

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
DECEMBER 12, 2012**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday December 12, 2012. The Chairman called the meeting to order at 6:35 PM.

Present were:

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

Approval of Minutes

A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to approve the meeting minutes for November 28, 2012. The motion carried.

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

Mr. Nagle acknowledged the receipt of the Planning & Zoning Administrator's Report for November 2012 and the Hecktown Volunteer Fire Company's Incident Report for November 2012.

Correspondence

There were no items to discuss under Correspondence.

Subdivision and Land Development

There were no items to discuss under Subdivision and Land Development.

Supervisors' Comments

Mr. Boucher, Mr. Green, and Mr. Pennington had no comments.

Mr. Kucsan thanked staff for all their hard work and wished everyone Happy Holidays.

Mr. Nagle discussed the Borough of Nazareth's request for police services. He would take comments to the Colonial Regional Police Commission (CRPC) meeting on Monday December 17th.

Mr. Green said it would be impossible to make a decision by January 2nd, but we could look into it and have an open dialogue.

Mr. Kucsan thought there was too many catch 22s. They want a decision way too fast; if he were to vote tonight it would be "no".

Mr. Pennington can't disagree with those comments.

Mr. Boucher stated there are too many variables and wants more information such as the number of calls they get.

Mr. Nagle is concerned about the fixed cost, the proposed payment schedule, hiring of existing officers, leasing of a substation, foot patrols in the Borough, and the number of community events in the Borough.

Mr. Nagle thanked staff and wished everyone Happy Holidays.

Manager's Report

Time Extension Report – Mr. Tenges reported that the Township accepted a time extension from Estates at Deer Crossing through May 31, 2013.

Werner Road Traffic Study – Mr. Tenges reminded the Board of the letter they authorized him to send to the Upper Nazareth Board in June. At that time they were not interested in participating in the traffic study; they have since reconsidered. A motion was moved by Mr. Kucsan and was seconded by Mr. Green to authorize Mr. Kortze to proceed with the traffic study and to agree to pay 50% of the costs. The motion carried.

2013 Millage Rate – Resolution #LNT-23-12 – A motion was moved by Mr. Boucher and was seconded by Mr. Pennington to approve Resolution #LNT-23-12, setting the 2013 millage rate at 4.15mils. The motion carried.

2013 General Fund Budget – Mr. Nagle was please that the proposed budget kept taxes level and cut expenses. A motion was moved by Mr. Green and was seconded by Mr. Kucsan to approve the 2013 General Fund Budget. The motion carried.

Board Vacancy – Mr. Tenges mentioned that in January there will be two (2) Zoning Hearing Board Alternate vacancies. If the Board knows of anyone interested in the position they should submit their letter of interest, in writing.

Engineer's Report

Fields at Trio Farms – Phase I – Letter of Credit Reduction – Mr. Kortze reviewed his letter and recommended reducing the letter of credit by \$11,556.88. A motion was moved by Mr. Pennington and was seconded by Mr. Kucsan to authorize the reduction. The motion carried.

Hidden Oaks Phase IV – Release of Maintenance Security – Mr. Kortze reviewed his letter recommending the release of security conditioned on the developer placing \$800 cash security and a signed and recorded Deed of Dedication. A motion was made by Mr. Green and was seconded by Mr. Boucher to authorize the release of security, once cash security is in place and the deed of dedication is received. The motion carried.

Mr. Kortze also thanked the staff and wished everyone Merry Christmas, Happy Holidays, and Happy New Year.

Solicitor's Report

Trinity "Triangle" Property Purchase – Solicitor Asteak reported that we closed on the property.

Solicitor Asteak wished everyone a Happy Holiday Season.

Old Business

There were no items to discuss under Old Business.

New Business

There were no items to discuss under New Business.

Payment of the Bills

A motion was moved by Mr. Kucsan and was seconded by Mr. Boucher to approve payment of the bills dated December 12, 2012. The motion carried.

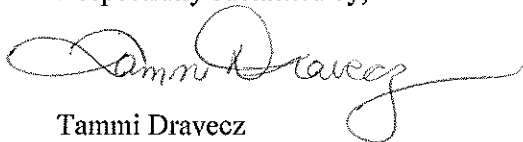
Courtesy of the Floor

There were no items to discuss under Courtesy of the Floor.

Adjournment

A motion was moved by Mr. Boucher and was seconded by Mr. Pennington to adjourn the meeting. The meeting adjourned at 7:00 pm.

Respectfully submitted by,

A handwritten signature in cursive script, appearing to read "Tammi Dravecz", written in black ink.

Tammi Dravecz
Assistant Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
December 12, 2012**

| Num | Name | Memo | Amount |
|---|-----------------------------------|------------------------------------|-------------|
| <u>GENERAL FUND CHECKING ACCOUNT</u> | | | |
| 13008 | BWP-Carquest Auto Parts | Equipment Parts/Supplies | \$ 95.47 |
| 13009 | Collis Truck Parts, Inc. | Equipment Parts/Supplies | \$ 115.00 |
| 13010 | Service Tire Truck Centers | Tools & Equipment Repairs | \$ 331.66 |
| 13011 | ExxonMobil | Fire Company Fuel | \$ 924.37 |
| 13012 | Verizon | Fire Company Telephone | \$ 220.23 |
| 13013 | Easton Suburban Water Authority | Fire Company Water | \$ 56.16 |
| 13014 | Verizon | Municipal / Public Works Telephone | \$ 625.70 |
| 13015 | Harris | MSL Code Software Maintenance | \$ 88.65 |
| 13016 | Walmart Community BRC | Equipment Parts/Supplies | \$ 71.28 |
| 13017 | Mansfield Oil Company | Equipment Motor Fuel | \$ 1,089.03 |
| 13018 | PAPCO | Equipment Motor Fuel | \$ 2,072.29 |
| 13019 | Suburban Propane | Public Works Fuel | \$ 941.83 |
| 13020 | Edwards Business Systems | Copier/Equipment Maintenance | \$ 1,010.12 |
| 13021 | Bursich Associates, Inc. | Act 537 Plan Update | \$ 796.72 |
| 13022 | Easton Suburban Water Authority | Municipal Bldg Water | \$ 88.35 |
| 13023 | The Express Times | Advertisements | \$ 289.20 |
| 13024 | T&S Development | Propane | \$ 68.07 |
| 13025 | The Express Times | Subscription Renewal | \$ 91.00 |
| 13026 | Met-Ed | Traffic Signal Electricity | \$ 302.67 |
| 13027 | AAA Northampton County | 2012 Real Estate Tax Refund | \$ 282.20 |
| 13028 | Gemstone Resources | Real Estate Tax Refund | \$ 9,612.23 |
| 13029 | Nazareth Area Chamber of Commerce | Meeting | \$ 12.00 |
| 13030 | Kistler O'Brien | Fire Company Equipment Maintenance | \$ 679.40 |
| 13031 | Micro Fleet Services, Inc. | Fire Co Equipment Parts/Repair | \$ 369.00 |
| 13032 | PPL, Inc. | Fire Company Electricity | \$ 624.33 |

**Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT CONT.

| | | | |
|-------|---|---|--------------|
| 13033 | Fire Apparatus Services | Fire Company Equipment Maintenance | \$ 722.45 |
| 13034 | Nazareth Key | Fire Company Advertisement | \$ 242.76 |
| 13035 | Home Depot | Maintenance Supplies | \$ 55.45 |
| 13036 | PPL, Inc. | Selvaggio Drive Electricity | \$ 555.86 |
| 13037 | PPL, Inc. | Traffic Signal/St Light/Municipal/PW/Park Ele | \$ 1,400.73 |
| 13038 | AT&T | Municipal/Public Works Long Distance | \$ 51.20 |
| 13039 | Dell Marketing L.P. | Computers | \$ 3,019.32 |
| 13040 | Faust Heating & A/C Co., Inc. | Municipal Building Maintenance | \$ 184.00 |
| 13041 | PA One Call System, Inc. | Monthly Fax Activity | \$ 26.40 |
| 13042 | Eastern Industries, Inc. | Capital Construction | \$ 178.71 |
| 13043 | East Penn Sanitation, Inc. | Municipal Trash Removal | \$ 31.28 |
| 13044 | PAPCO | Equipment Motor Fuel | \$ 1,118.10 |
| 13045 | T&S Development | Heating Fuel | \$ 144.63 |
| 13046 | SecuritySolutions | Snack Stand Maintenance | \$ 1,162.61 |
| 13047 | Chase Card Services | Office/Equipment Parts/Supplies | \$ 1,130.01 |
| 13048 | Keystone Consulting Engineers, Inc. | Engineering & Inspection Services | \$ 807.00 |
| 13049 | April Cordts | ZHB Legal Services | \$ 5,608.60 |
| 13050 | PA Unemployment Compensation Fund | Unemployment Compensation | \$ 20.40 |
| 13051 | Ricoh USA, Inc. | Copier Maintenance | \$ 480.75 |
| 13052 | Mr. John | Temporary Restrooms | \$ 228.38 |
| 13053 | Asteak Law Offices | Legal Services | \$ 8,264.00 |
| 13054 | Hecktown Volunteer Fire Company | Fire Company Loan | \$ 965.26 |
| 13055 | Volunteer Companies Loan Fund | Fire Company Loan | \$ 965.26 |
| 13056 | Colonial Regional Police Department | Police Contract Payment | \$ 86,944.36 |
| 13057 | PA Municipal Health Insurance Cooperati | Employee Health Insurance | \$ 17,574.37 |
| 13058 | Volunteer Companies Loan Fund | Fire Company Loan | \$ 1,011.77 |

**Lower Nazareth Township
Bills To Be Approved
December 12, 2012**

GENERAL FUND CHECKING ACCOUNT CONT.

| | | | |
|-----------------|------------------------------|---|-----------------------------|
| 13059 | Integra One | Computer Services | \$ 2,000.00 |
| 13060 | Service Tire Truck Centers | Tools & Equipment Repairs | \$ 2,277.41 |
| 13061 | Flurer's Auto Body | Tool/Equipment Repair | \$ 25.00 |
| 13062 | ESRI, Inc. | Arcview Maintenance Agreement | \$ 700.00 |
| 13063 | United States Postal Service | Postage | \$ 500.00 |
| 13064 | BWP-Carquest Auto Parts | Equipment Parts/Supplies | \$ 359.36 |
| VOIDED 13065 | | | |
| 13066 | Petty Cash | Replenish Petty Cash | \$ 13.00 |
| | | <i>Total General Fund Checking Account...</i> | <u><u>\$ 159,625.39</u></u> |

PLGIT GENERAL FUND CHECKING ACCOUNT

| | | | |
|-----|---------------------------|--|----------------------------|
| 588 | Fire Capital Reserve | 2012 Budget Allocation | \$ 35,882.16 |
| 589 | Ambulance Capital Reserve | 2012 Budget Allocation | \$ 20,000.00 |
| 590 | Lower Nazareth Township | 2012 LNRA Budget Allocation | \$ 16,250.06 |
| | | <i>Total PLGIT General Fund Checking Acct...</i> | <u><u>\$ 72,132.22</u></u> |

RECYCLING/REFUSE ACCOUNT

| | | | |
|------|------------------------------|--|-------------------------|
| 1164 | Commonwealth of Pennsylvania | Municipal Waster Transporter License | \$ 100.00 |
| 1165 | Mr. John | Temporary Restroom | \$ 152.25 |
| | | <i>Total Recycling/Refuse Account...</i> | <u><u>\$ 252.25</u></u> |

DEVELOPMENT & INSPECTION ACCOUNT

| | | | |
|------|--------------------------------------|--|----------------------------|
| 1720 | CodeMaster Inspection Services, Inc. | Building Inspection Services | \$ 10,445.00 |
| 1721 | Dennis & Lori Dolan | Building Inspection Refund | \$ 99.00 |
| 1722 | Sterling Oaks | Building Inspection Refund | \$ 1,000.00 |
| | | <i>Total Development & Inspection Account...</i> | <u><u>\$ 11,544.00</u></u> |

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PAYROLL ACCOUNT

December 14, 2012

\$ 25,393.03

CAPITAL RESERVE SEWER-SIGNALS ACCOUNT

| | | | |
|-----|-------------------------|----------------|---------------------|
| 524 | Fellheimer & Eichen LLP | Legal Services | \$ 13,492.22 |
|-----|-------------------------|----------------|---------------------|

OPEN SPACE ACCOUNT

| | | | |
|-----|------------------------|------------------|---------------------|
| 632 | Midtown Abstract, Inc. | Land Acquisition | \$ 51,527.33 |
|-----|------------------------|------------------|---------------------|

MASTER ESCROW CHECKING ACCOUNT (KNBT)

| | | | |
|--|-------------------------|------------------------|---------------------|
| 1961 | Lower Nazareth Township | Escrow Transfer to LAB | \$ 74,987.02 |
| 1962 | Liberty Towers | Escrow Refund | \$ 92.87 |
| 1963 | Monogram Custom Homes | Escrow Refund | \$ 319.14 |
| 1964 | Janet Kinsley | Escrow Refund | \$ 380.25 |
| <i>Total Master Escrow Checking Account...</i> | | | \$ 75,779.28 |

MASTER ESCROW CHECKING ACCOUNT (LAB)

| | | | |
|--|-------------------------------------|-----------------------------------|--------------------|
| 1102 | Todd Wismer | Escrow Refund | \$ 520.05 |
| 1103 | Met-Ed | Traffic Signal Electricity | \$ 190.09 |
| 1104 | Asteak Law Offices | Legal Services | \$ 1,093.75 |
| 1105 | Keystone Consulting Engineers, Inc. | Engineering & Inspection Services | \$ 1,205.25 |
| 1106 | Matt Reiss | Key Return | \$ 50.00 |
| 1107 | Hidden Oaks IV, LLP | Escrow Refund | \$ 2,256.00 |
| 1108 | Gary Metzgar | Key Return | \$ 25.00 |
| 1109 | Tom Manos | Key Return | \$ 50.00 |
| 1110 | Bob Hebel | Key Return | \$ 50.00 |
| 1111 | Dawn Hebel | Key Return | \$ 25.00 |
| <i>Total Master Escrow Checking Account...</i> | | | \$ 5,465.14 |