

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
May 28, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, May 28, 2025, Chairman Pennington called the meeting to order at 7:05PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	Solicitor
Martin J. Boucher	-	Vice-Chairman	Justin Coyle	-	Engineer
Stephen A Brown	-	Supervisor	Lori A. Stauffer	-	Manager
Nancy A. Teague	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Amy L. Templeton	-	Supervisor	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 **

Moment of Silence for Lynn Ratzell

Chairman Pennington expressed our appreciation for Lynn's work on the Environment Advisory Council.

Agenda Amendment and Approval

S. Brown made a motion to approve the meeting agenda. Vice-Chairman Boucher seconded. Motion passed (5-0).

Approval of Minutes

The meeting minutes of May 14th were submitted for review and approval. A. Templeton made a motion to approve the minutes as presented. N. Teague seconded. Vice-Chairman Boucher abstained. Motion passed (4-0).

Reports

The Financial Report for April was presented and is available for review on the website.

Supervisor's Comments

Open Space Preservation – S. Brown expressed sadness over Lynn Ratzell's passing. He cared about the community and will be missed.

Parks and Recreation – A. Templeton provided an update on the Newburg Tree Planting project. She also noted that the splash is now open.

A. Templeton discussed the issue on the Stafford walking path with bike trails constructed outside the trail. She noted that this land was an open space purchase, and grant money was used. There are deed restrictions, including that the wooded area was to be untouched. While the activity is ok, we cannot allow it to occur in this location. She noted that we invest in the parks for everyone.

A. Templeton inquired about the status of repairing Township Line Road. She knows we have been unsuccessful in East Allen coming to the table to assist and inquired what our next step is.

L. Stauffer explained that Township Line Road is owned by Lower Nazareth and East Allen. Ownership is split down middle and therefore requires both parties to be part of the project. We need them to cooperate to move forward. L. Stauffer noted that this has been discussed at budget time for years.

The other issue is construction of the road requires FDR, not just a mill and overlay. The estimated cost is \$500,000-\$600,000 for the 1 ¾ mile stretch of road. A few years ago, we offered to write a grant, a resolution was passed but we couldn't get the East Allen Board to approve. East Allen's Manager is the stumbling block, and we are not sure how to get him on board. L. Stauffer offered to attend an East Allen Board meeting as we understand the Board is in favor of the project.

Chairman Pennington stated we can send a letter to their Board. S. Brown thought attending a meeting would be better next step. L. Stauffer said we have time to apply for this year's multi-modal grant. A. Templeton made a motion for L. Stauffer to attend meeting an East Allen meeting, N. Teague seconded. Motion passed (5-0). Solicitor Asteak suggested Chairman Pennington call the East Allen Chairman to let him know L. Stauffer will be attending an upcoming meeting.

S. Brown inquired about the road project for the year and how we decide what roads get repaired. L. Stauffer stated that in October, before the budget, she sits with B. Kocher and S. Rodney to review the roads, go over recommendations, and review notes from the previous year and current year to come up with a 5-year paving plan. That plan is presented to the Board during budget discussions. They only commit to the following year. In January L. Stauffer gets Board authorization to proceed with the project.

Library News – N. Teague noted that the annual campaign is going well. The annual Pet Parade is this Saturday and S. Brown is a judge. She said they are looking to have a Halloween tour in the townships to raise money for the library. The Summer Reading Program is Color Your World and registration opens June 2nd. There are also programs for teens and adults

CRPC – Vice-Chairman Boucher attended the monthly meeting and noted 313 incidents in Lower Nazareth with over 1,000 patrol hours for the month.

Subdivision & Land Development

KRE Developer's Presentation – Attorney Joseph Zator introduced Noah Chrismer, Chris Fairfield, and Mark Buchvalt. They gave a presentation on their proposed project for a three-story apartment community. The proposed project is located on Old Nazareth Pike, off Route 191 / Nazareth Pike.

Chris Fairfield discussed numerous other projects they have constructed. He also presented elevation options for the proposed project. Mark Buchvalt discussed the zoning requirements for the site.

Noah Chrismer discussed utilities for the site. He mentioned the amenities for residents including a pool and workout area/gym. He noted that these would be 1–2-bedroom units and anticipates more young couples in the neighborhood and very few school age children. N. Chrismer discussed the tax benefits with low impact on schools and police services. He also discussed traffic to/from the site.

Chairman Pennington noted traffic concerns and access to Route 191 from the site. He said traffic already backs up on Route 191. KRE reps noted they will address traffic as they move through the project. N. Chrismer thought most of the traffic will head south to Route 22, but Chairman Pennington thought much will go north towards shopping on Route 248.

S. Brown discussed the pitch in the road and visual issues, along with traffic volume. He inquired about options for an additional entrance/exit, especially for emergencies.

N. Teague inquired about elevator service. C. Fairfield noted they are leaning towards elevators. N. Teague noted an aging population and is looking to provide them with options. She also verified that the roads would remain private.

A. Templeton also noted traffic concerns. She inquired about the number of 1-bedroom versus 2-bedrooms and the square footage. A. Templeton inquired about their preference in style of roofline. N. Chrismer noted they prefer a pitched roof.

Vice-Chairman Boucher inquired about sprinkler systems, framing and stairwells. He inquired on the estimated monthly cost for the apartments; \$1,800/\$1,900 for a 1-bedroom and \$2,000/month for 2-bedroom. The pathways around buildings were discussed in addition to buffering for adjacent properties.

Vice-Chairman Boucher noted that improvements to Nazareth Pike will likely be necessary. N. Chrismer agreed to discuss it as they move forward.

Chairman Pennington noted the site's proximity to Monocacy Creek and that we need to protect the creek. KRE is aware and will work through the process.

Vice-Chairman Boucher inquired about a two-story building with pitched roof. KRE can do a flat roof but generally do pitched roofs and said it will be helpful to see better drawing.

J. Coyle discussed the need for more than one entrance and exit and to look at road improvements and emergency access from the rear.

L. Stauffer discussed a recorded covenant in Northampton County that applies to this property. Solicitor Asteak and Attorney Zator can talk about how this would impact this project. Solicitor Asteak believes our current Zoning Ordinance supersedes the covenant. L. Stauffer believes we should have a developer's agreement to extinguish the covenant. Solicitor Asteak stated we can look into that as we move forward.

Pete Collins, 4255 Beech Drive, noted that it would be dangerous to make a left turn off Old Nazareth Pike and suggested access from Butztown Road through the Grace Church property.

Guy Wagner, 207 Field Dr, noted the traffic volume and how it is always backing up.

Newburg Event Center / Farm Café Plan Withdrawal – L. Stauffer noted that the developer has provided an email stating that he does not wish to move forward with this project. N. Teague made a motion to accept the withdrawal. Vice-Chairman Boucher seconded. Motion passed (5-0).

Chick-fil-a Improvements Agreement – We are in receipt of signed documents and project security. S. Brown made a motion to authorize the agreement to be signed. Vice-Chairman Boucher seconded. Motion passed (5-0).

Solicitor's Report

Kay Builders / Trio Fields – Solicitor Asteak noted that we cashed out Phase 5. The letter of credit for Phase 7 expires on July 1st. J. Coyle is drafting a review letter, and we will take action at our next meeting.

Solicitor Asteak noted that we have the closing on the Jaindl property next week.

Engineer's Report

Brown-Daub Security Release – J. Coyle reviewed his letter recommending the release of security. A. Templeton made a motion to approve the release of security. N. Teague seconded. Motion passed (5-0).

LVTC II Security Release – J. Coyle reviewed his letter recommending the release of security. A. Templeton made a motion to approve the release of security. N. Teague seconded. Motion passed (5-0).

Manager's Report

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

248 Building Generator Maintenance Agreement – L. Stauffer reported that Hanover Township approved this agreement at their May 15th meeting. Vice-Chairman Boucher made a motion to approve the agreement. S. Brown seconded. Motion passed (5-0).

L. Stauffer noted that Sherri Bourneuf had requested to be on the agenda to speak on the roads. Sherri Bourneuf, 4682 Stafford Avenue, inquired if the 5-year plan was accessible to the public and how we determine the roads on the plan. L. Stauffer said by looking at the condition of roads and noted that arterial and collector roads have a higher priority than neighborhood roads. S. Bourneuf noted that the Surrey Glen development is 30 years old and would like us to look at the roads in the neighborhood.

L. Stauffer noted that the cost to repave 2 miles of roads last year was \$586,000. This year for 1 ½ - 2 miles the cost is \$467,000. We only get so much money from SLF. Every municipality struggles to keep a pavement schedule as there are more roads than they can afford to maintain. L. Stauffer noted that we

would love to do more roads; Vice-Chairman Boucher has said it's a priority. The lifespan of a road is 10-15 years. We have 50 miles of roads. That would mean we would have to repair/repave 5 miles a year. She also noted that when road projects go out to bid, prevailing wages are to be applied which increases the cost. L. Stauffer added that while SLF can be used for equipment and salt, we use every penny for road repair and maintenance.

Payment of the Bills

S. Brown made a motion to pay the bills as presented. N. Teague seconded. Motion passed (5-0).

Courtesy of the Floor

N. Teague thanked L. Stauffer and the staff for their hard work in getting \$4 million in grants. She also wants to revisit election signs at our next meeting.

Bob Hoyer, 365 Country Club, inquired if the event center withdrawal included the proposed apartments. The Board said they are two different projects. He asked about the school district's property purchase and the negotiations they claim to be having. Solicitor Asteak stated there have been no negotiations.

The article stated that they needed to own the land to request the zoning change; however, Chairman Pennington noted that the current owner could have requested a zoning change and that a condition of sale could have been that rezoning.

Justin Huratiak, Huratiak Homes, was present as he thought he was on the agenda. He needs an indemnification agreement to proceed with earth movement at his site. L. Stauffer told him the agreement needed to be drafted by Solicitor Asteak. J. Huratiak continued to state that the MPC allows him to move dirt prior to plan recording. Solicitor Asteak noted that this would be for the project he plans to move forward on. Solicitor Asteak stated a new plan has been presented and the developer does not wish to proceed under the approved plan, but on the new plan. He noted that the developer needs to choose which plan to proceed with. Solicitor Asteak noted that the conditional use decision will be on our next agenda.

Pete Collins, 4255 Beech Drive, discussed Kay Trio and how he is unhappy with their progress in development. He requested a list of outstanding maintenance items. J. Coyle stated we have a list of what needs to be completed and repaired. J. Coyle can provide the punchlist to P. Collins. J. Coyle noted that we are working with Kay and keeping on them to get the work done. Solicitor Asteak noted that the deadlines on the letters of credit vary and go into next year.

Adjournment - The meeting adjourned at 8:50pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

Board of Supervisors
May 28, 2025

Lower Nazareth Township
Bills To Be Approved
May 28, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Park Electricity	\$ 182.46
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 325.51
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Flores	Employee Health Benefits	\$ 368.43
ACH	Flores	Employee Health Benefits	\$ 50.00
ACH	Selective Insurance Company of America	Township Insurance	\$ 6,205.00
31578	Kansas State Bank	Fire Company Loan	\$ 63,707.83
31579	PPL, Inc.	Fire Company Electricity	\$ 480.73
31580	PPL, Inc.	Fire Company Electricity	\$ 29.74
31581	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 205.36
31582	Fogels Fuel Service	Fire Company Fuel	\$ 353.60
31583	Asteak Law Offices	Legal Services	\$ 117.50
31584	Pitney Bowes Purchase Power	Postage	\$ 791.99
31585	Pitney Bowes	Postage Meter	\$ 210.99
31586	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 119.73
31587	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 223.27
31588	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 2,023.00
31589	Bath Supply Co., Inc.	Park Facilities Maintenance	\$ 310.54
31590	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 102.15
31591	VOIDED		
31592	Paige LaBar	Stenographer	\$ 435.00
31593	RCN	Internet & Telephone Services	\$ 19.95
31594	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31595	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31596	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31597	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 262,223.44</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	May 30, 2025		<u><u>\$ 53,100.18</u></u>

**Lower Nazareth Township
Bills To Be Approved
May 28, 2025**

LNT SEWER ACCOUNT

Num	Name	Memo	Amount
2023	PPL Electric Utilities	Main Meter Electricity	<u>\$ 25.18</u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
2043	Responsible Recycling Services	Electronics Recycling Event	<u>\$ 2,750.00</u>

CAPITAL RESERVE - SEWER SIGNALS ACCOUNT

Num	Name	Memo	Amount
0549	Denney Electric Supply	Rte 248 Traffic Technology Upgrades	<u>\$ 286,989.25</u>

OPEN SPACE - EIT ACCOUNT

Num	Name	Memo	Amount
2011	Midtown Abstract, Inc	Real Estate Purchase	<u>\$ 604,684.34</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 255.88
ACH	Met-Ed	Traffic Signal Electricity	\$ 180.02
4207	PPL Electric Utilities	Traffic Signal Electricity	\$ 163.56
4208	Jon Skekel	Key Refund	<u>\$ 25.00</u>
<i>Total Master Escrow Account ...</i>			<u>\$ 624.46</u>