



**Allen Township
Park and Recreation Board
Meeting Minutes
June 26th, 2025
6:00 P.M.**

A General Meeting of the Allen Township Park and Recreation Board was held on Thursday, June 26th, 2025 at 6:00 P.M. at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA.

1. Roll Call:

Present: Maria Bonett; Denise O'Brien; Mary Austin; Erik Kaintz; Tom Gogle, Public Works Crew Leader; Amber Averbek, Assistant Manager

Absent: Donna Teklits; Ilene Eckhart, Manager

- 2. Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Austin made a motion to add the Covered Bridge as an agenda item; seconded by Ms. O'Brien. On the motion, by roll call vote, all present Members voted yes.
- 3. Review of Minutes:** Ms. Bonett made a motion to approve the minutes of March 27th, 2025; seconded by Ms. Austin. On the motion, by roll call vote, all present Members voted yes.
- 4. Public to be Heard:** No public comment.
- 5. Business Items:**

- A. Volunteers for Movies in the Park Events:** Ms. Bonett and Ms. O'Brien indicated that they would volunteer for the July 18th, 2025 movie. Ms. Austin and Mr. Kaintz indicated that they would volunteer for August 15th, 2025 movie. Ms. O'Brien inquired about interest in operating concession stands during movie nights. Ms. Averbek confirmed that Ms. Jamie Sergent from Bath Allen Youth Club and Ms. Monica Hicks from Triboro Youth Soccer Club both expressed interest in their clubs selling items. Mr. Kaintz elaborated that the Bath Allen Youth Club is prepared to open the snack stand, with club members present. He added that kids from the club will also set up wiffle ball and kickball games before the movie. He noted that he suggested to Ms. Sergent that she reach out to Triboro to ensure they wouldn't be selling the same items. Regarding consistency, Ms. O'Brien asked if the setup for concessions would be the same for each movie to avoid last-minute coordination. Mr. Kaintz stated that they could discuss arrangements for future movies and would provide a lighter menu, making adjustments as needed to match movie themes. He offered to provide more information closer to the movie dates. Mr. Kaintz also asked if the Despicable Me 4 movie would be rescheduled, and Ms. O'Brien confirmed it was moved to August 15, 2025. Ms. Averbek indicated

that the October movie showing would be Goosebumps II as Hocus Pocus II is not available on DVD or Blu-ray.

- B. Dog Park:** Ms. O'Brien reported that several upgrades have been completed at the dog park to address previous concerns. She noted that some of the enclosures around the trees make it slightly harder to see the dogs, particularly on the small dog side, and emphasized the need for owners to be more vigilant. She also mentioned that the Township had released a statement regarding patrons not picking up fecal waste. Ms. Averbeck shared that at the June 10, 2025 Board of Supervisors meeting, the Supervisors discussed the issue of dog waste not being cleaned up and recommended posting a warning that failure to clean up waste could result in the park's closure. Regarding the tree fences, she explained that the design was approved by the Supervisors and allows Public Works access for cleaning and equipment maneuverability. Ms. Averbeck added that she has not recently heard negative feedback about dog waste not being picked up. Ms. O'Brien inquired if cameras have been installed yet. Ms. Averbeck confirmed that the electrical work is complete, but the cameras still need to be installed. Concerns were raised by Ms. O'Brien about small children entering the dog park with pets and she questioned if signage could be updated or rules enforced. Ms. Averbeck stated that the Township does not have staff to monitor everyone entering and exiting the park. Ms. Bonett suggested that the cameras might help and highlighted that the core issue is how to police the dog park, sharing her experience with animal control. She suggested that updated signage, installed cameras, and making examples of a few individuals might help. Ms. O'Brien recommended posting dog park reminders on Facebook. Ms. Bonett suggested that temporarily closing the park for a few weeks due to sanitation issues would quickly get patrons' attention. Ms. O'Brien and Ms. Bonett also discussed various park patrons and utilizing the Friends of Allen Township Dog Park Facebook page. Ms. Austin asked if dog waste bags were available at the park. Ms. O'Brien confirmed that bags are well-supplied at multiple stands but noted that the park often becomes too social, which can lead to owners not actively watching their dogs. She also mentioned that people need to be comfortable pointing out when other owners' dogs have gone to the bathroom.

- C. Future Events:** The Members generally discussed the possibility of having a Touch-a-Truck event and or Easter Egg Hunt in 2026. Ms. O'Brien expressed concerns about Easter being early next year. Ms. Austin questioned if the Fire Company still did an egg hunt. Ms. Averbeck indicated no. Ms. O'Brien questioned if the Touch-a-Truck event could be combined with the Open House of the new Municipal Building. Ms. Averbeck indicated that the open house may be planned for this year. Ms. Averbeck stated that there would be a need to coordinate a Touch-a-Truck event with other entities especially the Allen Township Fire Company regarding dates and times. Ms. Averbeck explained that the event and date would need to be recommended to the Board of Supervisors for their approval. The Members discussed various dates and spring break in April. Ms. O'Brien made a motion to recommend having a Touch-a-Truck event on April 18th, 2026; seconded by Mr. Kaintz. On the motion, by roll call vote, all present Members voted yes.

Ms. O'Brien questioned if any Members had any thoughts on a music event. She stated that the Howertown Park is ideal for parking but was not certain if another park would

be a better location. Ms. Austin indicated that the Covered Bridge Committee has a gazebo that they utilize at the festival for bands. She stated that parking is not ideal at the Covered Bridge Park. Ms. O'Brien questioned if the festival attendees parked on the field like what was done at the movie events that took place at the Covered Bridge Park. Ms. Austin stated yes, however, you would not want to park on the field if it would create a mess. She indicated that the Covered Bridge Committee's Covered Bridge Festival would take place on June 6th and 7th, 2026 and they had four bands lined up for that. Ms. O'Brien indicated that September would be an opportune time to have a live band. She stated that she had previously spoken with a polka band that plays locally and they indicated that other than October, they had some availability. Ms. O'Brien questioned if they had a polka band in the budget for this year. Ms. Averbeck stated that there was not a budget submitted from the Park and Recreation Board for 2025. She explained that there was some money put aside for park maintenance and the movies, but there was not anything budgeted for 2025. Ms. O'Brien questioned when the budget would need to be completed. Ms. Averbeck said it should be completed by August 2025.

- D. Covered Bridge (*Item added to agenda*):** Ms. Austin brought up a few concerns regarding Covered Bridge Park and adjacent properties. First, she mentioned two podium-like signs at the park. One sign, located directly in front of the bench, displays outdated and faded pictures from past projects at Covered Bridge Park. Additionally, an organization placed fishing lures on the other sign, but Ms. Austin noted that it's always empty whenever she visits. She asked if these signs could be moved away from the bench or removed entirely. Mr. Gogle clarified that Public Works installed the fishing lure sign, but he believes the lures are being stolen and the Township does not place them on the sign. Ms. Austin also raised concerns about a small turnaround area on the other side of the Covered Bridge. This area is used by people for parking to take pictures, and she's concerned about puddles forming and cars parking there. Finally, Ms. Austin pointed out a dilapidated split-rail fence bordering the Township and Ms. Sue Iron's property. She inquired if this fence could be added to the agenda for repair. Ms. O'Brien questioned if the fence was on Township property. Ms. Averbeck mentioned that she felt it was on Ms. Iron's property but would need to confirm with the Township Manager. Mr. Gogle stated that the fence in question is an agreement between the Board of Supervisors and Ms. Irons.
- E. Howertown Park Upgrades:** Ms. O'Brien mentioned that a tree in the upper parking lot near the Savage Road intersection is not thriving. She also shared her conversation with Mr. Chris Merkle of the Bath Allen Youth Club regarding the basketball court. According to Ms. O'Brien, Mr. Merkle suggested that new backboards and court surfacing would significantly improve the court's usability. Mr. Kaintz added that having two courts would be highly beneficial, as it would allow for a summer outdoor league or basketball clinics. Ms. O'Brien stated that there is a significant floodplain at the park and expansion would not be available. Mr. Kaintz noted that approximately 45 children have signed up for the summer basketball camp, and some Northampton High School students have volunteered their time to assist. Currently, the club is using courts at the Howertown Park and in Catasauqua. Mr. Kaintz stated that they will research the costs for these upgrades and present them to the Park and Recreation Board.

6. **Public to be Heard:** No public comment.
7. **Next Meetings:** The next Park and Recreation Board Meeting will be Thursday, July 24th, 2025, at 6:00 P.M. (Meeting to be held at the Allen Township Municipal Building located at 50 Snow Hill Road, Northampton, PA).
8. **Adjournment:** There being no further business, the meeting adjourned at 6:45 PM.

Respectfully Submitted,

Amber R. Averbek



**Allen Township
Park and Recreation Board
Meeting Agenda
Thursday, June 26th, 2025
6:00 P.M.**

Location: 50 Snow Hill Road, Northampton, PA

The Allen Township Park and Recreation Board meeting will be held at Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA

A summary of the public comment policy and procedures is located at the end of the agenda as a reference for individuals wishing to address the Board during the “Public to be Heard” segments.

Note: Per Act 65 of 2021 requirements, this agenda was posted to the Township website, at the Township Municipal Building, and at the physical location of the proposed meeting, by Township staff on: June 24th, 2025.

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

Denise O’Brien, Member ____ Ilene M. Eckhart, Manager

Donna Teklits, Member ____ Erik Kaintz, Member

Maria Bonett, Member ____ Mary Austin, Member ____ Amber Averbeck, Asst. Manager

4. Announcements and/or Actions to Add Items to Agenda

3. Review & Approval of Minutes (March 27th, 2025)

4. Public to be Heard (Residents shall limit their comments to no more than three minutes)

5. Business Items

A. Volunteers for Movies in the Park Events

B. Dog Park

C. Future Events

D. Howertown Park Upgrades

6. Public to be Heard (Residents shall limit their comments to no more than three minutes)

7. Next Meetings – All meetings will be held at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA 18067.

□ *Park and Recreation Meeting July 24th, 2025 at 6:00 PM*

8. Adjournment

-Public Comment Policy and Procedures-

- 1. A period for public comment will be held at the beginning of the meeting and at the conclusion of all agenda business items. Any public comments or questions shall be reserved until time on the agenda. Public comments and questions will not be permitted during the course of the Board's/Commission's business items.*
- 2. Individuals who speak must give their name, address and municipality prior to speaking.*
- 3. Time limit on length of public comment or presentation will be three (3) minutes per person, per meeting.*
- 4. A speaker will only be granted one three (3) minute extension, if given, for a maximum speaking time of six (6) minutes, at the discretion of the Chairman.*
- 5. Comments/questions shall be directed to the Board/Commission members only.*
- 6. Procedures will be in place to maintain proper decorum for the hearing. Public participation will be allowed but the Board will ensure respect for all citizens and maintain order. Personal attacks and outbursts will be ruled out of order. The Chairman of the Board or Commission may, within this discretion, rule out of order scandalous, impertinent, and redundant comment or any comment the discernible purpose of which is to disrupt or prevent the conduct of the business of the meeting.*
- 7. Individuals with lengthy written statements may submit them for the record and provide a verbal summary of three (3) minutes or less. Interested persons may email public comments via email, sent to manager@allentownship.org until 3:00pm local time the day of each meeting or by contacting the Township office. Public comment received via email will be read at the outset of the meeting. If you require an auxiliary aid, service or other accommodation, please contact the Allen Township offices in advance. In addition, an audio recording of the meeting will be posted to the Township website: www.allentownship.org within 48 hours of the meeting.*