



Allen Township Board of Supervisors

Meeting Minutes August 23, 2022 7:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, August 23, 2022 at 7:00 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: Gary Behler; Dale Hassler; Paul Link; Tim Paul; Jason Frack; B. Lincoln Treadwell, Jr., Esq.; Stan Wojciechowski, PE, CME, and Andrea Martin, EIT; Ilene Eckhart, Manager; and Maurin Ritinski, Admin. Asst.
2. **Announcements and/or Actions to Add New Items to Current Agenda:** No announcements and/or actions.
3. **Public Hearings:** No public hearings.
4. **Public to be Heard:** No public comment.
5. **Unfinished Business**

A. East Bullshead Road – Traffic Calming Measures – Engineers Update: Mr. Wojciechowski reported that he is working on signage options for the intersection at East Bullshead Road and Weaversville Road. The proposed signage will display a height restriction and a “no turns” sign onto East Bullshead Road. A sketch has been completed and signage options and placements are being explored. Mr. Wojciechowski stated that these suggestions will be sent to the Township by the end of the week. Mr. Hassler stressed his concern with trucks turning onto this road and not being able to turn around or getting stuck under the trestle. The Board will review Mr. Wojciechowski’s recommendations at the next meeting.

B. Formation of Park Committee and Candidate Submissions: Ms. Eckhart provided background information on the formation of a Park Committee. An example ordinance relating to the formation of a Park Committee from a nearby municipality was provided to the Board for review and discussion. Ms. Eckhart reported that four individuals have expressed interest in serving on a future Park Committee. Ms. Eckhart explained that the Board would need to determine how the ordinance should be written including terms of office, number of members, responsibilities of the committee, and other details.

Mr. Behler expressed his thanks to all applicants. He would like to start the committee off as an ad hoc style in order to meet with the applicants and obtain feedback and recommendations from them after the applicants have the opportunity to review example ordinances. Mr. Behler stated that he feels it is important to give power to the residents who volunteer. Mr. Link agreed. Mr. Treadwell suggested

that if the Board has a number of members in mind for an ad hoc committee then the Board should create the ad hoc committee tonight. Mr. Link stated that although there is only 6 members, the committee will begin with 7 members, two of which are Mr. Behler and Mr. Link. Mr. Treadwell explained that the ad hoc committee's purpose will be to give the Board an idea of what a permanent committee will look like in the future and allow Mr. Treadwell and Ms. Eckhart the details required to draft an ordinance. After the appointment of the ad hoc committee members the schedule for meetings can then be discussed at a later date. Mr. Behler made a motion to create a 7 member ad hoc committee parks committee for the purpose of forming a permanent park committee and appointed Nicole Dotta, Maria Bonett, Adrienne Ibarra, Mary Austin, and Supervisor Paul Link to the ad hoc committee. Mr. Hassler added to the motion to appoint Supervisor Gary Behler to the ad hoc committee. The motion was seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes with the exception of Mr. Behler who abstained from voting on only his appointment to the ad hoc committee.

C. Century Commerce Prologis Work Hour Extension: Kristine Dwyer, Development Manager for Prologis, and John Minutella, Vice Present for Allied Building Corporation, came before the Board to request a work hour extension for concrete pours, steel erection, and onsite work. Ms. Dwyer was also seeking additional work days, including weekends, with this request. She requests the authorization for the work hour extension be through the end of November 2022. Mr. Minutella requests that they be authorized to work on Saturdays and Sundays to erect the steel. The proposed weekend work hours would not be a 24 hour work day and would be in addition to the previously approved 3- 24 hour days per week Monday to Friday. Ms. Dwyer created a schedule of concrete pours. Pours will begin at 1AM and 4AM start times. Ms. Dwyer and Mr. Minutella provided the Board with an update of the status of each building.

Ms. Dwyer questioned if the Township had received any complaints in the past two weeks during their overnight work. Ms. Eckhart confirmed that no complaints had been received regarding the overnight work at the site.

Mr. Minutella explained that from the time the concrete pour begins to the time it is set and finished is about 16 hours. They are expecting 24 days of overnight work between today and the end of November. He requested to be authorized to work on Saturdays for steel erection and possibly on Sundays if there is a rain delay. Mr. Minutella explained that there will be no deliveries to the site as the steel is already on-site.

Ms. Dwyer stated that the lighting issue at the site has been addressed due to the feedback from the previous Board of Supervisors meeting. She explained that the lights are now facing the work site. All noise and lighting is maintained on the site.

Mr. Behler had no objections to the work hour extension request. Mr. Link commented that he was in support of the request but noted that he would like any complaints to be addressed with a conversation involving both parties (the complainant and Century Commerce Prologis) in order to try to mediate a solution.

Mr. Behler made a motion to extend the work hour extension request to 3-24 hour work days per week Monday through Friday and allowing Saturday work as a normal working hours through the end of the year (December 31, 2022) barring any resident complaints of nearby property owners. Mr.

Behler’s motion also included a clause to allow the Township to investigate and mediate any complaints and upon a final decision by the Township the work hour extension may be revoked. The motion was seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

D. Allen Township Facilities Study – Architectural/Engineer Services Contract Draft:

Ms. Eckhart provided the Board with a draft of the contract for the facilities study. She explained that the contract is a product of the acceptance of the request for proposals (RFP). She noted that some items are scheduled and optional services are listed in the contract. Each item that is an optional service would be required to come before the Board for approval. Mr. Treadwell compared this to a menu. He stated that the Board may also choose to issue another RFP for other pieces. Mr. Link made a motion to approve the Allen Township Facilities Study Architectural/Engineer Services Contract Draft, seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

E. Executive Session – Potential Litigation Lappawinzo:

Mr. Hassler reported that an executive session will occur following tonight’s meeting to discuss potential litigation regarding the Lappawinzo Fish and Game Protective Association.

6. New Business

A. Proposed Wawa Sketch Plan:

Lindsey Breylinger, Project Manager & Civil Engineer at Bohler Engineering, John Cogan Summit Realty Advisors, LLC, and Erich Schock, attorney at Fitzpatrick Lentz & Bubba were in attendance at the meeting to discuss the sketch plan and obtain feedback from the Supervisors.

Ms. Breylinger provided an overview of the sketch plan. The site will include a Wawa with gas. The building is 6,000 square feet with 8 fuel pumps and 16 fueling positions. 57 parking spaces are on the plan with 2 parking spaces of this being for air pump access. Ms. Breylinger pointed out the proposed access points, landscaping buffers, and stormwater management plan. Ms. Breylinger stated that they plan to come before the Zoning Hearing Board in order to request two variances to allow 8 fuel pumps and the 16 fueling positions as the ordinance allows a maximum of 7 fuel pumps and 14 fueling positions. The other variance request would be for the canopy size over the fuel pumps.

The Board commented and questioned the bump out on the access road near Savage Road. Mr. Wojciechowski also commented that this was addressed in the review letter. The comments regarding this from the engineer’s review letter dated August 23, 2022 are as follows:

“11. The driveway curve and intersection within 60 feet of Savage Road provides conflicting movements. This driveway should be redesigned to promote safe access per ZO §27-1505.19.H.

12. We recommend a raised concrete “pork chop” island be provided at the ingress/egress of the proposed drive access and Savage Road to restrict the left turn egress.”

Mr. Cogan explained that the engineers spent considerable time to look into this intersection from a traffic perspective. He stated that everyone knows how Wawa traffic is. They are expecting hundreds of cars at peak hours and are attempting to maintain free flow of traffic while prioritizing movements to Wawa. Mr. Cogan stated that Wawa does not want a driveway to a driveway. They will explore other geometric ways of designing this access point.

Mr. Behler questioned if they were anticipating the majority of traffic to enter through the Savage Road access point versus the signalized intersection at Nor Bath Boulevard (Route 329) across from Liberty Drive. Mr. Cogan predicts that the majority of traffic east bound on Nor Bath Boulevard will turn left onto Savage Road to access the Wawa. Mr. Link questioned why the favorability should be directed to Wawa if a popular fast-food restaurant is developed next to the Wawa. Mr. Frack commented that if Wawa was the only tenant then the bump out would make sense but the traffic to other facilities on the roadway needs to be considered. Mr. Cogan explained that they will look into this further as well as traffic calming measures such as narrowing the roadway. Discussion continued regarding turn restrictions at the Savage Road and access roadway intersection.

Mr. Behler questioned what the truck parking plans for the Wawa were due to the Township having several warehouses with some of them being located directly across from the signalized intersection at Liberty Drive and Nor Bath Boulevard. The Board expressed their concerns with trucks parking along the access road and along Nor Bath Boulevard. Mr. Cogan stated that Wawa is not a truck stop and there are no fuel pumps for them. Mr. Wojciechowski explained that a comment from the review letter offered a suggestion for minimizing the risk of tractor trails parking on the access road. The comment from the engineer's review letter dated August 23, 2022 is as follows:

“16. The driveway along the rear of the property should provide both horizontal and vertical traffic calming measures. Also, we recommend this driveway be 22' wide with curbing on both sides and a double yellow centerline marking to help slow vehicles down and discourage the parking of oversize vehicles along this access drive. Further, we recommend additional traffic calming measure be provided.”

Mr. Schock explained that Wawa discourages truck parking as it is not a truck stop. Wawa's are for passenger vehicles. He stated that there are approximately 1,000 Wawa stores and there is only one with truck parking and it is in the Lehigh Valley. Mr. Schock explained that deliveries to Wawa are allowed and the site is designed so that delivery vehicles are able to circulate the site during off-hours. Mr. Behler would like to a way for trucks to swing around at any hour of the day if they do get into the Wawa lot. He stated that any stuck trucks will be a problem for Wawa. Mr. Schock stated that they will make sure a tractor trailer is able to exit the Wawa lot.

Mr. Behler raised the issue of buffering along the residential area. He noted that there is a walkway from the residential area to the commercial area that is currently blocked by buffering. Mr. Behler would like this path to be usable for residents to access the commercial area. He would like to see additional buffering placed between the residential and commercial areas. Ms. Breylinger and Mr. Schock confirmed that additional buffering would not be a problem. Mr. Behler requested that the engineers for the project consider soundboards and walls for buffering and brainstorm ideas to protect residents as the hill is not high enough. Mr. Cogan will explore possible ideas and look to enhance the buffer.

Mr. Link questioned the feasibility of a crosswalk for pedestrian traffic to and from Howertown Park. Mr. Wojciechowski explained that the determination for feasibility is pending a traffic study. The Board discussed sidewalks along Savage Road and Mr. Wojciechowski stated that a sidewalk is also required along Nor Bath Boulevard.

The Board questioned the orientation of the proposed Wawa on the property. The proposed main entrance to the Wawa is facing the fuel pumps and Savage Road for line of sight. The rear entrance to the Wawa will be on the west side of the building. Mr. Cogan explained the location of parking in reference to the building and pointed out the loading area to the north of the building. The proposed dumpster location is to the north western corner of Wawa's lot along Nor Bath Boulevard. Mr. Wojciechowski commented that the dumpster location was addressed in the August 23, 2022 review letter. The comment reads:

"4. The trash dumpster is shown ±21-feet from the Right-of-Way line of Nor-Bath Boulevard, whereas dumpsters must be 25 feet from any property line per ZO §27-1420. Consideration should be provided to move the dumpster from the front yard along Nor-Bath Boulevard."

Mr. Cogan stated that the design for the dumpster location was to keep it far from the nearby residents. He also explained that the dumpster area will be fully enclosed with masonry and cedar doors and will include a landscape buffer along Nor Bath Boulevard side.

The proposed Wawa is expected to be open 24 hours per day. Mr. Behler informed the developer that Allen Township does not have a police force and that any police response would be from Pennsylvania State Police.

Mr. Hassler stated that the Wawa sketch plan would go before the Planning Commission on Monday September 19th.

B. 2023 Budget Workshop Schedule: Ms. Eckhart requested that the Board decide on a date for the 2023 budget workshop and recommended early to mid-September date. Ms. Eckhart explained that the date would need to be advertised. After a brief discussion on the Board's availability, Mr. Link made a motion to advertise the 2023 budget workshop for Wednesday September 21st at 5:30PM; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes.

C. November 2022 Meeting Schedule: Ms. Eckhart informed the Board that first Board of Supervisors meeting in November has a conflict with Election Day and will need to be rescheduled. After a brief discussion, Mr. Behler made a motion to direct the Township Manager to advertise the meeting date change from Tuesday November 8th to Tuesday November 1st; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

Ms. Eckhart also informed the Board that she has a scheduling conflict with the second scheduled Board of Supervisors meeting in November, currently scheduled for Tuesday November 22nd, as she will be out of town this day. The Board discussed their availability to reschedule the meeting in the later part of November. Mr. Behler and Mr. Frack stated that they are unavailable during the last

week of November. Mr. Behler made a motion to direct the Township Manager to advertise the second meeting date change from Tuesday November 22nd to Tuesday November 15th; seconded by Mr. Link. Mr. Treadwell pointed out Ms. Eckhart will be out of town at that time. Mr. Hassler suggested leaving the meeting scheduled for Tuesday November 22nd for the time being. The Board will evaluate the need for a second meeting in November as the meeting date approaches or hold a special meeting which would only require 24-hour notice. No action was taken on this motion.

7. Public to be Heard: No public comment.

8. Announcements: Mr. Hassler announced the meeting dates and upcoming events for September. All meetings and events below will be held at the Allen Township Fire Company. These meetings and events are as follows:

Electronic Recycling Event – Saturday, September 10, 2022 from 9:00 AM to NOON
Board of Supervisors – Tuesday, September 13, 2022 at 7:00 PM
Planning Commission – Monday, September 19, 2022 at 7:00 PM
2023 Budget Workshop – Wednesday, September 21, 2022 at 5:30 PM
Board of Supervisors – Tuesday, September 27, 2022 at 7:00 PM

9. Adjournment: There being no further comments or business the meeting adjourned at 8:07 PM.

Respectfully submitted,

Ilene M. Eckhart