



Allen Township Board of Supervisors

Meeting Minutes January 10, 2023 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, January 10, 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; Tim Paul; Paul Link; Jason Frack; B. Lincoln Treadwell, Jr., Esq; Ilene Eckhart, Manager; Maurin Ritinski, Administrative Assistant; and Tom Gogle, Public Works Crew Leader

Absent: Stan Wojciechowski, PE, CME and Andrea Martin, EIT

2. **Announcements and/or Actions to Add New Items to Current Agenda:** Ms. Eckhart reported that she was made aware that mid-morning yesterday there was an issue with Building 5, Geodis. There was a report of a large amount of trucks along Willowbrook Road. Ms. Eckhart learned that this was due to several unplanned deliveries. Ms. Eckhart explained that she was told that due to storms out west, Geodis received deliveries ahead of schedule and this caused a queuing problem. She noted that this was resolved as quickly as possible. Mr. Hassler reported that he also received an email from a resident who brought this matter to his attention. Mr. Hassler reports counting 12 trucks backed up along Willowbrook Road. Mr. Hassler also reported that he followed a tractor trailer that appeared to be confused on how to access the Geodis site. This driver did not read or adhere by the signs posted regarding bridge restrictions.

3. **Public Hearings:** No public hearings.

4. **Public to be Heard:** No public comment.

5. **Approval of Minutes:** Mr. Behler made a motion to approve the minutes of December 13, 2022 and January 3, 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. Link. 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. Ms. Eckhart reported that December was a slow month for permit applications and the issuance of permits. She indicated that this was likely due to the holidays. Ms. Eckhart reported that the next Planning Commission meeting will be held on January 23, 2023 at 6:00 PM and will include plans for review, including the 700 Savage Road Major Subdivision Plan.

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. Mr. Gary Krill commented that there was no meeting in December.

K. First Regional Compost Authority: On file.

L. Stormwater: On file. Ms. Eckhart commented that progress is being made on MS4 items.

7. Unfinished Business

A. Setter Hill Sewer Planning Module: Ms. Eckhart reported that the Setter Hill Farm Sewage Facilities Planning Module has received a recommendation from the Planning Commission. She noted that the planning module has also been reviewed and approved by the Township Sewage Enforcement Officer and the Lehigh Valley Planning Commission. Mr. Behler made a motion to approve the Setter Hill Farm Sewage Facilities Planning Module, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

B. Mini-Excavator – Authorization to Proceed with Purchase: Ms. Eckhart indicated that this purchase was discussed in the approved 2023 Budget and adequate funds have been budgeted for this purchase. She explained that if the purchase is authorized it will be made using the General Funds Account and the Sewer Account. Ms. Eckhart explained that Mr. Gogle recommends the Kubota U55-5RCA at \$73,172.63. She noted that this is the articulating model. Ms. Eckhart indicated that this purchase will be under a COSTARS contract. Mr. Behler questioned if the delivery charge is avoidable. Ms. Eckhart replied that she does not believe the freight charges can be avoided. She explained that if the unit is able to be picked up in Allentown, it will save approximately \$300.00. Mr. Link was satisfied that multiple quotes were received on comparable units. He indicated that he is partial to Kubota and believes that Kubota is a good choice. Mr. Behler made a motion to authorize the purchase of the Kubota U55-5RCA, not to exceed \$73,172.63, seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors present voted yes.

C. Traffic Messaging Signs – Authorization to Proceed with Purchase: Ms. Eckhart reported that the Township did submit an application for the Fall 2022 Northampton County Grow Grant. This grant was a dollar for dollar match grant program. Ms. Eckhart reminded the Board that they had previously discussed the use of ARP Funds for this purchase. She explained that not all applications were fully funded. Allen Township was awarded a \$9,000.00 grant for the purchase of two traffic messaging signs. This will require match funds of \$25,370 if the Board wishes to purchase two signs. Ms. Eckhart indicated that to avoid the \$1,600 delivery fee, she recommends having Public Works pick up the signage in State College, PA. Ms. Eckhart is seeking authorization to use the ARP Funds in the amount of \$25,370 along with the \$9,000 grant, to purchase the traffic messaging signs. The mobile messaging signs will be used in work zones to alert drivers of the Public Works crew working ahead. Ms. Eckhart reported that the signs may also be used for special messaging announcements. She is hopeful that this will increase the safety of Township employees and allow for more effective communication with the community. Mr. Link explained that the signs can also be used as speed alert signs. Ms. Eckhart and Mr. Link reminded everyone that these signs can only be placed on Township roads and cannot be used on state roads. Mr. Behler made a motion to authorize the purchase of two traffic messaging signs at the cost of \$35,970 utilizing the ARP Funds in the amount of \$25,370 and the awarded grant in the amount of \$9,000, seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors present voted yes.

8. New Business: No new business items on the current agenda for discussion.

9. Public to be Heard: Larry Hiestand, 4051 Kreidersville Road, reported that the increased truck traffic is becoming a more prominent problem in Allen Township, especially on Kreidersville Road. Mr. Hiestand had explained that he expected a decrease in truck traffic over the winter months but that this has not happened. He recalls the Northampton Generating Company representative explaining that they had plans to ease traffic on some roads by balancing out the routes the trucks take. Mr. Hiestand inquired if the balancing of truck routes has taken place yet. Mr. Hiestand would like to see the truck traffic issue addressed. He would like the Township to discuss the matter further with the Northampton Generating Company representatives. Mr. Hiestand also commented on the Township's increased population and the increase in developments. He would like to see an agenda item added for the Board of Supervisors to discuss and consider creating a municipal police force. Mr. Hiestand does not believe that there is sufficient State Police coverage in Allen Township.

Mr. Hassler explained that although the State Police are not as visible as residents may like, they often respond faster to accident scenes than the Allen Township Fire Company does. Mr. Hassler stated that Mr. Krill and Mr. Gogle can attest to this as well. Mr. Hassler stated that although the State Police may not go after trucks, there is a police presence in Allen Township. Mr. Behler stated that Allen Township has evaluated forming a municipal police force in the past. Mr. Behler asked Ms. Eckhart to contact neighboring municipalities that have municipal police and inquire about their municipal police departments (startup costs, operational costs, etc). Ms. Eckhart indicated that the Township can request State Police to sit on certain roads but that this is only as their resources allow. She explained that individual driving habits, distracted driving, and speeding are also widespread issues. Mr. Hassler noted that Bath Borough along with other municipalities appear to be satisfied with State Police coverage. Mr. Link commented that he has heard of municipalities cutting their municipal police departments. He also commented that he believes that the replacement of the Route 329 Bridge will be beneficial for truck traffic. Mr. Hassler mentioned that it only takes one truck driver to become aware of where an officer is sitting before all truck drivers in the area are made aware. Mr. Hassler reminded everyone that the Northampton Generating Company representative had indicated that they were trying to decrease the number of tri-axle trucks in favor of tanker trucks. Mr. Hassler requested that Ms. Eckhart reach out to the Northampton Generating Company representative for an update.

10. Announcements:

Mr. Hassler announced the upcoming meeting dates as follows:

Planning Commission – Monday, January 23, 2023 at 6:00 PM

Board of Supervisors – Tuesday, January 24, 2023 at 6:00 PM

There being no further comments or business the meeting adjourned at 6:22 PM.

Respectfully submitted,

Ilene M. Eckhart



Allen Township Board of Supervisors

Meeting Agenda

Date: Tuesday, January 10, 2023 at 6:00 PM

Location: Allen Township Fire Company Building

3530 Howertown Road, Northampton, PA

The Allen Township Board of Supervisors Meetings will be held at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA.

A summary of the public comment policy and procedures is located at the end of the agenda as a reference for individuals wishing to address the Board during the "Public to be Heard" segments.

Note: Per Act 65 of 2021 requirements, this agenda was posted to the Township website and physical location of the proposed meeting, by Township staff on: January 6, 2023.

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

___ Tim Paul, Board Member

___ Stan Wojciechowski, PE, CME, Engineer

___ Jason Frack, Board Member

___ Andrea Martin, Engineer

___ Paul Link, Board Member

___ B. Lincoln Treadwell, Jr. Esq., Solicitor

___ Gary Behler, Vice Chairman

___ Ilene M. Eckhart, Manager

___ Dale N. Hassler, Chairman

4. Announcements and/or Actions to Add Items to Agenda

5. Public Hearings

6. Public to be Heard (Residents shall limit their comments to no more than three minutes)

7. Approval of Minutes (General Meetings: December 13th, 2022 and January 3rd, 2023)

8. Reports - All reports on file with exception of Treasurer's Report and Paying of the Bills.

A. Treasurer

B. Solicitor

C. Engineer

D. Planning/Zoning/Code Enforcement

E. Road Superintendent/Public Works Leader

F. Fire Company

G. Emergency Management Coordinator

- H. Nazareth Council of Government
- I. Parks
- J. First Regional Compost Authority
- K. Stormwater

9. Unfinished Business

- A. Setter Hill Sewer Planning Module
- B. Mini-Excavator – Authorization to Proceed with Purchase
- C. Traffic Messaging Signs – Authorization to Proceed with Purchase

10. New Business

11. Public to be Heard

12. Next Meetings

- * Allen Township Planning Commission Meeting – Monday, January 23, 2023 at 6 PM
- * Allen Township Board of Supervisors Meeting - Tuesday, January 24, 2023 at 6 PM

13. Adjournment

-Public Comment Policy and Procedures-

1. A period for public comment will be held at the beginning of the meeting and at the conclusion of all agenda business items. Any public comments or questions shall be reserved until time on the agenda. Public comments and questions will not be permitted during the course of the Board's/Commission's business items.

2. Individuals who speak must give their name, address and municipality prior to speaking.

3. Time limit on length of public comment or presentation will be three (3) minutes per person, per meeting.

4. A speaker will only be granted one three (3) minute extension, if given, for a maximum speaking time of six (6) minutes, at the discretion of the Chairman.

5. Comments/questions shall be directed to the Board/Commission members only.

6. Procedures will be in place to maintain proper decorum for the hearing. Public participation will be allowed but the Board will ensure respect for all citizens and maintain order. Personal attacks and outbursts will be ruled out of order. The Chairman of the Board or Commission may, within this discretion, rule out of order scandalous, impertinent, and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting.

7. Individuals with lengthy written statements may submit them for the record and provide a verbal summary of three (3) minutes or less. Interested persons may email public comments via email, sent to manager@allentownship.org until 3:00pm local time the day of each meeting or by contacting the Township office. Public comment received via email will be read at the outset of the meeting. If you require an auxiliary aid, service or other accommodation, please contact the Allen Township offices in advance. In addition, an audio recording of the meeting will be posted to the Township website: www.allentownship.org within 48 hours of the meeting.