



Allen Township Supervisors

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Paul Balliet, Chairman
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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, November 13, 2014

A General Meeting of the Allen Township Supervisors was held on Thursday, November 13, 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. - Absent; and Ilene M. Eckhart - Present

Public to be Heard:

i. Mr. David Jaindl, sketch/presentation - Mr. Jaindl was not present though he requested to be on the agenda. He indicated that his intention was to approach the Board to seek alternate zoning for the parcel located north of Willow Ridge and the Nor-Bath Trail. Ms. Eckhart further reviewed the Dry Run Pedestrian Trail concept plan temporary segment which crosses the Jaindl property (Shops at Willow Ridge Plan). Mr. Milot reviewed the plan he compiled since the last discussion with the Board shows sidewalks and pedestrian ramps with cross walks. This plan has been forwarded to Mr. Jaindl for consideration. Following some further discussion, the Board concluded they would continue to pursue the interconnection.

Public Hearings: No public hearings scheduled.

Approval of Minutes: Mr. Frack made a motion to approve the minutes of August 14th, October 9th and 28th, 2014 seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes.

Reports

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

B. Solicitor: On file.

C. Engineer:

i. Rockefeller Subdivision Highway Occupancy Plan: Mr. Milot reported that the PennDOT Highway Occupancy Plan submission has been received but not reviewed to date. It will be verified for consistency with the Subdivision and Land Development approvals.

D. Zoning Officer: On file.

i. Request for Time Extension – A&A Limousine Service Conditional Use. Mr. Frack made a motion to grant a six month extension; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

ii. Valley Road, Erosion and Sedimentation (Floodplain and Grading Ordinance Violation): Ms. Eckhart reported on the violation found at 1377 Valley Road property. She indicated that she is working with the Conservation District regarding this matter.

E. Code Enforcement: On file.

F. Public Works: On file.

i. Request to attend LTAP traffic study class: Hassler made a motion to authorize Mike Jamicky and Tom Gogle to attend the seminar at the Lehigh Valley Planning Commission (presented by LTAP) on Friday, December 12th regarding Engineering and Traffic Studies; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

ii. Road Crew – projects update: Ms. Eckhart reported the curb has been installed at the front of the municipal building parking lot. In addition, the crew has completed the asphalt patching in the East Allen Gardens development. She further reported the crew is concentrating their efforts on the preparation of the equipment, supply and route assignments for the winter maintenance season.

iii. 2009 Peterbuilt issues: Ms. Eckhart reported concerning the problem with the 2009 Peterbuilt hydraulic system. She indicated there have been reoccurring problems with the system. The unit has been evaluated and the component is no longer in production. This means the 2009 may not be available for the 2014-2015 winter season. The estimate to replace the hydraulic system is approximately \$6,000 to \$8,000. Mr. Frack felt the repairs needed to be scheduled. He recommended a vendor by the name of Allentown Brake and Wheel for repair prices.

iv. Delay of 2000 Mack retrofit with J-hook and flatbed bodies until Spring 2015 due to mechanical problem with the 2009 Peterbuilt: Ms. Eckhart further reported due to the unavailability of the 2009 Peterbuilt it may be prudent to delay the retrofit fabrication of the 2000 Mack, as a backup vehicle if necessary. It is an extra precaution at this point. Mr. Gogle further explained the situation with the hydraulic system of the Peterbuilt which also had presented issues last winter. The Board agreed by consensus to delay the retrofit fabrication work until Spring to allow the 2000 Mack to be utilized during winter if necessary.

v. Manufactured membrane structure for secondary sodium chloride storage: Ms. Eckhart requested the Board's consideration to purchase a hoop structure for use over the bunker blocks for sodium chloride storage. This covers approximately a 25'x25' area and approximately 200 tons of material. Prices will be forthcoming. Ms. Eckhart commented that Morton Salt provides the sodium chloride contract (COSTARS) for this winter season. She indicated they are new to the Township and a test order has been placed to benchmark reliability in the timeframe to deliver orders.

vi. Purchase of used block heater: Mr. Frack made a motion to authorize the purchase of a used block heater from Tom Frack (Road Crew employee) in the amount of \$150.00; seconded by Mr. Oberly On the motion, by roll call vote, all Supervisors present voted yes.

G. Fire Company: On file.

H. Emergency Management Coordinator: On file.

I. Parks: On file. Ms. Eckhart indicated the Savage Road Dog Park fence installation should be complete by next Tuesday. She further noted that the water service has been fully installed with a service lateral. She indicated some form of temporary signage will be developed and assembled until a permanent sign is purchased.

Unfinished Business

A. 2015 Budget, Preliminary Approval and authorization to advertise for public inspections: Ms. Eckhart presented the following items and indicated she made the adjustments in the budget pursuant to the October 23rd, 2014 and October 28th, 2014 meetings. Of the outstanding items which have not been addressed in the draft:

- The fuel monitoring system replacement due to the antiquated Auto-Stik system (approximate \$8,000);
- The addition of a snow blower attachment to the Skidsteer for use in developments and public areas (approximately \$5,783.00);
- The replacement of the 2005 John Deere tractor equipped with the Mowtrim rotary boom extension unit. Following some discussion, regarding this item – Mr. Hassler suggested that the Board obtain a trade-in value on the unit with an upgrade to the properly sized unit. Mr. Pierce questioned Mr. Oberly regarding the appropriate unit for a rotary boom unit. Mr. Oberly indicated it should be a 6000 series due to the wheelbase required. Mr. Oberly felt that the tractor required would be much larger than the 5525 unit. Mr. Pierce felt obtaining the prices would be the appropriate measure and return to the Board with

the findings. Mr. Frack noted the tractor recently purchased at his workplace. This item will be brought back to the Board. The Board further discussed the future use of the boom. Ms. Eckhart commented that the use of the boom, along the property lines, is the source of repeated complaints from residents due to the rough job that is left behind. Mr. Gogle further noted that the bucket truck assisted roadside cutting should cut down in complaints. Mr. Pierce questioned what was the intended use of the tractor. Mr. Frack indicated that sides of banks, where necessary. Mr. Oberly further questioned what is the amount of the Township that really requires cutting? Mr. Pierce questioned how many times was the 5525 used in a given summer? Mr. Gogle indicated three times per year at one week each. Mr. Pierce commented regarding the potential spending \$100,000 (for equipment) to cut three weeks per year. The Board further briefly discussed renting a mower with the correct attachments for roadside cutting.

- Regarding wages, Ms. Eckhart indicated the direction provided has been incorporated into the present draft;
- Regarding Fire Company funding, Mr. Oberly requested the 2014 call volume report in addition to the quarterly financial report for the first three quarters of 2014. Ms. Eckhart indicated that she forwarded the information to the Board as provided to follow-up from the last discussion.
- Mr. Hassler made a motion to proceed with the purchase of the snow blower attachment for the Skid Steer as described by Ms. Eckhart; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes. In addition, Mr. Frack made a motion to proceed with the purchase of the fuel monitoring system. On the motion, by roll call vote, all Supervisors present voted yes.

Mr. Oberly made a motion to preliminarily adopt the draft and authorize advertisement pursuant to the above noted changes for public inspection; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes.

Ms. Eckhart further requested authorization to move the capital fund contribution of the Fire Company earmarked funds (\$40,000) from the general fund. Mr. Oberly felt the general feeling was the amount should be adjusted by a small increase in light of the ongoing increase in costs of replacement fire trucks. Mr. Hassler felt the fire company capital funding should be adjusted upward to \$50,000. The general contribution would remain at \$80,000. Ms. Eckhart indicated this is to cover apparatus type expenses. This issue was not concluded by the Board previously regarding the increase.

Following a lengthy discussion and the comment of Mr. Frack regarding Mr. Hassler's involvement with the Fire Company (as a potential conflict of interest); Mr. Oberly made a motion to increase the capital funding amount by \$10,000 (from \$40,000) to \$50,000; seconded by Mr. Balliet. Mr. Hassler indicated the funds would be earmarked and set aside for the particular purpose of capital fire equipment replacements. Mr. Oberly made a motion to increase the capital funding towards Fire Company capital equipment purchases to \$50,000 (a \$10,000 increase) with the provision for annual release from the General Fund to the Capital Fund upon annual review of the Board of Supervisors in 2015; seconded by Mr. Balliet. On the motion, by roll call vote Mr. Hassler abstained; Mr. Frack yes however conditioned upon full reporting of actual revenues and expenses; Mr. Pierce yes however conditioned upon full reporting of actual revenues and expenses, Mr. Oberly yes however conditioned upon full reporting of actual revenues and expenditures; Mr. Balliet yes. Mr. Hassler requested that the Solicitor look into the

conflict of interest regarding his participation in Fire Company related issues which come before the Board of Supervisors. Following some discussion, regarding recent events related to this subject, the Board agreed to obtain the Solicitors status and review regarding the conflict issue raised by Mr. Frack.

The Board further announced they would meet in executive session following the conclusion of the public portion of the meeting regarding personnel (wages).

B. Call-In Winter Drivers, request to approve recommended candidate for 2014-2015 winter call-in list: Ms. Eckhart presented a list of interviewed drivers recommended for hire as new call-in winter drivers for the 2014-2015 winter season. The list included Ronald Chontofalsky Jr.; Gerald Montanari Jr., Kendall Galusha and Sean Miller. These individuals are in addition to the established list of Nick Lalik, Mark Kocher and Michael Kovach. The new individuals starting rate for the first year will be \$16.05 per hour. Mr. Frack made a motion to add the four people recommended by Ms. Eckhart subject to a driving skills test and drug screening; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes.

C. PennDOT response regarding Howertown Road Issues: Ms. Eckhart reviewed the PennDOT response regarding Mr. Treadwell's recent letter concerning this matter. Ms. Eckhart indicated she has requested Mr. Treadwell further review PennDOT's position regarding the interpretation of the Winter Services Agreement regarding response to refreezing or drifting following an "event". Mr. Pierce noted his problem was always the same since the Township had to cross all State Roads to get to Township Roads which we are required to maintain.

Mr. Milot commented that even though the problem pipes have been cleaned out by PennDOT, good channelization does not exist to the pipes. Mr. Milot further indicated PennDOT has claimed water coming out of the field is not their problem and therefore PennDOT claims the problem is not their problem. Following some further discussion, Mr. Pierce felt the Engineer should determine what type of remedy is required and report back regarding solutions. The Board agreed by consensus. Mr. Frack felt the problem was no gutter existed therefore the water runs down the roadway.

New Business

A. NASD/Northampton Borough – Horwith Lane Intersection Improvements: Mr. Pierce made a motion to authorize the Township Engineer to check the site distance at the Horwith Lane and Rt. 329 intersection regarding the existing brick sign in this location; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes. There was some further discussion regarding potential signalization of Rt. 329 and Horwith Lane, however, the warrants were not met upon the most recent studies therefore it would not be permitted nor feasible. The discussion concluded that in the future the Township may cooperate regarding the intersection improvements (upon feasible conditions whereby warrant could be attained).

B. Planning Commission Members Resignation (David Irons): Mr. Pierce made a motion to accept Mr. Irons resignation (following 44 years of service) with regrets; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes.

C. December 23rd Meeting: The Board discussed the option of holding the meeting on the 23rd of December due to the holiday. Upon discussion they concluded that the 23rd meeting would be held only if necessary (to adopt the Budget) otherwise the last meeting of the year would occur on Thursday, December 11th, 2014.

D. 2015 Reorganization Meeting: The Board authorized the advertisement of the 2015 Reorganization Meeting for 5:30 PM on Monday, January 5th, 2015.

Public to be Heard: Mr. Eugene Clater, Snow Hill Road, commented regarding fire company capital funding. Ms. Eckhart indicated the amount discussed is not a separate fund. She further indicated the funds are earmarked with specific footnotes that read, *“1. Transfer amount to be recalculated annually during the budget implementation process and at the sole discretion of the Board of Supervisors. Amount to be transferred from General Fund to this category at end of 2015 fiscal year; and 2. Any release of funds for Capital Equipment Purchases Fire is to be determined by action of the Board of Supervisors at their sole discretion.”* He voiced concern regarding the mechanisms in place to fund major (fire) capital equipment. His point was that a future Board could reverse some of that funding and therefore it perhaps should not be considered an escrow account. He further commented regarding the traffic study issue that perhaps the Northampton Area School District should be required to fund the study at some future time (when the true impact is known). Mr. Hassler maintained that a fence along the frontage area would be a proper deterrent and should be required.

Mr. Clater further commented regarding on-street parking on both Willowbrook Road and West Bullshead Road. He was concerned regarding on street parking as a safety issue in that area. Messrs. Mickey Philpott and Donald Knoll, of Willow Green, commented regarding follow-through on the Catasauqua High School parking issue. Mr. Philpot questioned if a deadline was given to the District regarding a response. Mr. Noll further reminded that the Board had previously indicated that compliance with the approved plan was to be determined. Both Messrs. Noll and Philpot were concerned with the danger of the situation and the lack of response of the District. Mr. Pierce felt it was the District’s operation and the Township had no responsibility and the Township had responsibility regarding the street concerning parking. A lengthy discussion, ensued regarding placement of the signage (No Parking) and not waiting for the District to respond. Following some further discussion, Mr. Hassler made a motion to authorize the Solicitor to prepare a no parking ordinance along West Bullshead and Willowbrook Road both sides along the school frontage; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

The Board held a brief executive session following regarding a land acquisition issue and personnel issues.

Respectfully submitted,

Ilene M. Eckhart