

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 27, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, August 27, 2025, Chairman Pennington called the meeting to order at 7:00 PM.

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
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Officer

Agenda Amendment and Approval

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

Approval of Minutes

The meeting minutes of August 13th were submitted for review and approval. S. Brown made a motion to approve the minutes. N. Teague seconded. A. Templeton abstained. Motion passed (4-0).

Reports

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

Supervisor's Comments

Open Space Preservation – S. Brown had nothing new to report.

Parks and Recreation – A. Templeton reported that the Rec Committee met earlier today. She reminded everyone that Dog's Day Out is September 13th.

Library News – N. Teague reported that Touch a Truck is October 4th 10am-4pm. She noted that the proposed budget for 2026 9.5% increase 9.5% looks higher than really it is. The increase includes \$6,000 for lawn maintenance. The increase is closer to 3% if our public works crew continues to help with groundskeeping. She stated that fundraising has been increasing and noted that L. Stauffer has been assisting the library with this.

CRPC – M. Boucher attended the monthly meeting on Monday. J. Pennington reported that a preliminary budget presented.

Subdivision & Land Development

Northwood Preliminary Land Development & Waiver Requests – Present for the application: Laura Eberly, P.E. of Reuther + Bowen Engineering; Steven Selvaggio, Applicant; Matthew Potts of Goudsouzian and Associates.

J. Coyle reviewed his letter with comments on the project and the applicant's waiver requests. He noted the narrowness of roadway and the Planning Commission's concern about fire trucks and trucks making turns from Country Club to Northwood. He recommended preliminary conditional land development approval pending submission of truck turning templates and modifications to the road as necessary.

M. Boucher made a motion to approve the waiver from SALDO Article 7, Section 701. S. Brown seconded. A. Templeton abstained. Motion passed (4-0).

N. Teague made a motion to approve the waiver from SALDO Article 7, Section 773.2. S. Brown seconded. A. Templeton abstained. Motion passed (4-0).

M. Boucher made a motion to approve the waiver from SALDO Article 7, Section 774.32.E. S. Brown seconded. A. Templeton abstained. Motion passed (4-0).

M. Boucher made a motion to approve the waiver from Bushkill Creek Watershed Management Ordinance Article 3 Section 306.B & Section 304.T. N. Teague seconded. A. Templeton abstained. Motion passed (4-0).

N. Teague made a motion to grant preliminary conditional approval pending submission of truck turning templates and modifications to the road as necessary. S. Brown seconded. A. Templeton abstained. Motion passed (4-0).

Solicitor's Report - No reports.

Engineer's Report

Triple Net 4730 Hanoverville Road Off-Site Improvements – Security Release – J. Coyle reviewed his letter recommending the release of security. N. Teague made a motion to release the security. M. Boucher seconded. Motion passed (5-0).

J. Coyle reviewed his report for August 2025. He reported that the Butztown Road project begins Sept 8th. Verizon is scheduled to relocate the poles by this Friday. If so, they can start on the PADOT side. Hopefully this work can be completed before cold weather prevents the work.

Manager's Report

2026 MMO – Defined Benefit – L. Stauffer presented the DB MMO to the Board. M. Boucher made a motion acknowledging receipt of the 2026 MMO for defined benefits. N. Teague seconded. Motion passed (5-0).

2026 MMO – Defined Contribution – L. Stauffer presented the DC MMO. A. Templeton made a motion acknowledging receipt of the 2026 MMO for defined contributions. S. Brown seconded. Motion passed (5-0).

Highway Reconstruction / Rehabilitation CD Investment – Resolution #LNT-31-25 – L. Stauffer explained that her and the Township Treasurer discussed investing funds to earn better interest. N. Teague made a motion to approve resolution #LNT-31-25. S. Brown seconded. Motion passed (5-0).

Hecktown Volunteer Fire Company Study – L. Stauffer reported that the Hanover Township Manager requested to meet to discuss regionalization of the two volunteer fire companies. Hanover Township has only 10 active volunteers and response to calls is dwindling. He inquired if Lower Nazareth wanted to participate in the study and cost. J. Pennington agreed that getting volunteers is a struggle and foresees this might be needed in the future. L. Stauffer noted that we have a great partnership with HVFC and it is important to get them involved early.

M. Boucher said they have a good working relationship with Hanover Township Fire Company but there are a lot of unknowns so they would need to sit down with them. He believes this is the future, but we should take our time. S. Brown and M. Boucher can meet with HVFC to discuss.

Payment of the Bills

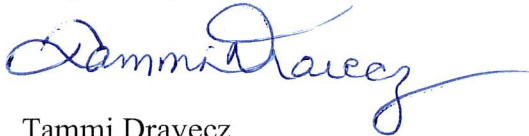
M. Boucher made a motion to pay the bills as presented. N. Teague seconded. Motion passed (5-0).

Courtesy of the Floor

Robert Mills, 7451 Township Line, is an East Allen resident. He noted that he is not in favor of improving Township Line Road. He is concerned about speeding and reckless driving on the improved road. J. Pennington stated that Township Line is frequently a detour for PADOT and that a poor road can be just as unsafe. He said that safety issues will be addressed if the roadway is improved. N. Teague asked L. Stauffer if we could work with East Allen on traffic calming. L. Stauffer said it would be included in the bid specs.

Adjournment - The meeting adjourned at 7:40 pm.

Respectfully submitted by,

A handwritten signature in blue ink, appearing to read "Tammi Dravec", with a long, sweeping flourish extending to the right.

Tammi Dravec
Secretary / Treasurer

Lower Nazareth Township
Bills To Be Approved
August 27, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Park Electricity	\$ 1,095.90
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 323.75
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Flores	Employee Health Benefits	\$ 159.00
ACH	Flores	Employee Health Benefits	\$ 50.00
31764	Angelo & Fabiola Spinelli	Real Estate Tax Refund	\$ 268.96
31765	Pitney Bowes	Office Supplies	\$ 10.92
31766	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 2,655.00
31767	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 373.75
31768	RCN	Internet & Telephone Services	\$ 19.95
31769	Pitney Bowes	Postage Meter	\$ 210.99
31770	City of Bethlehem	Hydrant Assessment	\$ 156.54
31771	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31772	Verizon Wireless	Municipal/Public Works Wireless	\$ 541.16
31773	Fraser Advanced Info Systems	Copier Supplies	\$ 10.00
31774	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 3,107.03
31775	Campbell Supply Company	Fire Company Equipment Parts/Supplies/M	\$ 674.54
31776	M.S. Techz LLC	Fire Company Technology Services	\$ 368.50
31777	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
31778	Versalift East LLC	Fire Company Equipment Maintenance	\$ 53.00
31779	Eppec Uniforms	Fire Company Uniforms	\$ 799.85
31780	Keystone Fire and Security	Fire Company Maintenance	\$ 3,723.20
31781	Innovative Designs & Publishing, Inc.	Advertisement	\$ 339.40
31782	Commonwealth of Pennsylvania	NPDES Permit	\$ 2,500.00
31783	Broughal & DeVito, LLP	Legal Services	\$ 130.00
31784	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 504.14
31785	Easton Area Joint Sewer Authority	Operating and Capital Operating Expense	\$ 748.21
31786	PA One Call System, Inc.	Monthly Activity	\$ 50.56
31787	Security Service Company, Inc.	Security System Maintenance	\$ 60.00
31788	PA Municipal, Inc.	Grant Signs for Park	\$ 159.54
31789	Orkin Steel Supply Inc.	Municipal Building Maintenance	\$ 2,273.60
31790	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 303.96

**Lower Nazareth Township
Bills To Be Approved
August 27, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31791	Krause Enterprises	Facilities Maintenance	\$ 914.50
31792	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 4,882.20
31793	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 348.95
31794	Signal Service, Inc.	Traffic Signal Maintenance	\$ 340.00
31795	Dykes Lumber Company	Public Works Tools/Equipment	\$ 573.54
31796	Asteak Law Offices	Legal Services	\$ 1,938.75
31797	A.J. Trunzo, Inc.	Paving Material Recycling	\$ 70.00
31798	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 303.50
31799	Hanover Engineering Associates, Inc.	Engineering Services	\$ 2,537.10
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 33,914.99</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	July 25, 2025		\$ 52,330.51
	August 8, 2025		\$ 49,812.98
	August 22, 2025		\$ 50,768.23
<i>Total Payroll Account ...</i>			<u><u>\$ 152,911.72</u></u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1343	HAB-MISC	NASD Real Estate Taxes	\$ 3,049.18
1344	Environmental Planning & Design	Professional Services	\$ 8,364.40
<i>Total Capital Reserve Account ...</i>			<u><u>\$ 11,413.58</u></u>

LNT SEWER ACCOUNT

Num	Name	Memo	Amount
2027	PPL, Inc.	Main Meter Electricity	<u><u>\$ 24.93</u></u>

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
2048	First Regional Compost Authority	3rd Quarter 2025	<u><u>\$ 7,181.58</u></u>

**Lower Nazareth Township
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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 283.34
ACH	Met-Ed	Traffic Signal Electricity	\$ 208.87
4234	PPL Electric Utilities	Traffic Signal Electricity	\$ 168.04
4235	Northampton County Recorder of Deeds	Withdrawal Agreement Recording	\$ 32.50
4236	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,817.00
4237	Asteak Law Offices	Legal Services	\$ 1,233.75
4238	Carroll Engineering Corporation	Engineering Services	\$ 13,453.75
4239	Andrew Micklos	Escrow Refund	\$ 3,005.52
<i>Total Master Escrow Account ...</i>			<u><u>\$ 20,202.77</u></u>