

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

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, April 9, 2025, Chairman Pennington called the meeting to order at 7:07PM.

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
Amy L. Templeton	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
			Lori Seese	-	Planning/Zoning Administrator

**The Board met in an executive session prior to this evening's meeting to discuss legal matters. No action was taken **

Agenda Amendment and Approval

A. Templeton made a motion to approve the agenda. S. Brown seconded. Motion passed (4-0).

Approval of Minutes

The meeting minutes of March 26th were submitted for review and approval. S. Brown made a motion to approve the minutes as presented. A. Templeton seconded. Motion passed (4-0).

Reports

The Hecktown Volunteer Fire Incident Reports for January, February, and March were presented and will be available for review on the website.

Supervisor's Comments

Open Space Preservation – No report.

Parks and Recreation – A. Templeton reminder everyone that the Easter Egg Hunt is this Saturday at 10am; rain date is Sunday at 1pm.

Library News – No report.

CRPC – M. Boucher reported that they received 35 applications for new police officers.

Subdivision and Land Development

Popeye's / Valvoline Final Land Development – Resolution #LNT-16-25 – Julie Von Spreckelsen, Esq. attended on behalf of the applicant. She explained that they were looking for amended final land development approval. Lot “A” is where Popeye’s will be located. Originally Lot “B” was where Take 5, an oil change and auto repair business was going to be located. The end user has changed and now will be Valvoline. She indicated it is the same use as Take 5 and Valvoline are direct competitors. The site plan has changes so an amended final land development plan is required. They are requesting one waiver: simultaneous review of a preliminary/final land development.

The applicant reviewed changes in plan with side-by-side plan of the original Take 5 and the new proposed Valvoline plans.

J. Coyle reviewed his April 4th letter.

M. Boucher made a motion to grant the waiver request. A. Templeton seconded. Motion passed (4-0)

A. Templeton made a motion to approve Resolution #LNT-16-25. M. Boucher seconded. Motion passed (4-0).

DelSerro Sewer Capacity Request – Solicitor Asteak noted that the Board is inclined to sell Mr. DelSerro sewer for the 202 lots subdivision: subject to negotiation. M. Boucher made a motion to sell sewer capacity, subject to negotiations. A. Templeton seconded. Motion passed (4-0)

Solicitor's Report

Kay Builders / Trio Fields – Solicitor Asteak reported that he has submitted the resolutions adopted at our last meeting. He has spoken to women at bank and sent the resolutions by FedEx. We are now awaiting deposit of funds to our escrow account.

Hahn's Meadow Septic System Easement Agreement – The agreement is between Lower Nazareth Township and 179 Partners, LLC. The two have adjoining properties with a portion of the septic system on the 179 Partners property encroaches upon a portion of the Township property. The agreement grants an easement for the septic system encroachment and details responsibility of the grantee (179 Partners, LLC).

J. Coyle noted that property corners are to be installed shortly. M. Boucher made a motion to authorize execution of the agreement. A. Templeton seconded. Motion passed (4-0).

Engineer's Report

Trio Fields Phase VII – Letter of Credit Reduction – J. Coyle reviewed his April 2nd letter. M. Boucher made a motion to approve the reduction in security. S. Brown seconded. Motion passed (4-0).

J. Coyle provided a report to the Board and provided updates on various projects in the Township:

Manager's Report

Time Extension Report – L. Stauffer noted that numerous time extensions were accepted, and the report can be found on our website.

L. Stauffer also reported that she has sent letters to the County and NASD regarding the Act 4 proposal. She has heard back from NASD and their legal counsel is looking into it.

Payment of the Bills

S. Brown made a motion to pay the bills as presented. A. Templeton seconded. Motion passed (4-0).

Courtesy of the Floor

There were no comments.

Adjournment - The meeting adjourned at 7:28 pm.

Respectfully submitted by,



Tammi Dravecz
Secretary/Treasurer

Lower Nazareth Township
Bills To Be Approved
April 9, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Capital Blue Cross	Employee Health Benefits	\$ 21,620.50
ACH	Selective Insurance Company of America	Township Insurance	\$ 6,106.00
ACH	The Hartford	Employee Insurance	\$ 1,001.81
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 140.11
ACH	Met-Ed	Park Electricity	\$ 283.12
ACH	BMO	Credit Card Payment	\$ 25,453.03
ACH	Flores	Employee Health Benefits	\$ 568.00
ACH	Flores	Employee Health Benefits	\$ 149.98
31449	Quality Experience Repair, LLC	Public Works Equipment Parts/Supplies	\$ 1,300.00
31450	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31451	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31452	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31453	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31454	Easton Suburban Water Authority	Hydrant Assessment	\$ 10,280.00
31455	Wex Bank	Fire Company	\$ 851.17
31456	R.S. Security & Communications	Fire Company Service Contract	\$ 416.00
31457	Campbell Supply Company	Fire Company Equipment Parts/Supplies/M	\$ 304.57
31458	Service Electric Cable TV Inc	Fire Company Internet	\$ 119.37
31459	Assured Partners of Northeast PA	Fire Company Insurance	\$ 8,115.00
31460	Verizon Wireless	Fire Company Wireless	\$ 313.40
31461	Verizon Wireless	Fire Company Wireless	\$ 170.17
31462	Fogels Fuel Service	Fire Company Fuel	\$ 984.86
31463	Danz Lettering	Fire Company Equipment Maintenance	\$ 725.00
31464	Fire Apparatus Services	Fire Company Equipment Maintenance	\$ 1,274.00
31465	Sunoco, LLC	Equipment Motor Fuel	\$ 2,383.33
31466	RCN	Internet & Telephone Services	\$ 19.95
31467	Liberty Propane Inc.	Municipal Building Propane	\$ 1,558.77
31468	Commonwealth of PA	License Exam	\$ 10.00
31469	Commonwealth of PA	License Exam	\$ 10.00
31470	Commonwealth of PA	License Exam	\$ 60.00
31471	Commonwealth of PA	License Exam	\$ 60.00
31472	Verizon Wireless	Municipal/Public Works Wireless	\$ 529.95

**Lower Nazareth Township
Bills To Be Approved
April 9, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31473	Signal Service, Inc.	Traffic Signal Maintenance	\$ 1,775.00
31474	Campbell, Rappold & Yurasits, LLP	Audit Services	\$ 10,000.00
31475	Consolidated Graphic Communiations	Real Estate Tax Bills	\$ 2,150.00
31476	Foster & Foster, Inc.	Pension Plan Administration	\$ 4,100.00
31477	Donald & Marian Miller	Refund Duplicate Payment	\$ 286.21
31478	Karen Antonucci	Refund Duplicate Payment Real Estate Tax	\$ 429.04
31479	Randy & Barbara Fisher	Refund Duplicate Payment Real Estate Tax	\$ 232.31
31480	Keystone Municipal Insurance	Workers Comp Insurance	\$ 5,244.50
31481	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31482	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31483	JCS Ventures Inc	Local Services Tax Refund	\$ 2.00
31484	Northampton County Seed Company, Inc.	Park Facilities Maintenance	\$ 199.53
31485	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies & Traffic Signs	\$ 3,534.45
31486	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 493.80
31487	Service Tire Truck Centers	Public Works Equipment Parts/Supplies	\$ 2,339.62
31488	Wilson Products	Public Works Supplies	\$ 278.55
31489	Bergey's, Inc	Public Works Supplies	\$ 305.18
31490	Valley Tire of Nazareth	Public Works Tool & Equipment Repair	\$ 782.00
31491	U.S. Municipal Supply, Inc.	Equipment Parts/Supplies	\$ 549.06
		<i>Total General Fund Checking Account ...</i>	<u>\$ 303,620.00</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	April 4, 2025		<u>\$ 45,116.14</u>

REFUSE / RECYCLING ACCOUNT

Num	Name	Memo	Amount
2039	AllState Septic Systems, LLP	Temporary Restrooms	<u>\$ 115.00</u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2025	Carroll Engineering Corporation	Engineering Services	<u>\$ 26,382.60</u>

**Lower Nazareth Township
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COMMUNITY EVENTS ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Egg Hunt Event	<u>\$ 4,359.75</u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
ACH	Lower Nazareth Township	Park Maintenance	<u>\$ 1,214.88</u>

OPEN SPACE EIT ACCOUNT

Num	Name	Memo	Amount
ACH	Peoples Security Bank	Loan Payment	<u>\$ 21,568.49</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
4188	Signal Service, Inc.	Traffic Signal Maintenance	\$ 115.00
4189	Signal Service, Inc.	Traffic Signal Maintenance	\$ 3,300.00
4190	Signal Service, Inc.	Traffic Signal Maintenance	\$ 2,260.00
4191	Carroll Engineering Corporation	Engineering Services	\$ 33,891.50
4192	Gilmore & Associates, Inc.	Engineering & Consulting Services	\$ 683.00
4193	Asteak Law Offices	Legal Services	\$ 822.50
4194	Hanover Engineering Associates, Inc.	Sewage Enforcement Services	<u>\$ 173.25</u>
<i>Total Master Escrow Account ...</i>			<u>\$ 41,245.25</u>