

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
April 13, 2011**

The Lower Nazareth Township Board of Supervisors held a regularly scheduled meeting in the Township Municipal Building on Wednesday April 13, 2011. The Chairman called the meeting to order at 6:45 PM.

Present were:

Eric E. Nagle	-	Chairman	Gary Asteak	-	Solicitor
Robert S. Kucsan	-	Vice Chairman	Albert Kortze	-	Engineer
Ricky T. Johnson	-	Supervisor	Timm A. Tenges	-	Manager, Secretary/Treasurer
James S. Pennington	-	Supervisor	Tammi Dravec	-	Assistant Secretary/Treasurer
Martin J. Boucher	-	Supervisor			

Absent was:

Lori B. Seese, Zoning Administrator

*The Board held a brief executive session prior to the meeting to discuss a personnel matter.*

**Approval of Minutes**

A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to approve the meeting minutes for March 30, 2011. Mr. Johnson abstained. The motion carried.

**Reports**

*Report is available for review at the Township Office and is posted on the Township's website.*

Mr. Nagle acknowledged the receipt of the Hecktown Volunteer Fire Company Report for March 2011 and the Planning & Zoning Administrator's Report for March 2011.

**Correspondence**

Eagle Scout / Eagle Court of Honor – Mr. Nagle reviewed the letter sent by Allen Rutan, 4288 Christian Springs Road, inviting the Board of Supervisors to his Eagle Court of Honor in September. The Board has not attended an event like this before, but will re-visit this request sometime this summer, closer to the event.

Newburg Road Conditions – Mr. Nagle reviewed the letter sent to Marcia Hahn by PennDot regarding repairs to Newburg Road. Mr. Tenges reported that the work has started, however has been delayed by the weather. Once the project is complete, he will send a letter to PADOT thanking them for addressing the issue.

**Subdivision and Land Development**

Everson Tesla – Sewage Facilities Planning Module – Resolution #LNT-11-11 – A motion was moved by Mr. Pennington and was seconded by Mr. Johnson to approve Resolution #LNT-11-11. The motion carried.

Ashley Development – Trio Fields – Improvements Agreement – Authorization to Execute – A motion was moved by Mr. Johnson and was seconded by Mr. Boucher to authorize the agreement for execution. The motion carried.

**Supervisors' Comments**

Mr. Pennington, Mr. Nagle, Mr. Johnson, and Mr. Boucher had no comments.

Mr. Kucsan commented on Chief Seiple's attempt to add Upper Nazareth and Nazareth Borough to CRPD's coverage area. Mr. Kucsan felt it is not Chief Seiple's responsibility to recruit new members; that responsibility belongs to the 3 municipalities currently a part of CRPC.

After a lengthy discussion, the Board decided that a letter should be sent to the Chairman of the Commission, Glenn Walbert. A motion was moved by Mr. Nagle and was seconded by Mr. Pennington to authorize Solicitor Asteak to draft a letter. The motion carried.

### Manager's Report

Keystone Municipal Insurance Trust (KMIT) Membership Proposal – Mr. Tenges explained that we were invited to join a self-insured group of municipalities that provides worker compensation insurance. Some of the other townships in the group are East Allen, Hanover, and Upper Nazareth. This would provide equal coverage at a savings of about \$10,000/annually. In addition, like PMHIC, there is a possible refund at the end of the year. The start date will be May 1, 2011. A motion was moved by Mr. Boucher and was seconded by Mr. Johnson to accept the proposal and join KMIT. The motion carried.

LNRA Reimbursement Request – Mr. Tenges reported that we have received the reimbursement request however there has been an issue with non-compliance of the background check policy. Mr. Tenges noted #8 of the background check policy states the association risks a loss of funding for non-compliance.

After a lengthy discussion, the Board felt that the association should receive a stern warning, but that the reimbursement should be granted once an updated coach list was received. A motion was moved by Mr. Boucher and was seconded by Mr. Pennington to grant the reimbursement if the updated list was received no later than Friday April 15<sup>th</sup>. The motion carried.

2011 Road Projects – Mr. Tenges reported that he has revised the five-year plan and now it is a seven-year plan. With the revision, the township can avoid borrowing money and paying large sums of money towards interest.

The micro-surfacing on the roads from last year's project will be postponed and completed another year.

The following roads are part of this year's road project: Hillcrest Avenue, Circle Drive, Gable Drive, Woodlawn Drive, Hilltop Drive, Lisa Drive (portion), and Maria Drive (portion). This year's project should run about \$400,000. Mr. Tenges stated that \$300,000 will be paid out of the general fund, originally allocated for debt-service, and the balance from State Liquid Fuels.

A motion was moved by Mr. Boucher and was seconded by Mr. Johnson to move forward with plans and authorize Mr. Tenges to advertise the bid. The motion carried.

Hanoverville Roadwork – Mr. Tenges reported that the township will be repairing the culvert on Hanoverville Road. The work will be done in house at a cost of \$50,000; which is a substantial savings over having the work completed by an outside company. The road will be closed for about 10 days so the project will not begin until school is out for the summer. The work can be done without bidding because (1) the work is being done in house and (2) we are purchasing the materials from the state contract.

Surrey Glenn – Parking Lot Lighting – Due to recent vandalism at Surrey Glenn, the township has decided to add lights to the park. The power will be run underground to the poles. A motion was moved by Mr. Boucher and was seconded by Mr. Johnson to approve the installation of two (2) lights. Mr. Pennington and Mr. Nagle abstained because of their employment with PPL. The motion carried.

Construction Equipment Bid Results – Mr. Tenges reported that only one bid was received from Giles & Ransome, Inc. The results are Track type tractor (dozer) \$75,000, Track Loader \$79,000, and Dual drum compactor \$27,000. Mr. Tenges and Mr. Beruta inspected the equipment and it either met or exceeded the representations made in the bid documents. Mr. Tenges recommended the payment for this equipment be made from the recreation fund at \$135,750 and \$45,250 from the Host Fee.

Mr. Tenges stated we are now looking for a vehicle to transport this equipment. We will have a good facility to store the equipment, by winter.

A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to award the bid to Giles & Ransome. The motion carried.

Municipal Building Lighting – Mr. Tenges reported that we are working with PPL on re-lamping the entire building and will receive grants money towards the purchase of those lights.

Hillview Drive Sinkhole Complaint – Years ago, in 1993-94, there was an issue with the stormwater management and a sinkhole between 335 and 331 Hillview Drive. The township provided engineering services, however the homeowners were responsible for the cost of repairs. Now, there is a problem again. Mr. Kortze investigated the site and prepared a letter. Mr. Tenges stated we will forward the information on to the property owner.

### Engineer's Report

Marquis Realty – Maintenance Period Expiration - Security Release – Mr. Kortze reviewed his April 6<sup>th</sup> letter recommending the release in the remaining security, \$5,157.60. A motion was moved by Mr. Johnson and was seconded by Mr. Boucher to approve the security release. The motion carried.

### Solicitor's Report

Pennsylvania Municipal Health Insurance Cooperative (PMHIC) Ordinance #202-04-11 – Solicitor Asteak reported that this was duly advertised and is ready for acceptance. This ordinance is a requirement to join PMHIC. A motion was moved by Mr. Pennington and was seconded by Mr. Boucher to approve Ordinance #202-04-11. The motion carried.

PMHIC Agreement – This agreement is another requirement for membership in PMHIC. A motion was moved by Mr. Johnson and was seconded by Mr. Boucher to approve the agreement. The motion carried.

Ashley Development (Trio Farms) – Chrin Relinquishment of Condemnation Agreement – A motion was moved by Mr. Johnson and was seconded by Mr. Pennington to approve the agreement. The motion carried.

### 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 made by Mr. Boucher and seconded by Mr. Johnson to approve the bills dated April 13, 2011. The motion carried.

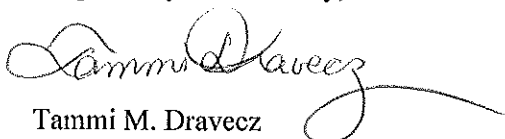
### Courtesy of the Floor

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

### Adjournment

A motion was moved by Mr. Pennington and seconded by Mr. Boucher to adjourn the meeting at 7:55PM.

Respectfully submitted by,

  
Tammi M. Dravec  
Asst. Secretary/Treasurer

**Lower Nazareth Township  
Bills To Be Approved  
April 13, 2011**

Num	Name	Memo	Amount
<b><u>GENERAL FUND CHECKING ACCOUNT</u></b>			
	<del>VOID: Capital Blue Cross</del>	<del>Employee Health Insurance</del>	<del>\$ 16,496.22</del>
11570	Tommy's Small Engine Repair	Equipment Parts/Supplies	\$ 43.40
11571	BWP-Carquest Auto Parts	Equipment Parts/Supplies	\$ 42.14
11572	AT&T	Public Works/Municipal Long Distance	\$ 61.27
11573	ISOBunkers, LLC	Equipment Motor Fuel	\$ 303.64
11574	Nextel Communications	Public Works/Municipal Wireless	\$ 324.56
11575	Micro Fire Apparatus Co.	Fire Company Supplies	\$ 566.12
11576	Easton Suburban Water Authority	Fire Company Water	\$ 275.00
11577	Martin Stone Quarries, Inc	Park Supplies	\$ 508.89
11578	M P Uniform & Supply	Fire Police Supplies	\$ 59.99
11579	Knowles LP Gas	Fire Company Heating Fuel	\$ 373.10
11580	PPL, Inc.	Fire Company Electricity	\$ 690.53
11581	ExxonMobil	Fire Company Equipment Fuel	\$ 398.66
11582	Nextel Communications	Fire Company Wireless	\$ 464.26
11583	Pitney Bowes	Postage Meter	\$ 199.00
11584	The Express Times	Advertisements	\$ 843.40
11585	Met-Ed	Traffic Signal Electricity	\$ 81.71
11586	Easton Suburban Water Authority	Hydrant Assessment	\$ 13,420.00
11587	Stewart-Amos Equipment Co.	Street Sweeper Supplies	\$ 564.43
11588	Brittany Mertz	Local Services Tax Refund	\$ 37.00
11589	David Mertz, Jr.	Local Services Tax Refund	\$ 18.00
11590	Memorial Library of Nazareth & Vicinity	2nd Qtr Library Contribution	\$ 20,647.75
11591	Easton Area Joint Sewer Authority	Capital & Operating Expenses	\$ 735.44
11592	PA One Call System, Inc.	Monthly Fax Activity	\$ 34.56
11593	PPL, Inc.	St Light/Traffic Signal/Public Works/Municipa	\$ 1,181.18
11594	Deborah Nagle	Real Estate Tax Refund	\$ 184.65
11595	Staples Business Advantage	Office Supplies	\$ 340.20
11596	PA Unemployment Compensation Fund	Unemployment Compensation	\$ 3,641.00
Paid Online	Chase Card Services	Equipment Motor Fuel/Conference/Postage/Su	\$ 849.22
11597	Home Depot	Public Works Supplies	\$ 17.67
11598	Associated Fasteners, Inc.	Public Works Supplies	\$ 430.20

**Lower Nazareth Township  
Bills To Be Approved  
April 13, 2011**

**GENERAL FUND CHECKING ACCOUNT CONTINUED**

11599	Wilson Products	Public Works Equipment/Supplies	\$ 493.80
11600	Sam's Club	Public Works/Municipal Bldg/Park Supplies	\$ 304.52
11601	PA Municipal Health Insurance Cooperati	Employee Health Insurance	\$ 17,336.30
11602	The Express-Times	Legal Advertising	\$ 201.80
<i>Total General Fund Checking Account...</i>			<u><u>\$ 65,673.39</u></u>

**CAPITAL RESERVE ACCOUNT**

741	Virginia Business Systems	Copier Lease	<u><u>\$ 379.95</u></u>
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**PAYROLL ACCOUNT**

April 8, 2011	<u><u>\$ 28,112.05</u></u>
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**MASTER ESCROW CHECKING ACCOUNT**

1811	Keith & Roberta Herman	Security Reduction	\$ 3,729.00
1812	Met-Ed	Traffic Signal Electricity	\$ 176.99
1813	Nazareth Borough Municipal Authority	Escrow Refund	\$ 1,802.10
<i>Total Master Escrow Account...</i>			<u><u>\$ 5,708.09</u></u>

**DEVELOPMENT & INSPECTION ACCOUNT**

1668	CodeMaster Inspection Services, Inc.	Building Inspection Services	\$ 4,184.00
1669	DCED	Training Contribution - 1st Quarter	\$ 112.00
1670	LNT General Fund	Administrative Fee	\$ 2,050.00
<i>Total Development &amp; Inspection Account...</i>			<u><u>\$ 6,346.00</u></u>