

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
August 12, 2026**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, August 12, 2026, Chairperson Templeton called the meeting to order at 7:00PM.

Present were:

Amy L. Templeton	-	Chairperson	Justin Coyle	-	Township Engineer
Martin J Boucher	-	Vice-Chairman	Lori A. Stauffer	-	Manager
James S. Pennington	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
Stephen A. Brown	-	Supervisor	Lori Seese	-	Planning/Zoning Administrator
Nancy A. Teague	-	Supervisor			

** Chairperson Templeton reported an executive session to discuss legal matters was held prior to tonight's meeting **

Agenda Amendment and Approval

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

Approval of Minutes

S. Brown made a motion to approve June 10th minutes. J. Pennington seconded. Motion passed (3-0).

N. Teague made a motion to approve June 24th minutes. M. Boucher seconded. Motion passed (3-0).

J. Pennington made a motion to approve July 8th minutes. M. Boucher seconded. Motion passed (3-0).

N. Teague made a motion to approve July 22nd minutes. J. Pennington seconded. Motion passed (4-0).

Reports

Financial Report for July 2026 was presented and is available on the website.

Supervisor's Comments

Open Space Preservation – No Report

Parks and Recreation – S. Brown reminded everyone that this Saturday August 15th the splash park will be open to everyone, no pass needed, from 12pm to 5pm. The local scouts will be there selling hot dogs, burgers, and drinks.

S. Brown noted that Saturday September 12th is Dogs Day Out. There will be vendors and the police and fire will be joining the fun.

**Board of Supervisors Minutes
August 12, 2026**

S. Brown stated that the Park Committee received a request from Nazareth Soccer to use temporary lighting at Newburg Park. They would like to have 2 light towers that will face away from Trio Fields. They are requesting to use the lights until 9pm, from September 3rd till the end of November. The Board had no issues.

Library News – No Report

CRPC / HVFC – M. Boucher reported on incidents.

COG – No Report

Subdivision and Land Development

No actions.

Solicitor's Report

Transportation Capital Improvement Plan – Resolution #LNT-27-26 – Solicitor Asteak noted the Traffic Impact Advisory Committee provided a transportation capital improvement plan. After approving the plan, we will need to adopt an ordinance to update the traffic impact fee.

M. Boucher made a motion to approve Resolution #LNT-27-26. S. Brown seconded. Motion passed (5-0).

Authorization to Advertise Transportation Impact Ordinance – Solicitor Asteak noted that he will advertise for adoption at the September 9th meeting. J. Pennington made a motion to authorize Solicitor Asteak to advertise ordinance. N. Teague seconded. Motion passed (5-0).

Engineer's Report

LVTC III – End of Maintenance and Release Security – J. Coyle reviewed his letter recommending terminating the maintenance period and releasing the remaining \$711,583.11 in security upon completion of the punch list.

J. Pennington made a motion to terminate maintenance period and release remaining security upon the applicant addressing outstanding item. S. Brown seconded. Motion passed (5-0).

Project Updates:

Township Line Road – J. Coyle reported that construction has begun and should be completed in 6-8 weeks; hopefully by the end of September or early October

Butztown Road – J. Coyle said ESWA will be starting work on the waterline on August 17th or 18th and should be completed in 10-15 days; or by the end of August. Grace Industries will return to complete work; which should be completed in 2-3 weeks.

Manager's Report

BTVFC – LNT Addendum to Agreement – L. Stauffer noted that at the last meeting the Board authorized Solicitor Asteak to draft an addendum to our agreement allowing BTVFC to charge to lift assists calls; after the fifth call per calendar year. N. Teague made a motion to approve addendum to agreement. J. Pennington seconded. Motion passed (5-0).

IRS Mileage Rate Increase – L. Stauffer noted that at reorganization we adopt the IRS mileage rate. We have we received notice that the IRS mileage rate has increased for July 1st – December 31st. M. Boucher made a motion to adopt updated mileage rate. S. Brown seconded. Motion passed (5-0).

Traffic Impact CD Renewal – Resolution #LNT-28-26 – M. Boucher made a motion to approve Resolution #LNT-28-26. N. Teague seconded. Motion passed (5-0).

Highway Capital Construction CD Renewal – Resolution #LNT-29-26 – N. Teague made a motion to approve Resolution #LNT-29-26. J. Pennington seconded. Motion passed (5-0).

No Truck Traffic Signage – Authorize Solicitor to Prepare Ordinance – Carroll Engineering has reviewed intersections to determine signage. J. Pennington made a motion to authorize Solicitor Asteak to prepare ordinance. N. Teague seconded. Motion passed (5-0).

Gradwohl Switch Speed Limit – L. Stauffer reported that we received an email from Shawn Karch requesting to have the speed limit lowered from 35mph-25 mph. If interested, this will require a traffic study by Carroll Engineering. J. Pennington feels 25mph would be appropriate. Peter O'Halloran, said Gradwohl Switch Road was part of Carroll Engineering review; while it is posted 35mph, 85% traveling went over the speed limit; eastbound traveled 41mph and westbound 44mph. He feels that 35mph is appropriate but if safety is a concern we can review. S. Brown and N. Teague had concerns about safety. Godiska requested police enforcement in the meantime. L. Stauffer said she would speak with Chief DePalma. M. Boucher also noted that he would call Chief DePalma tomorrow. S. Brown made a motion to have Carroll Engineering do a traffic study to determine the appropriate speed limit. N. Teague seconded. Motion passed (5-0).

Monroe County LSA Grant – CRPD 2026 – Resolution #LNT-30-26 – S. Brown made a motion to approve Resolution #LNT-30-26. NT seconded. Motion passed (5-0).

Northampton/Lehigh County LSA Grant – CRPD 2026 – Resolution #LNT-31-26 – M. Boucher made a motion to approve Resolution #LNT-31-26. J. Pennington seconded. Motion passed (5-0).

Country Club Road – L. Stauffer gave a brief history and noted that the contractor is on hold until a decision is made. The change order is \$31,953.05 plus \$14,000 for the tree removal. Minus the \$18,222 escrowed from Mr. Herman, the cost to the township would be \$27,731.05, paid from the Highway Reconstruction Account.

L. Stauffer noted that the Board has heard from resident and from engineer...current contract for country club, contractor is ready to go.. waive liq damages nott able to meet timeframe in contract... need an answer tonight and convey to contractor tomorrow

John Caffese, 634 Country Club Road, appeared to discuss the widening of the Country Club Road issue and his desire for the preservation of the Catalpa tree. He presented photos and the report by arborist. J. Caffese reviewed photos and again argued against the necessity of widening the road in front of his property. He again requested the Board waive the requirements of the widening.

The Board individually provided comments on their decision on this matter:

N. Teague – Inquired to J. Coyle how much of tree is in the ROW; J. Coyle said it is entirely in public ROW. She noted she has been back and forth but is in favor of the widening for three reasons: #1 future traffic planning #2 safety, the tree is a hazard and #3 the liability of not widening and future issues.

S. Brown - also back and forth but is in favor as the engineer recommended the widening for safety. S. Brown is concerned about the result of not widening the road and is looking to promote as much safety as possible.

M. Boucher – not in favor of widening; keep the tree.

J. Pennington – also back and forth but the road would be three different widths so for this stretch to be widened, will it make a difference? He was not convinced that removing tree will make a difference.

A. Templeton – while safety is a concern, she was also concerned that if we widen the road more people may travel the road. She also noted that the preserved land won't be developed.

M. Boucher made a motion not to widen the road. J. Pennington seconded. M. Boucher, J. Pennington, and A. Templeton voted yea and S. Brown and N. Teague voted nay. Motion passed (3-2).

L. Stauffer noted that it is not going to get any cheaper to complete the road widening project, so the Board can decide not to widen and release Mr. Herman's security. S. Brown made a motion to release the escrow to Mr. Herman. M. Boucher seconded. Motion passed (5-0). Solicitor Asteak noted that we may want an agreement and recording of a document.

J. Caffese noted that the funds may be connected to land. Solicitor Asteak reported he will review prior to the release of funds.

L. Stauffer said a condition of lot line adjustment was road widening; Solicitor Asteak noted he will review resolution.

US Geological Field Survey at Newburg Park – L. Stauffer reviewed the June email request from Paige Koenig. Questions from Board were forwarded to her and she provided responses. J. Pennington made a motion to allow the field survey. N. Teague seconded. Motion passed (5-0).

Disabled Veteran Real Estate Tax Exemption – L. Stauffer noted we received another veteran's real estate tax exemption and recommended the Board approve this exemption to commence with the 2026 tax bill. M. Boucher made a motion to approve the real estate exemption. S. Brown seconded. Motion passed (5-0).

Payment of the Bills

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

Courtesy of the Floor

Bob Hoyer, requested clarification on when the school hearings begin. Solicitor Asteak noted September 15th N. Teague notes that the school board is holding community sessions; S. Brown reported on August 18th and 25th. L. Seese noted that while the matter is on the Planning Commission agenda for August 17th, it is just to vote on whether the Board should defend the ordinance.

Adjournment

The meeting adjourned at 8:12pm

Respectfully submitted by,



Tammi Dravecz
Secretary/Treasurer

Lower Nazareth Township
Bills To Be Approved
August 12, 2026

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Park Electricity	\$ 90.76
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 145.25
ACH	Capital Blue Cross	Employee Health Benefits	\$ 26,213.83
ACH	Highmark Blue Shield	Employee Health Insurance	\$ 1,300.40
ACH	The Hartford	Employee Insurance	\$ 1,121.29
ACH	Flores	Employee Health Benefits	\$ 231.00
ACH	Flores	Employee Health Benefits	\$ 175.00
ACH	BMO	Credit Card Statement	\$ 41,294.10
ACH	Flores	Employee Health Benefits	\$ 160.00
ACH	Isolved	Timeclock	\$ 249.04
32551	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
32552	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,886.17
32553	Colonial Regional Police Department	Police Contract Payment	\$ 185,135.33
32554	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
32555	Sunoco, LLC	Equipment Motor Fuel	\$ 2,553.72
32556	New Enterprise Stone & Lime Co., Inc.	Road Maintenance	\$ 40.12
32557	RCN	Internet & Telephone Services	\$ 19.95
32558	Stephenson Equipment, Inc.	Public Works Equipment Parts/ Supplies	\$ 5,264.38
32559	Hanover Engineering Associates, Inc.	Engineering Services	\$ 4,111.47
32560	Allstate Septic Systems	Temporary Restrooms	\$ 260.00
32561	Allstate Septic Systems	Temporary Restrooms	\$ 250.00
32562	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
32563	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.13
32564	Service Electric Cable TV Inc	Fire Company Internet	\$ 118.98
32565	PPL, Inc.	Fire Company Electricity	\$ 649.26
32566	PPL, Inc.	Fire Company Electricity	\$ 28.65
32567	Wex Bank	Fire Company	\$ 1,335.68
32568	Verizon Wireless	Fire Company Wireless	\$ 340.22
32569	Verizon Wireless	Fire Company Wireless	\$ 276.92
32570	State Worker's Insurance Fund	Workers Compensation - #05039711	\$ 1,500.00
32571	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 419.70
32573	Allstate Septic Systems	Temporary Restrooms	\$ 130.00

Lower Nazareth Township
Bills To Be Approved
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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
32574	Thyssenkrupp Elevator Corporation	Elevator Maintenance	\$ 100.00
32575	J.C. Ehrlich	Ambulance Building Maintenance	\$ 132.50
32576	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 251.91
32577	Innovative Designs & Publishing, Inc.	Advertisement	\$ 269.00
32578	Lehigh Valley Janitorial Supply	Municipal Building Supplies	\$ 264.35
32579	Infradapt	Computer Services	\$ 2,778.85
32580	Sunoco, LLC	Equipment Motor Fuel	\$ 2,251.85
32581	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 536.91
32582	Tractor Supply Credit Plan	Public Works Supplies	\$ 541.94
32583	ORE Rentals	Equipment Rental	\$ 796.94
32584	Allstate Septic Systems	Temporary Restrooms	\$ 120.00
32585	Eastern Telephone & Telecommunications	Telephone Maintenance	\$ 2,180.35
32586	Security Service Company, Inc.	Security System Maintenance	\$ 60.00
32587	Broughal & DeVito, LLP	Legal Services	\$ 937.50
32588	Associated Fasteners, Inc.	Equipment Parts/Supplies	\$ 3.16
32589	ABE Laboratories, LLC	Park Maintenance	\$ 312.00
32591	Green Pond Nursery, Inc.	Parks Maintenance	\$ 320.00
32592	City of Bethlehem	Hydrant Assessment	\$ 156.54
32593	PA One Call System, Inc.	Monthly Activity	\$ 87.40
32594	Commonwealth of Pennsylvania	NPDES Permit	\$ 2,500.00
32595	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 3,142.76
Total General Fund Checking Account ...			\$ 302,551.22

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	August 7, 2026		\$ 52,910.73

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
2070	First Regional Compost Authority	3rd Quarter 2026	\$ 7,527.68
2071	AllState Septic Systems, LLP	Temporary Restroom	\$ 115.00
Total Master Escrow Account ...			\$ 7,642.68

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TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Engineering Services on BMO	<u>\$ 7,046.00</u>

COMMUNITY EVENTS ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township Gen Fund	2027 Egg Hunt Purchases on BMO	<u>\$ 897.85</u>

CAPITAL RESERVE SEWER -SIGNAL ACCOUNT

Num	Name	Memo	Amount
0559	Nazareth Borough Municipal Authority	Georgetown Manor Sewer Project	<u>\$ 66,000.00</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1366	HAB-MISC	NASD Real Estate Taxes	<u>\$ 6,910.18</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 232.05
ACH	Met-Ed	Traffic Signal Electricity	\$ 306.23
4325	Prestige Capital Management LLC	Escrow Refunds	\$ 950.52
4326	Hanover Engineering Associates	Sewage Enforcement Services	\$ 1,109.24
4327	Asteak Law Offices	Legal Services	\$ 998.75
4328	Carroll Engineering Corporation	Engineering Services	<u>\$ 14,183.50</u>
<i>Total Master Escrow Account ...</i>			<u>\$ 17,780.29</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3131	Amentum	Building Permit Refund	\$ 100.00
3132	IT Landes	Building Permit Refund	\$ 125.00
3133	SING LLC	Building Permit Refund	\$ 50.00
3134	Accelerated Fire Protection, Inc	Building Permit Refund	\$ 50.00
3135	Josh Reichard's Home Improvement	Building Permit Refund	<u>\$ 50.00</u>
<i>Total Development & Inspection Account ...</i>			<u>\$ 375.00</u>