

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
November 13, 2019**

The Lower Nazareth Township Board of Supervisors held their regularly scheduled meeting at the Lower Nazareth Municipal Building on Wednesday November 13, 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
Bert R. Smalley	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Robert J. Hoyer	-	Supervisor	Lori Seese	-	Planning/Zoning
Amy L. Templeton	-	Supervisor			Administrator

Absent was:

Lori A. Stauffer - Manager

*\*\*\*The Board held an executive session prior to tonight's meeting for litigation discussion\*\*\**

**Approval of Minutes**

A motion was moved by Mr. Boucher and was seconded by Mr. Smalley to approve the October 23, 2019 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 September 2019, the Hecktown Fire Company's Incident Report for October and the Zoning Administrator's Report for October.

**Liquor License Transfer Hearing**

Solicitor Asteak opened the hearing with a brief introduction of the application. Attorney Matthew Anderson and applicant Tommy Zhang were present. Mr. Zhang will be opening a restaurant, Red Crab Juicy Seafood, at 3756 Easton/Nazareth Highway in Easton. Attorney Anderson presented the Board with exhibits A-1 – A-6 depicting the restaurant's location and style. Hours of operation and training of servers was also discussed. Mr. Hoyer inquired who oversees the training. Attorney Andersen reported that the state oversees everything. Mr. Smalley asked if the restaurant would be staffed by local residents. Mr. Zhang replied yes, as much as possible.

A motion was moved by Mr. Hoyer and was seconded by Ms. Templeton to approve Resolution #LNT-28-19, authorizing the liquor license transfer. The motion carried unanimously.

**Correspondence**

Mr. Pennington stated that we are in receipt on a thank you card from the library's teen advisory board for allowing them to participate in our fall festival.

**Subdivision and Land Development**

**Knecht Final Minor Subdivision – Resolution LNT-29-19** – Mr. Knecht intends to subdivide a 1.5-acre parcel off his 65-acre lot. Mr. Kortze reviewed his November 7<sup>th</sup> letter recommending approval. A

**Board of Supervisors Minutes  
November 11, 2019**

motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to approve Resolution #LNT-29-19. The motion carried unanimously.

### **Supervisors' Comments**

Mr. Pennington commented on:

Fields of Trio Traffic Concerns – Mr. Pennington spoke with Chief Seiple and was told if the developer and HOA give CRPD permission they can go into the development and enforce the vehicle codes. Jeff Shepherd submitted a letter to CRPD. He thanked the Board for their help and commented that CRPD has already issued tickets. Mr. Pennington added that the Township also reach out to the school regarding the speeding bus complaint.

NAZCOG Meeting – Mr. Pennington stated that the meeting for public input on the updated plan should be held in early 2020.

Pibbles Paws 2020 Contract – Mr. Pennington reported that in 2019 we paid \$0.50/resident for this service. The proposed 2020 fee will be \$1.00/resident. A motion was moved by Mr. Smalley and was seconded by Mr. Boucher to approve the new 2020 rate. The motion carried unanimously.

Nixle Emergency Notification – Mr. Pennington noted that we can get a better annual fee if we enter into a contract with the other members in the COG. A motion was moved by Mr. Boucher and was seconded by Mr. Smalley to contract with other municipalities within the COG. The motion carried unanimously.

Property Maintenance Code – A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to authorize Solicitor Asteak to draft an ordinance for our December meeting. The motion carried unanimously. Ms. Seese commented that has already been working on some items and has noted to share with Solicitor Asteak when he prepares the ordinance.

Mr. Hoyer commented that the Environmental Advisory Committee held their second meeting on Monday November 11<sup>th</sup>. He noted that most of the members attended the Gilmore meeting. Mr. Hoyer thanked everyone who voted him into the 4-year term and gave his condolence to Mr. Smalley for not getting elected. Mr. Hoyer then congratulated Mr. Brown on being elected. He closed with asking the Township to cover the no parking signs on election days to avoid confusion for people trying to park in the lot to enter the polling facility.

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

### **Engineer's Report**

O.R.E. Rentals – Letter of Credit Reduction and Commence Maintenance Period – Mr. Kortze reviewed his November 6<sup>th</sup> letter recommending the reduction and to commence maintenance period. A motion was moved by Mr. Smalley and was seconded by Ms. Templeton to reduce security and commence maintenance. The motion carried unanimously.

ProLogis Park 33 EFG – Letter of Credit Reduction and Commence Maintenance Period – Mr. Kortze reviewed his November 7<sup>th</sup> letter recommending the reduction and to commence maintenance period. A motion was moved by Ms. Templeton and was seconded by Mr. Smalley to reduce security and commence maintenance. The motion carried unanimously.

Nazareth PT Rehab – End of Maintenance Period / Security Release – Mr. Kortze reviewed his November 4<sup>th</sup> letter recommending the release of remaining security. A motion was moved by Mr. Boucher and was seconded by Mr. Hoyer to release security. The motion carried unanimously.

Fairfield – Maintenance Period Extension – Mr. Kortze reviewed his November 5<sup>th</sup> letter recommending the extension of the maintenance period due to outstanding items. A motion was moved by Mr. Hoyer and was seconded by Mr. Boucher to hold the security and extended maintenance. The motion carried unanimously.

Newburg Park Update – Mr. Kortze commented on the fantastic job by Township Public Works Crews on the grading and paving work completed at the park.

### **Solicitor's Report**

Fireworks Ordinance – Request to Display – Mr. Bajwa submitted a request on behalf of Sikh Temple to display fireworks for a religious event. Solicitor Asteak had numerous health and safety concerns which Mr. Bajwa addressed in an email and during the meeting. Mr. Bajwa noted these would be consumer, not commercial grade fireworks, that adults would be present, and no one under 18-years old would be permitted to ignite the fireworks. He noted the fireworks portion of their celebration would take place on November 16<sup>th</sup> between 7pm and 9pm.

Solicitor Asteak told Mr. Bajwa to secure the services of a local police officer at the cost of the temple. Mr. Bajwa questioned the need for an officer that this is no different than what residents would do on a permitted day. Mr. Hoyer inquired on the number of attendees to which Mr. Bajwa estimated 250. Mr. Pennington added that an officer was present when the fire company would hold fireworks at their carnival due to the large crowd. Mr. Bajwa stated that they only need the officer for 2 hours but CRPD's minimum is 4 hours. Solicitor Asteak stated we would speak with CPRD because we would really like them present to diffuse any situations.

Mr. Pennington noted that we will work on a form for future requests that this new ordinance is a work in progress. Solicitor Asteak also noted that this is a learning experience for all.

Mr. Hoyer asked Mr. Bajwa to keep in mind that the fields surrounding the property are dry.

A motion was moved by Ms. Templeton and was seconded by Mr. Hoyer to approve the request. The motion carried unanimously.

### **Manager's Report**

There was no discussion under Manager's Report.

**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 Ms. Templeton and was seconded by Mr. Smalley to approve payment of the bills dated November 13, 2019. The motion carried unanimously.

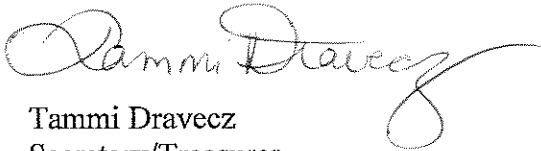
**Courtesy of the Floor**

Rita Bergstrom, 4488 Whitetail Drive, our library liaison, spoke about Upper Nazareth's decision to cut library funding by \$50,000 in 2020. She stated this would mean reduced services for all, including fewer program offerings, no new materials purchased, reduced staffing, and reduced hours. Ms. Bergstrom noted all the events offered in November and shared the September usage report for township residents. She closed by saying that the Library is a shared community resource which relies on the full funding all the participating municipalities

Jeff Shepherd, 4485 Whitetail Drive, volunteers for the library and stated they are thrilled with the partnership with Lower Nazareth.

**Adjournment** - The meeting adjourned at 7:43 PM.

Respectfully submitted by,



Tammi Dravec  
Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
November 13, 2019**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
19607	Commonwealth of PA	Pesticide License Renewal	\$ 35.00
19608	PAPCO	Equipment Motor Fuel	\$ 1,626.86
19609	Mansfield Oil Company	Equipment Motor Fuel	\$ 1,967.79
19610	Nazareth Area Council of Government	Animal Control Officer - 4th Quarter 2019	\$ 725.00
19611	Liberty Propane Inc.	Municipal Building Propane	\$ 239.48
19612	Mitcheltree, Eric J	Postage	\$ 17.05
19613	Integra One	Computer Services/Software Maintenance	\$ 81.00
19614	Service Tire Truck Centers	Public Works Equipment Repair	\$ 481.88
19615	LMS Designs and Signs	Public Works Equipment Parts/Supplies	\$ 65.00
19616	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 425.85
19617	Best Line Equipment	Public Works Equipment Parts/Supplies	\$ 788.86
19618	Sherwin-Williams	Park Supplies	\$ 409.00
19619	PSATS CDL Program	CDL Drug Testing	\$ 41.00
19620	Easton Suburban Water Authority	Municipal Bldg Water	\$ 56.93
19621	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies	\$ 2,124.86
19622	Foley, Incorporated	PW Equipment Parts/Supplies	\$ 145.17
19623	Five Star International LLC	Public Works Equipment Parts/Supplies	\$ 705.94
19624	Staples Business Advantage	Office Supplies	\$ 52.67
19625	Exeter Supply Co., Inc.	Public Works Supplies	\$ 16.84
19626	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 1,011.77
19627	Volunteer Companies Loan Fund	Fire Company Loan	\$ 965.26
19628	Colonial Regional Police Department	Police Contract Payment	\$ 123,656.83
19629	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 30,338.30
19630	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
19631	PA One Call System, Inc.	Monthly Activity	\$ 43.89
19632	NJ Advance Media	Advertisements	\$ 575.30
19633	The Key	Advertisements	\$ 403.20
19634	Met-Ed	Traffic Signal / Street Light Electricity	\$ 293.13

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
19635	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park Ele	\$ 1,083.91
19636	PPL, Inc.	Municipal Drive Electricity	\$ 532.23
19637	RCN	Internet & Telephone Services	\$ 809.83
19638	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 1,914.00
19639	Chase Card Services	Recreation/Office/Public Works/Training	\$ 2,233.91
19640	Home Depot	Public Works Tools/Equipment	\$ 715.61
19641	Allstate Septic Systems	Temporary Restrooms	\$ 216.00
19642	Advance Auto Parts Professional	Public Works Equipment Parts/Supplies	\$ 862.40
19643	Swank Motion Pictures, Inc.	Community Activities	\$ 435.00
19644	Mansfield Oil Company	Equipment Motor Fuel	\$ 797.29
19645	PAPCO	Equipment Motor Fuel	\$ 723.11
19646	Signal Service, Inc.	Traffic Signal Maintenance	\$ 100.00
19647	Stotz & Fatzinger Office Supply	Office Supplies/Winter Maintenance	\$ 753.70
19648	Master Supply Line	Municipal / Public Works Supplies	\$ 666.35
19649	AG-Industrial, Inc.	Public Works Equipment Parts/Supplies	\$ 278.79
19650	Bath Supply Co., Inc.	Municipal Facilities Maintenance	\$ 27.84
19651	Powerco, Inc.	Public Works Equipment Parts/Supplies	\$ 114.15
19652	Cumberland Truck Parts	Public Works Equipment Parts/Supplies	\$ 26.10
19653	Sam's Club	Municipal Building Supplies	\$ 618.14
19654	W.B. Mason Company, Inc.	Office Supplies	\$ 269.90
19655	TransEdge Truck Centers	Public Works Equipment Parts/Supplies	\$ 1,062.42
<b>Total General Fund Checking...</b>			<b>\$ 182,546.31</b>

**MASTER ESCROW ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2512	Met-Ed	Traffic Signal Electricity	\$ 157.98
2513	Keystone Consulting Engineers, Inc.	Engineering & Inspection Services	\$ 21,631.38
2514	Kay Builders, Inc.	Escrow Refund	\$ 2,000.00

**Lower Nazareth Township  
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**MASTER ESCROW ACCOUNT CONTINUED**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2515	Premier Land Company	Escrow Refund	\$ 2,275.00
2516	Sterling Crossing	Escrow Refunds	\$ 4,380.00
2517	Margaret Ferry	Escrow Refund	\$ 5.10
2518	Vamsi Balakrishnan	Escrow Refund	\$ 245.07
2519	Giuliana Marando	Escrow Refund	\$ 15.05
2520	MasterPLAN	Escrow Refund	\$ 65.03
<i>Total Master Escrow Account...</i>			<b>\$ 30,774.61</b>

**PAYROLL ACCOUNT**

November 8, 2019

**\$ 47,446.65**

**CAPITAL RESERVE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1149	Air Professionals, Inc.	Capital Construction	\$ 4,937.50
1150	All-Phase Electric Supply Co	Capital Construction	\$ 2,754.81
1151	Chase Card Services	Capital Construction	\$ 363.02
1152	Home Depot	Capital Construction	\$ 1,052.38
1153	Sherwin-Williams	Capital Construction	\$ 209.55
1154	Design Floors, Inc.	Capital Construction	\$ 4,072.89
<i>Total Capital Reserve Account...</i>			<b>\$ 13,390.15</b>

**OPEN SPACE ACCOUNT - LAB**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1064	Foley, Inc.	Equipment Rental	\$ 12,863.88
1065	O.R.E. Rentals	Equipment Rental	\$ 1,353.60
1066	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 45,856.96
<i>Total Open Space Account...</i>			<b>\$ 60,074.44</b>

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**RECYCLING / REFUSE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1373	AllState Septic Systems, L.L.P.	Temporary Restrooms	<u><u>\$ 115.00</u></u>

**HIGHWAY RECONSTRUCTION / REHABILITATION**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
1256	A-1 Traffic Control Products, LLC	Pavements Markings	<u><u>\$ 14,895.00</u></u>

**STATE LIQUID FUELS ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
566	Recon Construction Services, Inc.	2019 FDR	<u><u>\$ 103,904.33</u></u>