



Allen Township Board of Supervisors

Meeting Minutes August 13, 2024 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, August 13th, 2024, at 6:00 P.M. at the Allen Township Municipal Building, located at 4714 Indian Trail 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; Tom Gogle, Public Works Crew Leader, and Stan Wojciechowski, PE, CME

Absent: Jason Frack; Andrea Martin, Engineer

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

3. **Public Hearings:** There were no public hearings.

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

5. **Approval of Minutes:** Mr. Behler made a motion to approve the February 27th, 2024, minutes, including the Jaindl Watson Conditional Use Transcript, July 9th, 2024, and July 23rd, 2024, minutes; seconded Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

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

A. **Treasurer:** Mr. Behler made a motion to approve the Treasurer’s Report and Paying of 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. Ms. Eckhart announced that the Planning Commission meeting for August 19th, 2024, has been canceled.

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. Eckhart announced that there will be a movie playing at the Howertown Park on Friday, August 16th, 2024. She stated that there will be one other Movie in the Park event in October 2024.

J. **Planning:** On file.

K. **First Regional Compost Authority:** On file. Ms. Eckart stated that the First Regional Compost Authority (FRCA) is presently working on its issue with replacing the old container that is being used as an office as well as going through the site plan issues with East Allen Township. She indicated that that FRCA is looking into its rates for the year 2025 due to costs associated with the upgrades and due to the lack of a property study for costs. She discussed that FRCA has a residual of a grant for pieces of equipment, however, there has been friction between FRCA and DEP. She stated that FRCA was supposed to be awarded the residual amount of money to replace a loader however the Authority bought a cheaper grinder and DEP does not wish to release the monies for the equipment switch. She stated that Representative Mako's office is involved with the money release issue.

L. **Stormwater:** On file.

7. **Unfinished Business**

A. **Trash and Recycling Contract Bilateral Extension Offer Solid Waster Services Inc. dba J.P. Mascaro:** Mr. Sam Augustine introduced himself as the Director of Sales and Marketing at J.P. Mascaro. He stated that J.P. Mascaro has had a contract with the Township for the last two and a half years. Mr. Augustine explained that he was at tonight's meeting due to recent discussions that he has had with Township Manager Ms. Ilene Eckhart. He stated that the trash and recycling contract with J.P. Mascaro will be up at the end of May 2025. He indicated that since COVID the trash and recycling prices have gone through the roof and municipalities have experienced a pretty large increase in prices. He stated that the current contract gave Allen Township a three-year guaranteed price at \$634,236.00 which gives residents trash every week, one bulk item a week, and recycling every other week. Mr. Augustine explained that the Township is in a position to secure another three years on its contract starting from the end of May 2025. Mr. Augustine explained the following price increase:

- 6/1/25-5/31/26 – increase of \$59,460 to \$713,520 (12.5% increase)
- 6/1/26-5/31/27 – increase of \$62,433 to \$749,196 (5% increase)
- 6/1/27-5/31/28 – increase of \$67,115 to \$805,380 (7.5% increase)

Mr. Augustine explained that J.P. Mascaro was the low bidder for the base contract at Whitehall Township and Whitehall Township's bid went up by 88% from five years ago. Mr. Augustine explained that the price increase is due to labor, truck expenses, and landfill expenses. He indicated that landfills space is diminishing, and private companies are buying up landfill spaces.

Mr. Link questioned if the contract would still be unlimited. Mr. Behler stated it would be the same criteria, but the contract would just be an extension of the current contract. Ms. Eckhart indicated that Allen Township's recycling is split into two zones, which has been working well and residents seem to follow the schedule as long as they keep up with their trash and recycling calendar.

Mr. Augustine indicated that J.P. Mascaro surveys Allen Township quarterly and 90% of the surveys

received back indicate excellent service. Ms. Eckhart explained that the main issue is a resident calling into the office for a missed pickup. She stated that J.P. Mascaro will take care of the missed pickup. Mr. Behler questioned if the residents should call Allen Township regarding their missed collection. Ms. Eckhart stated that she would suggest that they call J.P. Mascaro and or Allen Township. Ms. Eckhart indicated that the Township has a great system where the Township staff will email the Route Supervisor who will take care of the missed collection. She stated that occasionally there will be weather-related issues and there is some confusion among residents who do not realize that J.P. Mascaro works till trash is picked up. Mr. Augustine stated that garbage amounts is at its heaviest from May through July. Mr. Link questioned how many trucks are used for Township trash. Mr. Augustine indicated that he felt that it would be about two and half trucks and two trucks for recycling. Mr. Behler stated that he received complaints about trash and recycling being picked up at different times. He said that residents tend to get used to a certain time. Mr. Behler stated that in regard to improvement, the collectors should attempt to be consistent when they pick up residents' trash and recycling. Mr. Hassler questioned if the extension was legal. Mr. Treadwell indicated it was because of how the bid and contract were written to allow extensions. Mr. Link questioned if the extension could be done again with the extended contract. Mr. Treadwell indicated no; it would have to go out to be bid. Mr. Augustine indicated that he could have J.P. Mascaro' Attorney talk with Mr. Treadwell. Mr. Hassler indicated that he did not have a problem with extending the contract if everything is legal. Mr. Behler questioned if the Supervisors needed to vote on the contract extension tonight. Mr. Treadwell indicated no, and it can be placed on another agenda. He stated that a draft can be created, and it will be brought to the Board of Supervisors for official action. Mr. Behler requested that Ms. Eckhart create a mockup for other expenses that go into the yearly trash bill. Mr. Hassler stated that everything has increased throughout the whole country. Mr. Hassler stated that the Township needs to remain with unlimited trash pickup. All present Supervisors agreed with Mr. Hassler. Mr. Augustine stated that he can have J.P. Mascaro's Attorney draft a contract to send to the Township.

B. In-Place Paving Bids for 2024 (Kensington Circle and Becker Avenue) - Received Monday, August 12th, 2024: Ms. Eckhart explained that the bid is for a full overlay, meaning that the roads will be milled out curb-to-curb. She stated that Kensington Circle and Becker Avenue are two cul-de-sac developments, where one is located near the Allen Township building and the other is across from the Fire Company Building on Snowhill Road. Ms. Eckhart stated that the Township received three bids from the following companies:

- i. Barker & Barker Paving at a total bid price of \$83,590.00;
- ii. H&K Group, Inc. at a total bid price of \$90,807.73;
- iii. Bracalente Construction at a total bid price of \$84,666.40.

Ms. Eckhart indicated that the lowest bidder was Barker & Barker Paving and that she conducted a reference check which did come back as acceptable. Mr. Behler made a motion to accept and approve the lower bid for Barker & Barker Paving at the amount of \$83,590.00; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

Ms. Eckhart indicated that there will be some type of special provision made for the residents living on those streets. She suggested that the residents on Kensington Circle could park across the street at the Firehouse parking lot while residents on Becker Avenue could park at the Township building.

C. Resolution 2024-014 Small Quantity Bituminous Price Adjustment Escalator: Ms. Eckhart indicated that the bituminous price adjustment comes through with the liquid fuels forms and that she worked with the PennDOT Municipal Services Representative. She indicated that Resolution 2024-014 should be voted into place because of the cost of the price index for asphalt. She indicated that if Barker & Barker does not get to the road projects for the next few

months and the price goes up, Resolution 2024-014 would ensure that a fair price is given.

Mr. Behler made a motion to adopt Resolution 2024-014 as it relates to the price adjustment of bituminous materials for small quantities; seconded by Mr. Link. On the motion, by roll call vote, all present Supervisors voted yes.

D. Application and Certification of Payments – Renovation of Municipal Building and Fire: Ms. Eckhart explained that there are four releases for the trades and most of the released amount covers the demolition that needed to happen as well as some initial electrical runs. She stated that currently the coordination drawings are being worked on and the hope is to have a Superintendent meeting on August 22nd, 2024. Ms. Eckhart indicated that she is working on a recap for the building construction and plans to have it posted on the Township’s website, so the public is aware of the progress. Ms. Eckhart shared the following requests with Board of Supervisors:

- i. Warko Group (Plumbing Contract Sum \$183,804.00) – Request #1 for \$13,680.00
- ii. ASL Refrigeration (Mechanical Contract Sum \$828,000.00) – Request #1 for \$35,085.60
- iii. Mohawk Contracting and Development LLC (General Contracting Contract Sum \$1,919,000.00) – Request #1 for \$65,092.50
- iv. Albarell Electric, Inc. (Electrical Contract Sum \$715,000.00) – Request #1 for \$57,870.00

Mr. Behler made a motion to release \$13,680.00 to the Warko Group; \$35,085.60 to ASL Refrigeration; \$65,092.50 to Mohawk Contraction and Development LLC; and \$57,870.00 to Albarell Electric, Inc; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

Mr. Paul questioned where the residents will be voting in November. Ms. Eckhart indicated that the location will be at Good Shepherd Church and the location information is available on the Allen Township website. She indicated that she will send out a reminder closer to the general election date.

8. New Business

A. Request for Proposals, Services of Certified Public Account to Perform 2025 Audits: Ms. Eckhart explained that two of the principals have retired from France, Anderson and Basile and she is recommending that the Township issue a request for proposals for the 2025 audit. She indicated that she is requesting this presently to have responses for the preparation of the 2025 budget and tentatively have a new appointment in January 2025. Mr. Link questioned if there were any companies that Ms. Eckhart had in mind. Ms. Eckhart indicated that the request will be advertised and that she plans on sending out requests to firms that perform municipal audits. Ms. Hassler questioned if the audit would be for 2024 and not 2025. Ms. Eckhart indicated that it would be for 2024, however, it takes place in the year 2025. Mr. Behler made a motion to approve the requests for proposals for the CPA audits; seconded by Mr. Link. On the motion, on roll call vote, all present Supervisors voted yes.

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

10. Announcements:

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

- Planning Commission, Monday, August 19th, 2024, 6:00 PM - CANCELLED
- Board of Supervisors, Tuesday, August 27th, 2024, 6:00 PM

11. Adjournment: There being no further comments or business the meeting adjourned at 6:41 PM.

Respectfully submitted,

Ilene M. Eckhart