

**MINUTES APRIL 19, 2017**  
**UPPER NAZARETH TOWNSHIP BOARD OF SUPERVISORS**

Meeting called to order at 7:00 p.m. by Chairman, Mike Rinker.

Pledge of Allegiance

Board members present were: Robert Disbrow, Donna Hirst, Richard Mann, Mike Rinker, and Scott Sylvainus.

Also present were Township Manager, E.J. Mentry, for Township Solicitor, Steve Mills and for Township Engineer, Sean Dooley.

**APPROVALS**

**Motion** was made by Mr. Rinker and seconded by Mr. Disbrow to approve the Agenda. Motion carried by all voting aye. (5-0)

**Motion** was made by Mr. Sylvainus and seconded by Mr. Disbrow to approve the April 5, 2017, meeting minutes. Motion carried by a vote of 4-0 with Mrs. Hirst abstaining as she was not present at the April 5, 2017, meeting.

Mr. Sylvainus questioned the bills for Keystone Consulting Engineers for review of the NASD athletic field improvement revised land development plan. Mr. Mentry responded that he didn't think it was an actual land development submission, but that he would follow up.

**Motion** was made by Mr. Mann and seconded by Mr. Rinker to approve the payment of the bills. Motion carried by all voting aye. (5-0)

The Financial Report was presented.

**Motion** was made by Mrs. Hirst and seconded by Mr. Disbrow to approve the Financial Report and the Treasurer's Report. Motion carried by all voting aye. (5-0)

**AUDIT PRESENTATION**

Tracy L. Rash from MaherDuessel presented the 2016 audit.

**Motion** was made by Mr. Rinker and seconded by Mr. Sylvainus to approve the 2016 Financial Audit as presented. Motion carried by all voting aye. (5-0)

**Motion** was made by Mr. Sylvainus and seconded by Mr. Disbrow to advertise the 2016 Financial Audit. Motion carried by all voting aye. (5-0)

**SUPERVISORS COMMENTS**

Nothing at this time.

### **TOWNSHIP ENGINEER**

Mr. Dooley stated that a request was made by Stone Creek Development regarding Eagles Landing Phase IIIA. The request is for the Township to accept the phase from the 18 month maintenance period and fully release the Letter of Credit.

Mr. Mentry informed the Board that there were numerous maintenance items yet to be completed, specifically a streetlight that was installed in the wrong location. He explained that these matters should be resolved prior to the Board making any motion to accept the phase or release the Letter of Credit. This item was tabled due to the unresolved maintenance items.

### **TOWNSHIP SOLICITOR**

Nothing at this time.

### **MANAGER**

Mr. Mentry asked for direction from the Board with regard to voting on the PSATS 2017 resolutions, bylaws changes, and nominations.

**Motion** was made by Mr. Rinker and seconded by Mr. Sylvainus to direct the Manager to vote in accordance with PSATS recommendations for the 2017 resolutions, bylaws changes, and nominations. Motion carried by all voting aye. (5-0)

Mr. Mentry informed the Board that the 1<sup>st</sup> Quarter Police Pension Report from Nationwide was available for review.

Mr. Mentry stated that a request had been received from the Memorial Library of Nazareth and Vicinity to host a Zoo Program at Tuskes Park on June 19, 2017. This program is being conducted by the Lehigh Valley Zoo.

**Motion** was made by Mr. Sylvainus and seconded by Mr. Disbrow to approve the request of the Memorial Library of Nazareth and Vicinity to host the Lehigh Valley Zoo Program at Tuskes Park on June 19, 2017, from 11:00 am to 12:00 noon, conditional on receiving the appropriate certificates of insurance. Motion carried by all voting aye. (5-0)

### **DEPARTMENT REPORTS**

Department reports were submitted to the Board of Supervisors for approval.

**Motion** was made by Mr. Rinker and seconded by Mr. Sylvainus to accept the department reports as submitted. Motion carried by all voting aye. (5-0)

### **PLANNING & ZONING**

Nothing at this time.

## **PUBLIC WORKS**

Mr. Shupe stated that the Yard Waste facility will open for the season on Saturday, April 22, 2017, from 10:00 am to 2:00 pm.

## **RECREATION**

Mr. Mentry requested a formal motion from the Board to give authorization for the Manager and/or Public Works Director to close Township Recreation Facilities in the event of inclement weather or any other unsafe conditions.

**Motion** was made by Mr. Sylvainus and seconded by Mrs. Hirst to authorize the Manager and/or Public Works director to close the Township Recreation Facilities in the event of inclement weather or due to unsafe conditions. Motion carried by all voting aye. (5-0)

Mr. Rinker stated that the Community Day Committee met on Thursday, April 13, 2017, and will be holding another meeting on Thursday, April 20, 2017. Mr. Rinker stated that Community Day will be held on Friday night and on Saturday with times to yet be determined. Mr. Rinker also informed the Board that the Committee had secured rides for the event with Nonweiler, and that a walk-through meeting would be scheduled to work out the details.

## **PUBLIC SAFETY**

### **POLICE DEPARTMENT**

Nothing at this time.

### **EMERGENCY MANAGEMENT**

Nothing at this time.

### **SAFETY COMMITTEE**

Safety Committee met on Friday, April 7, 2017. Next meeting is June 2, 2017, at 10:30 am.

## **OLD BUSINESS**

Nothing at this time.

## **NEW BUSINESS**

Nothing at this time.

## **ADJOURNMENT**

**Motion** was made by Mr. Disbrow and seconded by Mr. Mann to adjourn the meeting at 7:48 p.m. Motion carried by all voting aye. (5-0)

Next meeting will be May 3, 2017, 7:00 p.m.