

Allen Township Board of Supervisors



Meeting Minutes September 24th, 2024 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, September 24th, 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; Jason Frack; Dale Hassler; Paul Link; Tim Paul; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager; and Tom Gogle, Public Works Crew Leader

Absent: Andrea Martin, Engineer; Stan Wojciechowski, PE, CME

2. **Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Eckhart requested that Trick-or-Treat Night's date be established and added as an item to the current agenda. Mr. Behler made a motion to add Trick-or-Treat Night to the agenda; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.

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

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

5. **Unfinished Business**

A. **Allen Township Building Renovation Project – Change Order Request Smoke Detection:** Ms. Eckhart explained that the Supervisors received in their meeting packet, the change order request to add twenty-six smoke detectors along with the proposed amount of smoke detectors in the current plan. She stated that she counted nineteen smoke detectors and one heat detector upstairs and nine smoke detectors and four heat detectors downstairs. Mr. Hassler explained that the change request would place a smoke detector in each office. Mr. Link indicated that he was researching the amount of smoke detectors required and that to his understanding the additional smoke detectors are not required by Code. Ms. Eckhart indicated that the amount currently provided in the original plans is more than what is required for the IDC. She explained that due to the classification of the space, the current design and placement of the smoke detectors are per the code. She stated that the code reviewer deferred the change order request to Fire Chief Dale Hassler.

Mr. Hassler explained that he requested the additional smoke detectors because of the office spaces each having laptops, computers, and devices with batteries. He indicated that he felt that the Township should go over and beyond. Mr. Link felt that the change order request was a lot of money and he did not feel it was worth it. Mr. Link explained that adding twenty-

six smoke detectors was not sensible to him and additionally, if the Supervisors choose to add the additional detectors the Township would need to pay for a larger panel as the current panel will not be large enough to accommodate twenty-six additional devices. Mr. Paul felt that the smoke detectors should be in each office, however, he did not feel that a smoke detector in each space was necessary. Mr. Link indicated that he was surprised with how many detectors were included as he felt that there would be a lot less. Mr. Link indicated that the smoke detector locations were reviewed and approved and that smoke detectors are required in certain areas. Mr. Behler noted that he felt that almost \$1,000.00 per smoke detector was ridiculous. Upon examining the plans, Mr. Frack noticed that there were smoke detectors in the closets but not in the office spaces. Mr. Paul noted that perhaps it was poor design. Mr. Link indicated that Ms. Eckhart should ask D'Huy Engineering if there are duct detectors in the supply and return air on the air handlers. Mr. Hassler indicated that he felt uncomfortable with smoke detectors not being in each of the offices upstairs. Ms. Eckhart indicated that she would find the information out regarding duct detectors and moving the smoke detectors.

B. Allen Township Building Renovation Project – Access Control, Security, Network and Phones Contract: Ms. Eckhart explained that the Access Control, Security, Network, and Phones Contract is a separate contract, and she obtained two prices from COSTARS vendors. She recommended Keystone Technologies' quote in the amount of \$73,199.00. She stated that the quote includes cameras, networking, door access card readers, access cards, and phones. She concluded it is a competitive price and the lower of the two prices. Mr. Behler questioned if the cameras could zoom in to the parking lot in order to zoom in on a license plate. Ms. Eckhart indicated she believed that the cameras did offer such a feature, but she could find out for sure.

Mr. Behler made a motion to go ahead and approve the bid from Keystone Technology as it relates to the security, renovation, phones, and networking for a total price of \$73,199.00; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

C. 2025 Budget Draft #2: Ms. Eckhart recapped that the general liquid fuels, road improvement fund, capital reserve fund, and recreation fund were previously presented to the Board. She stated that she updated the information based on the draft discussion from the September 10th, 2024 meeting. She indicated that she added the wastewater fund to the draft as well. She explained that the main project in the wastewater fund is the Dry Run interceptor project as it was previously discussed with the rehab commencing in Spring 2025.

Ms. Eckhart generally discussed the trash account. She indicated that she has been examining the fee amount and suggested that the base price be somewhere between \$380.00 and \$400.00. She stated the amount is based on the incremental increases Mascaro has suggested, however, there are additional items that will need to be addressed as well such as the electronic recycling and FRCA. Mr. Hassler questioned if the increase is 25%. Mr. Behler noted that it was closer to a 33% increase. Ms. Eckhart expressed concerns about not increasing the fee as the lack of increase will cause the fund to be diminished by the time the trash contract goes out to rebid. The Board generally discussed the Allen Township Yard Waste Facility.

Ms. Eckhart generally discussed the renovations for the Allen Township Renovation

Project. Ms. Eckhart discussed the CFA Board Meeting for September and indicated that grants were not on the agenda. She stated that it is possible that the grants will be on November's agenda. She stated that the Allen Township Municipal Building will most likely be moved to the new building in February 2025. The Board generally discussed the current Municipal Building.

6. New Business

A. Trick-or-Treat Night (*Item Added to Agenda*): Mr. Hassler made a motion for Allen Township's Trick-or-Treat Night to take place on October 31st, 2024 from 6:00 pm to 8:00 pm and have a rain date if Northampton Borough adds a rain date; seconded by Mr. Behler. On the motion, by roll call vote, all Supervisors voted yes.

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

8. 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:

- Board of Supervisors, Tuesday, October 8th, 2024, 6:00 PM
- Planning Commission, Monday, October 21st, 2024, 6:00 PM

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

Respectfully submitted,

Ilene M. Eckhart