

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 13, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, August 13, 2025, Chairman Pennington called the meeting to order at 7:04PM.

Present were:

James S. Pennington	-	Chairman	Steve Mills	-	for 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
			Lori Seese	-	Planning/Zoning Officer

Chairman Pennington announced an executive session was held for RE. No action was taken.

Agenda Amendment and Approval

L. Stauffer asked that the Real Estate Property Tax Credit be moved to Manager's Report.
M. Boucher made a motion to approve the agenda. N. Teague seconded. Motion passed (4-0).

Approval of Minutes

The meeting minutes of July 23rd were submitted for review and approval. N. Teague noted that under point 7, the minutes need to be amended to state, "all municipalities", "not all board members." N. Teague made a motion to approve the minutes as amended. M. Boucher seconded. S. Brown abstained as he did not attend the meeting. Motion passed (3-0).

Reports

No Reports

Supervisor's Comments

Open Space Preservation – The EAC met on Monday August 11th.

Apartments at Evergreen Farms – Resolution #LNT-28-25 – S. Brown stated we should invoke our rights under official map. This land is currently farmed and should be retained as open space. N. Teague made a motion to approve Resolution #LNT-28-25. M. Boucher seconded. Motion passed (4-0).

EAC Recommendation Report – S. Brown reviewed the report provided to the Board from the EAC.

Parks and Recreation – S. Brown noted that the Summer Park Program wrapped up in July. He thanked the staff for all their hard work. He also mentioned that the gazebo for Surrey Glen is on order.

**Board of Supervisors Minutes
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S. Brown reminded everyone that Dog's Day Out is September 13th from 11am to 3pm. We currently have 54 vendors and 5 food vendors. CRPD and HVFC will be in attendance.

Library News – N. Teague reported on the new treasurer and a fundraiser that will be held at a local restaurant later this month. She also noted they are starting to work on the celebration of their 100th anniversary next year.

N. Teague stated that she has been accused of a vendetta against school district. She shared an email regarding pipelines near a school. She is also concerned about the cost of road improvements necessary for the construction. N. Teague also discussed septic vs sewer. She stated that the land is zoned ag for a reason and noted that we are not denying the school to build in the Township, we denied rezoning the property.

CRPC – J. Pennington attended the monthly meeting. They had a DUI checkpoint in mid-July that led to numerous citations and arrests. He also noted a rise in elder fraud.

Subdivision & Land Development

RonDel Development – Conditional Use Approval CU2020-02 Time Extension – L. Stauffer discussed the request. S. Brown made a motion to approve a 12-month time extension. N. Teague seconded. Motion passed (4-0).

KRE Developers Presentation – Joe Zator and KRE reps were present. Attorney Zator noted they were returning after their presentation in May. They listened to Board's traffic concerns and brought Rob Hoffman, TPD, on board and he has a solution to the concerns. Hopefully they will be ready to present a sketch plan to the Planning Commission in the near future.

Rob Hoffman discussed proposed roadway improvements including widening Route 191 and noted they will be working with PADOT.

J. Pennington stressed concern on traffic counts and accessing Route 191 as well as concerns about cars detouring back roads like Old Nazareth Pike.

S. Brown was concerned about sight lines.

N. Teague had concerns about traffic backups so close to the Hecktown Fire Station.

Bob Hoyer, 365 Country Club Road, spoke of concerns about school buses accessing the site. Chris Fairfield, KRE, noted that they are looking to create a safe site. These are proposed luxury apartments with limited school age children.

Brandon Faust, 453 Dogwood Lane, noted a nearby sinkhole and questioned if that would have an effect. C. Fairfield noted they have performed karst studies.

GPS Hospitality – Burger King – Release from Improvements Agreement & Security – L. Stauffer explained that the developer has decided not to move forward with the recorded plan and our Solicitor has requested the following:

Letter of Credit - Resolution #LNT-29-25 – M. Boucher made a motion to approve Resolution #LNT-29-25. N. Teague seconded. Motion passed (4-0).

Agreement to Terminate Land Development Plan – M. Boucher made a motion to authorize execution of the agreement. N. Teague seconded. Motion passed (4-0).

Solicitor's Report

No Report

Engineer's Report

No Report

Manager's Report

Transition of Retirement Plan – L. Stauffer reported that Truist was transitioning management of the pension plan to Principal. M. Boucher made a motion to authorize execution of agreement. S. Brown seconded. Motion passed (4-0). N. Teague requested that we revisit the investments in one year.

CD Renewal – Resolution #LNT-30-25 – L. Stauffer reported that we have earned \$65,000 earned in last few years. N. Teague made a motion to approve Resolution #LNT-30-25. S. Brown seconded. Motion passed (4-0).

ZHB Applications – L. Stauffer noted that 3 applications have been received, one in particular that the BOS should consider sending Solicitor Asteak. The applicant is asking for relief from bringing sewer to a proposed development site. We should oppose the appeal as it should be the developer's responsibility to bring sewer. M. Boucher made a motion to authorize Solicitor Asteak to attend the hearing. N. Teague seconded. Motion passed (4-0).

RFP for IT Services – L. Stauffer discussed the RFP and noted that Purple Cyber reviewed the RFP. N. Teague made a motion to authorize the advertisement of the RFP. M. Boucher seconded. N. Teague noted that she worked with L. Stauffer on the RFP and very pleased with work from Purple Cyber. Motion passed (4-0).

Time Extension Report – L. Stauffer presented the report.

Property Tax Relief for Fire Fighters – Bethlehem Township took recent action to adopt an ordinance providing a 100% credit to property owners. Firefighters give much of their time; this would be a small token of appreciation for their time. L. Stauffer noted that the cost to reimbursement members would be about \$5K - \$6K.

N. Teague believes this is a fantastic idea and we should take opportunity.

S. Brown & J. Pennington discussed criteria for being eligible for reimbursement.

M. Boucher noted that the County requires volunteering for 6 months and responding to 3 emergencies.

L. Stauffer noted that in the last 20-30 years volunteering has significantly dwindled and noted that the time may come when we no longer have volunteers.

L. Stauffer asked the Board if they were interested in a motion authorizing her to work with Solicitor Asteak to draft an ordinance. S. Brown made a motion to authorize preparing a draft ordinance. N. Teague seconded. M. Boucher abstained. Motion passed (3-0).

Payment of the Bills

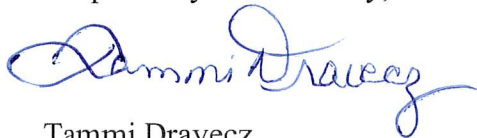
N. Teague made a motion to pay the bills as presented. M. Boucher seconded. Motion passed (4-0).

Courtesy of the Floor

Dave Halteman, 4065 Hecktown Road, said the Board should look into lump sums vs monthly payments options for pensions.

Adjournment - The meeting adjourned at 8:00pm.

Respectfully submitted by,



Tammi Dravecz
Secretary / Treasurer

Lower Nazareth Township
Bills To Be Approved
August 13, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Flores	Employee Health Benefits	\$ 115.00
ACH	Highmark Blue Shield	Employee Health Insurance	\$ 1,168.19
ACH	Flores	Employee Health Benefits	\$ 65.00
ACH	Capital Blue Cross	Employee Health Benefits	\$ 23,768.49
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 138.41
ACH	Met-Ed	Park Electricity	\$ 85.74
ACH	BMO	Credir Card Payment	\$ 42,963.16
ACH	Flores	Employee Health Benefits	\$ 24.31
ACH	Flores	Employee Health Benefits	\$ 185.12
31719	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,781.00
31720	Lower Nazareth Township	Grant Transfer to Sewer-Signals Fund	\$ 36,166.23
31721	PurpleCyber Solutions LLC	Computer Services	\$ 2,000.00
31722	Hanover Engineering Associates, Inc.	Engineering Services	\$ 5,925.85
31723	Glick Fire Equipment Co.	Fire Equipment Maintenance	\$ 250.00
31724	Wex Bank	Fire Company	\$ 1,044.39
31725	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 190.00
31726	Eppec Uniforms	Fire Company Uniforms	\$ 218.90
31727	Versalift East LLC	Fire Company Equipment Maintenance	\$ 108.00
31728	Service Electric Cable TV Inc	Fire Company Internet	\$ 114.88
31729	Verizon Wireless	Fire Company Wireless	\$ 276.71
31730	Verizon Wireless	Fire Company Wireless	\$ 150.18
31731	The Hartford	Employee Insurance	\$ 1,055.40
31732	Pitney Bowes	Office Supplies	\$ 55.24
31733	Pitney Bowes Purchase Power	Postage	\$ 22.79
31734	All State Fire Protection Services	Municipal Building Maintenance	\$ 600.00
31735	RCN	Internet & Telephone Services	\$ 19.95
31736	Sunoco, LLC	Equipment Motor Fuel	\$ 3,981.72
31737	Sharkan Supply Co.	Public Works Supplies	\$ 433.29
31738	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 926.58
31739	Exeter Supply Co., Inc.	Public Works/Pipe & Drainage Supplies	\$ 351.62
31740	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 89.44
31741	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 10.05

Lower Nazareth Township
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31742	Security Service Company, Inc.	Splash Park Security System Access Cards	\$ 1,750.00
31743	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31744	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31745	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31746	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31747	Asteak Law Offices	Legal Services	\$ 11,603.75
31748	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31749	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31750	Lehigh Valley Janitorial Supply	Municipal Building Supplies	\$ 210.80
31751	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 378.86
31752	R.J. Walker Co.	Equipment Parts/Supplies	\$ 14.35
31753	Staver Hydraulics Co., Inc.	Public Works Parts/Supplies	\$ 56.45
31754	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 151.47
31755	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 179.40
31756	Sunoco, LLC	Equipment Motor Fuel	\$ 674.79
31757	Heidelberg Materials Northeast LLC	Aggregate Supplies	\$ 1,006.93
31758	Tractor Supply Credit Plan	Public Works Supplies	\$ 217.48
31759	Tri-Boro Fencing Contractors	Park Maintenance	\$ 650.00
31760	Asteak Law Offices	Legal Services	\$ 352.50
31761	Bethlehem Twsp Volunteer Fire Co	Ambulance Services	\$ 30,000.00
31762	ABE Laboratories, LLC	Park Maintenance	\$ 292.00
31763	A.J. Trunzo, Inc.	Paving Material	\$ 35.00
Total General Fund Checking Account ...			\$ 357,643.08

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1340	Environmental Planning & Design	Professional Services	\$ 8,482.11
1341	New Holland Auto Group	CRPD Vehicle Purchase	\$ 43,178.00
1342	HAB-MISC	NASD Real Estate Taxes	\$ 6,638.86
Total Capital Reserve Account ...			\$ 58,298.97

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CAPITAL RESERVE - SEWER SIGNALS ACCOUNT

Num	Name	Memo	Amount
0550	Nazareth Borough Municipal Authority	Georgetown Manor Sewer Project	\$ 6,100.00

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3073	Lower Nazareth Township General Fund	Training Contribution to DCED -1st Qtr	\$ 121.50
3074	Lower Nazareth Township General Fund	Administrative Fee - 1st Qtr	\$ 2,603.50
3075	Lower Nazareth Township General Fund	Training Contribution to DCED -2nd Qtr	\$ 135.00
3076	Lower Nazareth Township General Fund	Administrative Fee - 2nd Qtr	\$ 3,215.00
3077	Forge39	Building Permit Refund	\$ 14,899.00
3078	Barry Isett & Associates, Inc	Building Inspection Services	\$ 12,404.78
<i>Total Dev & Inspection Account ...</i>			<u><u>\$ 33,378.78</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 224.95
4231	Signal Service, Inc.	Traffic Signal Maintenance	\$ 371.00
4232	Carroll Engineering Corporation	Engineering Services	\$ 36,062.50
4233	Asteak Law Offices	Legal Services	\$ 7,968.56
<i>Total Master Escrow Account ...</i>			<u><u>\$ 44,627.01</u></u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2030	Carroll Engineering Corporation	Engineering Services	\$ 8,688.25

LNT COMMUNITY EVENTS ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Community Event	\$ 559.59

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Park Capital Purchase	\$ 961.88

**Lower Nazareth Township
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RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
2047	AllState Septic Systems, LLP	Temporary Restrooms	<u><u>\$ 115.00</u></u>