

MINUTES JUNE 7, 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: Mike Rinker, Robert Disbrow, Donna Hirst, Richard Mann, and Scott Sylvainus.

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

PUBLIC COMMENT

Ms. Becky Bartlett of 127 4th St. asked what the Township was going to do about moving to a single hauler issue. Ms. Bartlett stated that she attended the Recycling Committee Meeting on May 10, 2017, and was informed that the decision to move to a single hauler system was deferred because one of the Board members was absent when the Committee presented to the Board. Mr. Rinker stated that it was requested of the Recycling Committee to gather further information. Ms. Jan Zarembo-Smith, a member of the Recycling Committee, responded that she did not know what additional information the Board wanted. Mr. Rinker stated that the Board would like more information on the cost to the residents of changing to single hauler. Ms. Zarembo-Smith replied that the cost would not be known until the Township actually went out to bid. Mr. Mann stated that he likes the freedom of choice and does not want the Township telling people which hauler they have to choose. Mr. Mentry replied that the Recycling Committee is doing some additional community outreach and will be conducting an in-person survey at Community Day in August.

Joanne Messenlehner of 40 Schoeneck Ave. asked the Board if they were in favor of the prison at Gracedale. Ms. Messenlehner stated that Nazareth Borough residents are against it, and that she thinks the prison should stay in Easton. Mr. Mann responded that he does not want the prison in Upper Nazareth Township.

Mr. Sean Carson of 238 N. Liberty St. raised concerns with the Marketplace newspaper from the Express Times being delivered to all the homes in the neighborhood. Mr. Carson stated that he has called the police numerous times with regard to this "littering" and has also called the newspaper. Attorney Asteak stated that there is nothing the Township can do but Mr. Carson can go to the District Magistrate and file harassment charges.

APPROVALS

Mr. Mentry stated that he would like to remove the Eagles Landing Phase 3A Release of Maintenance and Dedication of Streets from the agenda.

Motion was made by Mr. Rinker and seconded by Mr. Sylvainus to approve the revised agenda. Motion carried by all voting aye. (5-0)

Motion was made by Mrs. Hirst and seconded by Mr. Disbrow to approve the meeting minutes of May 3, 2017. Motion carried by a vote of 4-0 with Mr. Mann abstaining as he was not present at the May 3, 2017, meeting.

BILLS

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

The Financial Report was presented.

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

Matthew Bartlett, Eagle Scout Project completion.

Mr. Bartlett informed the Board that his Eagle Scout Project has been completed. For his project, Mr. Bartlett placed three (3) benches along the southern section of the walking trail at Tuskes Park. Mr. Bartlett explained how the benches were installed. Mr. Bartlett informed the Board that he set up a GoFund Me page and received grants for the cost of the concrete and benches. Mr. Bartlett stated that a total of 176 man-hours was spent on the installation of the benches at the park.

SUPERVISORS COMMENTS

The Board of Supervisors thanked Matthew Bartlett for his work and congratulated him on the completion of his Eagle Scout Project.

Mr. Rinker stated that an Executive Session had been held prior to the meeting for personnel discussions.

TOWNSHIP SOLICITOR

Attorney Asteak presented Eagles Landing Streetlight Resolution #17-09 to the Board for signature.

Motion was made by Mrs. Hirst and seconded by Mr. Disbrow to approve the Eagles Landing Streetlight Resolution #17-09. Motion carried by all voting aye. (5-0)

TOWNSHIP ENGINEER

Mr. Dooley presented a request from Stone Creek Development for acceptance of Eagles Landing Phase 3C into the 18-month maintenance period, along with a reduction of the letter of credit. Ms. Zarembo-Smith, President of the Eagles Landing Homeowners' Association, stated that there were concerns with the condition of the three detention basins in this phase. Mr. Dooley and Mr. Asteak recommended the Board table their decision until an inspection walk-through of the basins can be scheduled with the HOA and the Township Engineer. No action was taken at this time.

Mr. Dooley requested approval of the storm pipe work in conjunction with Buzzi Unicem and Route 191/Friedenstahl traffic signal as detailed in a letter to RC Lonestar, Inc. dated November 25, 2015, and as discussed previously during the 2017 budget workshops.

Motion was made by Mr. Rinker and seconded by Mr. Disbrow to approve the storm pipe work in conjunction with the Buzzi Unicem and Route 191/Friedenstahl traffic signal. Motion carried by all voting aye. (5-0)

MANAGER

Mr. Mentry stated that the 2016 Univest Pension Financial Statement had been received and was available for review.

Mr. Mentry informed the Board that we had received a quote from CNR for disaster recovery and business continuity that included both local and off-site backup and virtualization. This was an item of concern that the auditors noted in the 2016 Township Financial Audit. The Board asked for other options to be investigated prior to making a decision.

Mr. Mentry gave an update on the various grants that the Township has been working on: DCNR Grant for the Comprehensive Park, Recreation, and Open Space Plan; HOME Housing Rehabilitation Grant; MTF/LSA Grant for the 191/Friedenstahl traffic light; Green-Light Go Grant for the emergency preemption system at the 248/946 intersection; LV Mini-Greenways Grant for the Official Map; ARLE Grant for guiderails; and LSA grant for Liberty St. reconstruction. Mr. Mentry informed the Board that Mrs. Parrish and Mr. Mentry would be attending mandatory training for the HOME Grant on Monday, June 12, 2017.

Mr. Mentry stated that the staff was in the process of reviewing the Codification draft and that department heads would be submitting their feedback by June 22. He encouraged the Board to submit any feedback by June 22 as well so that it could be incorporated into the final draft.

Mr. Mentry stated that PennDOT would be beginning roadwork on Tatamy Road in the coming weeks, which should include addressing the Township's concerns for the shoulder deterioration.

Mr. Mentry stated that he would be scheduling a budget workshop sometime in late July or early August to conduct a 6-month budget recap in preparation for the 2018 budget workshops.

Mr. Mentry stated that the bid opening for the Georgetown Road FDR project will be Friday, June 9, 2017 at 10:00 AM at the Lower Nazareth Township building. He stated that Upper Nazareth Township's involvement in this project had been previously approved by the Board and that Lower Nazareth would be taking a lead on the entire project and subsequently billing Upper Nazareth for their portion of the road.

Mr. Mentry stated that the Upper Nazareth Clippers had submitted pavilion rental requests for several upcoming dates, and had asked for the Township's consideration in waiving the pavilion rental fees. The Board was not interested in waiving the fees at this time.

Mr. Mentry thanked the Upper Nazareth Fire Police for volunteering at the E-Cycle Event.

APPROVAL OF DEPARTMENT REPORTS

Motion was made by Mr. Rinker and seconded by Mr. Disbrow to approve the Zoning, Police, Public Works and Fire Department Reports as submitted. Motion carried by all voting aye. (5-0)

PLANNING & ZONING

Mr. Mentry informed the Board that the Zoning Hearing Board granted the request for a variance to the side yard set-back in connection with a home located in the Garden section of Upper Nazareth Township for the purposes of constructing a garage at the May 31, 2017, Zoning Hearing.

Mr. Mentry stated that the next Planning Commission meeting is scheduled for June 15 at 7:00 PM, and that there were multiple items on the agenda: work on the Official Map, Heritage Village Sketch Plan, and Duke Realty/Chrin Development Lots 2&3 Consolidation.

PUBLIC WORKS

Nothing at this time

RECREATION

Mr. Mentry stated that the Community Day Committee held a meeting the previous evening. Mr. Rinker stated that he had contracts for the two bands. Mr. Mentry stated that he would have the band contracts as well as the amusement vendor contracts at the next Board meeting for approval. Mr. Mentry stated that at this time there were not very many vendors signed up for Community Day.

PUBLIC SAFETY

POLICE DEPARTMENT

Police Chief William Cope asked the Board for approval to apply for the COPS Hiring Grant. Chief Cope stated that this is a 75% Grant for 3 years for the hiring of a new full-time police officer.

Motion was made by Mr. Rinker and seconded by Mr. Disbrow to approve applying for the COPS Hiring Grant. Motion carried by all voting aye. (5-0)

Chief Cope informed the Board that he had received a request from the Bushkill Township Police Chief asking to use Upper Nazareth Township Holding Cell, if necessary, as their building is currently being renovated. This request was also made of other Police Departments in the area, so should any one of the holding cells not be available, they would have other options.

Motion was made by Mrs. Hirst and seconded by Mr. Rinker to approve Bushkill Township Police Department using the Upper Nazareth Township holding cell. Motion carried by all voting aye. (5-0)

Chief Cope informed the Board that a request had been received again this year asking for the Township to donate police services for the McDonald's Lehigh Valley All Star Football Classics on June 15, 2017. Chief Cope stated that the Township has traditionally donated these services in the past, and that it typically requires four officers.

Motion was made by Mrs. Hirst and seconded by Mr. Disbrow to approve the donation of Police Services for the McDonald's All Star Classic game on June 15, 2017. Motion carried by all voting aye. (5-0)

Chief Cope informed the Board that the Police Department has been informed that they have been awarded the PennEast Pipeline Community Connector Grant for Technology Upgrades in the amount of \$5,000.00 from the PennEast Pipeline Company.

EMERGENCY MANAGEMENT

Mr. Rinker informed the Board that he has completed various EMS training programs.

SAFETY COMMITTEE

Mr. Rinker stated that the Safety Committee will meet on Friday, June 9, 2017, at 9:00 am.

OLD BUSINESS

Nothing at this time.

NEW BUSINESS

Nothing at this time.

ADJOURNMENT

Motion was made by Mr. Rinker and seconded by Mr. Disbrow to adjourn the meeting at 8:20 p.m. Motion carried by all voting aye. (5-0)

Next meeting will be June 21, 2017, 7:00 p.m.