



Allen Township Board of Supervisors Meeting Minutes September 9th, 2025 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, September 9th, 2025, at 6:00 P.M. at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA. Mr. Hassler led the audience in the Pledge of Allegiance to the Flag.

1. Roll Call:

Present: Gary Behler (present via phone audio only); Dale Hassler; Tim Paul; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager; Sean Policelli (Gilmore & Associates, Inc.); Layla Denissen (Barry Isett & Associates, Inc.)

Absent: Paul Link; Jason Frack

2. Announcements and/or Actions to Add New Items to the Current Agenda: Ms. Eckhart noted that there was nothing to add to the agenda and that she will be clarifying the upcoming meeting dates.

3. Public Hearings: None.

4. Public to be Heard: None.

5. Approval of Minutes (August 12th and August 26th, 2025): Mr. Behler made a motion to approve the minutes; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

6. Reports

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

B. Solicitor: On file.

C. Engineer: On file.

D. Planning/Zoning/Code Enforcement: On file.

E. Road Superintendent/Public Works Leader: On file.

F. Fire Company: On file.

G. Emergency Management Coordinator: On file.

H. Nazareth Council of Government: On file.

I. Parks: Ms. Denise O'Brien, Chairwoman of the Parks and Recreation Board, stated that the Board is working on completing a budget.

J. Planning: On file.

K. First Regional Compost Authority: Ms. Eckhart noted that a building permit was secured from East Allen Township, and their project to replace the container trailer should go forward in October.

L. Stormwater: On file.

7. Unfinished Business

A. Posted Speed Limit and Signage Review Study Northeast Quadrant – Farmhill, Twinbrook, Valley, Snow Hill, Covered Bridge, School Roads, and Mud Lane – Engineering Study Estimate: Mr. Sean Policelli of Gilmore & Associates, Inc., reported that a proposal for the Engineering Study Estimate was requested and submitted to Ms. Eckhart. He mentioned that any questions regarding the proposal could be directed to him for further clarification. Ms. Eckhart indicated that the amount estimated for this study would not exceed \$17,500. No questions regarding this matter were raised. Mr. Hassler made a motion to authorize the study; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

B. Allen Township Building Renovation Project Phase 1 – Applications and Certification of Payments/Change Orders/Allowances:

- i. Mohawk Contracting (General Contract Sum \$1,919,000.00) Request #10 for \$91,782.35:** Ms. Eckhart clarified that this item pertains to the stored material valued at \$91,782.35, as requested by Mohawk Contracting and Development. She explained that this represents the stored material for the roof, which was specially manufactured for the roof. She expressed that this item has been significantly delayed. Mr. Hassler expressed frustration toward the company and noted that he has a hard time paying \$91,782.35 to Mohawk, given the extensive delay in completing the roof project. He generally stated that the work has been delayed since the Spring of 2025 and now seems to be extending into the end of the year. It was generally discussed that payment request #10 should be withheld as the expectation of the job completion has been delayed. Mr. Paul made a motion to withhold processing payment request #10 for \$91,782.35 for two weeks; seconded by Mr. Hassler. On the motion, by roll call vote, all present Supervisors voted yes.

8. New Business:

A. Willow Ridge Estates, Preliminary/Final Subdivision: Mr. Rocco Caracciolo, PE of Jaindl Land Company, reviewed the Preliminary/Final Plan Review letter from Barry Isett & Associates, Inc. He discussed a walking path, designated as walking easement number 1, which extends from Bethlehem, near Walker Drive, up to the Dry Run bridge. He explained that the path has a recorded 50 ft pedestrian easement that is yet to be completed. He noted that he and the Jaindl Land Co. have been in contact with the City of Bethlehem to obtain approval. Mr. Caracciolo expressed confidence in the fire hydrant

locations and assured that any necessary changes or requests would be addressed in compliance. He briefly covered the photometric plans for streetlights, noting that they would match the lights seen nearby on Walker Drive and Savage Road. Ms. Denissen indicated that the photometric plan requirement applies to the right-of-way, to which Mr. Caracciolo confirmed that the intention was to maintain a uniform look by matching nearby streetlights. Ms. Denissen confirmed that as long as the lights are in the right-of-way, the comment can be reviewed and, in turn, resolved. Mr. Caracciolo confirmed that the streetlight poles would be placed near fire hydrants and intersections, as required. He inquired about the street addresses for this subdivision, to which Ms. Eckhart clarified that they would be Savage Road address additions.

Mr. Caracciolo went over the policy and information section of the letter, stating that the Jaindl Land Company will pay the \$24,000 fee in lieu of recreation and that they understand that road occupancy permits are required. He mentioned that their Erosion and Sediment (ENS) and National Pollutant Discharge Elimination System (NPDES) plans are under technical review. Once the reviews are complete, his colleague will prepare the necessary documentation to be sent to the engineer for approval.

Mr. Caracciolo addressed discussions about winter responsibilities, explaining that if a sidewalk is added at the end of Savage Road, it would connect to Willowbrook Road via a crosswalk along the road. He stated that while the lot is large, they are willing to handle winter maintenance if the Board requests it and will ensure the proper equipment is available. Mr. Paul questioned the possibility of extending lighting across the other side of Walker Drive, to which Mr. Caracciolo declined, explaining that there is nothing on that side, and the property owner is aware that the easement from the walking path will need to be maintained. Mr. Hassler followed up by asking who would maintain the opposing side and if it would include upkeep to the bridge. Mr. Caracciolo replied, stating that the owner of Lot 8 will be responsible for maintenance on that side. He also confirmed that notes will be added to the lot plan to ensure the owner is aware of this responsibility. Mr. Hassler noted that since this has been previously allowed, he is comfortable with the idea. He recalled the initial intent of the Dry Run bridge and sidewalk that followed it, having been installed for expected foot traffic that would have led to a once-proposed strip mall. He explained that due to the strip mall no longer being a part of the plans, there is no anticipated foot traffic in that area, particularly during the wintertime. Mr. Behler agreed with the comments shared by Mr. Hassler and indicated that he has no additional comments.

Mr. Treadwell questioned whether this subdivision would be a Homeowners Association (HOA), to which Mr. Caracciolo clarified that it would not. He then indicated that the maintenance responsibility would need to be assigned to Lot 1. Ms. Eckhart stated that there is no sidewalk to the referenced lot, but Mr. Caracciolo explained that the sidewalk would extend into the parking lot, as shown on their plans. Additionally, Mr. Caracciolo indicated that a landscaping plan would be submitted, which will show four large trees assigned per lot, with replacements made if necessary. Mr. Treadwell indicated that the landscaping plan would be acceptable from the Township's perspective, along with any other additions their client may want to include for the subdivision's overall appearance.

1. SALDO Part 3 § 22-306 and §22-307 to accept and review the subdivision plan as a Preliminary/Final. The section reference should only be from SALDO §22-307.3. If approved by the Board of Supervisors, the Waiver Requested Note 4 on the drawing should be revised to reflect SALDO §22-307.3 only.

2. SALDO §22-411.4 which prohibits residential driveway access to a collector street.

3. SALDO §22-409 which requires sidewalk along streets. A bituminous walking path is proposed along Willowbrook Road in lieu of a concrete sidewalk. This walking path utilizes the existing pedestrian bridge

of Dry Run that was previously constructed with the Willow Ridge development. Concrete sidewalks are proposed along the frontage of all lots on Savage Road.

4. SALDO §22-411.2.E which requires lot depth to be between 1 to 2-1/2 times lot width wherever feasible. The maximum depth to width ratio of 3.5:1 is proposed.

5. SMO §8-224.15 which requires the impervious coverage used for stormwater management designs be the maximum impervious coverage allotted per the zoning ordinance. The applicant is requesting a partial waiver from this requirement to allow the impervious coverage used for the stormwater management design to be based on the zoning requirement for only the area outside of the existing floodplain.

6. SALDO §22-406.J which requires two 12-foot traffic lanes and two 8-foot shoulders on Willowbrook Road.

Mr. Behler made a motion to approve the six waivers listed in the Barry Isett, September 5th, 2025, review letter; seconded by Mr. Hassler. On the motion, by roll call vote, all present Supervisors voted yes.

Mr. Hassler made a motion to approve the Preliminary/Final Plan, subject to the Barry Isett, September 5th, 2025, review letter; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

B. Executive Session (tentative): No.

9. Public to be Heard: None.

10. Next Meetings: Mr. Hassler announced the upcoming meetings. All meetings and events will be held at the Allen Township Municipal Building. These meetings and events are as follows:

- Planning Commission – Monday, September 22nd, 2025 6:00 PM (*Cancelled*)
- Board of Supervisors – Tuesday, September 23rd, 2025 6:00 PM
- Zoning Hearing Board – Thursday, September 25th, 2025 6:00 PM
- Board of Supervisors – Tuesday, October 14th, 2025 6:00 PM

11. Adjournment: There being no further business, the meeting adjourned at 6:28 PM.

Respectfully Submitted,

Kimberly Rodriguez-Colon