



Allen Township Board of Supervisors

Meeting Minutes August 27, 2024 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, August 27th, 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; Tim Paul; B. Lincoln Treadwell, Jr., Esq.; Ilene Eckhart, Manager; Tom Gogle, Public Works Crew Leader, and Stan Wojciechowski, PE, CME

Absent: Paul Link; Andrea Martin, Engineer

2. **Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Eckhart indicated that Willowbrook Land Development will not be on tonight's agenda. Mr. Treadwell indicated that the representatives for the Willowbrook Land Development are not ready for tonight's meeting as they have additional work to do.

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

4. **Public to be Heard:** Mr. Donald Noll of 4040 Pine Hurst Drive indicated that Willow Green is in the process of landscaping and he wanted to know if there was a timeframe for work to be done on the pump house. He stated that Willow Green will not want to invest in expensive landscaping around the pump house if it will be torn up when work is done on the pump house. Mr. Wojciechowski stated that there will not be work done to the pump station for at least three years.

5. **Unfinished Business**

A. **Willowbrook Land Development 3, 4, 5 Final Land Development Plans**

B. **North Hills Section B, Phases 2A & 3B – Assignment Agreement:** Mr. Treadwell explained that the new builder for North Hills is Berks Homes. He indicated that Berks Homes was originally operating under the financial security letter of credit that Tim Tepes had posted because Berks Homes was buying lots from Tim Tepes as the improvements went in. He stated that Berks Homes would now like to buy the remainder of the project, to remove Tim Tepes from the arrangement. Mr. Treadwell indicated that once Berks Homes post their letter of credit, the Township should return Tim Tepe's letter of credit and deal with Berks Homes without Tepes. He stated that an assignment agreement was prepared which assigns all the development rights from Tepes to Berks Homes. He indicated that there is a section for the Board of Supervisors to sign as an acknowledgment that North Hills is now Berks Homes responsibility and not Tepes. Mr. Treadwell indicated that the assignment agreement would not be delivered or recorded until the Township receives the new letter of credit from Berks Homes.

Mr. Behler made a motion to approve and execute the assignment agreement for North Hills based on Mr. Treadwell's comments; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

C. **High Meadow Phase 1, Security Release Request #2 - \$315,171.62:** Mr. Behler made a motion to approve the security release for High Meadows Phase 1 security release in the amount of \$315,171.62; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

D. **High Meadow Phase 2, Security Release Request #2 - \$12,708.01:** Mr. Behler made a motion to approve the security release for High Meadows Phase 2 security release in the amount of \$12,708.01; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

E. **General Election – Traffic Request:** Ms. Eckhart explained that a representative from the Good Shepherd Church contacted her regarding their concerns about traffic during the election. She indicated that the representative was an employee at the church and that the church was anticipating a high turnout due to the election being a presidential year. Ms. Eckhart stated that the Howertown Bridge closure may cause traffic complications, however, there is a high likelihood that the bridge will be reopened by the election date. She stated that the contractor told her that if they do not have the bridge finished and opened by the end of October then they will be penalized by PennDOT. Ms. Eckhart stated that if the bridge is reopened and voters leaving the church want to go south, they might attempt to take Old Carriage Road to Howertown Road. She concluded that could be a tough movement to make. She indicated that the church did reach out to Mr. Hassler for the fire police, however, they are volunteers, and most work full-time. She added that the traffic control would be needed for twelve hours which is not a realistic expectation for volunteers. Ms. Eckhart recommended conveying to people to go right out of the church's driveway and go the long way around because it is safer. She stated that the Township could use its messaging sign. Mr. Behler questioned if putting cones down in the center of the driveway and then out to the road to force the voters to go right could be doable. Mr. Hassler stated that cones confuse people and people will be coming from all different directions so it could cause issues. He recommended that flyers could be made to show people safer routes and have the poll workers hand them out. He also stated that voters should carpool. Mr. Behler added that voters could participate in mail-in voting. He stated that it is free and voters will not have to go to the polls. Mr. Hassler agreed and indicated that people could avoid traffic and standing in lines. Mr. Behler expressed concerns about people backing down the driveway. Mr. Hassler stated that they cannot predict the future. Mr. Treadwell stated that Northampton County picked the voting location therefore the Township should not be involved in a County picked location.

6. **New Business**

A. **2025 Budget Workshop Meeting Date:** Ms. Eckhart explained that the Board of Supervisors meetings have been on the shorter side and therefore recommends that the 2025 Budget Workshop Meeting be divided between the two Board of Supervisors meetings in September. The present Supervisors agreed to split the 2025 Budget Workshops between the two September meetings.

B. **Sound System Quote for Municipal Building Renovation:** Ms. Eckhart indicated that there are a few items that were not part of the general construction contract, two such items

were the sound system and security monitoring system. Ms. Eckhart stated that Township resident, Mr. Bob Bysher of NA Studios, has provided the Township with a quote for the sound system in the amount of \$11,847.42. She indicated that Mr. Bysher had reviewed the new building plans in detail with the electricians and other trades. She stated the only items that might be reused are the microphones, however, all the other items will be new and upgraded. Ms. Eckhart explained that the new speakers will be up hidden in the ceiling. She discussed the current cameras and security system and indicated that she would present the Board with a quote for the security system at a later date. She stated that the current camera's brand is part of the federal ban and is not FCC-rated. She indicated that she may switch to a Motorola brand camera system. Mr. Behler questioned the quality of the sound system that is quoted in the NA Studios quote. Ms. Eckhart indicated that the audio equipment will be high quality and the equipment that is currently being utilized was purchased for the Township to move between the Fire Company Building and the Municipal Building.

Mr. Behler made a motion to approve NA Studios providing the Township with audio speakers and all other equipment at the new municipal building in the quoted amount of \$11,847.42; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

C. Catasauqua School District – School Resource Officer Request: Ms. Eckhart explained that in 2019 the Catasauqua School District came forward to the Board of Supervisors with a resource officer through Catasauqua Borough. She stated that this year, the Catasauqua School District desires to change the resource office provider to the North Catasauqua Police Department. She clarified that the resource officer is for the school and is not related to policing in Allen Township as the Township is covered only by PA State Police. Mr. Treadwell indicated that the school resource officer request is just an acknowledgment because the school district is switching from a Catasauqua Borough police officer to a North Catasauqua officer. He stated that Catasauqua School District sent the request over to Allen Township to also let the Township know that the switch is covered by school code and, therefore, is allowed to make the switch.

Mr. Behler made a motion to acknowledge the intergovernmental agreement from a Catasauqua Borough to a North Catasauqua officer; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

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

8. Announcements:

Mr. Hassler stated that he and Ms. Eckhart both received a letter from Northampton County regarding America 250 PA. Mr. Hassler stated that all the counties are having a resolution supporting America 250 PA which would allow Townships to support their events. Mr. Hassler stated that it could not be added to the agenda tonight, however, it will be on the next agenda. He indicated that Bushkill Township, Lehigh Township, Moore Township, and Washington Township have already voted on the resolution supporting America 250 PA.

Ms. Eckhart indicated that there will be an executive session tonight regarding a potential litigation issue.

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, September 10th & 24th, 2024, 6:00 PM
- Planning Commission, Monday, September 16th, 2024, 6:00 PM

9. Adjournment: There being no further comments or business the meeting adjourned at 6:22 PM.

Respectfully submitted,

Ilene M. Eckhart