

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
September 24, 2025**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, September 24, 2025, Chairman Pennington called the meeting to order at 7:00PM.

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
Nancy A. Teague	-	Supervisor	Tammi Dravec	-	Secretary/Treasurer
			Lori Seese	-	Planning/Zoning Officer

Agenda Amendment and Approval

J. Pennington requested that discussion on agricultural lot size be added under Supervisor's Reports. L. Stauffer requested Act 94 Ordinance and Graystone Townhomes be added under Manager's Reports. N. Teague made a motion to approve the amended agenda. S. Brown seconded. Motion passed (4-0).

Approval of Minutes

The meeting minutes of September 10th were submitted for review and approval. S. Brown made a motion to approve the minutes. N. Teague seconded. M. Boucher abstained. Motion passed (3-0).

Reports

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

Supervisor's Comments

Open Space Preservation – Nothing new to report and the EAC will meet again in October

Nazareth Blue Eagles Bonfire Request – The Football Boosters reached out to S. Brown about their annual bonfire. In the past they held the event at the Bushkill Vol Fire Co; however, the site is not available this year. S. Brown requested that the Board authorize them to have the bonfire at Newburg Park. He has spoken with Hecktown Fire Co about supervising the building of and the bonfire on October 23rd. L. Stauffer requested the event be held in the front of park for the safety of attendees and to avoid walking across the field in the dark. L. Stauffer made some recommendations:

- (a) All wood must be free of nails and other objects that will be left behind
- (b) Booster Club is responsible for returning to the site within 24-48 hours for cleanup
- (c) The Booster Club or other insured agency must provide the Township with a certificate of insurance naming the Township as additional insured
- (d) A hold harmless executed for the Township
- (e) A request is made to Colonial Regional Police to be present

**Board of Supervisors Minutes
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(f) Lower Nazareth Township Public Works shall handle parking

S. Brown noted that the football team typically uses pallets but would return to clean up debris left after the bonfire (ex. nails). He noted that this is a closed event, not open to community

N. Teague believes this is a great opportunity to support the football team.

Solicitor Asteak stressed they are not to burn construction materials which contain hazardous materials.

M. Boucher made a motion to authorize the bonfire to be held at Newburg Park. N. Teague seconded. Motion passed (4-0).

Parks and Recreation – S. Brown noted it was an excellent day for Dog’s Day. The warm weather was nice for Chief DePalma in the dunk tank and the Splash Pad was open. Hats off to Township Staff for putting together and assisting with the event.

S. Brown noted that Trick or Treat is on Halloween and Township Staff will be driving around handing out candy. He reminded everyone that Christmas Tree Lighting is December 5th.

The new gazebo at Surrey Glen will be delivered/installed on October 7th next to playground.

Library News – N. Teague provide a report on library news and events:

- Touch a Truck will be held on October 4th
- The library board voted on a new investment policy and will be looking for a new investment policy manager. An RFP will be ready shortly.
- Fall Bingo - November 9th at Bushkill Fire Co
- Veterans Day Program - November 6th at Gracedale
- Budget meeting last week – 4,200 of our 7,000 have library cards. 59,000 visits last year w/ over 100,000 items circulated.
- Children’s Program 123 of the 531 were Lower Nazareth children.
- Free vision screenings and glasses were provided
- Sensory story time starts in October
- Donor doubled Hoopla (digital media service) allotment
- College Admissions Workshop on October 9th at 6:15pm

CRPC – J. Pennington attended the CRPC meeting.

J. Pennington would like comments from our Planning Commission on the lot size in the Agricultural zoning district. J. Pennington made a motion to request the staff to forward to the Lower Nazareth Township Planning Commission for their review and recommendation on the lot size in the Agricultural zoning district and to also inquire with our planning consultant. M. Boucher seconded. Motion passed (4-0).

Conditional Use Hearing – #CU2025-02 United Rentals Realty, LLC

Solicitor Asteak opened the hearing at 7:13pm. The proposed use is sales and rental of industrial equipment. The property location is 585 Daniels Road, Nazareth. He reviewed the history of this application. The applicant seeks to modify previous the Conditional Use & Opinion #CU2023-05 for SIND, LLC which limited equipment storage to no higher than 18 feet and required submission of a land development plan.

Solicitor Asteak turned the hearing over to Attorney John VanLuvanee.

Attorney VanLuvanee called his first witness, Daniel DalMaso, SIND, LLC. He reviewed the property and neighboring businesses with his witness. They discussed the previous conditional use application and Opinion and Order. D. DalMaso discussed the failure of Equipment Share to move forward with permits following the order and opinion and termination of agreement. D. DalMaso moved forward with an agreement with United Rentals Realty. Attorney VanLuvanee ended questioning. The public had no questions. The Board and L. Seese had no questions.

Attorney VanLuvanee called his next witness, Mark Beck, United Rentals Realty LLC. He reviewed his employment and the business model of United Rentals. Attorney VanLuvanee questioned M. Beck on the plans for the site. M. Beck discussed the difference between shipping containers versus storage containers. The storage container begins life as a shipping container; they come from China with goods. The goods are delivered, and the empty containers are delivered to United Rentals. The containers are prepared to be leased. They will leave the property and at the end of the lease will return to the property until the next lease. Attorney VanLuvanee discussed the number of containers on site and the stacking of the containers as needed to utilize space (3 at most). He reviewed daily operations, safety, and security of site. Attorney VanLuvanee ended questioning. The public had no questions. M. Boucher and S. Brown had questions. S. Brown inquired about landscaping. Solicitor Asteak read Page 6 of order and opinion regarding landscaping. DalMaso ok with original approved landscape plan

J. Coyle had questions on storage and stacking containers. He recommended stormwater basin improvements for anticipated stormwater runoff from containers covering ground. M. Beck stated containers do not sit flat on ground and water can flow under the containers and reach the ground.

Attorney VanLuvanee feels land development approval is not required. He discussed L. Seese's letter and noted his disagreement with the need to go to ZHB for interpretation.

Solicitor Asteak noted that we need to hear from Zoning Officer. L. Seese explained her position that the sales/rentals of storage and office containers do not fit the definition of industrial equipment. These containers are not equipment but rather buildings. Attorney VanLuvanee questioned L. Seese's interpretation. He does not understand why these containers cannot be considered equipment. L. Seese said this is not the same proposed use as Equipment Share's proposal.

Solicitor Asteak discussed Equipment Share's proposal (all equipment on tracks or wheels described in conditional use) He questioned whether the Board of Supervisors or the Zoning Hearing Board is to determine equipment versus building.

Brief recess 9pm – 9:07pm

J. Coyle reviewed his September 10th letter and believes a land development plan should be submitted.

Public comments...George Argeros, 4528 Meadow Drive, has no issue with this type of business and it will bring jobs versus sitting empty. He commented that the property looks better than it used to.

Solicitor Asteak noted that the Board will not vote tonight. The determination needs to be made on equipment versus building. He requested additional information from Attorney VanLuvanee within 10 days provide, then the record will be closed. Attorney VanLuvanee noted that 10 days falls over the weekend and requested to have to the following Monday. Solicitor Asteak granted the request.

Due to scheduling the decision cannot be placed on an agenda until November 12th. The 45 day deadline falls 4 days shy of the 12th, so Solicitor Asteak requested an extension to provide a decision. Attorney VanLuvanee granted the extension.

The hearing closed at 9:20pm. The Board will issue an opinion at their November 12th meeting.

For the complete context of hearing testimony, please refer to the stenographic transcript.

Subdivision & Land Development

No items under Subdivision & Land Development.

Solicitor's Report

No items under Solicitor's Report.

Engineer's Report

Stonebriar II – Letter of Credit Reduction – J. Coyle reviewed his letter recommending a \$541,729.81 reduction in security. N. Teague made a motion to reduce the security from \$743,733.52 to \$202,003.71. S. Brown seconded. Motion passed (4-0).

Easton Eastgate (Popeye's) – Letter of Credit Reduction – Easton Eastgate originally posted security for the entire project, including Take5 Auto Service. Valvoline has now replaced Take5 Auto Service and has provided separate security in the amount of \$79,365.00. J. Coyle reviewed his letter recommending a \$79,365.00 reduction in security for Easton Eastgate. N. Teague made a motion to reduce the security from \$369,928.80 to \$290,563.80. S. Brown seconded. Motion passed (4-0).

Manager's Report

L. Stauffer presented six resolutions for grant applications for equipment for the BTVFC who provide ambulance services to the Township.

Monroe County LSA Grant – BTVFC Cardiac Monitor – Resolution #LNT-32-25 – The grant application for the Cardiac Monitor is in the amount of \$63,556.00. S. Brown made a motion to approve resolution #LNT-32-25. N. Teague seconded. Motion passed (4-0).

Northampton / Lehigh LSA Grant – BTVFC Cardiac Monitor – Resolution #LNT-33-25 – The grant application for the Cardiac Monitor is in the amount of \$63,556.00. N. Teague made a motion to approve resolution #LNT-33-25. M. Boucher seconded. Motion passed (4-0).

Monroe County LSA Grant – BTVFC Carbon Monoxide Detector – Resolution #LNT-34-25 – The grant application for Carbon Monoxide Detectors is in the amount of \$21,659.00. M. Bouher made a motion to approve resolution #LNT-34-25. N. Teague seconded. Motion passed (4-0).

Northampton / Lehigh LSA Grant – BTVFC Carbon Monoxide Detector – Resolution #LNT-35-25 – The grant application for Carbon Monoxide Detectors is in the amount of \$21,659.00. M. Boucher made a motion to approve resolution #LNT-35-25. S. Brown seconded. Motion passed (4-0).

Monroe County LSA Grant – BTVFC Portable Radios – Resolution #LNT-36-25 – The grant application for Motorola Portable Radios is in the amount of \$33,857.00. N. Teague made a motion to approve resolution #LNT-36-25. M. Boucher seconded. Motion passed (4-0).

Northampton / Lehigh LSA Grant – BTVFC Portable Radios – Resolution #LNT-37-25 – The grant application for Motorola Portable Radios is in the amount of \$33,857.00. N. Teague made a motion to approve resolution #LNT-37-25. S. Brown seconded. Motion passed (4-0).

250th Celebration – Northampton County pushing for municipalities to hold an event for America’s 250th. The Rec Committee would like to hold a fireworks event on July 3rd at Newburg Park, rain date is July 5th. The fireworks presentation is to last 18-20 minutes. The cost is \$16,000. L. Stauffer requested authorization to execute the contract and provide the 30% deposit. M. Boucher made a motion to execute the contract and provide the deposit. S. Brown seconded. Motion passed (4-0).

2025 Trick or Treat –Along with Bushkill, Upper Nazareth, and Nazareth Borough we will hold Trick or Treat on Halloween. We will coordinate with HVFC and CRPD to distribute treats to the township residents. Just Born and Keystone Foods have made donations for this event.

Amendment to Personnel Policy – One of the Public Works management suggested another tier on the vacation schedule to provide employees with 30 years an additional week of vacation. L. Stauffer found this to be a reasonable suggestion. N. Teague commented that she is not a fan of our current policy and feels it is underserving employees and would like to change all tiers. She had L. Stauffer research policies at neighboring township. A brief discussion and suggestions were made. Further discussion and a decision will be made at a future meeting. Effective date would be January 1, 2026.

Stauffer requested that the Act 94 Ordinance which amends the Second Class Code regarding supervisors: compensation be authorized for advertisement. The ordinance needs to be adopted by October 31st. Solicitor Asteak noted that it can be placed on the October 22nd agenda. N. Teague made a motion to advertise the ordinance. M. Boucher seconded. S. Brown abstained. Motion passed (3-0).

L. Stauffer reported that she received an email copy of application for Graystone Townhomes located at 1492 Van Buren Road. She asked the Board if they would like J. Coyle to review and provide

comments. N. Teague authorized J. Coyle to review and provide comments. M. Boucher seconded. Motion passed. (4-0) L. Stauffer said comments are due no later than Oct 10th.

Payment of the Bills

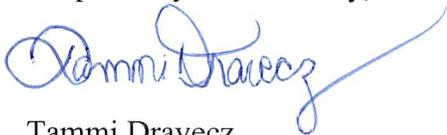
S. Brown made a motion to pay the bills as presented. N. Teague seconded. Motion passed (4-0).

Courtesy of the Floor

Oct 14th NASD workshop for the proposed school.

Adjournment - The meeting adjourned at 9:39 pm.

Respectfully submitted by,

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

Tammi Dravec
Secretary / Treasurer

**Lower Nazareth Township
Bills To Be Approved
September 24, 2025**

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Park Electricity	\$ 1,020.95
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 321.55
ACH	Pitney Bowes	Postage	\$ 2,041.99
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Flores	Employee Health Benefits	\$ 75.00
ACH	Flores	Employee Health Benefits	\$ 46.63
31835	Valley Industrial Rubber Products	Public Works Equipment Parts/Supplies	\$ 44.68
31836	Technology Reflections, Inc	Fire Company Web Service	\$ 1,384.40
31837	PPL, Inc.	Fire Company Electricity	\$ 29.47
31838	PPL, Inc.	Fire Company Electricity	\$ 592.22
31839	Fraser Advanced Info Systems	Fire Company Copier Lease/Maintenance	\$ 95.00
31840	Campbell Supply Company	Fire Company Equipment Parts/Supplies/M	\$ 3,392.74
31841	Lehigh Valley Fence Co.	Fire Company Construction	\$ 275.00
31842	ABE Laboratories, LLC	Park Maintenance	\$ 292.00
31843	City of Bethlehem	Hydrant Assessment	\$ 156.54
31844	Verizon Wireless	Municipal/Public Works Wireless	\$ 541.23
31845	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,417.55
31846	Security Service Company, Inc.	Security System Monitoring	\$ 333.51
31847	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 504.14
31848	PA One Call System, Inc.	Monthly Activity	\$ 50.56
31849	The Key	Advertisements	\$ 462.60
31850	Fogels Fuel Service	Generator Propane	\$ 2,714.70
31851	Barry Issett & Associates, Inc.	Building Inspection Services	\$ 175.00
31852	Migu	Fall Newsletter	\$ 6,235.00
31853	Allstate Septic Systems	Temporary Restrooms	\$ 220.00
31854	Ascendance Trucks Pennsylvania, LLC	Public Works Equipment Parts/Supplies	\$ 1,176.40
31855	Allstate Septic Systems	Temporary Restrooms	\$ 130.00
31856	Smart Warehousing LLC	Local Services Tax Refund	\$ 131.39
31857	Integra One	Computer Services	\$ 997.50
31858	Hecktown Volunteer Fire Company	2025 Fire Relief	\$ 99,554.38
31859	Brian's Professional Cleaning	Municipal Facilities Maintenance	\$ 3,150.00
31860	Hecktown Volunteer Fire Company	Fire Company Loan	\$ 2,269.14

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GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
31861	Memorial Library of Nazareth & Vicinity	Library Service	\$ 7,656.50
31862	Colonial Regional Police Department	Police Contract Payment	\$ 174,913.25
31863	Volunteer Companies Loan Fund	Fire Company Loan	\$ 1,011.77
31864	Commonwealth of PA	Local Gov't Unit Debt Act	\$ 71.00
<i>Total General Fund Checking Account ...</i>			<u>\$ 314,593.79</u>

PAYROLL ACCOUNT

Num	Name	Memo	Amount
	September 19, 2025		<u>\$ 56,956.54</u>

LNT SEWER ACCOUNT

Num	Name	Memo	Amount
2028	PPL Electric Utilities	Main Meter Electricity	\$ 24.93
2029	Hanover Township	Transportation Fee	\$ 9,600.00
<i>Total LNT Sewer Account ...</i>			<u>\$ 9,624.93</u>

DEVELOPMENT & INSPECTION ACCOUNT

Num	Name	Memo	Amount
3079	Barry Isett & Associates, Inc	Building Inspection Services	\$ 7,036.55
3080	Michel Radogna	Building Permit Refund	\$ 130.00
<i>Total Dev & Inspection Account ...</i>			<u>\$ 7,166.55</u>

MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 271.51
ACH	Met-Ed	Traffic Signal Electricity	\$ 214.30
4243	PPL Electric Utilities	Traffic Signal Electricity	\$ 180.41
4244	Signal Service, Inc	Traffic Signal Maintenance	\$ 1,471.00
4245	Carroll Engineering Corporation	Engineering Services	\$ 14,555.00
4246	Gilmore & Associates, Inc	Engineering Services	\$ 77.50
4247	Signal Service, Inc	Traffic Signal Maintenance	\$ 260.00
<i>Total Master Escrow Account ...</i>			<u>\$ 17,029.72</u>

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TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2031	Carroll Engineering Corporation	Engineering Services	<u>\$ 5,373.50</u>

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1345	Lower Nazareth Township	Engineering Services	\$ 21,450.00
1346	Fogels Fuel Service	Municipal Bldg Capital Purchase	\$ 2,000.00
1347	Environmental Planning & Design	Professional Services	\$ 7,352.17
1348	Security Services Co, Inc	Park Facilities Maintenance	\$ 1,400.00
1349	Valleywide Electric, Inc.	Capital Construction	<u>\$ 588.00</u>
<i>Total Capital Reserve Account ...</i>			<u>\$ 32,790.17</u>