



# Allen Township Supervisors

4714 Indian Trail Road

Northampton, Pennsylvania 18067

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Dale N. Hassler, Chairman  
Gary Behler, Vice Chairman  
Bruce Frack  
Gerald Montanari  
Carl Edwards

Robert J. Cox, P.E., P.L.S.  
B. Lincoln Treadwell, Jr., Esq.  
Ilene M. Eckhart, Manager

## MINUTES SUPERVISORS REORGANIZATION MEETING Monday, January 4, 2021 7:00 P.M.

The Annual Reorganization Meeting of the Allen Township Board of Supervisors was held on Monday, January 4 2021, at 7:00 P.M. by teleconference due to the Disaster Emergency (Resolution 2020-10 & Resolution 2020-11 – with a sunset clause of December 31, 2020) created by the COVID-19 Coronavirus Pandemic. The Pledge of Allegiance to the Flag was led by Chairman Dale Hassler.

Roll Call: Bruce Frack; Dale Hassler; Gerald Montanari, Sr.; Carl Edwards; Gary Behler; and Ilene Eckhart, Manager.

Chairman: Mr. Behler nominated Mr. Hassler as Chairman; seconded by Mr. Edwards. On the motion, Mr. Hassler abstained and the remaining supervisors present voted yes.

At this point, Mr. Hassler continued as the Chairman.

Vice-Chairman: Mr. Montanari nominated Mr. Behler as Vice Chairman; seconded by Mr. Frack. On the motion, by roll call vote, Mr. Behler abstained and the remaining supervisors present voted yes.

Secretary: Mr. Behler nominated Ms. Ilene Eckhart as Secretary; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Treasurer: Mr. Behler nominated Ms. Yohanna Vega as Treasurer; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Meeting Dates: Mr. Behler made a motion to hold regular meetings on the second Tuesday and fourth Tuesday of each month at 7:00 P.M.; seconded by Mr. Edwards. On the motion, all supervisors present voted yes.

Wages: Mr. Behler made a motion to approve the wages as detailed in the final draft of the 2021 budget input assumptions; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Holidays: Mr. Behler made a motion to approve the list of holidays as present, which includes: New Year's Day, Martin Luther King, Jr. Birthday, President's Day, Good Friday, Memorial Day, Independence Day, Labor Day, Columbus Day, Veteran's Day, Thanksgiving Day and the day following Thanksgiving and Christmas Eve and Christmas Day, seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Summer Help Wages: Mr. Behler made a motion to pay the \$11.00 for temporary summer help; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Payroll periods: Mr. Behler made a motion to maintain the weekly payroll period; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Pay date: Mr. Behler made a motion to maintain each Friday as the pay date; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Check Signatures: Mr. Behler made a motion to name the signers as: Mr. Montanari, Mr. Behler, Mr. Frack, Mr. Hassler, Ms. Eckhart and Ms. Vega that two of five are required and of the two sign one must be a member of the Board of Supervisors; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Pay invoices for discount: Mr. Behler made a motion to pay invoices for discount; motion seconded by Mr. Frack. On the motion, all supervisors present voted yes.

Depositories: Mr. Behler made a motion that the depositories remain the same; motion seconded by Mr. Frack. On the motion, all supervisors present voted yes.

- Liquid Fuels – First Northern Bank and Trust
- General Account – First Northern Bank and Trust
- Escrow Account – First Northern Bank and Trust
- Capital Reserve Fund – PLIGIT
- Recreation Account – First Northern Bank and Trust
- Water & Sewer Fund – First Northern Bank and Trust & PNC Bank
- Roadway Improvement Fund - First Northern Bank and Trust

Pension Fund/ Trustee: Mr. Edwards made a motion to retain RJ Hall Company Inc. and the Principal Group as the defined benefit pension fund depository and trustee; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Actuary/Advisor: Mr. Behler made a motion to maintain Beyer-Barber as the actuary; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Auditors: Mr. Behler made a motion to retain France, Anderson, Basile and Company, PC, Certified Public Accounts to perform the Township 2020 audit; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Secretary-Treasurer Bonds: Mr. Edwards made a motion to set the treasurer bond at \$300,000 and the faithful performance bond remain at \$100,000 for both the Secretary-Treasurer and that separate

bonds be provided for each individual in these amounts and forgery/alteration bond in the amount of \$40,000.00; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Tax Collector Bond: Mr. Edwards made a motion to set the tax collector bond at \$50,000; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Mileage reimbursement: Mr. Behler made a motion to set the rate at 58 cents per mile or the 2021 adjusted rate as published by the IRS whichever is greater; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Earned Income Tax Collector: Mr. Behler made a motion that the Northampton Tax Collection Committee and its appointed Tax Collection Officer (Keystone Collections) remain the designated collector; motion seconded by Mr. Edwards. On the motion, by roll call vote, all supervisors present voted yes.

Elected tax collector commission: Mr. Behler made a motion to set the elected Tax Collector wage for real estate bills at \$6,050 annually (beginning with the newly elected term in 2022) and to approve the destruction of the tax records for 2010-2013; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes with the exception of Mr. Edwards who voted no. Ms. Eckhart noted she would include the requested records purge with a later resolution in the Spring 2021.

Real Estate Levy Rate (General Purposes): Mr. Behler made a motion to adopt Resolution #2021-01 fixing the real estate tax collection rate at 5.00 mills; seconded by Mr. Edwards. On the motion, by roll call vote, all Supervisors present voted yes.

Engineer: Mr. Behler made a motion to reappoint Barry Isset and Associates, Inc. at the 2021 fee schedule pursuant to Resolution # 2021-02; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Solicitor: Mr. Edwards made a motion to reappoint the Law Offices of B. Lincoln Treadwell, Jr. at the published fee schedule for 2021 pursuant to Resolution # 2021-03; motion seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Zoning/Code Enforcement Officer: Mr. Behler made a motion to appoint Ms. Eckhart as the Interim Zoning Enforcement Officer and Walter Deifenderfer as the Code Enforcement Officer; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Building Code Official: Mr. Behler made a motion to appoint Cindy Witman and Base Engineering as the UCC Building Code Official pursuant to Resolution # 2021-04; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Sewage Enforcement Officer: Mr. Behler made a motion to appoint Barry Isset and Associates, Inc as primary and alternate SEO with the specific officer: Philip Schiebel, and that the Township Manager continue the system of escrow and non-refundable fees for all percolation work and permits pursuant to Resolution #2021-05; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Sanitary Building Sewer and Public Works Lateral: Mr. Behler made a motion to appoint Anthony Czonstka as the primary inspector and Barry Isset and Associates, Inc as the alternate; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Third-Party UCC Inspection Agencies: Mr. Behler made a motion to adopt Resolution 2021-06 authorizing Key Codes, Bureau Veritas, Keller Zoning and Lehigh Valley Inspection as third-party building code inspectors; seconded by Mr. Frack. On the motion, all Supervisors present voted yes.

Fire Chief: Mr. Behler made a motion to acknowledge Dale Hassler as Fire Chief for 2021; seconded by Mr. Edwards. On the motion, by roll call vote, all Supervisors present voted yes with the exception of Mr. Hassler who abstained.

Fire Marshal: Mr. Behler made a motion to appoint Dale Hassler as Fire Marshall for 2021; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes with the exception of Mr. Hassler who abstained.

Fire Officers/Fire Police: Mr. Behler made a motion to acknowledge Mr. Mark Kocher as 1<sup>st</sup> Assistant Chief, Mr. Gary Krill as 2<sup>nd</sup> Assistant Chief, Mr. Mike Miller as Fire Captain, and the following individuals as Fire Police: Cherly Daumer, Robert Daumer Dale Hassler, Mark Kocher, Gary Krill, Mike Miller, Brandon Gianopulos, Tom Gogle, Jared Miller, Mike Jamicky, Michael A. Jamicky, Jacob Schock, Jeremy Haydt, Todd Haydt, Kyle Walbert, Michael Mauser, Logan Schwartz and John Beltz; seconded by Mr. Edwards. On the motion, by roll call vote, all supervisors present voted yes with the exception of Mr. Hassler who abstained.

Emergency Management Coordinator: Mr. Edwards made a motion to appoint Gary Krill as the Emergency Management Coordinator; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

Planning Commission: Mr. Behler made a motion to advertise the Planning Commission meetings for the third Monday of each month at 7:00 P.M.; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

First Regional Compost Authority: Mr. Edwards made a motion to appoint Ms. Eckhart to the Authority; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Nazareth COG Delegate: Mr. Behler made a motion to appoint Mr. Gary Krill as the delegate for the Nazareth COG; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Vacancy Board: Mr. Frack made a motion to appoint Jay Hower as the Vacancy Board member; seconded by Mr. Behler. On the motion, by roll call vote, all supervisors present voted yes.

Subdivision and zoning fees: Mr. Behler made a motion to accept the fee schedule for subdivision, zoning permits, zoning hearing fees and general fees of the Township pursuant to Resolution #2021-07 with the changes noted by Ms. Eckhart providing for an additional month to pay the trash and recycling annual invoice; seconded by Mr. Montanari. On the motion, by roll call vote, all supervisors present voted yes.

Park Facilities Fee Schedule: Mr. Behler made a motion to accept the Park and Recreation fee schedule for use of the parks and fields of the Township pursuant to Resolution #2021-08 with the noted removal of tournaments at the Townships facilities; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

Roadmasters: Mr. Behler made a motion to appoint all supervisors as Road Masters; seconded by Mr. Montanari. On the motion, by roll call vote, all supervisors voted yes – each abstained where the motion affected himself.

Park Superintendents: Mr. Behler made a motion to appoint all Supervisors as Park Superintendents; seconded by Mr. Montanari. On the motion, by roll call vote, all supervisors present voted yes.

Planning Commission Members: Mr. Behler made a motion to appoint Mr. Tim Paul to the Planning Commission for a four-year term expiring January 1, 2025; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

Zoning Hearing Board Members: Mr. Behler made a motion to reappoint Mr. Stephen Keller to a five-year term expiring January 1, 2026 seconded by Mr. Montanari. On the motion, by roll call vote, all Supervisors present voted yes.

Northampton County TCC Act 32 Delegate: Mr. Behler made a motion to appoint Ms. Eckhart as the Allen Township Northampton County TCC Delegate; seconded by Mr. Montanari. On the motion, by roll call vote, all supervisors present voted yes.

Good of the Order:

1. Voting Delegate for PSATS Conference and Authorization to attend: Mr. Behler made a motion to nominate Mr. Hassler as voting delegate for the County and PSATS Convention and Mr. Krill be the alternate and authorize their attendance to the Hershey PSATS convention; seconded by Mr. Frack. On the motion, by roll call vote, all supervisors present voted yes.

2. Supervisors Stipend: Mr. Behler explained the Board of Supervisors current stipend is \$50.00 per meeting, with some special extra meetings. Mr. Behler proposed as a cost saving measure that the annual stipend be capped at \$1,200 per year paid monthly at a rate of \$100.00 per month regardless of the number of meetings attended. Mr. Behler made a motion to cap the stipend at \$1,200 per year paid in \$100/per month increments regardless of the number of meeting attended. Mr. Montanari felt that this topic should be handled in a face to face public meeting. He felt the topic should be taken up at a later date. Mr. Edwards agreed with Mr. Behler. Mr. Edwards seconded the motion. Mr. Hassler felt there should be more discussion. While he agreed it was a cost savings, there were Supervisors that put more into the Supervisor position and that there should be more discussion. Mr. Frack agreed with Mr. Hassler to have more discussion at a future time. Roll call: Mr. Frack – no, favored more discussion; Mr. Montanari – no, favored more discussion; Mr. Edwards – yes; Mr. Behler – yes; Mr. Hassler – no, favored more discussion.

Public to be Heard: No comments from the audience.

There being no further business the meeting adjourned at 7:55 PM.

Respectfully submitted,

Ilene Marie Eckhart  
Manager/Secretary  
ALLEN TOWNSHIP