

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
March 12, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, March 12, 2025, Chairman Pennington called the meeting to order at 7:02 PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	Solicitor
Stephen A Brown	-	Supervisor	Justin Coyle	-	Engineer
Amy L. Templeton	-	Supervisor	Lori A. Stauffer	-	Manager
Nancy A Teague	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator

Agenda Amendment and Approval

Ms. Stauffer requested adding the Trio Fields under the Solicitor’s Report. Supervisor Brown requested to remove the Eagle Scout project to table it to a future agenda. A. Templeton made a motion to approve the agenda as amended. N. Teague seconded. Motion passed (4-0).

Approval of Minutes

The meeting minutes of February 26th were submitted for review and approval. A. Templeton made a motion to approve the minutes as presented. S. Brown seconded. Motion passed (4-0).

Reports

Northampton County Judicial candidate Robert Eyer appeared to discuss his campaign.

Supervisor’s Comments

Open Space Preservation – Supervisor Brown stated the EAC met on March 10th. They are continuing their work on ranking the various properties on the official map. He also stated that a member of Troop 519 is at the meeting this evening as she attempts to earn her citizenship badge. He welcomed her and her parent to the meeting.

Parks and Recreation – Supervisor Templeton reminded everyone that the Egg Hunt is April 12th. She also reported that the splash pad will open this year Memorial Day weekend. Passes are on sale starting April 1st.

Library News – Supervisor Teague noted the Cash Bingo fundraising event at Bushkill Township Fire Company on March 30th.

Subdivision and Land Development

Hosford Agricultural Security Area – An application was received by the Township to amend the existing Township Agricultural Security Area by including an additional 31 acres owned by James and Lucienne Hosford (Tax Parcel L6-11-6). Attorney Asteak stated the application was properly advertised and posted as required by Act 43 of the state legislature. Furthermore, the application was reviewed by both the Lower Nazareth Township Planning Commission and the Lower Nazareth Township Agricultural Security Board. Both bodies recommended the Board of Supervisors approve the application.

A. Templeton made a motion to adopt Resolution LNT-11-25, amending the existing Agricultural Security Area to include the 31 acres owned by James and Lucienne Hosford. N. Teague seconded. Motion passed (4-0).

Stonebriar II Improvements Agreement – The subdivision improvements agreement has been prepared by Attorney Asteak and signed by the developer. The developer has posted the necessary letter of credit. A. Templeton made a motion to authorize the Chairman to execute the agreement on behalf of the Township. N. Teague seconded. Motion passed (4-0).

LVTC III Maintenance Period – The LVTC III project is ready to enter the maintenance phase; therefore, the Board will need to authorize the execution of a maintenance agreement with the developer to commence the 18-month maintenance period. A. Templeton made a motion to authorize the Chairman to execute the maintenance agreement on behalf of the Township. N. Teague seconded. Motion passed (4-0).

Evergreen Farms – The Township is in receipt of a land development plan for a parcel that is on the Township official map as a property for development rights acquisition. L. Stauffer stated per the usual procedure, the Board will need to decide if they wish to invoke their rights under the official map or not. At this stage, this would strictly authorize the Township Manager to obtain an appraisal for the development rights. The proposed development is on 81 +/- acres of land located along Newburg Road. N. Teague made a motion to invoke the Township's rights under the official map. J. Pennington seconded. Motion failed (2-2). Both S. Brown and A. Templeton stated they liked the proposed development put forth for the property.

Residences at Meadowview – The developer is requesting a time extension on his prior zoning approval for the retirement village apartment plan. Troy Faust and Justin Huratiak appeared to represent the request. This project has already received one time extension and the developer is requesting an additional six months extension. The following representations were made by the developer:

- The new zoning ordinance allows for traditional market apartments at a much higher density than the previous ordinance.
- Mr. Huratiak is in the process of purchasing the project from Mr. Faust for \$2.7 million.
- Mr. Huratiak intends to submit a new land development plan for traditional market apartments. He stated he can by right place up to 273 apartments on the property. The age-restricted apartments would limit his ability to market the apartments.

- He does not want the development rights under the old plan to lapse while he pursues the new plan, which will require him to obtain certain zoning approvals for height. He stated he understands all earthmoving work would be at his own risk.
- He will begin earthmoving under the old plan if the extension is not granted, which will give him time to submit a new plan and work through the land development process. The MPC allows him to start earthmoving.
- He envisions the traditional apartments starting at \$1,800 per month for one bedroom.

L. Seese stated she has concerns about the proposed course of action by the developer. It appears to be a “bait and switch” as he intends to start one project and then switch it to his intended project. He will be required to submit a new plan and go through the conditional use process.

The Board of Supervisors asked the following questions:

- J. Pennington questioned why 55 and over apartments wouldn’t be as marketable as traditional apartments. Mr. Huratiak stated that the demographics are changing. He stated half of tenants are older and the other half are young professionals that are not interested in home ownership.
- N. Teague stated she is concerned hearing the zoning officer’s concerns on starting under one plan and switching to another plan.
- S. Brown stated traditional apartments will bring more children to the school district, which is why the age-restricted apartments were so attractive. He questioned the developer how many apartments he is proposing under the new plan. Mr. Huratiak conceded he would limit the new plan to the same number of units as the old plan (88).
- A. Templeton questioned if the intent is to hold the units as rentals or sell them as condos. Mr. Huratiak stated the units will be held by an owner as rentals. There is no intent to sell the units. She also echoed S. Brown’s concerns about the additional children this new project will add to an already overburdened school district.

G. Asteak again inquired if the Board granted the time extension, would the developer agree that the time extension is contingent on the limitation of the new plan to 88 units. Mr. Huratiak stated he will agree to limit the new plan to 88 units. G. Asteak further stated before any earthmoving can begin under the approved plan, the developer must submit an indemnification agreement holding the Township harmless, execution of a construction improvements agreement, and the establishment of a construction escrow.

James Faust stated the historical building that served as a butcher shop and barns will remain. L. Seese stated they will need to be commercially approved.

N. Teague made a motion to grant the requested six-month time extension contingent upon the developer limiting any new plan submissions to 88 units. A. Templeton seconded. Motion passed (4-0).

Delserro Sewer Capacity Request -

The Board received a request from the developer to purchase sewer capacity from the Township for either the 211 homes for the Preserve at Green Pond plan or for 297 homes under the Colt's Run South II plan. The matter is listed on the agenda for discussion only with a final decision to be rendered under a future agenda.

N. Teague stated she sees value in bringing the public sewer down to Hecktown Road at the expense of the developer. This will help the Township in the event that sewer needs to be run into adjacent neighborhoods. She stated she would be comfortable selling capacity for 211 homes; however, she has severe reservations about selling capacity for 300 homes. S. Brown stated he agrees with that statement.

A. Templeton asked Mr. Delserro if he still wants to do the preserved plan. He responded that would be his preference and he is willing to work with the Township on the open space funding. A. Templeton thanked Mr. Delserro for his continued patience as the Board works through this decision.

J. Pennington reminded the Board that Lower Nazareth must use all the existing sewer capacity inventory we have before the City of Bethlehem will sell us more capacity. He further stated the city has plenty of capacity. They just won't sell us more until we use what we have.

G. Asteak stated the value of a gallon of capacity will be established with the assistance of Gilmore & Associates in order to arrive at a total value due from the developer. This matter will be added to the April 9th agenda for the Board to render a final decision.

Solicitor's Report

Kay Builders / Trio Fields – G. Asteak stated he has concerns with the status of the current letters of credit and the pace at which the developer is completing the required improvements. Of particular concern are the letters of credit for Phase I and Phase 6A, which are set to expire in May 2025. The financial institution has already indicated that they will not be renewing the letters of credit.

S. Brown made a motion to authorize the solicitor to communicate with representatives of Kay Builders that if improvements in Phase I and Phase 6A are not completed by April 1st, the Township will be seeking to pull the letters of credit. A. Templeton seconded. Motion passed (4-0).

G. Asteak further reported that Fantastic 1948 appealed the Northampton County Court decision to the Commonwealth Court.

Engineer's Report

Butztown Road Realignment Project – J. Coyle reviewed his recommendation letter. The Township received a total of 8 bids for this project. Grace Industries is the lowest, qualified bidder with a bid of \$1,165,145. A. Templeton questioned if they have the qualifications to complete this type of project. J. Coyle stated they are PennDOT pre-qualified as well as he has personally worked on numerous projects with Grace Industries. He is very comfortable with the Board awarding Grace Industries the bid.

S. Brown made a motion to award the Butztown Road Realignment Project to Grace Industries at a bid amount of \$1,165,145. A. Templeton seconded. Motion passed (4-0).

J. Coyle stated the work will commence once the Township obtains the PennDOT Highway Occupancy permit.

Manager's Report

Summer Park Program Regulations – L. Stauffer reported she prepared a draft resolution for the Board's consideration in adopting the rules and regulations (standard operating procedures) for the summer park program. S. Brown noted that these regulations are born out of necessity to address issues that have come up in recent years. He stated he wants to see the program to continue. This program is a valuable resource, and these regulations will allow the staff to provide a safe environment and will ensure positive program.

N. Teague made a motion to adopt Resolution No. LNT-12-2025, adopting Standard Operating Procedures for the Township's Summer Park Program. S. Brown seconded. Motion passed (4-0).

2025 Road Project – L. Stauffer reported the Township received several bids for the 2025 paving project with the lowest bidder appearing to be Barker & Barker with a bid amount of \$364,224.00 for the primary bid and \$103,660.80 for the alternative bid. The combined bid amount for both primary and alternate bids is \$467,884.80. The estimated cost of this project was \$500,000. This matter will be added to the March 26th agenda for Board action.

L. Stauffer reminded the Board that the primary bid consists of Presidential Drive, Madison Drive, Eisenhower Drive, Truman Lane, Kennedy Court and cul-de-sac, Jefferson Place, and Roosevelt Drive. The alternate bid is for Frank Street and Delores Lane.

Payment of the Bills

N. Teague made a motion to pay the bills as presented. A. Templeton seconded. Motion passed (4-0).

Courtesy of the Floor

Sherri Bourneuf of 4682 Stafford Ave requested to be placed on the agenda for an explanation of the one-mill tax increase. L. Stauffer provided a powerpoint presentation with various financial information on the Township's expenses, including, but not limited to:

- An overview of the Township budgets from 2022 to 2025 broken down by expense categories that show the evolution of the expenditures in each of the categories, including increases in spending and areas where spending was reduced.
- An overview of the various categories of spending and what percentage of the budget is allocated to those expense categories.
- An overview of the Board of Supervisors' efforts in reducing spending and maximizing revenue in certain areas.

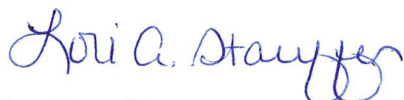
- An overview of the capital projects and equipment that have been completed and purchased in the last several years with the \$4,000,805 in grant funding received by the Township that benefits the taxpayers.
- An overview of why more development doesn't cure the need to implement tax increases periodically.
- A brief discussion was held on the additional children that add to the school district with residential development. The current proposal from the school district is to raise taxes every year for the next four to five years 3.2% to build a fourth elementary school.
- Lower Nazareth Township has the fourth lowest tax millage rate in all of Northampton County and the Board has not significantly raised taxes in the last 20 years.
- It was noted the Board was faced with a choice to either cut services to the public or institute a tax increase. The Board made the choice to implement an increase because it was unacceptable to cut services (police, fire, ambulance, recycling, etc.) to the public.
- Lower Nazareth Township embraces transparency and posts annual audits, budgets, financial reports, and bill payment reports on the Township's website.

N. Teague thanked L. Stauffer for the excellent presentation in order to keep our residents informed of how tax money is expended, particularly since this took time to prepare.

Douglas Durham of 4682 Stafford Avenue had further questions on the Township's finances and budgeting, including questions on the \$2.5 million open space loan for the development rights for the Jaindl properties.

Adjournment - The meeting adjourned at 9:25 pm.

Respectfully submitted by,



Lori Stauffer
Township Manager

**Lower Nazareth Township
Bills To Be Approved
March 12, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Park Electricity	\$ 313.96
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 141.82
ACH	Selective	Township Insurance	\$ 6,106.00
ACH	Flores	Employee Health Benefits	\$ 1,296.38
ACH	Highmark Blue Shield	Employee Health Benefits	\$ 1,008.58
ACH	Capital Blue Cross	Employee Health Benefits	\$ 19,449.09
ACH	BMO	Credit Card Payment	\$ 34,833.28
31390	Verizon Wireless	Fire Company Wireless	\$ 1,486.40
31391	Verizon Wireless	Fire Company Wireless	\$ 2,655.76
31392	Assured Partners of Northeast PA	Fire Company Insurance	\$ 3,393.20
31393	Service Electric Cable TV Inc	Fire Company Internet	\$ 123.01
31394	R.S. Security & Communications	Fire Company Service Contract	\$ 480.00
31395	Wex Bank	Fire Company	\$ 753.03
31396	Suburban Propane	Park Fuel	\$ 360.39
31397	New Enterprise Stone & Lime Co., Inc.	Paving Materials	\$ 807.00
31398	Keystone Municipal Insurance	Workers Comp Insurance	\$ 167.00
31399	Liberty Propane Inc.	Municipal Building Propane	\$ 2,733.44
31400	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 748.21
31401	HRdirect	Personnel Posters	\$ 97.95
31402	Maricel Wheatley	Local Services Tax Refund	\$ 24.00
31403	Phillips Feed Services Inc	Local Services Tax Refund	\$ 14.00
31404	The Hartford	Employee Insurance	\$ 830.49
31405	Integra One	Computer Services	\$ 556.88
31406	Bergey's, Inc	Public Works Supplies	\$ 1,308.50
31407	Revize LLC	Website Plan	\$ 3,900.00
31408	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,730.00
31409	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 748.21
31410	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies & Traffic Signs	\$ 4,430.70
31411	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 135.95
31412	Suburban Propane	Public Works Fuel	\$ 1,556.60
31413	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 982.04
31414	Hanover Engineering Associates, Inc.	Engineering Services	\$ 1,955.25

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31415	Asteak Law Offices	Legal Services	\$ 117.50
31416	USPS	Newsletter Postage	\$ 730.16
31417	R.M. Palmer Company	Egg Hunt Bunnies	\$ 465.12
		<i>Total General Fund Checking Account ...</i>	<u><u>\$ 96,439.90</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	March 7, 2025		<u><u>\$ 41,004.01</u></u>

SPECIAL REVENUE HOST FEE ACCOUNT

Num	Name	Memo	Amount
564	Lower Nazareth Township	Public Works Equipment	<u><u>\$ 1,295.00</u></u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2024	Carroll Engineering Corporation	Engineering Services	<u><u>\$ 17,459.25</u></u>

COMMUNITY EVENTS ACCOUNT

Num	Name	Memo	Amount
2010	Lower Nazareth Township	Egg Hunt Supplies	<u><u>\$ 584.94</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
2022	Lower Nazareth Township	Park Construction	<u><u>\$ 5,541.81</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3064	Trinity Solar	Building Permit Refund	<u><u>\$ 550.00</u></u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
2038	AllState Septic Systems, LLP	Temporary Restrooms	<u><u>\$ 115.00</u></u>

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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
4180	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,386.60
4181	Asteak Law Offices	Legal Services	\$ 5,875.00
4182	Carroll Engineering Corporation	Engineering Services	\$ 19,292.50
4183	Jared & Monica Isaacman	Escrow Refund	\$ 2,204.11
4184	Ludlow Construction LLC	Escrow Refund	\$ 3,093.80
<i>Total Master Escrow Account ...</i>			<u><u>\$ 31,852.01</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1332	Valleywide Electric, Inc.	Capital Construction	\$ 2,877.90
1333	County of Northampton	Real Estate Property Tax	\$ 1,195.99
1334	LNT Real Estate Tax Collector	Real Estate Property Tax	\$ 609.07
<i>Total Capital Reserve Account...</i>			<u><u>\$ 4,682.96</u></u>