

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
May 14, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, May 14, 2025, Chairman Pennington called the meeting to order at 7:10PM.

Present were:

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

**The Board met in an executive session prior to this evening's meeting to discuss legal matters. No action was taken **

Agenda Amendment and Approval

L. Stauffer noted that she would like to table the gazebo discussion to a future agenda.
Chairman Pennington noted we will move the Conditional Use Hearing to after the Manager's Report.

Approval of Minutes

The meeting minutes of April 23rd were submitted for review and approval. S. Brown made a motion to approve the minutes as presented. N. Teague seconded. Motion passed (4-0).

Reports

The Hecktown Fire Incident Report for April was presented and is available for review on the website.

Supervisor's Comments

Open Space Preservation – S. Brown reported that the EAC met this week and is continuing property evaluations and is preparing a detailed plan for the Board.

He noted that they provided comments on the proposed new school, and they do not support rezoning. They also believe the site should have public water and sewer. In addition, the natural gas pipeline passing through the property is a concern.

Parks and Recreation – A. Templeton reported:

- The Newburg Tree planting begins this week.
- The Splash Park opens on May 23rd.

- The Snack Stand improvement continue - windows, splits, cabinets ordered, epoxy floor, Football and Baseball are willing to help with countertop and tables

Library News – N. Teague had nothing to report.

CRPC – Chairman Pennington noted that their meeting in this coming Monday.

Zoning Ordinance Meeting Discussion – L. Stauffer reported that the meeting was held on April 26th. L. Stauffer said she provided a power point presentation and noted that the meeting went well with 10 people in attendance. There was good conversation, and attendees provided their comments and feedback for the Board. One item is that attendees would like the 2-acre requirement lowered to 1.5 acres.

One question asked was the number of acres under preservation in Lower Nazareth.

Lower Nazareth has 119 acres of open space parks, 44 acres are preserved within the Township program, and 16 acres are pending in agricultural open space.

Northampton County Farmland Preservation has 927.33 acres in Lower Nazareth. Combined with the Township program and our parks, we have 1,106.33 acres.

Dave Halteman thanked L. Stauffer and said she was very well prepared, and the information provided was understandable.

Political Signs on Municipal Property – Chairman Pennington commented on the plethora of signs and that we have received comments from residents on placement of these signs. Chairman Pennington suggested that no signs are to be placed on township property and in our parks, the exception would be on election day.

Solicitor Asteak noted that we can regulate placement of signs on our property but not control free speech. If we take action; the rules can start whenever.

N. Teague was ok with signs placed in our parks so candidates can get their names out; just not on township property; especially in our place of business We need to remain neutral for all third-party signs. N. Teague noted that signs in the ROW are acceptable.

A. Templeton does not like signs in the parks, including the ROW.

N. Teague would like to limit dates/duration of placement, especially for businesses. N. Teague said we are not trying to get involved in free speech, but we want to keep signs off municipal building property; but they can be place in the ROW on our other properties.

A. Templeton wanted to table the discussion. N. Teague said we can continue to the next meeting to have in place for the November Election.

Doug Durham, 4682 Stafford Avenue, commented that a candidate for judge spoke during a public meeting. Solicitor Asteak stated that anyone can address the Board during a meeting.

Sherri Bourneuf, 4682 Stafford Avenue, commented there is a PA law on political sign placement. Solicitor Asteak wanted to see the law.

Jeff Shepherd, 4485 Whitetail Drive, commented on the number of signs at Newburg Road and Route 191; that it is an eyesore and adds to danger of the intersection. He inquired what happens if they are not cleaned up after the election. L. Stauffer said Public Works will remove when they mow; in November they would be picked up by end of week following election.

No decision was made, and discussion was tabled until Solicitor Asteak could provide information on our limitations on our right to control sign placement.

School District Committee – Chairman Pennington commented that the Nazareth Area School District is looking at Lower Nazareth properties for construction of a new school. They gave a presentation at our last meeting and requested we form a committee to discuss placement and zoning, etc. Chairman Pennington inquired whether they prefer a committee of two or the full board. It was decided that the committee would include the full Board. S. Brown stated that all in discussion should be in public. N. Teague agreed unless there is a legal matter. Chairman asked for public input. Those in attendance spoke up that they want all discussions to be in a public meeting. The Board agreed. J. Pennington asked L. Stauffer to please relay these decisions to the Nazareth Area School Board.

N. Teague noted that the Board would be happy to meet anytime, not just at our regular scheduled meetings.

Subdivision & Land Development

Cohn – 648 Mulberry Drive Fence Waiver – L. Seese stated that Mr. Cohn is requesting to install a fence around property with only a portion is in drainage easement. S. Brown made a motion to grant the fence waiver. A. Templeton seconded. Motion passed (4-0).

Victaulic – Revised Land Development Plan – Resolution #LNT-17-25 – J. Coyle reported that there is no construction within Lower Nazareth, however traffic accessing the property will be in Lower Nazareth. He reviewed his May 12th letter

Waivers were granted for separate submissions for preliminary and final plans as well as submission of a preliminary plan prior to the final plan. A. Templeton made a motion to approve Resolution #LNT-17-25. N. Teague seconded. Motion passed (4-0).

Upper Nazareth Township Zoning Ordinance Amendment – Solicitor Asteak stated that due to our coordinated zoning, we must share in amendments. This is a cleanup ordinance. The Board had no comments on the amendment. N. Teague made a motion to accept the amendment. A. Templeton seconded. Motion passed (4-0).

Solicitor's Report

Kay Builders / Trio Fields – Solicitor Asteak noted that Phase 5 has a June 3rd deadline and J. Coyle reported that the improvements will not be completed prior to that date. J Coyle will draft a letter for the amount to cash held in security/LOC. S. Brown made a motion to execute a resolution to call in the letter of credit. N. Teague seconded. Motion passed (4-0).

J. Coyle noted that Phase 5 is moving along but experiencing weather delays. He added that Phase 7's letter of credit expires July 1st.

Engineer's Report

J. Coyle provided his Engineer's Report including an update for the Butztown Road project; the poles will be relocated by the end of May and major construction to start in July.

Kelly Nissan Security Release – J. Coyle reviewed his letter recommending release of security. N. Teague made a motion to approve the release of security. A. Templeton seconded. Motion passed (4-0).

Route 248 Traffic Technology Upgrades – Authorization to Pay – J. Coyle reviewed his letter recommending payment of \$286,989.25. A. Templeton made a motion to approve payment. S. Brown seconded. Motion passed (4-0).

Manager's Report

Disabled Veteran Real Estate Tax Exemption – L. Stauffer reviewed the requirements to qualify. She recommended the Board approve this exemption to commence with the 2025 tax bill. A. Templeton made a motion to approve the exemption. N. Teague seconded. Motion passed (4-0). N. Teague said thank you for your service

Time Extension Report – The report was presented and available on the website.

Gazebo – Surrey Glen Park – Tabled

Northampton / Lehigh County LSA Grant – CRPD Vehicle – Resolution #LNT-18-25 & Monroe County LSA Grant – CRPD Vehicle – Resolution #LNT-19-25 – L. Stauffer will be applying for grants for another CRPD vehicle. S. Brown made a motion to approve Resolution #LNT-18-25 & Resolution #LNT-19-25. N. Teague seconded. Motion passed (4-0).

Payment of the Bills

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

Conditional Use Hearing – HH Nazareth Nest (Residences at Meadowview) CU2025-01

The proposed use is (2) 44-unit, 3-story apartment buildings, requiring Conditional Use approval as prescribed in Article 3, Section 303.1A, QuickView TD-6, Village Mixed Use, Permitted Uses, of the

Lower Nazareth Township Zoning Ordinance, adopted December 13, 2023, last revised November 13, 2024. The property location is 730 Nazareth Pike, Nazareth, PA, 18064, specifically Tax Map #K7-18-9 and is zoned T-6, Village Mixed Use.

Solicitor Asteak opened the hearing at 7:48pm and turned the hearing over to Justin Huratiak of HH-Huratiak Homes, LLC. and any witnesses he may choose to call to provide testimony.

J. Huratiak discussed changes from the previous plan approved. Two issues discussed in greater detail included the lighting of the walking path and the number of fire hydrants on site.

J Coyle noted that reasonable conditions may be applied. He supports pathway lighting as a condition and noted that regardless of the age of residents it should be included.

Melissa Huratiak noted that they get complaints from residents on lighting and that sometimes lit paths draw unwanted guests.

L. Seese note that T. Capecci of the Planning Commission felt the walkway lighting was beneficial and should be kept. She also commented on the lengthy fire hydrant discussion and that J. Huratiak agreed to comply with the fire chief's comments.

There we no public questions

The hearing closed at 8:40pm. The Board will issue an opinion within 60 days.

For the complete context of hearing testimony, please refer to the stenographic transcript.

Courtesy of the Floor

Sherri Bourneuf, 4682 Stafford Avenue, spoke of PFAS detected in water within Lehigh Valley. She said they are forever chemicals and known carcinogens. She said she spoke with Easton Suburban Water Authority, and they have filtration in place and the amounts found are below acceptable levels. Her concern is for well owners and said maybe we could provide information for residents on testing their well water.

Jeff Shepherd, 4485 Whitetail Drive, spoke on behalf of residents of Trio Fields with unresolved issues; two were in attendance.

Mr. and Mrs. Silvan, 4261 Beech, have sidewalk and curbing issues at 4261 & 4263. They reached out to Kay and after over 4 years this has not been corrected. They recently spoke with Justin Stottlar from CEC. The Silvans are being told it's their responsibility to correct. J Coyle commented that he will arrange for Brett Slivka from Kay to join him to meet with the Silvans

Chris Mann, 4285 Beech, is unhappy with a stop sign located near his driveway that is creating issues for him to get out of the driveway. He noted that 4281 Beech is where the stop sign is to be located and wonders why it is placed there at his property. J Coyle said he would look into it.

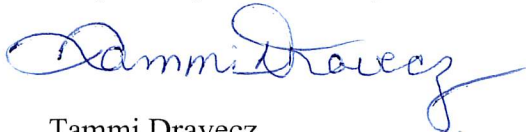
Dave Halteman, 4065 Hecktown Road, inquired about the township's goal for open space preservation. Chairman Pennington noted there is not a particular goal; we are looking at appropriate properties and the EAC is reviewing properties and making recommendations. S. Brown said there is not a percentage goal; we are just trying to preserve farmland as funds permit. S. Brown commented that we want to preserve as much as we can. Mr. Halteman inquired about the balance Open Space Account for this purpose.

Mr. Halteman also inquired about the latest on land for the new school. Chairman Pennington stated that the Board is working with the school for appropriate land for a school.

Doug Durham, 4682 Stafford Avenue, wanted the status of the proposed new school. Chairman Pennington stated we are in discussion with the district. Mr. Durham asked if the Board was looking to amend the 2-acre requirement in the Ag District. N. Teague noted that numerous people provided input in that decision. N. Teague noted that all information and meetings were advertised; she herself attended.

Adjournment - The meeting adjourned at 9:03pm.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Tammi Dravec", with a stylized flourish at the end.

Tammi Dravec
Secretary/Treasurer

**Lower Nazareth Township
Bills To Be Approved
May 14, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Capital Blue Cross	Employee Health Benefits	\$ 25,963.32
ACH	Highmark Blue Shield	Employee Health Insurance	\$ 1,385.90
ACH	Flores	Employee Health Benefits	\$ 97.59
ACH	Met-Ed	Park Electricity	\$ 198.85
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 135.97
ACH	BMO	Credit Card Payment	\$ 22,034.72
ACH	Selective Insurance Company of America	Township Insurance	\$ 6,203.00
31522	Service Electric Cable TV Inc	Fire Company Internet	\$ 119.40
31523	PPL, Inc.	Fire Company Electricity	\$ 28.02
31524	PPL, Inc.	Fire Company Electricity	\$ 621.24
31525	Wex Bank	Fire Company	\$ 1,029.26
31526	Verizon Wireless	Fire Company Wireless	\$ 170.17
31527	Verizon Wireless	Fire Company Wireless	\$ 327.99
31528	Powerco, Inc.	Public Works Parts & Supplies	\$ 848.21
31529	Bergey's, Inc	Public Works Supplies	\$ 543.53
31530	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies & Traffic Signs	\$ 965.50
31531	R.J. Walker Co.	Equipment Parts/Supplies	\$ 111.49
31532	Sherwin-Williams	Park Facilities Maintenance	\$ 420.30
31533	Suburban Propane	Park Fuel	\$ 204.65
31534	RCN	Internet & Telephone Services	\$ 19.95
31535	Liberty Propane Inc.	Municipal Building Propane	\$ 2,249.05
31536	Nazareth Area Council of Government	2025 Membership Dues	\$ 250.00
31537	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 2,655.00
31538	Lower Nazareth Township	Escrow Replenishment	\$ 500.00
31539	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31540	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31541	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31542	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31543	Integra One	Computer Services	\$ 38,175.00
31544	The Hartford	Employee Insurance	\$ 1,001.81
31545	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 144.37
31546	Northern Nurseries, Inc.	Park Construction	\$ 117.00

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31547	Integra One	Computer Services	\$ 303.76
31548	McCarter & English, LLP c/o Aldi Inc	Real Estate Tax Refund	\$ 291.94
31549	Kratzer Septic Service	Park Facilities Maintenance	\$ 530.00
31550	Kratzer Septic Service	Facilities Maintenance	\$ 397.50
31551	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31552	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31553	Hanover Engineering Associates, Inc.	Engineering Services	\$ 2,282.60
31554	Paige LaBar	Stenographer	\$ 200.00
31555	Bath Supply Co., Inc.	Facilities Maintenance	\$ 43.50
31556	Associated Fire Equipment Co., Inc.	Facilities Maintenance	\$ 109.65
31557	Sunoco, LLC	Equipment Motor Fuel	\$ 1,777.92
31558	<i>VOIDED</i>		
31559	Fogels Fuel Service	Municipal Heating Fuel Maintenance	\$ 399.95
31560	Beiler Hydraulics	Public Works Equipment Repair	\$ 4,858.34
31561	Carroll Engineering Corporation	Engineering Services	\$ 6,015.00
31562	Sunoco, LLC	Equipment Motor Fuel	\$ 1,315.25
31563	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 756.63
31564	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 334.24
31565	Security Service Company, Inc.	Security System Maintenance	\$ 131.00
31566	The Key	Advertisement	\$ 231.30
31567	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 100.94
31568	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 874.00
31569	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 630.00
31570	City of Bethlehem	Hydrant Assessment	\$ 156.54
31571	Fraser Advanced Info Systems	Copier Lease	\$ 504.14
31572	PPL, Inc.	Traffic Signal / Street Light Electricity	\$ 2,039.39
31573	Verizon Wireless	Municipal / Public Works Wireless	\$ 541.19
31574	Broughal & DeVito, LLP	Legal Services	\$ 1,925.00
31575	Asteak Law Offices	Legal Services	\$ 15,158.00
31576	William Kocher	Public Works Equipment	\$ 130.00
31577	Allstate Septic Systems	Temporary Restrooms	\$ 260.00
Total General Fund Checking Account ...			\$ 334,929.73

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PAYROLL ACCOUNT

Num	Name	Memo	Amount
	May 2, 2025		\$ 49,708.02
	May 16, 2025		\$ 49,050.47
		<i>Total Payroll Account ...</i>	<u><u>\$ 98,758.49</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Zoning Permit	\$ 75.00
3069	Barry Isett & Associates	Building Permit Inspections	\$ 8,915.00
		<i>Total Development & Inspection Account ...</i>	<u><u>\$ 8,990.00</u></u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
2041	AllState Septic Systems, LLP	Temporary Restrooms	\$ 115.00
2042	LNT Petty Cash	Clean Up Day Petty Cash	\$ 100.00
		<i>Total Refuse / Recycling Account ...</i>	<u><u>\$ 215.00</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township General Fund	Escrow Transfer	\$ 500.00
ACH	Met-Ed	Traffic Signal Electricity	\$ 183.35
4200	Northampton County Recorder of Deeds	Plan Recording	\$ 245.00
4201	County of Northampton	Parcel ID	\$ 5.00
4202	General Highway Products	Traffic Signal Maintenance	\$ 1,895.00
4203	Hanover Engineering Associates, Inc	Sewage Enforcement Services	\$ 403.70
4204	Carroll Engineering Corporation	Engineering Services	\$ 24,223.75
4205	Signal Service	Traffic Signal Maintenance	\$ 260.00
4206	Asteak Law Offices	Legal Services	\$ 2,350.00
		<i>Total Master Escrow Account ...</i>	<u><u>\$ 30,065.80</u></u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2026	Carroll Engineering Corporation	Engineering Services	<u><u>\$ 19,075.25</u></u>

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