

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
July 9, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, July 9, 2025, Chairman Pennington called the meeting to order at 7:00PM.

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

Agenda Amendment and Approval

A. Templeton made a motion to approve the agenda. S. Brown seconded. Motion passed (5-0).

Approval of Minutes

The meeting minutes of June 11th were submitted for review and approval. A. Templeton made a motion to approve the minutes as presented. Vice-Chairman Boucher seconded. Motion passed (5-0).

Reports

The Financial Report for May was presented and available on the website.

Supervisor's Comments

Open Space Preservation – S. Brown noted that the EAC will not meet in July.

Parks and Recreation – A. Templeton nothing to report.

Library News – N. Teague nothing to report.

CRPC – Vice-Chairman Boucher nothing to report. Chairman Pennington noted that the Chief indicated an increase in porch pirates.

Subdivision & Land Development

Metzger Fence Waiver – L. Seese discussed the proposed fence waiver. Vice-Chairman Boucher made a motion to grant the waiver. N. Teague seconded. Motion passed (5-0).

HH Nazareth Nest Conditional Final Approval Resolution #LNT-22-25 – Melissa Huratiak was present on behalf of the applicant. Solicitor Asteak explained the project. J. Coyle had no comments. Vice-Chairman Boucher made a motion to approve Resolution #LNT-22-25. N. Teague seconded. Motion passed (5-0).

HH Nazareth Nest Indemnification Agreement – Solicitor Asteak explained the agreement. N. Teague made a motion to approve the agreement. A. Templeton seconded. Motion passed (5-0).

Solicitor's Report

Solicitor Asteak explained that originally Easton Eastgate had one agreement and one letter of credit but now has decided to break out the agreements and security between the two projects.

Popeye's Improvements Agreement – Vice-Chairman Boucher made a motion to authorize execution of the agreement upon receipt of security. A. Templeton seconded. Motion passed (5-0).

Valvoline Improvements Agreement & Letter of Credit – N. Teague made a motion to authorize execution of the agreement upon receipt of security. Vice-Chairman Boucher seconded. Motion passed (5-0).

Engineer's Report

Newburg Intersection Phase 3 Demo – Authorization for Payment – J. Coyle reviewed his letter and recommended releasing final payment. N. Teague made a motion to release final payment. S. Brown seconded. Motion passed (5-0).

Newburg Tree Planting – Final Payment – J. Coyle reviewed his letter and recommended releasing final payment. A. Templeton made a motion to release final payment. S. Brown seconded. Motion passed (5-0).

Butztown Road Realignment Project – Change Order – J. Coyle reviewed the project and change order request. The change order adds \$191,882.15 to the final cost. Chairman Pennington and L. Stauffer discussed responsibility and where funds will come from to cover the additional cost. She noted that an HOP is needed from PADOT.

Jim Faust thought that aligning Steuben Road and Butztown Road would be a better idea in order to avoid two separate intersections.

Vice-Chairman Boucher inquired about a complete rebid for the project due to the higher percentage increase. J. Coyle was not in favor of a rebid.

N. Teague made a motion to approve the change order. A. Templeton seconded. Vice-Chairman Boucher was opposed. Motion passed (4-0).

L. Stauffer asked to begin the Butztown portion prior to getting the poles relocated along Route 191 in order to get the project started. J. Coyle said he would look into that.

Triple Net – Release Security – J. Coyle reviewed his letter and recommended release. N. Teague made a motion to authorize release of security. S. Brown seconded. Motion passed (5-0).

Kay Builders / Trio Fields

Phase 3 – J. Coyle reviewed his letter and recommended \$38,928.47 reduction in the letter of credit. N. Teague made a motion to reduce the letter of credit. A. Templeton seconded. Motion passed (5-0).

Phase 4 – J. Coyle reviewed his letter and recommended \$72,815.80 reduction in the letter of credit. Vice-Chairman Boucher made a motion to reduce the letter of credit. S. Brown seconded. Motion passed (5-0).

Phase 5 – J. Coyle reviewed his letter and recommended \$75,483.84 reduction in cash security. N. Teague made a motion to reduce the cash security. Vice-Chairman Boucher seconded. Motion passed (5-0).

Phase 6A – J. Coyle reviewed his letter and recommended \$36,750.94 reduction in cash security. S. Brown made a motion to reduce the cash security. A. Templeton seconded. Motion passed (5-0).

Phase 7 – J. Coyle reviewed his letter and recommended \$147,805.44 reduction in cash security. A. Templeton made a motion to reduce the cash security. Vice-chairman Boucher seconded. Motion passed (5-0).

Manager's Report

Draft Nuisance Ordinance – Discussion Only –L. Stauffer previously provided the Board with a copy for their review and gave them the opportunity to comment. Chairman Pennington inquired with L. Seese if this gives required her the teeth to address issues. L. Seese stated that she worked with L. Stauffer to draft an ordinance to meet our needs. Chairman Pennington requested the Board to get comments to L. Seese as soon as possible. N. Teague noted she will provide comments through email and then the Board can address publicly at the next meeting.

Township Line Road – L Stauffer noted that she attended the June 26th East Allen Board meeting. At the time, they seemed ready to work together to address this issue and would place the item back on the July 10th agenda. L. Stauffer feels that if the grant does not cover 100%, East Allen will not cover their 50% and will back out.

Resolution #LNT-23-25 Intermunicipal Cooperation Agreement – A. Templeton made a motion to approve Resolution #LNT-23-25. S. Brown seconded. Motion passed (5-0).

Intermunicipal Cooperation Agreement – S. Brown made a motion to authorize the Chairman to execute the agreement. N. Teague seconded. Motion passed (5-0).

Surrey Glen Gazebo – L. Stauffer noted that the lowest estimate is \$8,478.00 from Lancaster County Backyard. She noted this would be paid from our Open Space Fund. Chairman Pennington asked A.

Templeton for comment. She was in favor and thought it would be nice addition to the park. N. Teague and S. Brown added that there is no shade in the park, so this would be nice. Vice-Chairman Boucher made to motion to approve the gazebo purchase. A. Templeton seconded. Motion passed (5-0).

Authorization to Apply Multi-Modal Grant – Resolution #LNT-24-25 – L. Stauffer noted this grant is for the proposed Township Line Road project. N. Teague made a motion to approve Resolution #LNT-24-25. A. Templeton seconded. Motion passed (5-0).

Approval of New Roof at 248 Brodhead Road – L. Stauffer noted that CRPD and the District Magistrate are located at 248 Brodhead Road. Hanover Township Manager got COSTARS quotes, and the building committee met to discuss. Hanover Township Board approved the proposal from Exterior Building Solutions. The building is jointly owned so Lower Nazareth also needs to approve. Chairman Pennington explained that there are separate funds for the operation of this building. Vice-Chairman Boucher made a motion to approve the project. N. Teague seconded. Motion passed (5-0).

Time Extension Report – L. Stauffer provided a report for the time extensions accepted.

Payment of the Bills

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

Courtesy of the Floor

Troy Faust returned to discuss the detention pond agreement and who is enforcing the agreement. He explained that every time it rains, yard debris ends up on his property. He provided the addresses of the property owners with the trees in the pond that are causing the issues.

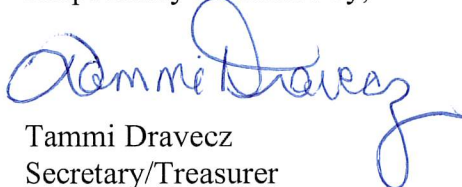
N. Teague was looking for language in the agreement so they can enforce and assist Mr. Faust. Chairman Pennington, N. Teague, and Vice-Chairman Boucher would like to start with a letter requesting action from the residents. Solicitor Asteak noted that we need to know where the debris is coming from. N. Teague suggested a video during the storm.

Solicitor Asteak told Troy he can enforce the no trees in the pond on his own, which may be the quickest way to get a resolution. In the meantime, the Township will send a letter.

Doug Durham, 4682 Stafford Avenue, requested the minutes from the June 30th meeting. L. Stauffer noted they are being drafted and will be available at the next meeting.

Adjournment - The meeting adjourned at 8:00pm.

Respectfully submitted by,



Tammi Dravec
Secretary/Treasurer

Board of Supervisors
July 9, 2025

Lower Nazareth Township
Bills To Be Approved
July 9, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 314.53
ACH	Met-Ed	Park Electricity	\$ 528.97
ACH	Flores	Employee Health Benefits	\$ 75.00
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Flores	Employee Health Benefits	\$ 115.00
ACH	Capital Blue Cross	Employee Health Benefits	\$ 23,768.49
ACH	Highmark Blue Shield	Employee Health Insurance	\$ 1,168.19
ACH	Flores	Employee Health Benefits	\$ 98.00
ACH	Flores	Employee Health Benefits	\$ 56.32
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 137.29
ACH	Met-Ed	Park Electricity	\$ 93.97
ACH	BMO	Credit Card	\$ 20,116.75
31644	BetterScapes Lawn Shrub & Tree Care	Park Maintenance	\$ 120.00
31645	Carroll Engineering Corporation	Engineering Services	\$ 2,000.00
31646	Fraser Advanced Info Systems	Copier Supplies	\$ 10.00
31647	Krock's Sales & Service Inc.	Public Works Equipment Parts/Supplies	\$ 245.00
31648	Foley, Incorporated	Public Works Equipment Parts/Supplies	\$ 434.10
31649	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 327.70
31650	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 351.51
31651	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 125.74
31652	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 1,851.77
31653	PSATS	PMGA Workshops	\$ 75.00
31654	Allstate Septic Systems	Temporary Restrooms	\$ 370.00
31655	Karen A. Mengel, RPR, CSR	Stenographer	\$ 200.00
31656	Security Service Company, Inc.	Security System Monitoring	\$ 333.51
31657	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 90.00
31658	Target Corporation	Real Estate Tax Refund	\$ 3,636.63
31659	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31660	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31661	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31662	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31663	Wex Bank	Fire Company	\$ 903.40

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31664	Verizon Wireless	Fire Company Wireless	\$ 276.82
31665	Verizon Wireless	Fire Company Wireless	\$ 193.98
31666	Service Electric Cable TV Inc	Fire Company Internet	\$ 119.40
31667	Campbell Supply Company	Fire Company Equipment Parts/Supplies/M	\$ 2,495.19
31668	Emergency Services Marketing Corp., Inc.	Fire Company Subscription Renewal	\$ 735.00
31669	RCN	Internet & Telephone Services	\$ 19.95
31670	Versalift East LLC	Fire Company Equipment Maintenance	\$ 5,048.35
31671	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 2,294.02
31672	Powerco, Inc.	Public Works Parts & Supplies	\$ 198.04
31673	All-Phase Electric Supply Co.	Facilities Maintenance	\$ 699.89
31674	Bergey's, Inc	Public Works Supplies	\$ 898.17
31675	Verizon Wireless	Municipal/Public Works Wireless	\$ 541.19
31676	Sunoco, LLC	Equipment Motor Fuel	\$ 2,914.28
31677	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 5,310.00
31678	Alexis Ridgeway	Summer Park Program	\$ 225.00
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 265,476.81</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	June 27, 2025		\$ 56,332.07
	July 11, 2025		\$ 52,154.75
<i>Total Payroll Account ...</i>			<u><u>\$ 108,486.82</u></u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
ACH	Peoples Security Bank	Loan Payment	<u><u>\$ 29,294.52</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1339	Environmental Planning & Design	Professional Services	<u><u>\$ 612.00</u></u>

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CAPITAL RESERVE EQUIPMENT REPLACEMENT ACCOUNT

Num	Name	Memo	Amount
2006	Fulton Bank NA	Lease Payment	<u><u>\$ 23,261.64</u></u>

LNT SEWER ACCOUNT

Num	Name	Memo	Amount
2024	PPL Electric Utilities	Main Meter Electricity	<u><u>\$ 25.18</u></u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth General Fund	Zoning Permit	\$ 75.00
3070	Barry Isett & Associates, Inc	Building Inspection Services	<u><u>\$ 10,370.00</u></u>
		<i>Total Dev & Inspection Account ...</i>	<u><u>\$ 10,445.00</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 259.11
ACH	Met-Ed	Traffic Signal Electricity	\$ 203.66
4213	Signal Service, Inc.	Traffic Signal Maintenance	\$ 640.00
4214	PPL Electric Utilities	Traffic Signal Electricity	\$ 167.73
4215	Lower Nazareth Township General Fund	Engineering Services	\$ 1,670.00
4216	County of Northampton	Parcel ID	\$ 5.00
4217	Northampton County Recorder of Deeds	Plan Recording	\$ 95.00
4218	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 1,806.25
4219	Asteak Law Offices	Legal Services	\$ 3,854.66
4220	Carroll Engineering Corporation	Engineering Services	\$ 7,608.00
4221	Greg Properties	Security Release	\$ 32,479.20
4222	Greg Properties	Escrow Refund	\$ 1,676.06
4223	Erwin Forrest Builders	Escrow Refund	\$ 2,053.28
4224	Jaindl Land Company	Escrow Refund	<u><u>\$ 11,280.66</u></u>
		<i>Total Master Escrow Account ...</i>	<u><u>\$ 63,798.61</u></u>