



**Allen Township Board of Supervisors  
Meeting Minutes  
February 11<sup>th</sup>, 2025  
6:00 P.M.**

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, February 11<sup>th</sup>, 2025, at 6:00 P.M. at the Allen Township Municipal Building, located at 4714 Indian Trail Road, Northampton, PA. Mr. Frack led the audience in the Pledge of Allegiance to the Flag.

**1. Roll Call:**

Present: Dale Hassler; Paul Link; Tim Paul; Jason Frack; Michael Schwartz, PE Engineer; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager

Absent: Gary Behler

**2. Announcements and/or Actions to Add New Items to the Current Agenda:** No announcements.

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

**4. Public to be Heard:** Mr. Larry Hiestand, resident of 4051 Kreidersville Road, expressed his concern with the increased heavy truck traffic on Kreidersville Road, Walnut Drive, as well as the Northampton Upper Main Street. He stated that it has gotten increasingly heavier and noisier, and wishes for something to be done about it. Mr. Hiestand stated that he took a little traffic survey several times in the last week or two, and he came up with over 400 trucks a day passing his house between 5 AM and 7:30 PM, sometimes even later. He stated that the trucks just kept passing, making noise, rattling the windows, and shaking homes. He added that he has contacted PennDOT, but has reached no resolution. Mr. Hiestand indicated that the Township residents are concerned about safely crossing the streets for mailboxes, backing out of driveways, or just being on their porches. He shared his thoughts that the Township Officials should meet with the generating companies and come up with another plan, as well as the Township Manager possibly working with dispatchers to share the traffic burden with other roads.

Ms. Eckhart shared that she has worked with dispatchers previously and will reach out to them again. She stated that she believes it is the height of their season, and when they expect bad weather, heavy activity is seen for material to be delivered to their site. She added that she would get in contact with their managers for transportation to come out and check for speeding, jake brake violations and things similar to that matter. She stated that there are certain third parties they contract for those issues and if there is a speeding issue the state police can take a look at that.

Mr. Frack stated that once the Cementon Bridge is open, there will be a huge impact on that area. Mr. Paul indicated that the Cementon Bridge project is stalled, and Ms. Eckhart added that it is a minimum of a 5-year project. Mr. Hassler expressed that the Howertown Bridge opening changed everything; they do not like going through the 4 stop lights in Northampton, whereas to use the Howertown Bridge, they are

coming up to Kreidersville Road from Pennsville, making a left, going down past the Allen Township Fire Co., going down to the Kopper Penny that was formerly located at 428 Nor-Bath Boulevard, and zipping in that way. He explained that is about miles per gallon and shorter trips since it knocks off a lot of mileage instead of running Seemsville Road. Mr. Hassler added that the bridge being fixed is good, but every action has a reaction.

**5. Approval of Minutes:** Mr. Link made a motion to approve the minutes of January 6<sup>th</sup>, 2025, and January 14<sup>th</sup>, 2025; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

**6. Reports – All Reports on File with the exception of the Treasurer’s Report and Paying of the Bills:**

**A. Treasurer:** Mr. Link made a motion to approve the paying of the bills in the treasurer’s report; 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:** On file.

**J. Planning:** On file.

**K. First Regional Compost Authority:** On file.

**L. Stormwater:** On file.

**7. Unfinished Business**

**A. Resolution 2025-14 – Intergovernmental Sewer Service Agreement – Catasauqua Borough, Catasauqua Borough Authority and Allen Township** – Mr. Treadwell stated that this is the sewer service agreement between The Township and “Catty” (Catasauqua), in which Catasauqua provides sanitary sewer service to the Willowbrook Farms future development. The language of the agreement was previously approved, but the resolution was held until Catasauqua approved the language. Now that it has been approved, the resolution is now ready for adoption by the Supervisors. Mr. Hassler made the motion to adopt the 2025-14 service agreement; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

- B. Applications and Certification of Payments/Change Orders/Allowances – Allen Township Building Renovation Project**
- i. ASL Refrigeration (Mechanical Contract Sum \$828,000.00) – Request #7 for \$93,794.00:** Mr. Link made a motion to pay ASL Refrigeration for Request #7 in the amount of \$93,794.00; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.
  - ii. Mohawk Contracting and Development LLC (General Contracting Contract Sum \$1,919,000.00) – Request #7 for \$211,112.05:** Mr. Link made a motion to pay Mohawk Contracting and Development LLC for Request #7 in the amount of \$211,112.05; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.
  - iii. Warko Group (Plumbing Contract Sum \$183,804.00) – Request #6 for \$10,437.84:** Mr. Link made a motion to approve Request #6 for Warko Group; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.
  - iv. Silo removal allowance (Phase 1) – Garage Estimates:** Ms. Eckhart stated that there were garage estimates previously discussed and there are some rough numbers on utilizing the \$53,711 credit to provide a freestanding cold-storage garage building positioned in the area near the existing job trailer. She stated that there is already an electricity feed run there for the building. Ms. Eckhart added that there are no final estimates at this time, but the general contractor provided budget numbers for a 30’x60’, 4 bay with three overhead garage doors configuration at \$115,000 and a smaller unit for a 30’x44’, 3 bay with two overhead garage doors at \$90,000. She indicated that she is seeking thoughts from the Board, and explained that this garage would be used for administrative vehicles, to store supplies, a snow blower, basic tools and supplies needed to take care of the building and a stockpile of recycling bins for residents. Mr. Link asked if these estimates came from Mohawk; Ms. Eckhart confirmed and stated that Mohawk will bring in a unit, which is why it is looked at as a blank building configuration contract, so there is no need to re-bid. She also confirmed that it is a pole barn. Mr. Link questioned if this estimate includes excavation. Ms. Eckhart stated that it includes getting the site ready, worst-case-scenario thoughts on the concrete work, and suggestions as far as the footers and foundation or monolithic poured concrete slab; which she stated would make a difference of about \$20,000. Mr. Paul asked if the electrical that was run was temporary, and Ms. Eckhart confirmed it was, but that there was a feed brought over from the pole, which can become permanent. Mr. Link requested to know if a general contractor was hired to do the pole building. Ms. Eckhart stated that there was a CO-STARS vendor that was dealt with for the building, and additions to the building were done with the second contract. She also stated that the salt shed was a pure design and there was a structural part that was done under CO-STARS. Ms. Eckhart confirmed to Mr. Link that she is asking if the Township should go with a smaller building or the footprint that is there. Mr. Link asked if these are budgetary numbers, and Ms. Eckhart confirmed they are. Mr. Gogle generally explained the building process and explained that it will be built in sections and delivered. Mr. Link commented that it would be a modular garage unit, and Ms. Eckhart stated that was correct. Mr. Frack, Mr. Paul, and Mr. Hassler generally agreed that going with the bigger garage would be preferred.
  - v. Allowance Adjustment – Electrical Contract EC-AA-03 - \$3,894.65:** Ms. Eckhart announced the two allowance adjustments scheduled. The first allowance adjustment is under the general contract to move the slab work for the front, which would have been picked up in phase 2, back over to phase 1, for a nice, concrete pad area to go into the front entrance canopy area. Along with that, it also added some countertops for the front office and receptionist area. Also, additional signage to direct the public since there will now be two addresses to contend with on one property. This is for

an allowance adjustment for Mohawk, as a general contractor, in the amount of \$22,178.97. Mr. Link made a motion to approve the allowance adjustments for \$22,178.97; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

The second allowance adjustment, under the electrical contract, is to rework the conduit so that it is out of the way for the future retaining wall. There was some conduit, however the retaining wall would have been in the way. It was reworked to get it over to the future flagpole location. Ms. Eckhart added that there was some minor work with additional conduits and outlets for the AV closet in the main meeting room to avoid cables laying all over the floor and toward the closet. Mr. Hassler made a motion to approve the allowance adjustment as explained by Ms. Eckhart in the amount of \$3,894.65; seconded by Mr. Link. On the motion, by roll call vote, all present Supervisors voted yes.

- C. Allen Township 2025 Road Bids, Authorization to Prepare Specifications and Advertise:** Ms. Eckhart stated that this item is following up with the budget discussion, all the inlet work has been done and things are in order to consider going out for bid. Allen Village, which is Yeats Run, Marshall Run, Village Drive, Walking Purchase Circle and Jennings Run are to be put out for bid. She added that it has been micro-surfaced in the past, but the Township would like to see the cost difference between a double micro-surface and an alternate with standard overlay, which will likely involve some milling of the curbs. Ms. Eckhart indicated that she is looking for approval to work with Gilmore & Associates to prepare the specifications and have them advertised for the bids. Mr. Hassler made a motion authorizing Ms. Eckhart to work with Gilmore & Associates to prepare the specifications and have them advertised for bids; seconded by Mr. Link. On the motion, by roll call vote, all present Supervisors voted yes. Draft

**D. Snow Hill Road Bridge, 2024 Inspection Report and Memo re: Guiderail:** Mr. Schwartz indicated that an inspection was done for the Snow Hill Road Bridge, conducted on behalf of PennDOT. The inspection came back positive with no high-priority repair recommendations. There was one low-priority recommendation from the reviewers concerning improvements to the guide rail. He stated that there were preparations for the probable cost of the guide rail completion to be brought up to today's specifications, possibly a cost of approximately \$150,000.00. There could be fewer alternatives to be reviewed, but the highest would be getting the guide rail into complete compliance. Another recommendation was to add additional posts. Ms. Eckhart stated that she and Mr. Tom Gogle had struggled to have vendors provide a quote for the guide rail and asked Mr. Schwartz how requesting one could be received. Mr. Schwartz's response was for a review of the structure itself to be completed, by Gilmore Associates' employees, to then see what kind of recommendations can be made based on a completed design that will need to be put out. Ms. Eckhart indicated that if the Board would like to go forward with trying to address this in the next couple of budget years, the authorization of a design could be the starting point. Mr. Link asked Mr. Schwartz how far behind the guide rail is from meeting current specifications. Mr. Schwartz stated that the length of the guide rail is supposed to be 87.5 feet on each side, but it is currently significantly shorter than the requirement. He indicated that there are some significant deficiencies and they are lower than what they are supposed to be now. He added that the pick ring inspector indicated standards constantly change, and the estimate that was provided for compliance could change soon after. Mr. Link requested to know how high of a priority it should be listed as, based on the information held, to which Mr. Schwartz responded that it is a Priority 2 recommendation. Mr. Schwartz then explained that a Priority 2 recommendation will be brought up again until it is resolved, due

to the deficiency to current standards. Ms. Eckhart received confirmation for a quote to be done just for the design. Mr. Hassler added that it would be best to have a quote completed, that way it can be confirmed in the future that it had already been reviewed for improvement.

Mr. Link mentioned the big improvement with having the waterway straightened up this year. He stated that the flow is moving great now and there haven't been further issues. Ms. Eckhart shared a note from the report indicating that the box should last many decades, as long as the channels are kept up as they are supposed to, as well as the trees and vegetation being cleaned out. Mr. Schwartz shared that there was some scour noted on the last inspection of the banks and with the recent inspection, it was pointed out that the rip rap repair solved that problem.

Ms. Eckhart stated that, with the 87.5 feet for the guide rail, driveways will need to be reviewed for the distance on the opposite side of the street to achieve what needs to be done. Mr. Hassler requested clarification on the total of 87 feet, it was confirmed that it is about 40 feet on each side and that the driveways are not that close together. Ms. Eckhart stated that a quote can be made just for the design and it can then be put in for next year's budget. Mr. Link added that it is not going to be ignored, which is a key thing, it is being moved forward rather than not having anything done. Mr. Schwartz stated that he would prepare a quote for the design of the guide rail. Mr. Link made a motion to have a quote prepared for the guide rail; seconded by Mr. Hassler. On the motion, by roll call vote, all present Supervisors voted yes.

**E. East Bullshead Road, Median – Update:** Mr. Treadwell stated that the legal descriptions for the right-of-way on East Bullshead Road have been provided to the County, per request, but have not yet been received back. He stated that he would be in contact with the County regarding an update and that the next step for getting the project done would be to start the bidding. Ms. Eckhart confirmed that there was a quote, but it had not been submitted for bidding. Mr. Link made a motion, as stated by Mr. Treadwell, to put the bid out as soon as the county approves the right-of-way grant, in order to save time; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

**F. Authorization of Advertisement Sale of 2006 Freightliner M2 10 Ton Truck with Plow and Spreader – Municibid:** Ms. Eckhart explained this would be to utilize the Municibid platform which has been a good way to remove items from inventory. She explained this item is so that it can be moved forward, the replacement has been brought in, and it is in service and working well. Mr. Link made a motion to authorize the advertisement sale of the 2006 Freightliner M2 10 Ton Truck with Plow and Spreader on Municibid; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

## **8. New Business**

**A. Executive Session:** Ms. Eckhart stated that there are personnel items to be discussed.

**9. Public to be Heard:** There was no public to be heard.

**10. Next Meetings:** Mr. Behler 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, February 24<sup>th</sup>, 2025, 6:00 PM - Cancelled
- Board of Supervisors, Tuesday, February 25<sup>th</sup>, 2025, 6:00 PM

**11. Adjournment:** There being no further business, the meeting adjourned at 6:30 PM.

Respectfully Submitted,

Kimberly Rodriguez-Colón