



Allen Township Supervisors

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Paul Balliet, Chairman
Bruce Frack, Vice Chairman
Dale N. Hassler
Alfred Pierce
Larry Oberly

B. Lincoln Treadwell, Jr., Esq.
Brien Kocher, P.E.
Ilene M. Eckhart, Manager

ALLEN TOWNSHIP SUPERVISORS MEETING MINUTES

Thursday, September 11, 2014

A General Meeting of the Allen Township Supervisors was held on Thursday, September 11, 2014, at 7:00 P.M. at the Allen Township Municipal Building, 4714 Indian Trail Road, Northampton, Pennsylvania 18067. The Pledge of Allegiance to the Flag was led by Chairman Paul Balliet.

Roll Call: Paul Balliet - Present; Larry Oberly - Present; Alfred Pierce - Present; Dale N. Hassler – Present; Bruce Frack - Present; Jim Milot, Hanover Engineering Associates, Inc. – Present; B. Lincoln Treadwell, Jr., Esq. - Present; and Ilene M. Eckhart – Present

Public to be Heard: No comments from the audience.

Public Hearings: No public hearings scheduled.

Approval of Minutes: Mr. Frack made a motion to approve the minutes of August 26 2014 with corrections as noted seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

Reports

A. Treasurer: Mr. Hassler made a motion to approve the Treasurer's Report and pay the bills; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

B. Solicitor: On file.

C. Engineer:

i. Catasauqua High School – follow-up regarding on-street parking/site access: Mr. Milot reported and provided a memorandum concerning a recent meeting with representatives of the Catasauqua High School. Mr. Milot reviewed possible practical alternatives, including fencing and internal parking areas. Following some discussion, Mr. Milot indicated the School District was going to consider installation of “No Parking” signs along West Bullshead Road and that the Township may want to consider “No Parking” signs on the eastern side of Willowbrook, north of East Bullshead. Mr. Milot indicated this would be a practical measure to reinforce the provisions of the Motor Vehicle Code regarding parking of vehicles within the proximity of intersections. Anything further would require a specific ordinance. In addition, the main problem with the “No Parking” signage would be enforcement, therefore fencing would be a more viable solution but could be quite costly. Signage would be an interim measure. Mr. Milot indicated a follow-up meeting would be arranged with the District. In addition, the previous approval (including the Conditional Use Approval) would be reviewed concerning any requirements for fencing.

D. Zoning Officer: On file. Ms. Eckhart requested direction regarding the condemned structure pursuant to the UCC located at 3529 Seemsville Road. Mr. Pierce asked if the structure was occupied. Ms. Eckhart indicated the owner was attempting to sell the property and to her knowledge it was not occupied. Following some discussion, Mr. Frack felt that the Township should proceed with a notice to board up the structure within thirty days. The Board agreed by consensus.

E. Code Enforcement: On file. Ms. Eckhart provided a sample of building permits received for review that are representative of submissions lacking in detail which are commonly submitted to the Township.

F. Road Superintendent/Public Work Director: On file. Ms. Eckhart indicated the report includes a report on intermunicipal cooperation in 2013 and 2014. She further reviewed the process regarding these type of requests going forward. Ms. Eckhart requested direction from the Board regarding the extent of our intermunicipal program concerning distance. Following some discussion, the Board determined that if a municipality borders Allen we should extend intermunicipal cooperation (public works). Mr. Oberly made a motion to restrict municipal cooperation sharing to the municipalities which border the Township with the exception of extraordinary circumstances to be determined by the Township Manager; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

G. Fire Company: On file. Mr. Lalik presented a list of fundraising events for consideration due to workmen’s compensation issues. Mr. Oberly made a motion to approve the list as presented; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

H. Emergency Management Coordinator: On file. Mr. Pierce suggested that the Township subscribe to the membership for PA Emergency Management pursuant to the PSATS article. Mr. Pierce further requested information regarding first responders for the School District and the recent email of the review of the buildings. Mr. Pierce questioned how we go about authenticating who are Allen Township’s designated first responders? Mr. Oberly felt that our first responders responsibility would be in conjunction with Northampton Borough due to the schools location in Northampton Borough. Mr. Pierce was more concerned with the

identification badge issue with regard to first responders. Mr. Krill explained the procedure when a call occurs to authenticate. Mr. Oberly indicated the School District will issue the identifications and the Allen Township Fire Chief will vouch for the first responders from the Allen Township Volunteer Fire Company. In addition, the School District will be working with the municipalities to create appropriate badges. Mr. Pierce made a motion to authorize joining the Township Emergency Management Association; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes. Mr. Gene Clater voiced concerns regarding clearance necessary to enter a school from a drill perspective for volunteer fire and first responders.

I. Parks: On file.

Unfinished Business

A. Towpath Estates Subdivision, extension until March 22, 2015 received: Mr. Treadwell reported that a renewed letter of credit has been extended until March 22, 2015.

B. Savage Road Dog Park – Fence Bids – no bids received/authorization to rebid: Mr. Frack made a motion to authorize rebid the fencing/gate project; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

C. Howertown Road Stormwater Issue: Ms. Eckhart reported on a recent follow-up meeting regarding the Howertown Road Stormwater issue. She noted that at the meeting the property owner indicated modifications were made to the field boundary area which should prevent the water from free-flowing across Howertown Road. She further indicated she has repeatedly contacted PennDOT regarding their two cross pipes in this same location. She expressed to them that the area is subject to refreezing and is a burden with regarding to the Winter Maintenance Agreement with PennDOT. Mr. Hassler felt the PennDOT Winter Services Agreement should be reconsidered based on the consequences of the roadway being in disrepair. He questioned how many hours were involved this past winter to address Howertown Road. Ms. Eckhart indicated several hours at a time were spent especially during the extremely cold periods this past winter. Mr. Hassler was concerned due to the liability issue of maintaining this section of Howertown Road. Mr. Treadwell indicated he would need to review the PennDOT agreement to determine if it could be terminated. Mr. Pierce questioned how difficult it would be to clean the pipe. Mr. Pierce felt if it was not that difficult the Township should just clean out the PennDOT pipes. Mr. Hassler commented that these are PennDOT pipes on a PennDOT highway and the Township should not be responsible. Mr. Oberly was concerned that if the Township cleans the pipe and damages the PennDOT road then the Township is responsible for the road repairs. Following disagreement regarding the Township taking a role in resolving the issue with the pipes in question, the Board directed Ms. Eckhart to continue to pursue PennDOT to address the issue.

D. Block Party – Gray Drive: Mr. Oberly made a motion to authorize the closing of Gray Drive for a Block Party as requested for September 13, 2014; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

New Business

A. 2015 Non-Uniformed Pension Plan Minimum Municipal Obligation: Ms. Eckhart presented the 2015 Non-Uniformed Pension Plan Minimum Municipal Obligation in the estimated amount of \$ 21,908.77. Mr. Oberly made a motion to approve the calculation at the estimated amount of \$21,908.77 for 2015; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

B. Budget Workshop 2015 – Computers: Ms. Eckhart asked for the Board’s schedule in October 2014. In addition, Ms. Eckhart explained the Planning Commission has expressed interest in computer tablet devices to access Planning Commission information. She additionally explained as an alternative the SharePoint Library could be modified to add an access gateway for the Planning Commission’s use. The Board briefly discussed the concept and requested Ms. Eckhart research alternatives. Mr. Pierce felt the website should be addressed and updated pursuant to the hosting service offered by PSATS. He further felt that an electronic plan submission mandate should be required as part of a future ordinance amendment.

C. Call In Winter Maintenance Position: Ms. Eckhart requested the Board’s direction on the rate. Ms. Eckhart indicated the current rate (with CDL) is \$17.05 per hour.

Public to be Heard: Mr. Frack reiterated his feelings concerning how the Board should approach the issue regarding the Howertown Road PennDOT cross pipes as previously discussed noting he felt the Township should clean the pipe out and see if PennDOT will reimburse the Township to perform the maintenance.

Mr. Hassler questioned the repairs listed for Willowbrook Road on the Road Report. Following some discussion relative to the potential FedEx proposal to reconfigure Willowbrook Road, Mr. Frack made a motion to perform minor pavement repairs on Willowbrook Road from the bridge to our municipal boundary; seconded by Mr. Pierce. On the motion, by roll call vote, all supervisors present voted yes.

Respectfully submitted,

Ilene M. Eckhart