

NAZARETH BOROUGH COUNCIL--REGULAR MEETING--SEPTEMBER 4, 2018

The regular monthly meeting of Council of the Borough of Nazareth was held on Tuesday, September 4, 2018, at 6:00 p.m. at the Nazareth Borough Municipal Building. The meeting was called to order by the President, followed by the recitation of the Pledge of Allegiance to the Flag. Present were President Daniel Chiavaroli, Vice President Larry Stoudt, Mayor Lance E. Colondo, Councilpersons Carl R. Strye Jr., Jessica Teel, Carl A. Fischl, Frank S. Maurek, Michael Kopach Charles A. Donello and Christopher D. Crook, Solicitor Alfred S. Pierce, Public Works Superintendent Robert Reimer and Chief of Police Randall Miller. Absent was Engineer Albert Kortze.

Recognition of Citizens From the Floor. James Cunningham of 2155 Eagles Landing Drive, thanked Council for approving the return of his Cub Scout recruiting signs which were removed from the Circle. Cunningham had concerns about speeding on South Main Street and presented pictures of in-road speed control devices used in Morristown, New Jersey which were effective in slowing down drivers.

Susan Messinger of 551 Seip Avenue told Council of her concern about speeding on Sage Street and on Seip Avenue. Messinger stated that cars race up and down Sage Street before and during Soccer practices presenting great danger to soccer players and spectators alike. Sha asked if a reduced speed limit could be enforced on Sage Street.

Becky Butz of 37 N. Broad Street stated that Lincoln Commons Apartments had put asphalt on their parking lot but did not leave a greenspace as the their original plan proposed. Butz asked when approval for changes to the Plan were made and who authorized those changes.

Communications: The Secretary/Treasurer addressed three open questions from the August 30, 2018 Workshop Meeting. He presented an updated spreadsheet showing the location and designation of the sixty five (65) Memorial benches which the Borough sold between 2003 and 2012. Questions arose at the Workshop Meeting about maintenance issues for renters at 134 S. Main Street and the Secretary/Treasurer presented copies of the current Magistrate's lease with Northampton County showing the Borough's obligations, as Lessor, for carpet replacement. Finally, other questions arose concerning municipalities charging for use of their athletic fields and facilities. The Secretary/Treasurer queried four municipalities and three of them stated that they did not charge for the use of their fields while only Hanover Township responded with their charges and permit requirements.

The Secretary's minutes from the regular meeting of August 6, 2018 were approved as presented.

General Fund--Cash on Hand July 31, 2018	\$	290,310.90
Waste & Recycling Fund--Cash on Hand July 31, 2018	\$	474,459.37
General Fund--Total Receipts	\$	315,899.61
Waste & Recycling Fund--Total Receipts	\$	20,573.45
General Fund--Total Receipts & Cash	\$	606,210.51
Waste & Recycling Fund--Total Receipts & Cash	\$	495,032.82

General Fund--Total Disbursements	\$	375,189.09
Waste & Recycling Fund--Total Disbursements	\$	95,066.00
General Fund--Cash on Hand August 31, 2018	\$	231,021.42
Waste & Recycling Fund--Cash on Hand August 31, 2018	\$	399,966.82
ESSA Payroll Account	\$	299.45
ESSA Loan Account	\$	-0-
State Fund Checking Account - Embassy Bank	\$	265,795.06
State Fund Money Market	\$	-0-
Improvement Fund	\$	-0-
Reserve Funds - Embassy Bank	\$	1,460,429.61
Park Account - Embassy Bank	\$	194,963.58
Pennsylvania Investment Trust Fund (Reg + Term Investment)	\$	25,227.13
Total of All Borough Funds.....	\$	2,577,703.07

Larry Stoudt moved and Charles A. Donello seconded a motion to approve the Treasurer's Report for the month of August 2018 and to pay the bills in the total amount of \$470,255.09. The motion passed unanimously.

An Emergency Management report for the month of August 2018 was not presented.

A Report of activity for August 2018 for the Nazareth Ambulance Corps was presented and approved.

A Zoning and Code Enforcement Report for August 2018 was presented and approved as presented..

Public Works. Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to accept the Public Works Report for August 2018.

The motion passed unanimously.

Carl R. Strye Jr. moved and Charles A. Donello seconded a motion to hire two (2) seasonal part time employees at an hourly wage of fifteen (\$15.00) dollars per hour for up to twenty (20) hours weekly. The Public Works Superintendent is directed to begin the hiring process immediately. Discussion followed. Christopher D. Crook asked if the motion could be amended to include a twelve week limit to the period in which they were employed. Michael Kopach asked for the status of their "unemployment claims" after their layoffs in twelve weeks. Robert Reimer asked if these new part-time employees could have their employment renewed after the twelve weeks. The amended motion, to include the twelve week employment limit was reintroduced in a motion by Carl R. Strye Jr. and seconded by Christopher D. Crook.

The motion passed unanimously.

Fire. Jessica Teel moved and Carl R. Strye Jr. seconded a motion to approve the Fire Chief's Report for August 2018.

The motion passed unanimously.

Jessica Teel moved and Larry Stoudt seconded a motion to approve the 2018 Halloween Parade.

The motion passed unanimously.

Jessica Teel moved and Carl R. Strye Jr. seconded a motion to donate \$1,000 to the Vigilance Hose Fire Company to help subsidize the 2018 Halloween Parade.

The motion passed unanimously.

Jessica Teel moved and Carl A. Fischl seconded a motion to donate \$1,000 to the Vigilance Hose Fire Company to help subsidize Fire Prevention Week

The motion passed unanimously.

Jessica Teel moved and Christopher D. Crook seconded a motion to approve the purchase of gas detectors, Co2 monitors, wearable CO2 monitors and a charger from Mid-Atlantic Fire & Air. The total for this purchase is \$4,187.

The motion passed unanimously.

Jessica Teel moved and Frank S. Maurek seconded a motion to approve compiling an updated and revised version of the Job Description for the position of Borough Clerk.

The motion passed unanimously.

Police. Carl A. Fischl moved and Larry Stoudt seconded a motion to approve the hiring of Steven Pinsker as a part time police officer pending completion and passage of all background checks and needed certifications.

The motion passed unanimously.

Carl A. Fischl moved and Larry Stoudt seconded a motion to hire part time Police Officer Steven Pinkser upon completion and passage of all background checks and needed certifications.

The motion passed unanimously.

Public Property. Frank S. Maurek moved and Christopher D. Crook seconded a motion to approve the placement of four (4) temporary signs in the Circle by a civic organization, in this instance, Cub Scout Pack 88 for as period of thirty (30) days. This specific approval allows the placement of their recruitment signs in our Circle from September 1, 2018 through September 30, 2018.

The motion passed unanimously.

Frank S. Maurek moved and Carl R. Strye Jr. seconded a motion to approve Resolution No. 9 - 18 which certifies the Borough's submission of a 2018 Monroe County LSA Gaming Grant for the purchase and installation of two (2) emergency power generators as follows:

WHEREAS, the Borough of Nazareth, Northampton County, Pennsylvania, is eligible to apply for a Monroe County Local Share Account Gaming Grant,

WHEREAS, the Borough of Nazareth seeks to purchase and install two (2) emergency power generators to fill a critical need at our Firehouse at 49 S. Broad Street and at the Municipal Office Building and Police Station at 134 S. Main Street,

WHEREAS, the addition of these new and natural gas powered sources of emergency power will keep the Borough's Fire Company operational during power outages and keep Borough government and Police at full capacity when most critically needed,

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Borough of Nazareth, in Borough Council assembled, that the Borough of Nazareth seeks the assistance of the Monroe County Local Share Account Grant Program to help fund and purchase these very vital emergency power generators for our Firehouse and Municipal Offices. The assistance of the Local Share Account Monroe County Gaming Grant program is solicited to help fund this most important project. The Borough seeks one hundred and twenty eight thousand, nine hundred and sixty eight (\$128,968.75) dollars and seventy five cents in Monroe County LSA grant assistance and is prepared to provide twenty thousand (\$20,000.00) dollars in grant match funding to make this project a reality and to provide for the purchase, installation and to bring these generators on line. The Borough Secretary/Treasurer is therefore discharged to write a grant proposal and request consideration for this funding and to place the grant match amount in the Borough's 2019 Municipal Operating Budget.

The motion passed unanimously.

Frank S. Maurek moved and Charles A. Donello seconded a motion to approve Resolution No. 9 -18-A which certifies the Borough's submission of a 2018 Northampton & Lehigh Counties LSA Gaming Grant for the purchase and installation of two (2) emergency power generators as follows:

WHEREAS, the Borough of Nazareth, Northampton County, Pennsylvania, is eligible to apply for a Local Share Account Northampton & Lehigh Counties Gaming Grant,

WHEREAS, the Borough of Nazareth seeks to purchase and install two (2) emergency power generators to fill a critical need at our Firehouse at 49 S. Broad Street and at the Municipal Office Building and Police Station at 134 S. Main Street,

WHEREAS, the addition of these new and natural gas powered sources of emergency power will keep the Borough's Fire Company operational during power outages and keep Borough government and Police at full capacity when most critically needed,

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Borough of Nazareth, in Borough Council assembled, that the Borough of Nazareth seeks the assistance of

the Local Share Account Northampton & Lehigh Counties Grant Program to help fund and purchase these very vital emergency power generators for our Firehouse and Municipal Offices. The assistance of the Local Share Account Northampton & Lehigh Counties Gaming Grant program is solicited to help fund this most important project. The Borough seeks one hundred and twenty eight thousand, nine hundred and sixty eight (\$128,968.75) dollars and seventy five cents in Northampton & Lehigh Counties LSA grant assistance and is prepared to provide twenty thousand (\$20,000.00) dollars in grant match funding to make this project a reality and to provide for the purchase, installation and to bring these generators on line. The Borough Secretary/Treasurer is therefore discharged to write a grant proposal and request consideration for this funding and to place the grant match amount in the Borough's 2019 Municipal Operating Budget.

The motion passed unanimously.

Frank S. Maurek moved and Charles A. Donello seconded a motion to approve the Borough's new Events/Facilities/ParkUse Policy, binding for all, regardless of their affiliations or past practices that did not require approvals, a contract, a deposit or insurance coverage. All requesters will be sent the Borough's contract, event policy, request for a refundable deposit and requirements for a certificate of co-insurance by the Secretary/Treasurer. Discussion followed. Larry Stoudt stated that if the new policy would be applied to the Halloween Parade or the Memorial Day Parade, he would vote "No" on the motion. Stoudt went on to state that the Fire Company, which sponsors the Halloween Parade, was part of the Borough and should not have to comply. Carl R. Strye Jr. agreed with Stoudt and stated that the Fire Company should not be held to the same standard as everyone else. Furthermore, he asked who would clean up after the Halloween Parade before the \$100 refundable deposit would be returned. Frank S. Maurek stated that the Fire Company and American Legion would both get a refund of their deposits but should be held to the same standards as everyone else. Carl A. Fischl agreed with Maurek and stated that making exceptions to the policy would only make it more confusing and difficult to enforce and that all parties requesting use should be held to the same standard. Larry Stoudt stated that there was a motion on the floor and called for a vote. President Chiavaroli called for a voice vote and then called again for a Roll Call. Voting "Yes" for passage of the motion were Councilpersons Fischl, Maurek, Kopach, Donello, Crook and Chiavaroli. Voting "No" to defeat the motion were Councilpersons Teel, Strye and Stoudt. Six (6) voting "Yes" and three (3) voting "No" and the motion carries.

Carl R. Strye Jr. moved and Christopher D. Crook seconded a motion to waive the Borough's new Events/Facilities/Park Use Policy for the 2018 Halloween Parade.

The motion passed unanimously.

Finance. Larry Stoudt moved and Carl A. Fischl seconded a motion to approve the submission of a list of delinquent taxes, Refuse & Recycling fees and sewer charges to Northampton County for the September 2018 Upset Sale.

The motion passed unanimously.

Larry Stoudt moved Michael Kopach seconded a motion to approve the 2019 Police Pension Budget as submitted by the Treasurer, calling for no Borough contribution because the Plan is overfunded as follows:

**BOROUGH OF NAZARETH  
POLICE PENSION PLAN  
BUDGET FOR 2019**

<b>Normal Cost Percentage</b>	<b>21.3%</b>
<b>Administrative Expense Percentage</b>	<b>7.50%</b>
<b>Total Percentage</b>	<b>28.8%</b>
<b>Estimated 2018 Payroll</b>	<b>\$ 395,000.00</b>
<b>Annual Cost</b>	<b>\$ 113,760.00</b>
<b>Amortization Contribution Requirement</b>	<b>\$ -0-</b>
<b>Financial Requirement</b>	<b>\$ 113,760.00</b>
<b>Member Contributions Anticipated</b>	<b>\$ -0-</b>
<b>10% of Negative Unfunded Accrued Liability</b>	<b>\$ 268,046.00</b>
<b>Minimum Municipal Obligation</b>	<b>\$ -0- *</b>

Based upon 01/01/2017 Actuarial Valuation

Submitted to Nazareth Borough Council, September 4, 2018

\* Minimal Municipal Obligation = \$0.00...since Plan Assets exceed Present Value of Future Benefits

The motion passed unanimously.

Larry Stoudt moved Charles A. Donello seconded a motion to approve the 2019 Non-Uniformed Pension Budget as submitted by the Treasurer, calling for a Borough contribution of twelve thousand, six hundred and forty eight (\$12,648.20) dollars and twenty cents above the amount the Borough will receive in state pension aid as follows:

**BOROUGH OF NAZARETH  
EMPLOYEE ASSOCIATION PENSION PLAN  
BUDGET FOR 2019**

<b>Normal Cost Percentage</b>	<b>Borough:</b>	<b>9.00%</b>
	<b>NBMA:</b>	<b>7.00%</b>
<b>Estimated 2018 Payroll</b>	<b>Borough:</b>	<b>\$ 584,980.00</b>
	<b>NBMA:</b>	<b>\$ 395,760.00</b>

<b>Annual Cost</b>	<b>Borough:</b>	<b>\$ 52,648.20</b>
	<b>NBMA:</b>	<b>\$ 27,703.20</b>
<b>State Allocation</b>	<b>Borough:</b>	<b>\$ 40,000.00</b>
	<b>NBMA:</b>	<b>\$ -0-</b>
<b>Allocations Required</b>	<b>Borough:</b>	<b>\$ 12,648.20</b>
	<b>NBMA:</b>	<b>\$ 27,703.20</b>

The motion passed unanimously.

Larry Stoudt moved and Christopher D. Crook seconded a motion to direct the Treasurer to issue a \$100 refund of their surety deposit to the Nazareth Cheerleaders Booster Club following their August 25, 2018 "Paint the Town Blue" event. Although they had accepted the contract and agreed to the policies and insurance requirements, the event was cancelled.

The motion passed unanimously.

Law: Michael Kopach moved and Frank S. Maurek seconded a motion to approve Resolution No. 9 - 18 - C which establishes that the Borough will develop and implement a policy which will regulate events, the use of athletic fields and parks and the many buildings and facilities which we own and maintain as follows:

WHEREAS, Council of the Borough of Nazareth wishes to enact a policy governing events by non-Borough entities in Borough parks, public streets and other Borough property,

NOW, THEREFORE, BE IT RESOLVED, and it is hereby resolved by the Borough of Nazareth, in Borough Council assembled, that Council shall institute a policy for events by non-Borough entities in Borough parks, public streets and other Borough property, which policy is attached hereto and made a part hereof as Exhibit A.

The motion passed unanimously.

Michael Kopach moved and Christopher D. Crook seconded a motion to direct the Solicitor to send the Borough's proposed changes to its Sign Ordinance to the Joint Planning Commission for their input and approval and to then schedule a Public Hearing for November 5, 2018 to allow commentary on their recommendations for the changes to the Ordinance.

The motion passed unanimously.

Michael Kopach moved and Charles A. Donello seconded a motion to advertise for an amendment to the Borough Motor Vehicle Code to install 2 stop signs on westbound Park St. One at the intersection with Pine St. the other at the intersection with Whitfield St. These stop signs recently became necessary due to Park St. becoming a 2-way street in that area.

The motion passed unanimously.

Michael Kopach moved and Carl R. Strye Jr. seconded a motion to advertise for an amendment to the Borough Motor Vehicle Code to revise the language for vehicle registration. This amendment is necessary due to the State's recent decision to do away with the annual registration stickers on license plates.

The motion passed unanimously.

Michael Kopach moved and Charles A. Donello seconded a motion to approve the final, revised version of the Events/Facilities/Park Use Policy and its requirements as an official and binding Borough policy.

The motion passed unanimously.

Environmental Steering & Lighting. Charles A. Donello moved and Michael Kopach seconded a motion to advertise for bids for the 2019 Refuse and Recycling Contract both for a two (2) year contract period with two (2) one year options for renewal and a three (3) year contract period with two (2) one year renewal options. The bids are to be submitted to the Borough no later than 4:00 pm, Thursday, September 27, 2018 and are to be publicly opened that same evening at 6:00 pm at the Borough's Workshop Meeting.

The motion passed unanimously.

Charles A. Donello moved and seconded a motion to approve the Ecology Report of monthly activity for August 2018.

The motion passed unanimously.

Technology. Christopher D. Crook moved and Jessica Teel seconded a motion to accept the report of the Nazareth Economic Development Commission for August 2018.

The motion passed unanimously.

Christopher D. Crook addressed questions about Facade Grants and encouraged Council to visit the NazarethNow website. Crook also gave a report on the Farmer's Market.

Mayor. Mayor Lance E. Colomdo presented the Police Report for August 2018. Mayor Colondo also announced that the Borough's next Neighborhood Watch Meeting would be held on Thursday, September 20, 2018 at Council Chambers at 6:00 pm.

Old Business: None.

New Business: Frank S. Maurek encouraged Council to read the Borough News Magazine to learn how much of our Borough's future would be affected by advances in and dependence upon technology.

There being no further business, on motion by Larry Stoudt, seconded by Frank S. Maurek, the meeting was adjourned at 7:13 pm.

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Paul A. Kokolus, Secretary

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Daniel Chiavaroli, President