

**LOWER NAZARETH TOWNSHIP
BOARD OF SUPERVISORS
MINUTES
June 24, 2026**

The Lower Nazareth Township Board of Supervisors held a public meeting on Wednesday, June 10, 2026, Chairperson Templeton called the meeting to order at 7:15 PM.

Present were:

Martin Boucher	-	Chairperson	Gary Asteak	-	Solicitor
Nancy Teague	-	Supervisor	Justin Coyle	-	Engineer
James S. Pennington	-	Supervisor	Lori A. Stauffer	-	Manager
			Lori Seese	-	Planning/Zoning Administrator

Agenda Approval

L. Stauffer stated a request came in to be placed on the agenda by Mr. Huratiak; however, it was already after the agenda had been posted on the website. Mr. Huratiak is requesting to be placed on the agenda to request placement of his recreation fees in an escrow account. No motion was made.

J. Pennington made a motion to approve the agenda as originally submitted. N. Teague seconded. Motion passed (3-0).

Approval of Minutes

The meeting minutes of the meeting of June 10th were tabled.

Reports

The Financial Report for May 2026 has been submitted and is available on the website.

Supervisor's Comments

Library News – N. Teague provided an update on the summer events at the library. She also reported that she attended an event at the library to celebrate the opening of their new technology center that was made possible via a \$50,000 grant from Astound.

CRPC / HVFC – M. Boucher reported he attended the police meeting and provided statistics on violations and criminal activity.

COG – J. Pennington reported the COG discussed the curative amendment submitted to Lower Nazareth Township.

Subdivision and Land Development

4454 Fieldstone – L. Seese stated it is the property owner's desire to place a fence in the easement at the rear of their property. N. Teague questioned the property owners if they understand that if a time comes where the Township needs to access the easement, they may be required to remove the fence. The owners acknowledged that they understood. N. Teague made a motion to grant the fence waiver for 4454 Fieldstone as requested. J. Pennington seconded. Motion passed (3-0).

591 Rockbridge – L. Seese stated it is the property owner's desire to place a fence in the easement at the side of the property. N. Teague questioned the property owners if they understand that if a time comes where the Township needs to access the easement, they may be required to remove the fence. The owners acknowledged that they understood. J. Pennington made a motion to grant the fence waiver for 591 Rockbridge as requested. N. Teague seconded. Motion passed (3-0).

Solicitor's Report

Nuisance Amendment Ordinance – G. Asteak stated the draft ordinance was advertised on June 4, 2026. The proposed ordinance before the Board amends the existing Nuisance Ordinance that was adopted in October 2025 by the Board of Supervisors to provide regulations for junk vehicles, regulations for recreational vehicles, and regulations pertaining to exterior property infestations. There was no public comment on the proposed ordinance. J. Pennington made a motion to adopt Ordinance 263-06-26.

Engineer's Report

Newburg Park Concrete Project – J. Coyle reported he has received a payment application for the concrete work at the splash pad. The payment application includes the original contract and change orders 1 and 2 for a total of \$93,782.86. The Township will hold a 5% retainage. It is his recommendation to pay the amount requested. N. Teague made a motion to authorize the payment to Delaware Environmental Construction Services in the amount of \$93,782.86. J. Pennington seconded. Motion passed (3-0).

Newburg Park Tree Planting – J. Coyle reported he has received a payment application for the remaining balance of the Newburg Park Tree project in the amount of \$8,913. The contractor planted a total of 82 trees and 13 of the trees required replacement. It is his recommendation to pay the amount requested. N. Teague made a motion to authorize the payment to Delaware Environmental Construction Services in the amount of \$8,913. J. Pennington seconded. Motion passed (3-0).

Shammy Shine Letter of Credit Reduction – J. Coyle reported pursuant to site inspections of the land development site improvements, it is his recommendation to reduce the letter of credit by \$106,090. J. Pennington made a motion to authorize the letter of credit reduction in the amount of \$106,090. N. Teague seconded. Motion passed (3-0).

Faulkner Subaru – J. Coyle reported pursuant to site inspections of the land development site improvements, it is his recommendation to reduce the letter of credit in the amount of \$1,415,422.08 and that the project be moved into the 18-month maintenance period. N. Teague made a motion to authorize

the reduction of the letter of credit in the amount of \$1,415,422.08 and to authorize the execution of a maintenance agreement. J. Pennington seconded. Motion passed (3-0).

Manager's Report

Appointment of SEO – L. Stauffer reported Hanover Township has hired a new member of their team; therefore, he needs to be appointed as an alternate SEO. J. Pennington made a motion to appoint Sean Cunningham as alternate SEO. N. Teague seconded. Motion passed (3-0).

US Geological Survey at Newburg Park – L. Stauffer reported she forwarded the responses to the questions the Board had regarding the request to install monitoring equipment at Newburg Park. M. Boucher stated he would like the full board to be present for the decision.

Payment of the Bills – N. Teague made a motion to pay the bills as presented. J. Pennington seconded. Motion passed (3-0).

Courtesy of the Floor

Bill and Christi Hunter, 4631 Ash Drive, appeared to discuss a significant maintenance issue in the detention basin located on their property. Mr. Hunter stated they have spent over \$27,000 maintaining and mowing the basin over the time they owned the property. They provided the board with photos of the issues that need repair, including what appears to be a sinkhole opening under the pipe. The outlet pipe is more than 14" below the rip rap. The cavity under the pipe is approximately 30" deep near the edge. Additionally, there has been structural separation of the exit pipe. The detention basin is not functioning as designed. They are requesting support and help financially. The detention basin is approximately two acres in size. N. Teague explained the Township will investigate if there are issues in the public road that we can repair to assist; however, public funds cannot be used on private property. The Board requested J. Coyle to investigate and report back.

John Caffese, 634 Country Club Road, appeared to discuss the widening of the Country Club Road issue. He reminded the Board that he initiated litigation against the Township over the preservation of the Catalpa tree. He again requested the Board waive the requirements of the widening and restated his reasoning from prior meetings. N. Teague stated since litigation is involved, she did not feel it was appropriate for the Board to be engaging in this conversation.

Justin Huratiak, developer of Nazareth Nest, appeared before the Board hoping for clarification of the Board's motions at the June 10th meeting. He requested the Board authorize placing his recreation fees in an escrow account while he seeks judicial review. He further stated he felt this was a reasonable request. No motion was made.

Adjournment – The meeting adjourned at 7:51 pm

Respectfully submitted by,



Lori A. Stauffer

Township Manager

Lower Nazareth Township
Bills To Be Approved
June 24, 2026

GENERAL FUND CHECKING ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal / Street Light Electricity	\$ 343.56
ACH	Met-Ed	Park Electricity	\$ 590.79
ACH	Isolved	Timeclock	\$ 182.46
ACH	Flores	Employee Health Benefits	\$ 110.00
ACH	Flores	Employee Health Benefits	\$ 429.26
32464	Security Service Company, Inc.	Security System Monitoring	\$ 333.51
32465	The Key	Advertisements	\$ 178.44
32466	Brown & Brown of Lehigh Valley	Township Insurance	\$ 3,614.20
32467	ABE Laboratories, LLC	Park Maintenance	\$ 234.00
32468	Fraser Advanced Info Systems	Copier Lease/Maintenance	\$ 536.91
32469	Innovative Designs & Publishing, Inc.	Advertisements	\$ 289.40
32470	North East Parts Group, LLC	Equipment Parts/Supplies	\$ 29.67
32471	Berman Truck Group	Public Works Equipment Repair	\$ 1,294.67
32472	PPL, Inc.	Fire Company Electricity	\$ 480.15
32473	PPL, Inc.	Fire Company Electricity	\$ 30.15
32474	Automated Home Generators	Fire Company Contributions	\$ 562.50
32475	GearGrid, LLC	Fire Company	\$ 385.00
32476	A & S HVAC, Inc.	Fire Company Maintenance	\$ 583.00
32477	Scott's Contracting	Fire Company Building Maintenance	\$ 3,731.00
32478	City of Bethlehem	Hydrant Assessment	\$ 156.54
32479	PPL, Inc.	Traffic Signal/St Light/Municipal/PW/Park	\$ 2,723.37
32480	Barry Issett & Associates, Inc.	Building Inspection Services	\$ 1,450.00
32481	Erwin Forrest Builders	Refunds - Permit Withdrawn	\$ 1,549.76
32482	Verizon Wireless	Municipal / Public Works Wireless	\$ 531.25
32483	Penske Logistics LLC	Local Services Tax Refund	\$ 13.00
32484	GenServe LLC	Facilities Maintenance	\$ 1,102.50
Total General Fund Checking Account ...			\$ 21,465.09

CAPITAL RESERVE ACCOUNT

Num	Name	Memo	Amount
1365	East Coast Network Services, LLC	Police Equipment	\$ 187.50

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MASTER ESCROW ACCOUNT

Num	Name	Memo	Amount
ACH	Met-Ed	Traffic Signal Electricity	\$ 282.11
ACH	Met-Ed	Traffic Signal Electricity	\$ 216.91
4309	Erwin Forrest Builders	Refund - Building Permit Withdrawn	\$ 2,000.00
4310	Northampton County Recorder of Deeds	Plan Recording	\$ 155.00
4311	County of Northampton	Parcel ID	\$ 5.00
<i>Total Master Escrow Account ...</i>			<u><u>\$ 2,659.02</u></u>

TRAFFIC IMPACT ACCOUNT

Num	Name	Memo	Amount
2038	Grace Industies, Inc.	Butztown Road Project	\$ 86,102.71
2039	Erwin Forrest Builders	Refund - Building Permit Withdrawn	\$ 684.00
<i>Total Traffic Impact Account ...</i>			<u><u>\$ 86,786.71</u></u>

OPEN SPACE ACCOUNT

Num	Name	Memo	Amount
	Erwin Forrest Builders	Refund - Building Permit Withdrawn	<u><u>\$ 1,000.00</u></u>

DEVELOPMENT AND INSPECTION ACCOUNT

Num	Name	Memo	Amount
3126	Barry Isett & Associates	Building Permit Inspections	\$ 95,420.00
3127	Storhouse-Nazareth Pike LLC	Building Permit Refund - Overpayment	\$ 200.00
3128	Erwin Forrest Builders	Refund - Building Permit Withdrawn	\$ 1,204.50
<i>Total Development & Inspection Account ...</i>			<u><u>\$ 96,824.50</u></u>