



Allen Township Board of Supervisors

Meeting Minutes February 28, 2023 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, February 28, 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: Gary Behler; Dale Hassler; Paul Link; Tim Paul; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager; Andrea Martin, EIT; Maurin Ritinski, Administrative Assistant; and Tom Gogle, Public Works Crew Leader

Absent: Jason Frack and Stan Wojciechowski, PE, CME

2. **Announcements and/or Actions to Add New Items to Current Agenda:** No announcements and/or actions to add new items to the current agenda.

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

4. **Public to be Heard:** Nancy Aaroe, Bethlehem Township resident, introduced herself. Ms. Aaroe explained that she is a life-long Northampton County resident and is running for Northampton County Common Pleas Judge. Ms. Aaroe wanted to take the time to appear before the Board of Supervisors and allow a face to be put with her name. She reviewed her qualifications for the position of judge and indicated that she is a fair, compassionate, and tough. Ms. Aaroe stated that she is an exceptional listener and will be applying the law to each case.

Karen Gundrum, 301 Stone Bridge Road, inquired if the property owned by Allen Township at the Kreidersville Covered Bridge Park allows archery hunting. Mr. Hassler responded that the Township allow archery hunting at a specific property along the Lehigh River. Ms. Eckhart indicated that this Township-owned property by the Lehigh River is part of a hunter access program. Ms. Gundrum stated that she has observed hunters hunting near the Kreidersville Covered Bridge. She also indicated that she has seen hunters with rifles and frequently needs to chase people off her property after they have crossed the Hokendauqua Creek. Mr. Paul questioned if the property is posted. Ms. Gundrum indicated that the Township property is not posted but that she has tried posting her property and using purple to mark the property. Ms. Eckhart indicated that this will be looked into as there is not hunting allowed on park properties with the exception of the Lehigh River property allowing archery only. Ms. Eckhart explained that due state laws regarding concealed carry and open carrying of firearms, it is difficult to restrict this but ordinances can be in place to prohibit hunting at Township-owned properties. Mr. Hassler stated that he has a tough time posting public property. He suggested that the Game Commission be contacted to see what help they can offer. Mr. Hassler stated that he would be fine posting the property for no hunting

but is not willing to post public property as no trespassing. Mr. Link stated that rifle hunting should not be permitted at the Kreidersville Covered Bridge Park. Ms. Eckhart stated that the current ordinance prohibits people in the water, boating, and swimming. She believes crossing would also fall under this ordinance. Mr. Treadwell stated that the park ordinances will need to be reviewed.

5. Unfinished Business

A. Master Site Development Plan Project – Howertown Park & Kreidersville Covered Bridge Park – Request for Proposals: Ms. Eckhart reported that requests for proposals (RFPs) were received in October. The RFPs were obtained to have studies prepared of Kreidersville Covered Bridge Park and Howertown Park. Two firms submitted RFPs for consideration for the project. Ms. Eckhart and two (2) Supervisors met with the firms to conduct interviews.

Ms. Eckhart reported that the Park and Recreation Board met in February and discussed the RFPs. The Park and Recreation Board recommends to the Board of Supervisors that in lieu of the RFPs, the Park and Recreation Board would like to do the work and obtain feedback from the community on what improvements should be made. In doing this, the Park and Recreation Board will create a list of projects and note which of these would require the contribution of an engineer. The Park and Recreation Board also indicated that they would like to have events and programming at these parks for the community. Ms. Eckhart stated that the Park and Recreation Board felt that the financial resources that would be spent on the RFPs would be better spent making improvements to the park. Ms. Eckhart reported that the Park and Recreation Board will be conducting site visits to the Township-owned parks in March, April, and May.

Mr. Behler made a motion to forgo the RFPs and proceed with engineering once the Park and Recreation Board has created a list of improvements, seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors present voted yes.

B. Allen Township Volunteer Fire Company – Capital Apparatus Plan Update: Jacob Schock, president of Allen Township Volunteer Fire Company, introduced himself and thanked the Board of Supervisors and Allen Township for their support. Mr. Schock summarized the letter he had submitted to the Board. He indicated that Fire Company has a long term replacement plan for their equipment. Due to extensive lead times and the need to obtain the replacement equipment on schedule, Mr. Schock is requesting that the Board of Supervisors allow discussions to begin for the next purchase. He indicated that the process to order and receive a new fire truck used to be approximately 15-18 month process is now a 4-year process. He explained that the Fire Company plans to replace the 20-year old tanker and 15-year old engine. The replacement would be a combination engine and tanker which would eliminate a vehicle, save time and funds on maintenance, and provide a more efficient response. Mr. Schock indicated that there is a NFPA standard replacement of fire apparatus is about 20-years lifecycle.

Mr. Behler thanked Mr. Schock and the members of the Allen Township Volunteer Fire Company on their willingness to volunteer and serve the community. Mr. Behler stated that he feels the Township has a responsibility to assist the Fire Company so that the community is safe. He inquired if the Fire Company has funds available to contribute to the cost of the purchase in addition to the sale prices of the equipment being replaced. Mr. Schock indicated that the Fire Company has an apparatus fund for these types of purchases. He also explained that this will address the replacement and

purchasing of the larger fire trucks and equipment for the foreseeable future. Mr. Behler inquired if any specifications for the truck have been reviewed by the Fire Company. Mr. Schock explained that they have reviewed some designs but will be doing further research.

Mr. Schock stated that the last purchased truck was paid for upfront and has been significantly delayed due to supply chain problems. Mr. Schock mentioned that it may be in the best interest of the Fire Company and Township to make payments. The Board and Mr. Schock discussed the benefits of paying the full cost versus making payments. Mr. Behler and Mr. Link were interested in if a discount is provided for a full payment upfront. Mr. Hassler explained that interest rates have increased significantly since the order of the last truck. He explained that it is better to have money in bank with the extensive lead times. Mr. Hassler believes it may be more beneficial to make progress payments with this purchase so that the Fire Company can gain interest on the money in the bank. He also explained that this truck purchase will be less complicated than the last purchase. Mr. Behler made a motion to request that the Fire Company gather information regarding specifications and pricing, including any discounts for payment in full, and complete a final evaluation of their request and provide this information to the Board of Supervisors, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes with the exception of Mr. Hassler who abstained. Mr. Schock indicated that they will be cost conscious and it may take some time to get several quotes.

C. PennDOT Indian Trail Road Bridge Replacement Project – Update and Discussion re: Township Roads: Ms. Eckhart reported that there was a pre-construction meeting for the Indian Trail Road Bridge Replacement Project. From this meeting, she expects construction to begin in the next couple of months with an expected completion date of September 7, 2024. Ms. Eckhart indicated that Millrace Road and Kohls Road are very close to the bridge. PennDOT will be leaving these local roads open. Ms. Eckhart reported that there will be one (1) detour route for both cars and trucks. The closure of the road is dependent on the utility company meeting. Ms. Eckhart expects this road closure for the bridge replacement to be a hassle due to drivers not following signs. She worries for the local roads, Millrace Road and Kohls Road, remaining open and the possibility of dead-end streets, Stagecoach Road and Becker Road, being used by traffic who are unfamiliar with these roads. She expressed her concern with trucks becoming stuck on Indian Trail Road at the closure or on one of the dead-end streets. It was explained that trucks will not be able to turn right onto Kohls Road or right onto Millrace Road without damaging property. Millrace Road also has low hanging wires that are of concern for some vehicles, such as tractor trailers. Ms. Eckhart indicated that there will be nowhere for trucks to turn around once they reach the closure. Mr. Behler also expressed his concern with trucks becoming stuck on Indian Trail Road. Mr. Behler suggested placing a “no trucks” sign at the Kreidersville Road intersection and reaching out to Lehigh Township to have restricted access for trucks coming onto Indian Trail Road from Lehigh Drive (Route 248). Ms. Eckhart reported that Lehigh Township Manager, Alice Rehrig, was in attendance at the pre-construction meeting. Mr. Hassler indicated that PennDOT would need to block off Indian Trail Road at the Kreidersville Intersection to force trucks to take the detour route. He stated that a barrier should be placed at this intersection as well as at the ends of Millrace Road and Kohls Road to indicate that only local traffic is permitted. Mr. Hassler is concerned that during the construction of the bridge there will be heavy machinery that will be parked at the end of these local roads. Ms. Eckhart reported that Millrace Road is less than 70-feet from the center of the bridge. She indicated that they have not yet identified where the laydown area will be. Ms. Eckhart reported that she has reached out to the contractor and they are supposed to provide the Township with a minimum of two (2) weeks’ notice prior to the work commencing. Mr. Hassler explained that the emergency services

are aware of the bridge replacement and have noted which Fire Companies/EMS will be responding based on the address of the incident and which direction emergency services will need to take to access the address of the call.

D. Geodis, 951 Willowbrook Road, Traffic Turning/Queuing Issue – Update: Ms. Eckhart indicated that she made contact with the property owner. She explained that there was a conference call with the tenant to discuss the situation as the property owner was aware of these conditions. Ms. Eckhart stated that the property owner discussed with the tenant the terms of their lease and that the queuing on the roadway is noncompliant with these terms. Ms. Eckhart reported that she has also contacted Pennsylvania State Police to monitor the situation as well.

6. New Business

A. Zoning Amendment Request – Jaindl Land Company – Tax Map Parcel L4-18-4:

Nicole Galio, an engineer, introduced herself and presented a sketch plan and background on the 558 Savage Road property. Ms. Galio explained that the site is surrounded by residential development and is located in the Neighborhood Commercial (NC) Zoning District. She explained that they are looking to construction apartments on the approximate 9-acre property. Ms. Galio stated she is seeking comments from the Board regarding their willingness for a text amendment change for conditional use as the current zoning of this property does not allow for apartments. The proposed development would occur on 3.75-acres with the remainder of the land left for open space. She indicated that the property has public water and sewer available. The apartment buildings would be outside the 100-year flood plain but some of the parking would be in the flood plain. Ms. Galio explained that the apartment buildings would be three (3) stories. She reported that the parcel was previously approved for a strip mall, restaurants, and retail. Ms. Galio explained that the apartment building would generate less traffic than retail businesses. She also indicated that the retail use is not as marketable as apartments would be. Ms. Galio indicated that the property owner has not found anyone interested in the space for retail use.

Mr. Hassler stated that he is not interested in and adamant against three (3) story apartment buildings. Mr. Hassler indicated that the zoning was changed for Jaindl Land Company to allow for the Shops at Willow Ridge and that he is not willing to make any word changes for a second time. Mr. Paul agreed and was also not in favor of a three (3) story apartment building or a text amendment. Mr. Behler was surprised that Jaindl Land Company did not feel that retail uses would not be marketable. He explained that marketability is not a Township problem. Mr. Behler indicated that work for a retail site at this location has already been completed including a pedestrian bridge so that residents could access the shops. Mr. Behler also explained that by allowing apartments in the NC Zoning District would eliminate a NC zone and as such the NC Zoning District is not getting a fair percentage of land in Allen Township. He also mention that the proposed open space would not be usable. Ms. Galio indicated that the open space would be in the floodplain but it is not a wetland. The general consensus from the Board was that they were not interested in a three (3) story apartment building and were not interested in a text change.

B. Dash Camera Proposal: Ms. Eckhart indicated that dash cameras were discussed in the budget and would provide protection for employees. Ms. Eckhart presented a solution that would allow for dash cameras to be integrated into the existing Reveal GPS system. She indicated that the Board may wish to consider these front/road facing cameras which has the ability for an added driver facing camera

as well. Ms. Eckhart indicated that the alternative to this would be a similar model that does not have integration with the GPS units. These devices would run on SD Cards and would require the downloading of video clips to a computer in the event of any incidents. The Board was interested in learning more about the Verizon Connect dash camera solution that integrates with the Reveal GPS product currently in use. Ms. Eckhart explained that these dash cameras would require a subscription service that would be in addition to the current subscription of the Reveal GPS. Ms. Eckhart reported that the Reveal GPS tracking is \$227.40 per month. The front/road facing camera would be an additional \$299.40 per month for all 12 vehicles currently equipped with the Reveal GPS. Ms. Eckhart reported that to add the driver facing camera it would be an extra \$60.00 per month. Ms. Eckhart explained that recordings are saved to the Cloud and SD Cards can be added to the purchase for \$1.00 per camera (\$12.00 per month) to back up the footage. She believes the driver facing camera is not necessary. Mr. Behler agreed. Ms. Eckhart also indicate that the dash camera will continue to record for a certain period of time once the vehicle is off. She feels this is beneficial to protect the Public Works Crew when they exit the vehicle. Mr. Hassler inquired if the dash cameras could be added to the Fire Company trucks without the GPS feature. Mr. Hassler and Ms. Eckhart explained that the Fire Company trucks are partly owned by the Township and are covered under the Township's insurance. Mr. Link believes this dash camera feature should be added to all Township owned vehicles that drive on public roads, including the fire trucks. Ms. Eckhart will look into the capabilities further and provide an updated quote to the Board of further consideration.

C. “No Parking” Willowbrook Road – Draft Code Amendment: Ms. Eckhart reported that this draft code amendment arose from the Geodis situation among other parking issues along Willowbrook Road. Ms. Eckhart requested the Boards comments and consideration for prohibiting parking on both sides of Willowbrook Road. She also reported that a resident, who is a former police officer, suggested the code and signage indicated “no standing, stopping, or parking on shoulder”. Ms. Eckhart explained that the LANTA bus stop is internal at the Geodis site and would not be effected by this.

Mr. Behler inquired if a bike lane should be added to Willowbrook Road to the Township line. Mr. Hassler believes that this would result in a two (2) lane highway with a bike lane. He does not believe the shoulder is wide enough.

Mr. Treadwell stated that he did not believe it was best to encourage biking on Willowbrook Road. He suggested striping the shoulder may be a possibility. Mr. Behler was in favor of the striping with signage. Mr. Hassler and Mr. Paul believe that the signage should be added first prior to the striping. Ms. Eckhart indicated that the owners of the Geodis property see the queuing on Willowbrook Road as a liability and they are taking the issue seriously. She reported that the owners are drawing up a notice regarding a defaulted lease with their tenant. Mr. Treadwell explained that if the Board would like to pursue this code amendment then they would need to authorize the advertisement of the draft ordinance.

Mr. Behler made a motion to proceed with advertising the draft code ordinance as it relates to “no parking” on Willowbrook Road, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present voted yes.

D. ZHB Appeal – Tax Map K4-14-2 (Marth) – Interpretation of Resource Recovery Facility: Ms. Eckhart reported that as Zoning Officer she had issued a Notice of Violation to the property

owner (Marth) at 275 Farm Hill Road. She indicated that she interpreted that a Resource Recovery Facility is being operated at this site which is not permitted in the Rural Zoning District. Ms. Eckhart reported that an appeal notice was received and the Zoning Hearing Board Hearing will tentatively take place during the last week of March. Ms. Eckhart stated that she reports all Zoning Hearing Board Appeals to the Board of Supervisors so that they may choose to take a position on the matter or not. Mr. Treadwell explained that for an Appeal of a Notice of Violation, the Township must present their case and evidence first to show that a violation has occurred. The Township has the obligation to present the case. Mr. Treadwell inquired if the Board of Supervisors would like him to attend the Zoning Hearing Board Meeting to represent Ms. Eckhart and the Township. Mr. Link was in favor of Mr. Treadwell attending the appeal hearing. He requested that Ms. Eckhart provide some background on this violation.

Ms. Eckhart explained that she had received a few complaints about the property. She reported that the property owner had applied for and had received a permit for an agricultural accessory building that was to be used for agricultural use. This building is a pole barn type of construction that has been in place for approximately one (1) year. Ms. Eckhart explained that complaints were regarding smoke emanating from this building. Ms. Eckhart also observed outdoor storage of fifteen (15) roll off containers and the signage for a junk removal operation. Ms. Eckhart indicated that these types of roll off containers are not typical for agricultural use. She believes that these containers are being used for scrap and that the property owner is burning some of the material from the junk removal operation within the agricultural accessory building. Ms. Eckhart stated that the property owner did try to comply by moving the roll off containers into the building and removing the j-hook truck from the property. She explained that whether the containers are in the building or outside of the building it is still being used for what she interprets as a Resource Recovery Facility. Ms. Eckhart indicated that this type of use is not permitted within the Rural Zoning District. She reported that all of the buildings on the property were used for agricultural accessory uses at one time. Ms. Eckhart explained that the previous owner had a landscape contracting business. Ms. Eckhart indicated the uses in this district have changed and a landscape contracting business would not be permitted in this district today. She also explained that agricultural accessory buildings are difficult to monitor. She clarified that the permit for this building was issued as agricultural use.

Mr. Behler stated that he agrees with the Zoning Officer's opinion and he feels that Mr. Treadwell should be authorized to attend the hearing. Mr. Behler made a motion to authorize Township Solicitor, Mr. Treadwell, to attend this Zoning Hearing Board meeting on behalf of the Township, seconded by Mr. Link. On the motion, by roll call vote, all Supervisors present votes yes with the exception of Mr. Paul who abstained.

7. Public to be Heard: No public comment.

8. Announcements:

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

- Planning Commission – Monday, March 6, 2023 at 6:00 PM (*Rescheduled from February 27, 2023*)
- Board of Supervisors – Tuesday, March 14, 2023 at 6:00 PM

- Board of Supervisors – Capital Improvements Plan Workshop Meeting – Thursday, March 15, 2023 at 6:00 PM
- Planning Commission – Monday, March 20, 2023 at 6:00 PM
- Board of Supervisors – Tuesday, March 28, 2023 at 6:00 PM

Mr. Behler also announced that the next Park and Recreation Board meeting will take place on Thursday, March 23, 2023 at 5:30 PM. This meeting will be a site visit of Howertown Park and the Allen Township Dog Park. The Park and Recreation Board will meet at the Howertown Park Field House at 5:30 PM to begin these site visits.

9. **Adjournment:** There being no further comments or business the meeting adjourned at 7:21 PM.

Respectfully submitted,

Ilene M. Eckhart



Allen Township Board of Supervisors

Meeting Agenda
Tuesday, February 28, 2023
6:00 P.M.

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: February 24, 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

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

_____ Paul Link, Board Member

_____ Ilene M. Eckhart, Manager

_____ Gary Behler, Vice Chairman

_____ 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. Unfinished Business

A. Master Site Development Plan Project (Howertown/Kreidersville Covered Bridge Park– Request for Proposals

B. Allen Township Volunteer Fire Company – Capital Apparatus Plan Update

C. PennDOT Indian Trail Road Bridge Replacement Project – Update and Discussion re: Township Roads

D. Geodis, 951 Willowbrook Road, Traffic Turning/Queuing Issue - Update

8. New Business

- A. Zoning Amendment Request – Jaindl Land Company Tax Map Parcel L4 18 4**
- B. Dash Camera Proposal**
- C. “No Parking” Willowbrook Road – Draft Code Amendment**
- D. ZHB Appeal – Tax Map K4-14-2 (Marth) – Interpretation of Resource Recovery Facility**

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

10. Next Meetings All meetings will be held at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA

- ◆ Board of Supervisors, Tuesday, March 14, 2023 6:00 PM
- ◆ Board of Supervisors Capital Improvements Plan Workshop Meeting, Thursday, March 16, 2023 6:00 PM
- ◆ Planning Commission, Monday, March 20, 2023 6:00 PM
- ◆ Board of Supervisors, Tuesday, March 28, 2023 6:00 PM

11. 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.*