

**LOWER NAZARETH TOWNSHIP  
BOARD OF SUPERVISORS  
MINUTES  
July 23, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, July 23, 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
Nancy A. Teague	-	Supervisor	Lori A. Stauffer	-	Manager
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Officer

\*\*Chairman Pennington announced an executive session was held for legal matters. No action was taken.\*\*

**Agenda Amendment and Approval**

M. Boucher made a motion to approve the agenda. N. Teague seconded. Motion passed (4-0).

**Approval of Minutes**

The meeting minutes of June 30th were submitted for review and approval. N. Teague made a motion to approve the minutes as presented. M. Boucher seconded. Motion passed (4-0).

The meeting minutes of July 9<sup>th</sup> were submitted for review and approval. M. Boucher made a motion to approve the minutes as presented. A. Templeton seconded. Motion passed (4-0).

**Reports**

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

**Supervisor's Comments**

Open Space Preservation – The EAC will meet again starting in August.

Parks and Recreation – A. Templeton reminded everyone that Dog's Day Out will be on September 13<sup>th</sup> from 11:00 a.m. to 3:00 p.m. The event is a great community event with a lot of great vendors and of course, dogs!

Library News – N. Teague stated the library did not meet this month.

CRPC – M. Boucher nothing to report as the meeting is next Monday.

Nazareth Area School District -Attorney Victor Scomillio appeared on the behalf of the school district. The Nazareth Area School District has requested the Board of Supervisors to consider rezoning the property at the corner of Hecktown and Country Club Road owned by the Fox family in order to accommodate an elementary school on the property. The Township and school district hosted a joint meeting on June 30<sup>th</sup> to discuss some of the concerns raised by the Board of Supervisors.

Attorney Scomillio indicated the Township received his written response to the concerns, an email chain on the gas pipeline issue and a copy of the sewer study.

- 1) Presence of gas line on the property – Attorney Scomillio produced emails between school district engineer, Arif Fazil, and Adelpia Gateway indicating the proposed school meets the required distances from the pipeline.
- 2) Feasibility of Public Sewer – Attorney Scomillio produced the sewer study that was completed for the property. He stated on-site septic is in compliance with the Township’s Act 537 plan. He further stated forcing the school district to bring in public sewer would be a significant cost.
- 3) Future Growth – The design of the proposed school allows for 20% growth and potentially further expansion.
- 4) Intersection Improvements – The school district will commit to paying for their fair share of improvements at the intersection of Hecktown and Country Club Roads only. The school district will conduct a traffic study on adjacent intersections that are impacted by the development of a new school. The school district will commit to paying their fair share of improvements costs to bring the intersection back to pre-development standards.
- 5) Open Space – The request to place the remaining property in open space will be considered. Attorney Scomillio stated the school would propose to place an future septic site in this area as well as ball fields. The area could also include an environmental education center.
- 6) Power School Analytics – The numbers have been reviewed and verified.
- 7) Act 4 – The adoption of Act 4 will require action by the entire school board. The school board must enact Act 4 for all 6 municipalities within the Nazareth Area School District.
- 8) County Communication – Attorney Scomillio reported that he reached out to Bryan Cope. He spoke to Melissa Rudas, County Solicitor; however, he has not received any further information.

The Board had no further questions.

Andrew Miklos stated he thinks his property at the corner of Newburg Road and Rt. 191 would be perfect for the new school and it will have access to the public sewer.

M. Boucher made a motion to deny the school district's request to rezone the property at the corner of Country Club Rd and Hecktown Rd. A. Templeton seconded. Motion passed (4-0).

### **Subdivision & Land Development**

Lehigh Valley Underground Contractor Office/Yard Preliminary Plan – Attorney Eastburn and Mark Bahnick of Van Cleef Engineering appeared to represent the application. The applicant is proposing to construct three buildings: a 6,000 square feet, 2-story contractor's garage and office, and two separate buildings each comprised of 4,320 square feet. The two smaller buildings will serve as 15-unit storage buildings to serve the daily operations of Lehigh Valley Underground LLC.

The Board of Supervisors previously granted this application conditional use approval per decision CU2024-01.

The applicant is requesting three waivers: (1) SALDO §774.31 Detention Basin Dewatering; (2) SALDO §774.36 – Detention Basin Plantings; and (3) SALDO §774.32b – Detention Basin Side Slopes. The Lower Nazareth Planning Commission has reviewed and recommended the waivers be approved.

A. Templeton made a motion to grant conditional preliminary plan approval contingent on the applicant satisfying the engineering letter from Carroll Engineering dated July 18, 2025. M. Boucher seconded. Motion passed (4-0).

A. Templeton made a motion to grant the three waivers requested by the applicant per the engineer's review letter. M. Boucher seconded. Motion passed (4-0).

### **Solicitor's Report**

Kay Builders/Trio Fields – Solicitor Asteak stated the letter of credit for Phase IV is coming to a close soon. Similar to the previous letters of credit, the Board needs to adopt a resolution authorizing him to initiate the necessary proceedings to cash out the letter of credit. A. Templeton made a motion to adopt Resolution # LNT 27-25, authorizing the solicitor to initiate proceedings to cash out the letter of credit for Phase IV. N. Teague seconded. Motion passed (4-0).

Butztown Road Project – Solicitor Asteak informed the Board that PennDOT is requiring the Township to post a letter of credit for the work in the state's right-of-way. The letter of credit amount is approximately \$671,000. Both the manager and him have researched and both are of the opinion that the letter of credit, while not a true borrowing, needs to comply with the Local Government Unit Debt Act. A. Templeton made a motion to authorize the Township Manager to make an application to People's Security Trust for the letter of credit and to authorize the solicitor to make the appropriate application to the DCED. M. Boucher seconded. Motion passed (4-0).

## **Engineer's Report**

J. Coyle provided a brief update on the Butztown Realignment project.

## **Manager's Report**

Bath Borough Official Map – The Board received correspondence from Bath Borough requesting comments on their proposed official map. The supervisors had no comment.

Nuisance Ordinance Draft – The Board reviewed the draft Nuisance Ordinance document and offered the following comments:

J. Pennington – questioned the noise provisions if they should include decibel provisions. He stated that he was informed that the Township doesn't have the equipment to measure decibel levels.

N. Teague – questioned provisions regarding throwing snow in the road. L. Stauffer responded that the snow ordinance has those provisions.

A. Templeton – questioned adding grass clippings to the list of prohibited items to throw in the road. She also questioned the grass height. L. Seese stated 12" is the height in the current ordinance.

N. Teague made a motion to authorize the solicitor to finalize the draft nuisance ordinance and advertise it. A. Templeton seconded. Motion passed (4-0).

Northampton / Lehigh LSA – L. Stauffer stated the fire company is requesting her to apply for a grant for the replacement of the garage doors at their building. Resolution # LNT-25-25 authorizes her to make an application to the Northampton /Lehigh LSA grant program for \$92,000 for the replacement of the garage doors. N. Teague made a motion to adopt Resolution # LNT-25-25. A. Templeton seconded. Motion passed (4-0).

Monroe County LSA – L. Stauffer stated the grant application to Monroe County LSA is also for the fire company doors. M. Boucher made a motion to adopt Resolution # LNT-26-25. A. Templeton seconded. Motion passed (4-0).

## **Payment of the Bills**

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

## **Courtesy of the Floor**

Sherri Bourneuf of 4682 Stafford Ave asked for information on the following:

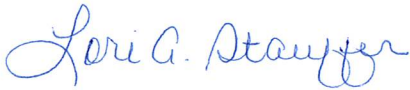
1. Engineering Study for Georgetown Manor Sewer – L. Stauffer responded the report is available for public review. She read the conclusion of the report, which indicated that as a result of a 62% of septic system failures amongst the properties surveyed and inspected, the engineer preparing the report stated the installation of public sewers would be recommended.

2. Low-Interest Loans – L. Stauffer responded that information to access Pennvest loans were provided to all property owners affected by the sewer project. Pennvest is a state program that partners with banks to provide low-interest loans with interest rates of 1.75% that can be amortized over a period of 20 years. The loans are specifically provided for property owners that are required to hook up to public sewer for the first time.
3. Road Projects – L. Stauffer reviewed the five-year paving proposal that was distributed to the Board during last year’s budget discussion. She stated this five-year proposal has already changed with the Board’s obligation to pave the roads in Georgetown Manor after the sewer project is completed. Also, if the Township receives funding for Township Line Road, this will be the only project in 2027.

Claudia Kleist of 632 Mulberry Dr stated the summer park program was excellent. Her grandchildren had a great time. Whoever was responsible for running it did a great job. J. Pennington thanked her for her comments. He was glad the program was great; however, he stated there were staffing issues the Township encountered.

**Adjournment** - The meeting adjourned at 7:45 pm.

Respectfully submitted by,



Lori A. Stauffer  
Township Manager

**Lower Nazareth Township**  
**Bills To Be Approved**  
**July 23, 2025**

**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
ACH	Flores	Employee Health Benefits	\$ 75.00
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Met-Ed	Park Electricity	\$ 817.54
31679	Easton Suburban Water Authority	Hydrant Assessment	\$ 10,280.00
31680	Rondel Development Co	Real Estate Tax Refund	\$ 320.70
31681	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31682	City of Bethlehem	Hydrant Assessment	\$ 156.54
31683	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 504.14
31684	Verizon Wireless	Municipal/Public Works Wireless	\$ 541.12
31685	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,871.26
31686	PA One Call System, Inc.	Monthly Activity	\$ 32.13
31687	Security Service Company, Inc.	Splash Park Security System Monitoring	\$ 120.00
31688	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 3,334.42
31689	PSATS CDL Program	CDL Drug Testing	\$ 70.00
31690	Hanover Engineering Associates, Inc.	Engineering Services	\$ 8,877.93
31691	Tractor Supply Credit Plan	Public Works Supplies	\$ 126.98
31692	Sam's Club	Municipal Facility Supplies	\$ 72.32
31693	Trach Plumbing & Heating	Fire Company Maintenance	\$ 460.00
31694	Fire Pump Systems	Fire Company Equipment Maintenance	\$ 4,055.80
31695	Eppec Uniforms	Fire Company Uniforms	\$ 25.00
31696	PPL, Inc.	Fire Company Electricity	\$ 28.37
31697	PPL, Inc.	Fire Company Electricity	\$ 590.39
31698	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
31699	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,066.00
31700	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31701	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31702	Reynolds Business Systems, Inc.	Equipment Maintenance Agreement	\$ 554.00
31703	The Hartford	Employee Insurance	\$ 1,055.40
31704	Brown & Brown of Lehigh Valley	Township Insurance	\$ 5,420.00
31705	Krause Enterprises	Facilities Maintenance	\$ 255.00
31706	Sharkan Supply Co.	Public Works Supplies	\$ 70.28
31707	Valley Tire of Nazareth	Public Works Tool & Equipment Repair	\$ 83.00

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**GENERAL FUND CHECKING ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
31708	ACR Products, Inc.	Public Works Equipment Parts/Supplies/Re	\$ 125.76
31709	Certified Laboratories	Public Works Equipment Parts/Supplies	\$ 834.08
31710	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 69.60
31711	Turf Equipment and Supply Co., LLC	Public Works Equipment Parts/Supplies	\$ 73.83
31712	NAPA Auto Parts	Equipment Parts & Supplies	\$ 114.99
31713	Lower Nazareth Township	Grant Transfer to Sewer-Signals Fund	\$ 219,833.77
31714	Sunoco, LLC	Equipment Motor Fuel	\$ 2,094.59
31715	ABE Laboratories, LLC	Park Maintenance	\$ 365.00
31716	Integra One	Computer Services/Software Maintenance	\$ 1,549.76
31717	Keystone Cement Company	Aggregate Supplies	\$ 1,638.46
31718	Campbell, Rappold & Yurasits LLP	Township Audit	\$ 3,650.00
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 272,808.16</u></u>

**TRAFFIC IMPACT ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2028	Ben Washington LLC	Demolition	\$ 10,400.00
2029	Carroll Engineering Corporation	Engineering	\$ 13,786.50
<i>Total Traffic Impact Account ...</i>			<u><u>\$ 24,186.50</u></u>

**LNT SEWER ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2025	PPL Electric Utilities	Main Meter Electricity	\$ 25.11
2026	The Meter Guy, LLC	Meter Replacement	\$ 4,050.00
<i>Total LNT Sewer Account ...</i>			<u><u>\$ 4,075.11</u></u>

**OPEN SPACE ACCOUNT**

<b>Num</b>	<b>Name</b>	<b>Memo</b>	<b>Amount</b>
2007	Lower Nazareth Township	Park Maintenance	\$ 1,247.32
2008	Lancaster County Backyard	Park Capital Purchase	\$ 3,000.00
<i>Total Open Space Account ...</i>			<u><u>\$ 4,247.32</u></u>

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**OPEN SPACE EIT ACCOUNT**

Num	Name	Memo	Amount
2014	Delaware Environmental Construction	Park Construction	<u>\$ 8,913.00</u>

**RECYCLING / REFUSE ACCOUNT**

Num	Name	Memo	Amount
2046	AllState Septic Systems, LLP	Temporary Restrooms	<u>\$ 115.00</u>

**DEVELOPMENT & INSPECTION ACCOUNT**

Num	Name	Memo	Amount
3071	Shawn Reed	Building Permit Refund	\$ 305.00
3072	Barry Isett & Associates, Inc	Building Inspection Services	<u>\$ 100,886.50</u>
<i>Total Dev &amp; Inspection Account ...</i>			<u>\$ 101,191.50</u>

**MASTER ESCROW ACCOUNT**

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 259.11
4225	Kay-Trio, LLC	Security Reduction	\$ 75,483.84
4226	Kay-Trio, LLC	Security Reduction	\$ 36,750.94
4227	Kay-Trio, LLC	Security Reduction	\$ 147,805.44
4228	PPL Electric Utilities	Traffic Signal Electricity	\$ 170.25
4229	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 213.00
4230	Carroll Engineering Corporation	Engineering Services	<u>\$ 23,696.75</u>
<i>Total Master Escrow Account ...</i>			<u>\$ 284,379.33</u>