

Allen Township Supervisors

4714 Indian Trail Road

Northampton, Pennsylvania 18067

Phone: (610) 262-7012

Fax: (610) 262-7364



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

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

ALLEN TOWNSHIP SUPERVISORS MEETING MINUTES

Tuesday, February 24, 2015

A General Meeting of the Allen Township Supervisors was held on Tuesday, February 24, 2015, 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; Dale N. Hassler – Present; Alfred Pierce – Present; Larry Oberly - Present; Bruce Frack - Present; B. Lincoln Treadwell, Jr., Esq. - Present; Jim Milot (Hanover Engineering Associates). – Present; and Ilene Eckhart – Present.

Public Hearings: No scheduled public hearings.

Public to be Heard: Edward Deichmeister, voiced concerns regarding the Building Code/Zoning Officer issue. Mr. Treadwell indicated Mr. Diechmeister would be allowed to speak prior to a vote being taken regarding this matter.

Chris Stampor, Tri-Boro Soccer (which covered Allen Township, Catasauqua Borough, Northampton Borough, and Whitehall Township). Mr. Stampor voiced concerns regarding the recent increase to the fee schedule for fields usage based on the recently adopted resolution. According to the newly implemented fee schedule, as Mr. Stampor explained, went from \$250.00 per year to \$150.00 per day. Mr. Pierce questioned how many children were in the program? Mr. Stampor indicated about 500 children with a cost of registration of \$65 per year (two seasons). This represents multiple leagues. Mr. Stampor further indicated there are four practices per week, games occur once a week on one weekend day during each season (Saturdays in the Fall and Sundays in the Spring). Mr. Pierce also requested to know if any other organization utilizes the soccer fields - other than their organization. Mr. Stampor responded he felt his organization was the sole user of the requested field. Mr. Stampor explained, given the new fee structure the cost per year would calculate to over \$15,000. Mr. Hassler requested the following information - how many members are Allen Township residents (the percentage) and exactly what is the schedule for usage? He indicated that about 150 register players have Northampton addresses. Mr. Tino Babyon, President of the Tri-Boro Soccer, voiced concerns regarding the new fee schedule. He further felt that municipal boundaries do not matter when it comes to youth programs. He further stated his organization was non-profit and very limited in ability to pay. Following some further discussion regarding the previous rates which the Board

felt were too low especially for tournament usage, Mr. Oberly made a motion to charge one-half of the fee (\$125) for March through June (Spring Season) registration and that the Tri-Boro Soccer organization return with the requested information for further consideration of the fee due to the need for the organization to submit their schedule for league play requirements; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes.

Unfinished Business

A. Short Lane Relocation, Update: Mr. Milot presented the parking lot tabulation portion of the Short Lane Relocation Concept Plan within Howertown Park. The plan depicts the existing parking and the removal of the angled parking with alternative areas within the Park. The parking changes did not include a cost estimate at this time. Mr. Milot explained the removal of the angled parking was necessitated if the Board chose to change Short Lane to a two-way roadway. The future approach at Weaversville Road will most likely prohibit left turns however PennDOT may allow full access. Mr. Balliet felt that the change to two-way would create a lot of congestion in the “center” area and he further agreed with Mr. Hassler to leave Short Lane as one-way. Mr. Oberly believed that Short Lane has been one-way since at least the early 1980’s. Mr. Hassler felt the road may be one-way even prior to the early 1980’s. Mr. Pierce did not see the point of two-way traffic. Mr. Milot felt the change to two-way would be for the convenience of the private property owner and versatility for the future access of residents. Mr. Milot felt the removal of the existing house would open up the sight distance at the intersection. Mr. Milot indicated that the design will work both ways at this point – one-way or two-way. Mr. Balliet reiterated that he did not want to see a lot more money spent by the Township on the project, since it should be a PennDOT project. Mr. Hassler felt if the plan works both ways, there was time for further consideration by the Board regarding to one-way or two-way. The Board agreed by consensus with Mr. Hassler.

B. Willowbrook and West Bullshead Road – Bike Lane Layout and Signage Plan, Update: Mr. Milot provided the update of the drawing for this item as follow-up to the February 12, 2015 Board discussion. The signage has been expanded to link to the municipal boundary by adding no-parking and “share the road” signage assemblies. Following some further discussion, Mr. Frack made a motion to approve the plan and move forward with the drafting of the ordinance; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

C. FP Willow Ridge Litigation, Approval of Fee Schedule Letter (Siana, Bellowar & McAndrew, LLP): Mr. Pierce made a motion to approve the fee schedule letter submitted by Siana, Bellowar & McAndrew, LLP at \$195.00 per hour to continue to handle the litigation due to the deductible being exhausted pursuant to the insurance policy; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes. Mr. Balliet was concerned with the time to resolve this matter.

D. City of Bethlehem/Northampton Borough Municipal Authority/Allen Township/Hanover Township, Lehigh County Intermunicipal Water Service Agreement: Mr. Oberly made a motion to accept and execute the Agreement on behalf of the Township; seconded by Mr. Pierce. On the motion, by roll call vote, all Supervisors present voted yes.

E. Building Code Official/Zoning Officer

a. Notice Provision and list of outstanding projects – Bureau Veritas Contract: Mr. Frack made a motion to officially notify Bureau Veritas of the termination of the contract and request

a list of all outstanding projects which have been reviewed by Bureau Veritas; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

b. List of Inspection Agencies: Mr. Pierce made a motion to approve the following agencies and their associated fee schedules which are based primarily on the fee calculation basis of square footage: Keller Zoning and Inspection Services; Keycodes Inspection Agency; CodeMaster Inspection Services and Lehigh Valley Inspection Services; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors present voted yes. Prior to the roll call vote, Mr. Oberly questioned the utilization of Bureau Veritas of existing projects and whether we would like to retain them for Commercial projects. Ms. Eckhart indicated that they would supply a new fee schedule based on square footage. In addition, any project that Bureau Veritas has reviewed would be closed out by Bureau Veritas.

c. Appointment of Building Code Official/Zoning Officer: Mr. Pierce made a motion to approve Michael Edelman as the part time Building Code Official/Zoning Officer at a rate of \$55.00 per hour; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes. Mr. Diechmeister questioned if Michael Edelman would be full or part time. Mr. Treadwell indicated part time. Mr. Diechmeister further questioned the possible inclusion of Bureau Veritas on the list.

F. Personnel Policy and Procedures Manual – Ms. Eckhart provided an update to the policy in response to the Board’s last request to simplify the Call Out and Stand By sections of the draft policy. Mr. Oberly made a motion to adopt the Personnel Policy and Procedures Manual; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

G. Winter Maintenance Policy – removal of snow in development areas - Ms. Eckhart presented of list of questions for the Board to consider to further establish a policy regarding the removal of snow in development areas (by hauling). Upon Ms. Eckhart’s review of the questions, the Board essentially directed the Township Manager (in conjunction with the future position of the Road Foreman) should determine the decision to remove snow by hauling based on the factors of the amount of snow deposited, the narrowness of the streets and the resources to accommodate the removal by hauling. Mr. Frack felt improvements regarding communication of the implementation of a snow emergency need to be a goal for the next winter season. There was a lengthy discussion regarding the various levels of snow emergency which would limit parking, the plowing operation (curb to curb or travel lanes only), and posting of proper signs.

New Business

A. Landis/Farm Hill Road – request to conduct traffic study (funding by property owner): Mr. Pierce made a motion for the Township Engineer to perform the required Landis traffic study to establish a reduced speed limit on Farm Hill Road (at property owners expense); seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

B. Green Light Go, PennDOT Grant Application, Kopper Penny Signal Video Loop Detection Upgrade: Mr. Milot explained problems with Copper Penny Signal regarding detectors. Mr. Pierce made a motion to authorize Mr. Milot to prepare a grant application for the Kopper Penny Signal Video Loop Detection Upgrade with the match component (50%) earmarked from the Township Liquid Fuels fund; seconded by Mr. Frack. On the motion, by roll call vote, all

Supervisors present voted yes. Mr. Milot further discussed the request letter to PennDOT to rearrange the time allotted for the southbound lanes (Howertown/Weaversville). He indicated the letter would be finalized and sent within the next several days.

C. Training Approval (Gary Krill and Gary Behler) – New Tools and Opportunities for Advanced Sound Land Use (March 7, 2015 Albright College): Mr. Pierce made a motion to authorize Gary Behler and Gary Krill to attend the March 7th Seminar; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

D. Lehigh Valley Planning Commission, appointment of representative (Eugene Clater): Mr. Frack made a motion to recommend Eugene Clater for appointment to the Lehigh Valley Planning Commission; seconded by Mr. Oberly. On the motion, by roll call vote, all Supervisors present voted yes.

E. Mike Kovach, CDL Training/Licensing: Mr. Oberly made a motion to authorize the CDL training/licensing for Mike Kovach with the associated cost of \$225.00; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors present voted yes.

Public to be Heard: Mr. Pete Jarrett requested when the Township would begin with the implementation of the new building code process and thanked the Board.

Mr. Donald Noll, asked about the next steps regarding the Willowbrook and West Bullshead Road Bike Lane implementation.

Mr. Louis Tepes, Jr. complimented the Roadcrew performance regarding snow removal. In addition, Mr. Tepes voiced complaints about Advanced Disposal

Mr. Pierce requested the Board hold a brief executive session regarding possible land purchase matter.

Respectfully submitted,

Ilene M. Eckhart
Manager