

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 22, 2018**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday August 22, 2018. The Chairman called the meeting to order at 6:30 PM.

Present were:

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

Absent were: Martin Boucher – Vice Chairman

New Business

Supervisor Appointment – Mr. Pennington asked for nominations for a new supervisor. Ms. Templeton made a motion to appoint Bert Smalley. The motion was seconded by Mr. Hoyer. The motion carried. Mr. Smalley took the Oath of Office and joined the Board for the meeting.

Approval of Minutes

A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve the July 25th meeting minutes. Mr. Smalley abstained. 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 Vol. Fire Company's Incident Report for July 2018, the Bethlehem Township Vol. Fire Company Ambulance Calls for January through mid-July 2018, and the Financial Report for June 2018.

Correspondence

County of Lehigh – Ms. Stauffer reported the Township was in receipt of a letter from the County of Lehigh seeking municipal donations. She requested the Board discuss this during budget review in October.

Nazareth Area Memorial Library – Ms. Stauffer reported the Township was in receipt of a letter from the library regarding the 2019 contribution. She was aware that Ms. Shriver and Ms. Bergstrom were in attendance and requested to address the Board. Ms. Stauffer requested the Board hold off discussing this until our budget review in October. Mr. Pennington thought this was a wise approach as the budget has many changes to its components, such as the police budget without Bath's contribution.

Subdivision and Land Development

Innovative Control Systems (ICS) – Sketch Plan – Kevin Detrick, Innovation Control Systems and Terry Degroot, Terraform Engineering gave a brief presentation on the proposed warehouse on Hanoverville Road, across from Dutch Springs. Mr. Detrick owns Sparkle Car Wash, located on Route 248 in the Township. The carwash also has a "showplace" to demonstrate his equipment. There was discussion on truck traffic and employees for the proposed facility. Ms. Seese noted that this project will require conditional use approval.

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Life Church – Preliminary/Final Land Development – Resolution #LNT-31-18 – Pastor Jon Swartz and Engineer Mark Bahnick gave a brief presentation on the proposed addition to the existing building, along with additional parking spaces. The addition will be use as education space for the congregation. Mr. Pennington inquired about traffic. Pastor Swartz stated they are working the police for traffic control. Mr. Hoyer suggested they also reach out to the fire police. A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve Resolution #LNT-31-18. The motion carried.

Jaindl Land Development – David Jaindl stated that has been asked to provide an alternative access to the racetrack property. Mr. Jaindl presented a plan along Route 248, across from Essroc south of Jandy Boulevard. Rick Roseberry, Maser Consulting, stated they are proposing the road be centered on the site which will require them to apply for a variance as this moves the access more than 3,000 feet from a highway. In addition to creating a more viable option, he noted that Essroc may move their current driveway to align with this proposed road. The Board discussed truck traffic, traffic studies, and traffic signal requirements.

Jeff Shepherd, 4485 Whitetail Drive, inquired when the Township would be addressing Newburg Road and Route 191. Mr. Pennington stated we are working towards that, but it is a massive project which will be costly.

Supervisors' Comments

Ms. Templeton requested an update on the status of the new meeting room. Ms. Stauffer stated she met with Public Works Staff that morning and the room would be completed in 6 months. Ms. Templeton and Mr. Hoyer requested to visit the building to see the progress.

Mr. Hoyer reported that, in July, he attended an LVPC meeting, along with Ms. Stauffer. He also attended the CPRC meeting with Mr. Pennington. Mr. Hoyer polled the audience on whether they would be in favor of increasing EIT taxes by .25% for Open Space and Farmland Preservation. This would be a ballot item for next year. Those in attendance seemed in favor of the idea.

Mr. Pennington attended the CRPC meeting in July.

Mr. Smalley had no comments.

Manager's Report

Sale of Township Equipment – The Township advertised equipment for sale. Bids were received for 6 pieces of equipment. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to authorize the sale of equipment to the highest bidders. The motion carried.

2019 Minimum Municipal Obligation (MMO) – A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve the 2019 MMO. The motion carried.

House Bill Opposition – Resolution #LNT-33-18 – Ms. Stauffer noted that proposed House Bill #2564 would strip a municipality's right to regulate wireless facilities within their right-of-way. In February we passed a resolution opposing a similar bill. A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to approve Resolution #LNT-33-18. The motion carried.

Engineer's Report

Mr. Kortze noted that our NPDES permit has been submitted.

Solicitor's Report

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Cell Tower Ordinance – Authorization to Advertise – A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to authorize the advertisement of the Cell Tower Ordinance for adoption at a future meeting. The motion carried.

Short Term Rental Ordinance – Authorization to Advertise – A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to authorize the advertisement of the Short-Term Rental Ordinance for adoption at a future meeting. The motion carried.

NAZCOG – Resolution #LNT-32-18 – A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve Resolution LNT-32-18. The motion carried.

Hecktown Business Park – Lot #4 – Improvements Agreement – A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to authorize execution of the improvements agreement upon receipt of the letter of credit. The motion carried.

Old Business – There was no discussion under Old Business.

Payment of the Bills

A motion was moved by Mr. Smalley and was seconded by Ms. Templeton to approve payment of the bills dated August 22nd. The motion carried.

Courtesy of the Floor

Norma Shriver and Rita Bergstrom are members of the Library Board. They commented on letters previously sent to the Board highlighting the importance of the funding formula. They stated they are grateful for the Board's support and request they continue to use the funding formula for their annual contribution to the library. Mr. Pennington reiterated that our 2019 budget has many moving parts and we will be reviewing it in October.

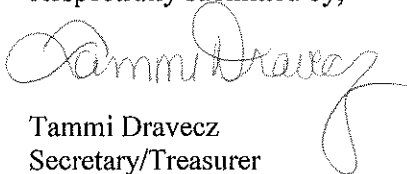
Tammy Kenny, 641 Mulberry Drive, inquired on construction times permitted within the Township. Ms. Seese stated equipment may be warmed up at 6:30am work may start at 7:00am. Ms. Kenny commented that back-up beepers from Township vehicles are waking her in the morning. Ms. Seese stated Township is precluded from those restrictions.

Jeff Shepherd, 4485 Whitetail Drive, requested clarification on the proposed short-term rental ordinance.

Adjournment

The meeting adjourned at 8:02 PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

Lower Nazareth Township
Bills To Be Approved
August 22, 2018

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18344	Commonwealth of Pennsylvania	NPDES Permit	\$ 2,500.00
18345	HRdirect	Personnel Posters	\$ 83.73
18346	Eric Mitcheltree	Tax Collection Fees	\$ 30.00
18347	Lillian Zito	Local Services Tax Refund	\$ 8.00
18348	Julia Boorse	Local Services Tax Refund	\$ 12.00
18349	Ethan Westerholm	Local Services Tax Refund	\$ 6.00
18350	Julia Hoyer	Local Services Tax Refund	\$ 46.00
18351	Neeta Bhatia	Local Services Tax Refund	\$ 52.00
18352	Allstate Septic Systems	Temporary Restrooms	\$ 225.00
18353	Cheryl Yob	Summer Park Supplies	\$ 27.13
18354	The Gehringer Corporation	Fire Company Building Maintenance	\$ 166.29
18355	Service Electric Telephone Co.	Fire Company Telephone	\$ 43.28
18356	Service Electric Cable TV Inc	Fire Company Internet	\$ 48.95
18357	Verizon Wireless	Fire Company Wireless	\$ 378.74
18358	Verizon Wireless	Fire Company Wireless	\$ 138.56
18359	PPL, Inc.	Fire Company Electricity	\$ 397.85
18360	Liberty Propane Inc.	Public Works Propane	\$ 341.45
18361	Met-Ed	Traffic Signal / Street Light Electricity	\$ 294.04
18362	Commonwealth of Pennsylvania	Pesticide License Renewal	\$ 20.00
18363	Kimball Midwest	Public Works Supplies	\$ 496.12
18364	Service Tire Truck Centers	Public Works Equipment Repair	\$ 35.95
18365	Nazareth Ford Inc.	Public Works Equipment Parts/Supplies	\$ 158.00
18366	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 176.44
18367	Sharkan Supply Co.	Public Works Supplies	\$ 383.56

**Lower Nazareth Township
Bills To Be Approved
August 22, 2018**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18368	SiteOne Landscape Supply	Public Works Supplies	\$ 46.02
18369	Sprayer Specialties Inc.	Public Works Equipment Parts/Supplies	\$ 29.55
18370	Collis Truck Parts, Inc.	Public Works Equipment Parts/Supplies	\$ 100.00
18371	Integra One	Computer Services/Software Maintenance	\$ 81.00
18372	Integra One	Computer Services	\$ 31.25
18373	Reliable Sign & Striping, Inc.	Recreation Sign	\$ 100.00
18374	U.S. Municipal Supply, Inc.	Public Works Equipment Parts/Supplies	\$ 181.21
18375	Easton Suburban Water Authority	Municipal Bldg. Water	\$ 49.33
18376	EMC Insurance Companies	Township Insurance	\$ 5,932.96
18377	NJ Advance Media	Advertisements	\$ 618.00
18378	Edwards Business Systems	Copier Maintenance	\$ 504.97
18379	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 29,813.04
18380	PAPCO	Equipment Motor Fuel	\$ 1,801.79
18381	Susan Whyte	Summer Park Refund	\$ 105.00
18382	Asteak Law Offices	Legal Services	\$ 9,783.75
18383	Home Depot	Public Works/ Recreation Supplies/ Park Main	\$ 164.70
18384	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
18385	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
18386	Colonial Regional Police Department	Police Contract Payment	\$ 113,440.06
18388	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 25,317.18
18387	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
18389	RCN	Internet & Telephone Services	\$ 803.69
18390	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 227.75
18391	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 4,284.35
18392	Cumberland Truck Parts	Public Works Supplies	\$ 65.75

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18393	The Key	Advertisement	\$ 237.36
18394	Chase Card Services	Supplies/Training/Summer Park	\$ 1,657.63
18395	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,056.27
18396	Home Depot	Fire Company Supplies	\$ 2.00
18397	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 1,074.97
18398	ExxonMobil	Fire Company Fuel	\$ 87.29
18399	Easton Suburban Water Authority	Fire Company Water	\$ 70.06
18400	Sparkle Car Wash on 248 LLC	Fire Company	\$ 2.00
18401	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 1,902.91
18402	Kona Ice Easton	Summer Park Program	\$ 392.00
18403	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,244.32
18404	PPL, Inc.	Municipal Drive Electricity	\$ 1,214.33
18405	New Enterprise Stone & Lime Co., Inc.	Construction/Rebuilding	\$ 12,700.68
18406	New Enterprise Stone & Lime Co., Inc.	Paving/Patching Material/Aggregate	\$ 1,767.11
18407	Verizon Wireless	Municipal/Public Works Wireless	\$ 251.69
18408	Sam's Club	Public Works/Municipal Building Supplies	\$ 495.06
18409	Tractor Supply Credit Plan	Public Works Equipment/Supplies	\$ 217.33
18410	Advanced Auto Parts Professional	Public Works Supplies	\$ 40.99
18411	Staples Business Advantage	Office / Public Works Supplies	\$ 116.38
18412	City of Bethlehem	Hydrant Assessment	\$ 156.54
18413	The Morning Call	Subscription Renewal	\$ 114.00
18414	Montage Enterprises, Inc.	Public Works Equipment Parts/Supplies	\$ 1,818.42
18415	Recreation resource USA	Park Faculties Maintenance	\$ 980.00
18416	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 192.08
18417	Alcom Printing Group Inc.	Office Supplies	\$ 330.00

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
18418	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 111.95
18419	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 82.57
18420	PAPCO	Equipment Motor Fuel	\$ 1,552.56
18421	Timm A Tenges	Consulting Services	\$ 460.00
18422	Edwards Business Systems	Copier Maintenance	\$ 153.92
18423	Edwards Business Systems	Copier Maintenance	\$ 88.43
18424	Highway Materials, Inc.	Construction / Rebuilding	\$ 17,610.54
18425	Highway Materials, Inc.	Construction / Rebuilding	\$ 12,428.90
18426	New Enterprise Stone & Lime Co., Inc.	Aggregate	\$ 315.88
18427	Suburban Propane	Park Fuel	\$ 163.35
18428	ReadyRefresh by Nestle	Municipal Bottled Water	\$ 20.45
18429	NJ Advance Media	Advertisements	\$ 228.55
<i>Total General Fund Checking...</i>			\$ 263,877.76

CAPITAL RESERVE - EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
1013	Structural Metal Fabricators, Inc.	Capital Purchase Equipment Purchase	\$ 37,000.00
1014	Lafayette Ambassador Bank	Lease Payment	\$ 34,950.60
1015	Lafayette Ambassador Bank	Lease Payment	\$ 16,742.68
<i>Total Capital Reserve Equipment Replacement Account...</i>			\$ 88,693.28

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1260	AllState Septic Systems, LLP	Temporary Restrooms	\$ 135.00

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CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1047	Security Service Co., Inc.	Municipal Building Maintenance	\$ 4,842.00
1048	Chase Card Services	Capital Construction	\$ 2,079.00
1049	Eric Mitcheltree, Tax Collector	NASD Real Estate Taxes	\$ 7,128.93
<i>Total Capital Reserve Account...</i>			\$ 14,049.93

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1895	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 45,020.50

PAYROLL ACCOUNT

	August 3, 2018		\$ 44,828.33
	August 17, 2018		\$ 40,112.64
<i>Total Payroll Account...</i>			\$ 84,940.97

MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1916	Met-Ed	Traffic Signal Electricity	\$ 146.87
1917	Premier Land Company	Escrow Refund	\$ 2,030.00
1918	Kay Builders, Inc.	Escrow Refunds	\$ 5,000.00
1919	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 24,074.41
1920	Asteak Law Offices	Legal Services	\$ 2,319.00
1921	Met-Ed	Traffic Signal Electricity	\$ 131.41
1922	PPL, Inc.	Traffic Signal Electricity	\$ 101.95
1923	Kay Builders, Inc.	Escrow Refunds	\$ 11,000.00

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MASTER ESCROW CHECKING (LAB)

Num	Name	Memo	Amount
1924	Asteak Law Offices	Legal Services	\$ 95.00
1925	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 37,069.17
<i>Total Master Escrow Checking Account...</i>			\$ 81,967.81

LOWER NAZARETH SEWER ACCOUNT

Num	Name	Memo	Amount
939	PPL Electric Utilities	Main Meter Electricity	\$ 27.34

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
666	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 14,970.44
667	Exeter Supply Co., Inc.	Capital Construction	\$ 47,577.40
<i>Total Open Space Account...</i>			\$ 62,547.84