway Materials, Inc.	Paving/Patching Material	\$ 4,235.26
17362	Giles & Ransome, Inc.	Public Works Equipment Repairs	\$ 842.03
17363	Structural Metal Fabricators, Inc.	Public Works Equipment Parts/Supplies	\$ 176.18
17364	Integra One	Computer Services/Software Maintenance	\$ 81.00
17365	Exeter Supply Co., Inc.	Facilities Maintenance	\$ 58.50
17366	Staples Business Advantage	Office Supplies	\$ 49.00
17367	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 154.00
17368	Cumberland Truck Parts	Public Works Equipment/Supplies	\$ 95.01
17369	PAPCO	Equipment Motor Fuel	\$ 1,431.69
17370	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,490.88
17371	VOIDED		

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17372	Advanced Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 16.21
17373	Commonwealth of PA	Pesticide Examinations	\$ 210.00
17374	Gilmore & Associates, Inc.	Engineering & Inspection Services	\$ 3,552.50
17375	ABC Printing	Township Logo	\$ 175.00
17376	State Worker's Insurance Fund	Workers Compensation #05039711	\$ 1,338.00
17377	Hicks Paving LLC	Temporary Restrooms	\$ 170.00
17378	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 1,809.50
17379	PPL, Inc.	Municipal Drive Electricity	\$ 1,222.70
17380	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,126.24
17381	Met-Ed	Traffic Signal / Street Light Electricity	\$ 327.02
17382	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 168.00
17383	RCN	Internet & Telephone Services	\$ 803.00
17384	EMC Insurance Companies	Township Insurance	\$ 5,497.84
17385	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 2,290.57
17386	Reynolds Business Systems, Inc.	Equipment Software Maintenance Agreement	\$ 100.00
17387	Edwards Business Systems	Copier Maintenance	\$ 402.41
17388	Pitney Bowes Purchase Power	Postage	\$ 520.99
17389	NJ Advance Media	Advertisement	\$ 94.25
17390	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 121.00
17391	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 2,961.60
17392	Easton Suburban Water Authority	Municipal Bldg Water	\$ 45.08
17393	Karen A. Mengel, RPR, CSR	Stenographer	\$ 95.00
17394	Diana Wallbillich	Summer Park Program	\$ 116.99
17395	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,480.00
17396	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17397	Colonial Regional Police Department	Police Contract Payment	\$ 109,422.44
17398	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 22,798.78
17399	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
17400	PA One Call System, Inc.	Monthly Activity	\$ 41.82
17401	The Morning Call	Subscription Renewal	\$ 88.00
17402	Pitney Bowes	Office Supplies	\$ 56.52
17403	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 63.97
17404	Structural Metal Fabricators, Inc.	Public Works Equipment Parts/Supplies	\$ 662.25
17405	Krause Enterprises	Pipe and Drainage Supplies	\$ 299.00
17406	Valley Tire Factory Outlet, Inc.	Public Works Tool/Equipment Repairs	\$ 20.00
17407	Home Depot	Public Works Supplies	\$ 43.39
17408	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 91.95
17409	Staples Business Advantage	Office Supplies	\$ 69.15
17410	Highway Materials, Inc.	Paving/Patching Material	\$ 174.19
17411	Integra One	Computer Services	\$ 403.75
17412	General Highway Products, Inc.	Traffic Signal Supplies	\$ 350.00
17413	VOIDED		
17414	Chase Card Services	Office/Public Works Supplies/Training	\$ 2,040.19
17415	Tractor Supply Credit Plan	Public Works Equipment Parts/Supplies	\$ 87.95
17416	Service Tire Truck Centers	Fire Company Equipment Service	\$ 2,703.14
17417	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 672.44
17418	ExxonMobil	Fire Company Fuel	\$ 259.59
17419	Easton Suburban Water Authority	Fire Company Water	\$ 69.61
17420	PPL, Inc.	Fire Company Electricity	\$ 518.78
17421	Home Depot	Fire Company Supplies	\$ 112.79

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
17422	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 121.00
17423	Shop One Fire Apparatus	Fire Company Equipment Maintenance	\$ 1,192.00
17424	National Elevator Inspection Services	Municipal Building Facilities Maintenance	\$ 78.00
17425	Lehigh Fuels, LLC	Equipment Motor Fuel	\$ 665.77
17426	Wilson Products	Public Works Shop Tools/Equipment	\$ 319.73
<i>Total General Fund Checking...</i>			<u><u>\$ 184,646.68</u></u>

PAYROLL ACCOUNT

July 21, 2017	\$ 38,609.11
August 4, 2017	\$ 41,272.68
<i>Total Payroll Account...</i>	
<u><u>\$ 79,881.79</u></u>	

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1000	Artefact, Inc.	Municipal Building Maintenance	\$ 895.00
1001	Staples Advantage	Capital Purchase	\$ 226.20
1002	Sherwin-Williams	Capital Construction	\$ 204.84
1003	Home Depot Credit Services	Capital Construction	\$ 306.27
<i>Total Capital Reserve Account...</i>			<u><u>\$ 1,632.31</u></u>

REFUSE/RECYCLING ACCOUNT

Num	Name	Memo	Amount
1246	Hicks Portable Toilets	Temporary Restrooms	<u><u>\$ 90.00</u></u>

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HIGHWAY REHABILITATION / RECONSTRUCTION ACCOUNT

Num	Name	Memo	Amount
1038	Geo-Technology Associates, Inc.	Engineering Services	\$ 5,500.00
1039	Home Depot Credit Services	Construction/Rebuilding	\$ 119.76
<i>Total Highway Rehabilitation / Reconstruction Account...</i>			\$ 5,619.76

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
649	Home Depot Credit Services	Capital Construction	\$ 1,768.62
650	Exeter Supply Co., Inc.	Capital Construction	\$ 332.50
651	Keystone Cement Company	Aggregate	\$ 853.92
<i>Total Open Space Account...</i>			\$ 2,955.04

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1860	Barry Isett & Associates, Inc.	Building Inspection Services	\$ 455.00
1861	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 21,682.10
1862	Phillips Feed	Building Permit Refund	\$ 25.00
<i>Total Development & Inspection Account...</i>			\$ 22,162.10

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1766	Fun Affairs	Summer Park Program	\$ 950.00
1767	Shannon Snyder	Key Refund	\$ 25.00
1768	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 110.00
1769	Met-Ed	Traffic Signal Electricity	\$ 120.07
1770	Hilary Marquardt	Key Refund	\$ 25.00

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MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1771	Jared King	Key Refund	\$ 25.00
1772	Randy Setzer	Key Refund	\$ 25.00
1773	Jen Kilareski	Key Refunds	\$ 50.00
1774	Met-Ed	Traffic Signal Electricity	\$ 122.60
1775	PENNDOT	Engineering & Inspections Services	\$ 1,571.43
1776	Keystone Consulting Engineers, Inc.	Engineering & Inspections Services	\$ 1,959.50
1777	East Allen Construction	Escrow Refunds	\$ 4,480.00
1778	Joann Tolotta	Escrow Refund	\$ 3,039.22
1779	Guru Nank Sikh Society of LV	Escrow Refund	\$ 932.92
1780	General Highway Products, Inc.	Traffic Signal Supplies	\$ 3,200.00
		<i>Total Master Escrow Checking Account...</i>	\$ 16,635.74