

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 10, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, September 10, 2025, Chairman Pennington called the meeting to order at 7:00 PM.

Present were:

James S. Pennington	-	Chairman	Gary Asteak	-	Solicitor
Stephen A. Brown	-	Supervisor	Justin Coyle	-	Engineer
Nancy A. Teague	-	Supervisor	Lori A. Stauffer	-	Manager
Amy L. Templeton	-	Supervisor	Lori Seese	-	Planning/Zoning Officer

J. Pennington announced an executive session was held prior to the meeting to discuss real estate negotiations. No action was taken.

Agenda Amendment and Approval

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

Approval of Minutes

The meeting minutes of August 27th were submitted for review and approval. A. Templeton made a motion to approve the minutes. S. Brown seconded. Motion passed (4-0).

Reports

None

Supervisor's Comments

Open Space Preservation – S. Brown reported the EAC met and was working on revising their evaluation forms. Additionally, a member of the public attending the meeting made some recommendations for the Subdivision and Land Development Ordinance update that Supervisor Brown forwarded to the Planning Commission.

Parks and Recreation – A. Templeton announced that Dog's Day Out is coming up on Saturday, September 13th. The event has some great food trucks as well as a lot of vendors. It should be a great day.

Library News – Nothing new to report.

CRPC – J. Pennington reported on the most recent meeting with Colonial Regional Police Commission.

Eagle Scout Presentation – Michael Lucas of Troop 76 appeared to discuss his proposed Eagle Scout project to the Board. Michael is proposing to construct a picnic and grill area with a firepit and benches at the building at 4519 Hanoverville Road. He reviewed his project parameters. He requested the Township Public Works to remove the old stone. No permit is required

N. Teague made a motion to approve the Eagle Scout project as presented. S. Brown seconded. Motion passed (4-0).

Subdivision & Land Development

Subdivision and Land Development Ordinance Update Presentation – A. Schwartz of Environmental Planning & Design appeared to discuss with the Board the progress of the Subdivision and Land Development Ordinance update. He reviewed how the reorganization of the document will help improve the flow of the processes that the ordinance governs. N. Teague stated she loves the flow chart.

G. Asteak stated the LVPC will be requiring all applications to be submitted electronically in the future.

Solicitor's Report –

Borrowing Ordinance – G. Asteak stated PennDOT is requiring a letter of credit for the Butztown Road project. As part of issuing the letter of credit, the Township needs to apply to DCED under the Local Government Unit Debt Act, which includes the adoption of an ordinance. N. Teague made a motion to adopt Ordinance #256-09-25. A. Templeton seconded. Motion passed (4-0).

Nuisance Ordinance – The ordinance will need to be advertised for a future meeting. The newspaper failed to run the advertisement.

Volunteer Firefighter Real Estate Tax Credit Ordinance – G. Asteak provided the Board with a draft ordinance for their review. He stated he has been working with L. Stauffer to prepare the draft; however, he would like to have L. Stauffer and T. Dravec to review the outlined procedure before advertisement. N. Teague made a motion to authorize the solicitor to advertise the proposed ordinance. A. Templeton seconded. Motion passed (4-0).

Engineer's Report

J. Coyle reported the Butztown Road work will commence next Monday.

Manager's Report

Joint Purchasing Cooperative – Northampton County is initiating a cooperative purchasing group for janitorial supplies. If Lower Nazareth wishes to join, now is the time to do so; however, joining the cooperative does not obligate the Township to participate. S. Brown made a motion to join the Northampton County Joint Purchasing Cooperative for janitorial supplies. A. Templeton seconded. Motion passed (4-0).

BTVFC Request for Grants – L. Stauffer reported she has received a request from BTVFC, our ambulance provider, to submit three grant applications for a cardiac monitor, carbon monoxide detectors, and portable radios on their behalf. The grants would be submitted through the Northampton Lehigh LSA program and the Monroe County LSA program. N. Teague made a motion to authorize the submission of the requested grants. A. Templeton seconded. Motion passed (4-0).

L. Stauffer stated she will have the necessary six resolutions ready for the next meeting.

2025 Upset Sale – L. Stauffer reported she has provided the Board with the 2025 Northampton County Upset sale list for their information.

Payment of the Bills

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

Courtesy of the Floor

Dave Halteman of 4065 Hecktown Road inquired if any decisions or movements have been made regarding lot size in the Agricultural zoning district. N. Teague responded the Board is exploring its different options that will provide a balance.

Sherri Bourneuf of 4682 Stafford Ave stated she is aware of the data breach and inquired if people who were affected were sent notices. L. Stauffer replied that notices were sent to those individuals affected.

Adjournment - The meeting adjourned at 7:52 pm.

Respectfully submitted by,



Lori A. Stauffer
Township Manager

Lower Nazareth Township
Bills To Be Approved
September 10, 2025

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 153.27
ACH	Met-Ed	Park Electricity	\$ 82.32
ACH	Highmark Blue Shield	Employee Health Benefits	\$ 1,168.19
ACH	Flores	Employee Health Benefits	\$ 50.00
ACH	Capital Blue Cross	Employee Health Benefits	\$ 23,768.49
ACH	Flores	Employee Health Benefits	\$ 259.00
ACH	BMO	Credit Card Payment	\$ 65,823.20
31800	USPS	Newsletter Postage	\$ 772.21
31801	Wex Bank	Fire Company	\$ 857.55
31802	A & S HVAC, Inc.	Fire Company Maintenance	\$ 556.00
31803	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 106.37
31804	Service Electric Cable TV Inc	Fire Company Internet	\$ 117.11
31805	PPL, Inc.	Fire Company Electricity	\$ 754.55
31806	PPL, Inc.	Fire Company Electricity	\$ 28.26
31807	Verizon Wireless	Fire Company Wireless	\$ 276.71
31808	Verizon Wireless	Fire Company Wireless	\$ 150.18
31809	Sam's Club MC/SYNCB	Fire Company Supplies	\$ 2,472.28
31810	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14
31811	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31812	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31813	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31814	Easton Area Joint Sewer Authority	Debt Service	\$ 3,755.93
31815	Charleen Eyer	Stenographer	\$ 350.00
31816	Sunoco, LLC	Equipment Motor Fuel	\$ 2,466.82
31817	Dugan's Heat Pump & Air Conditioning	Local Services Tax Refund	\$ 13.00
31818	ORE Rentals	Equipment Rental	\$ 274.50
31819	Powerco, Inc.	Public Works Parts & Supplies	\$ 1,883.38
31820	Associated Fasteners, Inc.	Equipment Parts/Supplies	\$ 26.50
31821	Deer Country Farm & Lawn, Inc.	Public Works Equipment Parts/Supplies	\$ 728.15
31822	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 141.00
31823	The Hartford	Employee Insurance	\$ 1,055.40
31824	Innovative Designs & Publishing, Inc.	Advertisement	\$ 137.00

**Lower Nazareth Township
Bills To Be Approved
September 10, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31825	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31826	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31827	Beiler Hydraulics	Public Works Equipment Repair	\$ 2,012.36
31828	Innovative Designs & Publishing, Inc.	Advertisement	\$ 160.00
31829	Valley Tire of Nazareth	Public Works Tool & Equipment Repair	\$ 32.00
31830	Safeguard Business Systems	Office Supplies	\$ 324.12
31831	Exeter Supply Co., Inc.	Public Works/Pipe & Drainage Supplies	\$ 78.05
31832	Krause Enterprises	Facilities Maintenance	\$ 288.75
31833	Interstate Battery of Allentown	Public Works Equipment Parts/Supplies	\$ 148.47
31834	Green Pond Nursery, Inc.	Park Facilities Maintenance	\$ 564.00
<i>Total General Fund Checking Account ...</i>			<u><u>\$ 297,945.78</u></u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	September 5, 2025		<u><u>\$ 49,307.36</u></u>

RECYCLING / REFUSE ACCOUNT

Num	Name	Memo	Amount
2049	AllState Septic Systems	Temporary Restrooms	<u><u>\$ 115.00</u></u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	GPS Hospitality Partners	Security Refund	\$ 120,148.00
4240	VOIDED - paid by ACH		
4241	Ned Hower	Escrow Refund	\$ 2,006.35
4242	Trammell Crow	Escrow Refund	\$ 1,562.91
<i>Total Master Escrow Account ...</i>			<u><u>\$ 123,717.26</u></u>