



Allen Township Board of Supervisors

Meeting Minutes August 8, 2023 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, August 8, 2023 at 6:00 P.M. at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA. Mr. Hassler led the audience in the Pledge of Allegiance to the Flag.

1. Roll Call:

Present: Dale Hassler; Gary Behler; Paul Link; Jason Frack; Ilene Eckhart, Manager; and Tom Gogle, Public Works Crew Leader

Absent: Tim Paul; Maurin Ritinski, Administrative Assistant; B. Lincoln Treadwell, Jr., Esq; Stan Wojciechowski, PE, CME; and Andrea Martin, EIT

2. Announcements and/or Actions to Add New Items to Current Agenda: Ms. Eckhart requested that the Board consider adding two items to the agenda. She reported that she circulated information to the Board and is proposing that the Board proceed with the commitment letter for the First Northern Bank and Trust and authorize the signing of this letter for the interim financing and the commercial loan application. Ms. Eckhart also requested that the Board consider adding a request for Fire Police for Saturday, August 12th for a Back the Blue Motorcycle Rally. Mr. Behler made a motion to add these items to the agenda, seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

Ms. Eckhart announced that Saturday, August 12th from 9:00am – 12:00pm the Township will be holding the annual electronics recycling event at the Fire Company Building.

3. Public Hearings:

- i. **Draft Ordinance #2023-02 – Zoning Ordinance Amendment – Banquet Facility Use:** Ms. Eckhart announced that a stenographer is here this evening. Mr. Behler made a motion to open the hearing, seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes. *The full transcript of this hearing will be attached to the approved meeting minutes once the transcript is made available by the stenographer.* There were no comments made by the Board of Supervisors and no comments made by the public. Mr. Behler made a motion to close the hearing, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes. Mr. Behler made a motion to adopt Ordinance #2023-02 as it pertains to the Zoning Ordinance Amendment for banquet facility use, seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

4. Public to be Heard: Timothy Sabia, 334 Stagecoach Road, praised the Public Works Department for their prompt response and excellent job cleaning up after the storm that occurred two (2) weeks ago. Mr. Sabia stated that a tree had fallen on the roadway and the crew was very helpful

with clearing the roadway. Mr. Sabia voiced concerns regarding where the tree had fallen from. He explained the damages to his property and home that resulted from this tree falling. Mr. Sabia questioned if the Township is able to do anything about the dying and dead trees along Stagecoach Road so that this may be prevented in the future. Mr. Hassler stated that the Township is only able to trim trees within the right-of-way. Mr. Hassler stated that the property owner should be contacted by Mr. Sabia regarding the trees. He also suggested that if the trees are near power lines that PPL could be contacted. Mr. Sabia stated that he will send a letter to the property owner regarding the trees.

5. Approval of Minutes: Mr. Behler made a motion to approve the minutes of July 11, 2023 and July 25, 2023; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

6. Reports – All Reports with exception of the Treasurers Report noted as “on file”.

A. Treasurer: Mr. Behler made a motion to approve the Treasurers Report and the Paying of the Bills; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

B. Solicitor: On file.

C. Engineer: On file.

D. Planning/Zoning/Code Enforcement: On file.

E. Road Superintendent/Public Works Leader: On file.

F. Fire Company: On file.

G. Emergency Management Coordinator: On file.

H. Parks: On file.

J. Nazareth Council of Government: On file.

K. First Regional Compost Authority: On file. Ms. Eckhart reported that they are working with East Allen Township to have a holding tank septic system installed on the property. She explained that currently the site has port-o-lets.

L. Stormwater: On file.

7. Unfinished Business

A. LSA Grant Special Request Approval C000086053 – Use of Excess Funds Awarded for Purchase of Class A Equipment Trailer – Purchase Order: \$41,365.14: Ms. Eckhart indicated that she obtained a quote and approval from the LSA Board to use the excess funds for the purchase of a Class A equipment trailer. Ms. Eckhart explained that the excess grant funds will only be a few hundred dollars short of the quoted price of the trailer. Mr. Behler made a motion to approve the purchase of a Class A Equipment Trailer in the amount of \$41,365.14, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

B. LSA Sewer Equipment Duplicate Award (\$172,278) – Special Request to Commonwealth Financing Authority – Change of Funding Request to Purchase Replacement Tractor (1990 Case) and Cutting Attachments – Discussion: Ms. Eckhart explained that this is a duplicate award where funding was received from the state. She indicated that the sewer camera and flushing equipment has already been purchased. She reported that the request to use the funding for the dry run interceptor project was denied. She explained that the Commonwealth Financing Authority (CFA) is permitting the use of these funds for general equipment purchases but not for projects. Ms. Eckhart is requesting to draft a special request to the CFA to ask them to reconsider funding at their September meeting. Ms. Eckhart indicated that after speaking with Mr. Gogle, the best piece of equipment to replace would be the 1990 Case and the cutting attachments. She indicated that the cost for a replacement tractor along with cutting attachments would utilize the entire award.

Mr. Gogle explained that the 1990 Case is an open cab and therefore is not safe for use on the road. He also explained the mechanical issues with the equipment. Mr. Gogle reported that he has researched different tractors. He indicated that he reached out to Eckroth Equipment Company to obtain a quote for a new tractor and flail mower. Eckroth Equipment Company provided Mr. Gogle with a quote for a new 2023 Case IH Farmall 75C Tractor, 4WD. The cost for this tractor would be \$60,518.00. Mr. Gogle explained that Eckroth Equipment Company also provided a quote for a new Ferri TP510 Flail Mower in the amount of \$32,452.50. Mr. Gogle explained the multiple uses for this equipment and how the Township would benefit from these purchases.

Mr. Link expressed concerns for the tractor size with the added weight of a cab, bucket, and other attachments. He questioned if a quote could be obtained for a tractor of a similar frame with a larger horsepower motor, such as 100-110 horsepower.

Ms. Eckhart requested the Board's opinion on drafting a special request letter to the CFA for this type of equipment. She indicated that this is a time sensitive request and additional quotes will be brought back before the Board prior to a purchase being made. Ms. Eckhart explained that she would like to present the idea of this type of equipment to the CFA for their meeting in September. If granted by the CFA, the grant would need to be closed out within a set period of time. She indicated that this type of equipment is already manufactured and ready for purchase. Mr. Behler made a motion to authorize the Township Manager to submit a special request to the Commonwealth Financing Authority for consideration to use grant funds for a replacement tractor and attachments, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

C. Park and Recreation Board Appointment – Denise O'Brien, Seat #9, Five-Year Term: Ms. Eckhart stated that Ms. O'Brien is very interested in this appointment and she has been attending meetings regularly. Mr. Behler made a motion to appoint Denise O'Brien to Seat #9, a five-year term, on the Park and Recreation Board, seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

8. New Business:

A. First Northern Bank and Trust Commitment Letter for Interim Financing & Commercial Loan Application – Signing Authorization (*Item Added to Agenda*): Ms. Eckhart reported that the commitment letter for the interim financing from First Northern

Bank and Trust has been received. She explained that this loan will be paid off with the USDA loan funds. Ms. Eckhart reported that this note will be interest only for the duration of the construction. She indicated that the USDA loan will have a lower interest rate. Ms. Eckhart is seeking acceptance of the commitment letter so that the Board can sign this letter along with the commercial loan application. Mr. Behler made a motion to accept the commitment letter and sign the commercial loan application, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.

B. Request for Fire Police – Back the Blue Motorcycle Rally – August 12, 2023 (*Item Added to Agenda*): Ms. Eckhart explained that a request for Fire Police was received for a Back the Blue motorcycle procession. She indicated that the Fire Police would be at one position to assist the procession onto the roadway. Mr. Behler made a motion to approve the request for Fire Police for the Back the Blue Motorcycle Rally on August 12, 2023, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes with the exception of Mr. Hassler who abstained.

9. Public to be Heard: No public comment.

10. Announcements:

Ms. Eckhart announced that the next Movie Night Event will take place on Friday, August 18th, 2023 at the Kreidersville Covered Bridge Park and will take place at dusk. She also reported that the October Movie Night Event will take place on Friday, October 13th, 2023 and Hocus Pocus will be played.

Mr. Hassler announced the upcoming meeting dates as follows:

- Planning Commission – Monday, August 21, 2023 at 6:00 PM
- Board of Supervisors – Tuesday, August 22, 2023 at 6:00 PM
- Park and Recreation Board – Thursday, August 24, 2023 at 6:00 PM

There being no further comments or business the meeting adjourned at 6:28 PM.

Respectfully submitted,

Ilene M. Eckhart