

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 11, 2019**

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday September 11, 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 Dravec	-	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 ****

**** The Board held a moment of silence in remembrance of September 11th ****

Approval of Minutes

A motion was moved by Mr. Hoyer and was seconded by Mr. Smalley to approve the August 14th meeting minutes. The motion carried unanimously.

Reports *(Reports are available to review at the Township Office and on our website.)*

Mr. Pennington acknowledged the receipt of the Financial Report for July 2019, Hecktown Fire Incident Report for August 2019, and the Zoning Administrator's Reports for January-August 2019.

Correspondence

Ms. Stauffer indicated that we received notice from Northampton County that we have been awarded a \$10,000 CDBG grant towards the small bathrooms at the Newburg Park. Representatives will attend the September 25th meeting to present a check.

Subdivision and Land Development

There was no discussion under Subdivision and Land Development.

Supervisors' Comments

Mr. Pennington reported he attended the NAZCOG meeting on Monday evening and they continue to gather information for the NAZCOG Plan Update and will be holding meetings for public input this fall.

Mr. Hoyer commented that they received numerous letters of interest from individuals for the Environmental Advisory Council. He recommended appointing Kay Brazinski to a 5-year term, Donald Capecci to a 2-year term, Lynn Ratzell to a 4-year term, and William Stone to a 3-year term. A motion was made by Ms. Templeton and was seconded by Mr. Boucher to appoint the individuals to the Environmental Advisory Council. The motion carried unanimously. Beverly Hoyer was recommended for a 1-year term. A motion was made by Mr. Smalley and was seconded by Mr. Boucher to appoint Ms. Hoyer to a term of one year. Mr. Hoyer abstained. The motion carried.

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

Engineer's Report

Mr. Kortze reviewed his monthly report.

Solicitor's Report

Liberty Property Trust Settlement – Solicitor Asteak gave a brief history on the project proposed and the numerous appeals filed by both the developer and the Township. After years of negotiations we finally have a settlement that all parties seem to agree on. Solicitor Asteak stated that instead of the originally proposed two warehouses at 525,000 sq. ft. we have agreed to one warehouse at 387,000 sq. ft. Also included in the agreement is a connector road from Daniels Road/Route 946 to Route 191. Both roads are state roads and will require PADOT approvals for traffic control and the intersections.

Mr. Smalley stated that “being allowed to build it by-right doesn’t make it the right thing to do,” and was although he realized there was nothing to do to prevent would not vote to accept the settlement.

Mr. Hoyer was also unhappy about a warehouse but understood that we’ve exhausted our legal options and believes the agreement we’ve worked out with the developer makes “what could have been a bad situation better.”

Mr. Pennington was unhappy stating we denied this twice, but it came back; this was the best we could do.

A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to accept the settlement agreement. The motion carried.

Manager's Report

Lehigh Valley Transportation Study (LVTS) – Last month Ms. Stauffer and Mr. Kortze gave a presentation to the LVTS to try to gain approval/funding for improvements at Route 191 and Newburg Road.

Hollo Road Signalization – In July, Ms. Stauffer, Mr. Kortze, Solicitor Asteak, and Township Supervisors met with PADOT to discuss approval of a traffic signal at Hollo Road and Route 248. They did not approve a traffic signal but would work with us on other options to improve the intersection.

Fall Festival – Movie in the Park – Ms. Stauffer reported that staff is planning the event again this year. We will be showing Nightmare Before Christmas. Staff is currently working on getting business donations for the event.

Senior Center / 306 Butztown Road Improvements – Ms. Stauffer requested approval to purchase the new furnace through Air Professionals at a cost of \$9,875. She stated this was the lowest of the three bids received. A motion was moved by Mr. Boucher and was seconded by Mr. Smalley to authorize the purchase. The motion carried unanimously. Ms. Stauffer reminded the Board that 50% of this purchase will be reimbursed through the grant from Northampton County.

USDA Spotted Lantern Fly - Louise Bugbee – Ms. Stauffer indicated that due to a family emergency Ms. Bugbee was unable to attend and will be attending the October 9th meeting.

2020 Minimum Municipal Obligation (MMO) – Ms. Stauffer reported that our 2020 MMO is \$109,060.57 A motion was moved by Mr. Boucher and was seconded by Ms. Templeton to approve the 2020 MMO. The motion carried unanimously.

CRPD Uniform Traffic Ordinance Amendment – Ms. Stauffer reported that on September 4th she received an email from Chief Seiple requesting to raise traffic fines and to use the money to establish an equipment fund. Currently the fines are split 50/50 with 50% coming to the Township. Chief is requesting to keep 100% of the fines to establish the equipment fund. Solicitor Asteak stated that the vehicle code may require the money to be turned over to the township. Ms. Stauffer stated she would like to set up an account, like we have to the fire company, to collect and manage the funds. Solicitor Asteak suggested she check with Mr. Finnegan at Hanover Township to see how they plan to handle the funds. The next step is for Solicitor Asteak to draft an ordinance to increase the fines.

Grant Application Resolution #LNT-21-19 – Ms. Stauffer would like authorization to apply for a grant towards the walking trail and small bathroom. A motion was moved by Mr. Hoyer and was seconded by Mr. Smalley to approve Resolution #LNT-21-19. The motion carried unanimously.

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 Ms. Templeton to approve payment of the bills dated September 11, 2019. The motion carried unanimously.

Courtesy of the Floor

Travis Gerould, 463 Schoolhouse Road, inquired why we needed money for new scales when he thought we already authorized the purchase a few months ago. Mr. Pennington stated we only asked for support but since we were unable to obtain funding, we need to figure out how to pay for the new scales.

James Faust, 4560 Steuben Road, inquired on what roads they use the scales. Mr. Pennington stated Jaindl Road and Hanoverville Road, and Route 191 at Butztown Road.

Adjournment

The meeting adjourned at 7:15 PM.

Respectfully submitted by,


Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
September 11, 2019**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19419	CodeMaster Inspection Services, Inc.	Zoning Officer Services	\$ 2,460.00
19420	PSATS CDL Program	CDL Drug Testing	\$ 70.00
19421	PAPCO	Equipment Motor Fuel	\$ 674.27
19422	New Enterprise Stone & Lime Co., Inc.	Aggregate/Paving/Patching Material	\$ 981.14
19423	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 103.55
19424	Mansfield Oil Company	Equipment Motor Fuel	\$ 1,739.19
19425	Liberty Propane Inc.	Municipal Building Propane	\$ 4,495.09
19426	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,309.00
19427	Lehigh Valley Planning Commission	Continuing Education	\$ 105.00
19428	Charles Holmberg	Zoning Permit Refund	\$ 50.00
19429	Liberty Propane Inc.	Municipal Building Propane	\$ 3,058.30
19430	Sam's Club	Membership Renewal	\$ 300.00
19431	Easton Suburban Water Authority	Municipal Bldg Water	\$ 111.90
19432	Nathaniel Estock	Local Services Tax Refunds	\$ 102.00
19433	Integra One	Computer Services/Software Maintenance	\$ 81.00
19434	Edwards Business Systems	Copier Maintenance	\$ 395.46
19435	Edwards Business Systems	Copier Maintenance	\$ 545.98
19436	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,100.00
19437	Edwards Business Systems	Copier Maintenance	\$ 96.89
19438	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 3,619.20
19439	Horwith Freightliner	Fire Company Equipment Maintenance	\$ 1,493.29
19440	Service Electric Cable TV Inc	Fire Company Internet	\$ 56.64
19441	Service Electric Telephone Co.	Fire Company Telephone	\$ 45.93
19442	Verizon Wireless	Fire Company Wireless	\$ 383.48
19443	Verizon Wireless	Fire Company Wireless	\$ 138.56
19444	Wex Bank	Fire Company	\$ 1,306.73
19445	Allstate Septic Systems	Temporary Restrooms	\$ 225.00

Lower Nazareth Township
Bills To Be Approved
September 11, 2019

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19446	Home Depot	Public Works Tools/Equipment	\$ 49.94
19447	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
19448	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
19449	Colonial Regional Police Department	Police Contract Payment	\$ 123,656.83
19450	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 30,338.30
19451	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
19452	Chase Card Services	Postage/Office Supplies	\$ 904.80
19453	IAFC Membership	Fire Company Membership Renewal	\$ 240.00
19454	DACER Fire Protection	Fire Company Equipment Maintenance	\$ 205.50
19455	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 523.00
19456	PPL, Inc.	Fire Company Electricity	\$ 466.44
19457	Sparkle Car Wash on 248 LLC	Fire Company	\$ 2.00
19458	Safeguard Business Systems	Office Supplies	\$ 164.20
19459	East Penn Sanitation, Inc.	Municipal Trash Removal	\$ 83.50
19460	Security Service Company, Inc.	Security System Monitoring	\$ 314.34
19461	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,309.00
19462	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.93
19463	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 1,438.16
19464	Technology Reflections, Inc	Fire Company Web Service	\$ 1,384.40
19465	Easton Suburban Water Authority	Fire Company Water	\$ 155.02
19466	Met-Ed	Traffic Signal / Street Light Electricity	\$ 288.55
19467	RCN	Internet & Telephone Services	\$ 809.31
19468	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 989.12
19469	PPL, Inc.	Municipal Drive Electricity	\$ 905.61
19470	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 3,147.25
19471	PA One Call System, Inc.	Monthly Activity	\$ 40.70

**Lower Nazareth Township
Bills To Be Approved
September 11, 2019**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
19472	Mansfield Oil Company	Equipment Motor Fuel	\$ 2,346.62
19473	PAPCO	Equipment Motor Fuel	\$ 1,063.64
19474	Staples Business Advantage	Office Supplies	\$ 240.18
19475	Plasterer Equipment Co., Inc.	Public Works Equipment Parts/Supplies	\$ 320.14
19476	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 42.84
19477	Best Line Equipment	Public Works Equipment Parts/Supplies	\$ 276.64
19478	Wilson Products	Public Works Shop Tools/Equipment	\$ 647.05
19479	Sherwin-Williams	Park Supplies	\$ 528.56
19480	J. Smith's Automotive, Inc.	Equipment Repairs	\$ 33.16
19481	Structural Metal Fabricators, Inc.	Public Works Parts/Supplies	\$ 632.15
19482	Tractor Supply Credit Plan	Public Works Supplies	\$ 24.47
19483	New Enterprise Stone & Lime Co., Inc.	Aggregate Material	\$ 2,484.00
<i>Total General Fund Checking...</i>			<u>\$ 204,148.75</u>

OPEN SPACE ACCOUNT - LAB

Num	Name	Memo	Amount
1048	Foley, Inc.	Equipment Rental	\$ 31,472.00
1049	Exeter Supply Co., Inc.	Capital Construction	\$ 5,745.60
1050	Foley, Inc.	Equipment Rental	\$ 12,863.88
1051	Service Tire Truck Centers, Inc.	Capital Construction Equipment Repair	\$ 239.95
<i>Total Open Space Account...</i>			<u>\$ 50,321.43</u>

OPEN SPACE ACCOUNT - PLGIT

Num	Name	Memo	Amount
672	Lyons Recreation, LLC	Playground Equipment	<u>\$ 87,976.31</u>

**Lower Nazareth Township
Bills To Be Approved
September 11, 2019**

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
1370	Allstate Septic Systems, LLP	Temporary Restroom	\$ 115.00

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1135	Sherwin-Williams	Capital Construction	\$ 40.77
1136	Bath Supply Co., Inc.	Capital Construction	\$ 303.42
1137	East Lawn Supply Co., Inc.	Capital Construction	\$ 12.49
1138	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 8,242.42
1139	Chase Card Services	Capital Construction	\$ 201.50
1140	Home Depot Credit Services	Capital Construction	\$ 732.98
1141	Bath Supply Co., Inc.	Capital Construction	\$ 1,036.22
1142	Morris Black & Sons, Inc.	Capital Construction	\$ 190.00
<i>Total Capital Reserve Account...</i>			\$ 10,759.80

SEWER DEPARTMENT ACCOUNT

Num	Name	Memo	Amount
957	PPL Electric Utilities	Main Meter Electricity	\$ 28.81

PAYROLL ACCOUNT

August 30, 2019	\$ 50,139.09
September 13, 2019	\$ 51,326.46
<i>Total Payroll Account...</i>	
\$ 101,465.55	

**Lower Nazareth Township
Bills To Be Approved
September 11, 2019**

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
1928	DCED	Training Contribution - 2nd Quarter 2019	\$ 180.00
1929	DCED	Training Contribution - 4th Quarter 2018	\$ 171.00
1930	Lower Nazareth Township	Administrative Fee	\$ 9,391.90
1931	DCED	Training Contribution - 1st Quarter 2019	\$ 157.50
1932	Charles Holmberg	Building Permit Refund	\$ 205.00
<i>Total Development & Inspection Account...</i>			<u><u>\$ 10,105.40</u></u>

STATE LIQUID FUELS ACCOUNT

Num	Name	Memo	Amount
563	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 35,368.65
564	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 51,744.83
565	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 31,518.20
<i>Total State Liquid Fuels Account...</i>			<u><u>\$ 118,631.68</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
2070	Met-Ed	Traffic Signal Electricity	\$ 269.79
2071	PPL Electric Utilities	Traffic Signal Electricity	\$ 144.61
2072	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 36,907.75
2073	Travis Richendrfer	Escrow Refund	\$ 275.08
2074	Steven Peterson	Escrow Refund	\$ 76.08
2075	Siegfried Septic	Escrow Refund	\$ 499.00
<i>Total Master Escrow Account...</i>			<u><u>\$ 38,172.31</u></u>