



Allen Township Board of Supervisors
Meeting Minutes
May 12th, 2026
6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, May 12th, 2026, at 6:00 P.M. at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA. Mr. Frack led the audience in the Pledge of Allegiance to the Flag.

1. Roll Call:

Present: Jason Frack; Gary Behler; Tim Paul; Sean Sculley; Ilene Eckhart, Manager; B. Lincoln Treadwell, Jr., Esq.; Michael Schwartz (Gilmore & Associates, Inc.)

Absent: Paul Link

- 2. Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Eckhart noted there are no announcements and/or actions to be added beside one brief item, that requires no action, under the Zoning report.
- 3. Public Hearings:** There were no public hearings.
- 4. Public to be Heard:** There was no public to be heard.
- 5. Approval of Minutes (April 14th, 2026, and April 28th, 2026):** Mr. Behler made a motion to approve the minutes; seconded by Mr. Sculley. On the motion, by roll call vote, all present Supervisors voted yes.
- 6. Reports**

A. Treasurer: Mr. Behler made a motion to approve the Treasurer's Report and the Paying of the Bills; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

B. All Staff and Departmental Reports (On File)

- i. Parks:** Ms. Dawn Gutkowski, Parks Co-Ordinator, discussed ideas for the upcoming community event, beginning with a proposed name change from "Touch-A-Truck" to "Allen Township Community Wheels Day", while remaining open to other options. She explained that a community-centered name could encourage participation from a broader audience. Ms. Gutkowski also requested approval of the event flyer, which would allow vendor registration through QR code scanning and help increase community awareness. She noted that a list of committed vendors had already been provided to the Board. Mr. Sculley expressed support for the proposed name change, noting its inclusivity. Ms. Gutkowski further suggested incorporating a "No Touch Zone" for classic

vehicles, and Mr. Paul commented that a car show had been his initial impression of the proposed event name. The Board generally agreed with the name “Allen Township Community Wheels Day”, and Ms. Gutkowski stated that approval would allow her to begin promoting the event.

Mr. Behler inquired about the event’s original date of May 9th, 2026, and Ms. Eckhart explained that the postponement was due to a lack of volunteers and other identified issues. Ms. Gutkowski expressed interest in meeting with Park and Recreation Board members to discuss the flyer, event date, vendors, and volunteer efforts. Mr. Behler suggested meeting with Mr. Erik Kaintz regarding opening concession stands and selling food. Ms. Gutkowski stated that she was not interested in hiring food trucks, as several had indicated they would require \$2,000 in sales or compensation to reach that amount. She noted that several other vendors, including the DJ, had no such requirements. Ms. Gutkowski added that the bounce houses would be the only invoiced expense, which Mr. Behler agreed was reasonable. Mr. Sculley made a motion to approve the updated name and begin making flyers for Allen Township Community Wheels Day; seconded by Mr. Frack. On the motion, by roll call vote, all present Supervisors voted yes.

7. Unfinished Business

A. Wawa Land Development – Security Release #2 and Commencement of Maintenance Period:

Ms. Eckhart noted that a security release in the amount of \$224,115.87 was requested, contingent upon the Township receiving the required maintenance bond and establishing a maintenance period through November 12th, 2027. Mr. Treadwell clarified that the Township typically maintains quasi-public improvements, such as landscaping and stormwater facilities, as both can create issues requiring ongoing oversight and maintenance. Mr. Behler made a motion to release the amount of \$224,115.87 to Wawa, Phase 1 Improvements, in addition, Wawa, Inc. is required to provide the maintenance bond for the Township to begin the maintenance period; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

B. Authorization to Advertise for Bids Sale of 2005 Ford Explorer – Municibid: Ms. Eckhart stated that this vehicle would be advertised for sale in addition to the Peterbuilt that had previously been approved for advertisement. Mr. Behler made a motion to authorize the advertisement; seconded by Mr. Sculley. On the motion, by roll call vote, all present Supervisors voted yes.

8. New Business:

A. Proposed West Bullshead Detour Plan for June Road Construction: Mr. Schwartz reported that the contractor for Willowbrook had requested a six-week closure of West Bullshead Road, with a detour proposed via Willowbrook Road and Howertown Road. He identified several concerns with the request, noting that approvals from PennDOT would likely delay the proposed start date and that neighboring municipalities affected by the detour would need to be notified. Mr. Schwartz said that a full road closure did not appear necessary and recommended maintaining at least one open lane. He further suggested dividing the project into three phases, prioritizing the section nearest to the school to minimize potential disruptions when the school year begins.

During discussion, Mr. Sculley asked about the extent of the construction, and Mr. Schwartz explained that the work would occur along most of the roadway. He also clarified that the proposed detour would utilize PennDOT roads. Mr. Behler inquired about other underground infrastructure in the area, and Mr. Schwartz recalled the presence of a sanitary sewer line in addition to the sewer line present. Mr. Behler

suggested that temporary closures of one or two days could be used when work directly impacts underground utilities.

Mr. Schwartz agreed that if limited road closures became necessary, a strategic plan would need to preserve access to both the school and surrounding neighborhood. He reiterated that a continuous six-week closure was not practical. Mr. Behler emphasized the importance of minimizing impacts on residents and motorists, advocating for at least one lane remaining open at all times and for any temporary full closures to be carefully planned with ample public notice.

As an alternative, Mr. Schwartz suggested a shorter detour route utilizing Howertown Road and Savage Road rather than the proposed southern detour. He added that once a determination was made regarding the detour proposal, a traffic control package would be prepared outlining detour signage locations, traffic maintenance measures, and flagging requirements. Following discussion, the Board reached a general consensus to decline the proposed full road closure and extensive detour plan pending additional clarification. In response to resident concerns, Mr. Behler noted that emergency access provisions had been included in the original proposal. Mr. Schwartz concluded that maintaining access should remain the priority and that any necessary full-day closures would require significant advance notice. Mr. Behler agreed, acknowledging that this approach would likely extend the overall construction schedule. Mr. Behler made a motion to inform the developer that the Townships position is that West Bullshead Road should remain open to traffic at all times; seconded by Mr. Paul. On the motion, by roll call vote, all present Supervisors voted yes.

B. Tentative Cancellation of May 26th, 2026, Board of Supervisors Meeting: Ms. Eckhart noted that due to the holiday, she did not foresee items of discussion for that upcoming meeting. Mr. Behler made a motion to cancel the May 26th, 2026, Board of Supervisors meeting; seconded by Mr. Sculley. On the motion, by roll call vote, all present Supervisors voted yes.

C. Executive Session (Potential Acquisition of Properties, Litigation and Personnel Items): Mr. Frack confirmed the executive session would be held.

9. Public to be Heard: Mr. Donald Noll, resident of 4040 Pine Hurst Drive, expressed concerns regarding the West Bullshead Road project, stating that construction personnel had been backing large trucks into the entrances and exits of nearby residential properties and had been impolite to residents. Mr. Schwartz advised that he would discuss the matter with Mr. Scott Detweiler and relay the concerns to the general contractor, Brubacher. Mr. Frack inquired whether any road damage had occurred, and Mr. Noll clarified that the roads had not been damaged and that the primary concern was the operation of large construction equipment near home access points.

10. Next Meetings: Mr. Frack 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, May 18th, 2026 6:00 PM
- Board of Supervisors – Tuesday, May 26th, 2026 6:00 PM (*Cancelled*)

11. Adjournment: There being no further business, the meeting adjourned at 6:49 PM.

Respectfully Submitted,

Kimberly Rodriguez-Colón