



## **Allen Township Board of Supervisors Meeting Minutes May 13<sup>th</sup>, 2025 6:00 P.M.**

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, May 13<sup>th</sup>, 2025, at 6:00 P.M. at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA. Mr. Behler led the audience in the Pledge of Allegiance to the Flag.

### **1. Roll Call:**

Present: Gary Behler; Dale Hassler; Jason Frack; Tim Paul; Paul Link; B. Lincoln Treadwell, Jr., Esq.; Layla Denissen, Engineer (Barry Isett & Associates, Inc); Ilene Eckhart, Manager; Michael Schwartz, PE, Engineer (Gilmore & Associates, Inc.)

- 2. Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Eckhart noted that she would address the 1438 Willowbrook Road issue in her report, focusing on actions taken and communication efforts. Mr. Behler raised the question of whether a separate public comment period should be added to the agenda. The Board agreed upon hearing the residents during the public comment. Mr. Treadwell suggested that, if allowed, public comment should go before the report to allow residents the option to leave afterward.

### **3. Public Hearings: None.**

- 1. Public to be Heard:** An unnamed resident of Gray Drive, stated that he resides directly behind the “dump”. He stated the site functions as a dump, contrary to his understanding that only building materials would be accepted. He mentioned knowledge of a 30-day cleanup notice being issued, but daily activity has not stopped. He expressed concern with the loud noises that have been causing vibrations in nearby homes, explaining that they feel like minor earthquakes. He noted significant disruptions to quality of life, including diesel odors that prevent residents from opening windows or enjoying nice days outdoors. He also emphasized that such issues did not occur under the previous tenant.

Mr. Behler requested a status update from the Township’s perspective. Ms. Eckhart provided background, noting that in 1996 the site received land development approval as a recycling center under commercial zoning. She emphasized the housing development nearby was constructed after the recycling center was established. She explained that the conditions from the 1996 approval included material stacking limits, fencing, and proximity restrictions. Ms. Eckhart explained that a change in ownership led to the intensified use, triggering citizen complaints. The current owner believed operations were allowed under a DEP permit that he received upon purchasing the property. The Township clarified that while the DEP permit allows recycling activities, Township zoning restrictions still apply. Ms. Eckhart indicated that despite meetings held with the property owner, going over zoning documents and site plans, no corrective

action or communication to the Township had been made. She has since worked with the Township solicitor to draft a zoning violation notice, asserting that the site is no longer a recycling facility, it is now operating as an unpermitted junkyard. Mr. Treadwell explained the zoning violation process: a notice is issued, then the owner has 30 days to appeal and finally a hearing is held. He requested the names and contact details of witnesses for potential use in the hearing. Ms. Eckhart noted a DEP-issued permit for “beneficial use in recycling” exists for the site, and she has submitted a Right-to-Know request to DEP for inspection records with hopes that any violations found will aid the Township’s efforts since they would not have been easily accessible.

An unnamed resident requested to know if there is a general timeframe for operations at the site, noting that activity has exceeded 10:00 PM. Ms. Eckhart confirmed that such late-night operations exceed acceptable limits even under industrial and commercial standards. Mr. Treadwell indicated that he was unsure and doubtful of any specific operational hours imposed by the Zoning Hearing Board. Ms. Eckhart explained that if the activity constitutes a nuisance, it may be enforceable under non-zoning provisions of the Township Code. She noted that further investigation and additional evidence would be needed to pursue enforcement.

Ms. Nancy Toshman, resident of 114 Gray Drive, adjacent to the 1438 Willowbrook Road property, presented photos taken from the street as evidence of the daily conditions impacting nearby residents. She reported that noise from the site often begins before 7:00 AM and noted that several neighbors have experienced unexplained respiratory issues, despite having no contact with one another. She expressed concern over the unsanitary conditions, citing visible stacks of dirty mattresses and dead rodents. Ms. Toshman described how the smell and particles flowing in the air have prevented her from gardening and irritate her eyes. She shared that her senior dogs have also been affected, they run indoors due to loud noises and vibrations. She indicated that she and the neighboring residents understand the commercial zoning of the property but emphasized that the site no longer functions as a recycling center and now operates as a junkyard. She pointed out that a Google search of “American Disposal” describes the site as the “garbage dump of Northampton County, PA”. She reported contacting DEP and having a conversation with the quality air control and waste management team. She shared that she had been advised by Ms. Grace Jenkins of DEP to document issues through the DEP’s official complaint portal, where submissions are confidential. Ms. Toshman clarified that she is a 13-year resident of Allen Township, and is simply against the site being labeled a garbage dump.

Ms. Toshman reported a traffic safety concern involving a large truck reversing into the site’s driveway, causing a traffic backup on Willowbrook Road extending to Walker Drive. She described being unable to turn left from Walker Drive due to the excessive traffic and questioned why large trucks are using Willowbrook Road, which she noted is a no-truck zone. Mr. Behler clarified that local delivery trucks are an exception to the restriction. Ms. Eckhart added that blocking traffic in such a manner is improper. Ms. Toshman further shared an incident where drivers illegally crossed the center line to pass her, explaining that she was unable to move due to the traffic caused by this company. Mr. Treadwell assured Ms. Toshman that the Township is actively working on resolving the issue. Mr. Paul suggested residents share the DEP complaint website and continue submitting photos and videos as documentation. Ms. Toshman also raised environmental concerns about the site being adjacent to the water retention pond, questioning whether unknown particles might be entering the water and flowing into Northampton County streams. She empathetically asked the Supervisors to consider the residents’ experiences, being unable to enjoy their yards or open windows due to noise, odors, and overall discomfort.

Mr. Scott Busfield, resident of 107 Gray Drive, expressed appreciation for the Township’s support and

stated that he has also experienced similar issues that were shared by Ms. Toshman. He described loud noises and vibrations so severe they felt like someone was attempting to break into his garage. Mr. Busfield asked for clarification on who would be collecting resident contact information, and Ms. Eckhart directed residents to provide their names and phone numbers to Ms. Averbeck and Ms. Rodriguez.

Ms. Donna Panko, resident of 316 McNair Drive, a 12-year resident who works from home, described the daily noise from the property as resembling a construction zone. Ms. Panko read from the Township website's welcome message, expressing that there has been a shift away from the once-mentioned high quality of life in the Willow Ridge neighborhood due to the site's operations. She shared concerns about white dust settling on outdoor furniture and properties, confirming it is not pollen, and described consistent disturbances starting as early as 6:00-7:00 AM, and sometimes continuing past 10:00 PM, as she was able to notice on April 30<sup>th</sup>, 2025. Ms. Panko reported that the company has been moving their dumpsters in order to block the view of the piled trash and that the fences are ready to burst. She expressed concern for the neighborhood children being exposed to unknown particles in the air during summer outdoor activities. Ms. Panko recalled an instance when a truck ran all night, emitting fumes. Mr. Frack suggested documenting instances of late-night activity, and Mr. Treadwell emphasized the importance of accumulating evidence and testimonies. He encouraged residents to submit documentation via email, which will be kept as part of the official record in preparation for an anticipated hearing.

Mr. Hassler shared an incident involving the Fire Department responding to a carbon dioxide (CO<sub>2</sub>) alarm activation at a nearby residence, which was caused by emissions from an idling truck on the 1438 Willowbrook Road property. He also reported a separate event from several weeks prior, where a trailer damaged mailboxes and struck a tree before attempting to flee the scene. Law enforcement was dispatched and successfully intervened, but Mr. Hassler expressed concern over the apparent disregard shown by the responsible party.

Ms. Trisha Aguanno, resident of 203 Walker Drive, stated that she has been in communication with Ms. Eckhart but is concerned, questioning what could be done during the 30-day appeal period to prevent ongoing pollution and noise violations. She stated that the company seems to be operating without restriction. Mr. Treadwell explained that zoning ordinance violations must follow a state-mandated legal process, and while a preliminary injunction could be pursued through the courts, it is typically difficult to obtain. Mr. Treadwell clarified that life-threatening situations might justify more immediate action, but the current complaints, while serious, do not meet that threshold. He noted that the Township's nuisance ordinance could provide a faster route, allowing for a 15-day notice before appearing before a district judge, though this process takes time and does not offer an immediate solution.

Ms. Panko indicated that this issue needs to be pushed a little harder. She stated that the carbon dioxide (CO<sub>2</sub>) tank issue shared by Mr. Hassler is a perfect example. She added that there should not be a truck running overnight without any supervision.

Mr. Nick Takacs, resident of 202 Walker Drive, reported that even from his home, which faces Savage Road, he also experiences consistent and disruptive activity from American Disposal. He reported the company often operates before 7:00 AM until around 4:30 PM, including Saturdays and some Sundays. He described a visible red shed on the property filled with garbage and an additional large pile of waste nearby. Mr. Takacs, who works from home, shared that he uses a decibel meter to measure the noise, which regularly registers between 80-90 decibels indoors and can reach 121-130 decibels outside during peak activity. He noted that the rebuilding of the nearby apartment complex had significantly lower noise levels. He also raised environmental concerns about potential chemical soil or groundwater contamination.

He concluded by stating that when he contacted American Disposal directly to ask what materials they accept, the response was: “We take anything.”

Mr. Behler inquired about the timeline and procedure for pursuing a preliminary injunction against American Disposal and whether the Board would consider that route. Mr. Treadwell explained that the injunction process is faster than the standard 30-day zoning appeal window and would begin with the Board authorizing the filing of a complaint, after which he would proceed accordingly. Mr. Behler emphasized the seriousness of the situation and asked for input from the Board. He and Mr. Hassler also questioned whether the matter should legally be placed on an agenda for a formal vote. Mr. Treadwell confirmed that due to the significance, it would be appropriate to add it to an agenda. Ms. Eckhart proposed holding a special meeting dedicated solely to this matter and the Board agreed. Mr. Treadwell recommended scheduling the special meeting before the upcoming Planning Commission meeting on Monday, May 19<sup>th</sup>, 2025. The Board agreed to hold the meeting at 5:00 PM. Mr. Frack made a motion to advertise a special public meeting on Monday, May 19<sup>th</sup>, 2025 at 5:00 PM with the specific purpose being to authorize Mr. Treadwell to file a complaint requesting a preliminary injunction; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors voted yes.

Mr. Paul asked Mr. Takacs whether his sound monitor saves recordings and if he has been documenting noise levels regularly. Mr. Takacs responded that he has documented the dates and times of the louder incidents and will begin continuous monitoring moving forward. He added that he will be putting the monitor at the front of his master bedroom to capture the most accurate and audible recordings.

Ms. Kathleen Minnaugh-Teay, resident of 1320 Adams Street, stated that she resides near Savage Road and Adams Street and that she hears loud noises and notices foul odors from the American Disposal site as early as 7:30 AM while sitting on her deck. She recalled the Township’s formerly quiet, rural character when her family moved in 15-20 years ago. Ms. Minnaugh-Teay expressed concern for her health, explaining she has a lung disease that already limits her outdoor activity when air quality is poor. The additional exposure to odors and potential pollutants from the site has heightened her concern. She stated that upon contacting American Disposal, she was told the company operates as a transfer station, handling waste collection and transport for landfilling. She noted that this would typically involve compacting and sealing waste to prevent toxin release and questioned whether microplastics might be escaping and affecting the air residents are breathing.

Mr. Nathan Salukas, resident of 104 Gray Drive, questioned whether any new issues had been observed during the most recent visit to the property and whether all concerns had been included in the violation notice. As a new resident of the Township, he expressed surprise at the situation. Mr. Salukas then expressed appreciation for the actions being taken by the Board.

Ms. Morgan Wiedecker, resident of 115 Gray Drive, noted that as someone who works from home, she hears the disturbances all day, every day, including weekends. She initially believed the scattered garbage was due to garbage collection being left behind but after neighbors shared photos, she realized it was consistently coming from American Disposal. She expressed gratitude for the efforts being made and requested for the process to move faster.

Mr. Frank Hrkach, resident of 48 Oak Lane, raised concerns regarding a white truck that recently set up cables across the road near his home. The individual involved claimed the purpose was to analyze vehicle speed and volume for the state, potentially leading to the installation of a speed bump. He indicated that the person refused to disclose the company name, leaving Mr. Hrkach uncertain about the legitimacy of

the activity. He expressed concern that a speed bump would block access to his home due to his specialized vehicle which has only three inches of ground clearance. Additionally, Mr. Hrkach suggested that a traffic light at the intersection of Oak Lane and Weaversville Road would be more beneficial, explaining that the intense traffic in that area makes it difficult to make left turns or cross to Debbie Lane. He noted that Oak Lane is the only exit from the development and emphasized the safety risks involved. He concluded by expressing his appreciation to Mr. Hassler for controlling a fire at his residence.

Mr. Behler clarified that Oak Lane is a Township-owned Road and therefore a speed bump cannot be installed without the Board's approval. He noted that the Board has not discussed such an installation, suggesting that recent comments about a possible speed bump are likely unfounded unless the Board decides to consider it in the future. Ms. Eckhart indicated that there is some commercial frontage along the rear portion of Oak Lane that could be proposed for development but the Board cannot comment further until official submissions are received. While nothing has been submitted, a developer or property owner may be working on a proposal that remains unknown at this time. Mr. Behler reiterated that any request for a speed bump would require approval from the Board. Regarding Weaversville Road, he explained that it falls under PennDOT jurisdiction not the Township's. He noted that about a decade ago during the Kopper Penny intersection project and subsequent development, all related intersections were included in a study. He concluded by stating that the Board has no authority over PennDOT roads as they determine all decisions regarding those areas.

4. **Approval of Minutes (April 8th and April 22nd, 2025)** Mr. Hassler made a motion to approve the meeting minutes for April 8<sup>th</sup> and April 25<sup>th</sup>, 2025; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.
2. **Reports – All reports on file with exception of Treasurer's Report and Paying of the Bills.**
  - A. **Treasurer:** Mr. Frack 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 Supervisors voted yes.
  - B. **Solicitor:** Mr. Behler questioned Mr. Treadwell if there was anything to add. Mr. Treadwell indicated that he does not have anything additional other than what is on the agenda.
  - C. **Engineer:** On file.
  - D. **Planning/Zoning/Code Enforcement:** Ms. Eckhart indicated that she shared the information she had for this item with the Public to be Heard. She added that she will proceed with getting the advertisement prepared for the Special Meeting to be held on May 19<sup>th</sup>, 2025.
  - 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 indicated that the May meeting is yet to be determined, posting will occur if necessary.

**J. Planning:** On file.

**K. First Regional Compost Authority:** Ms. Eckhart indicated that the meeting for May will be canceled due to the election being that day at the Moore Township building.

**L. Stormwater:** Ms. Eckhart indicated that the Municipal Separate Storm Sewer System (MS4) is being kept up with.

### **3. Unfinished Business:**

**A. High Meadow Estates Phase 1 Escrow Release #8 - \$79,500.00:** Mr. Paul made a motion to pay \$79,500.00 for the High Meadow Estates Phase 1 Escrow Release #8; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

**B. High Meadow Estates Phase 2 Escrow Release #7 - \$14,041.56:** Mr. Frack made a motion to pay \$14,041.56 for the High Meadow Estates Phase 2 Escrow Release #7; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.

**C. 700 Savage Road Subdivision and Land Development Agreement – Request waiver of the construction hours for the concrete pours:** Ms. Catherine E. N. Durso of Fitzpatrick, Lentz, and Bubba appeared on behalf of the developer and clarified that the industrial site in question is located at 770 Savage Road. She explained that while standard developer agreements typically allow construction activity from 7 AM to 7 PM, Monday through Saturday, the developer is requesting the Board's consideration for extended hours specifically for concrete pouring. The request includes permission to operate during additional hours, either from 3 AM to 7 AM or from 7 PM to 11 PM, on 10 non-consecutive days over a four-week period. Ms. Durso noted that this adjustment would allow the concrete work to be completed more efficiently and would help reduce excessive truck traffic. She concluded by requesting that the Board consider incorporating these extending hours into the developer's agreement, pending their approval.

Mr. Hassler recalled a previous project on Cesanek Road where similarly extended concrete pouring hours were permitted, noting that it requires the use of bright lights at night. He expressed concern about the site being surrounded by nearby residents on both sides of the property. He stated that concrete work occurring at 3 AM or close to that timeframe would be disruptive and likely generate complaints, especially as daylight hours shorten in October. In response to Ms. Durso's comparison to another project with 24-hour pours, Mr. Hassler clarified that the previous project was held in a non-residential area, unlike the current location. Mr. Paul inquired about potential noise levels, to which Mr. Hassler responded that while backup truck alarms would create some noise, the primary concern would be the disturbance caused by bright floodlights during nighttime hours.

Mr. Dan Gordon of the Hanover Company clarified that the developer is requesting an exception, with flexibility, open to the Board's preferences. He explained that concrete pouring requires extended working hours and whether done early in the morning or into the evening the work would involve lighting and, in the

evening, sawing activities that generate minimal noise. Mr. Gordon noted that surrounding trees and fields may help buffer the impact of the floodlights. He emphasized that without the extended hours, the concrete work would take twice as many days to complete, increasing the number of concrete trucks on the road. He assured the Board that the project would fully comply with the Township ordinances. He concluded by stating that the proposal is intended to be mutually beneficial, reducing the number of concrete trucks on the road.

Mr. Frack proposed adding two work hours in the morning and two in the evening as a better solution, which Mr. Gordon supported while explaining the goal of achieving a 16-hour workday. Mr. Behler expressed a preference for extended evening hours rather than early morning hours, citing residential concerns and agreeing with comments made by Mr. Hassler. He suggested 9 PM as the latest acceptable end time, with a 7 AM start. Mr. Paul also suggested extending the evening hours but declined any start time as early as 3 AM. Mr. Gordon dismissed the 3 AM and 4 AM options and instead proposed a compromise of working between 6 AM and 10 PM. Mr. Behler indicated that if he lived in the area, he would prefer more days with the concrete trucks rather than longer hours since the number of concrete trucks is inevitable. Mr. Gordon confirmed that the construction entrance is on Savage Road and explained that they are aiming for better control over the deliveries of stone materials to and from the property.

Mr. Gordon then deferred to the Board on whether they could get to a majority for the additional hours of 6 AM to 10 PM, accepting any hours for a middle ground. Mr. Frack made a motion to allow 770 Savage Road to go outside of the normal construction hours from 6 AM to 10 PM for concrete pours for ten individual days; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes, with the exception of Mr. Behler and Mr. Hassler.

**D. Stone Ridge Maintenance Obligation for Existing Sidewalk along John Drive – Developer Request for further discussion:** Mr. Joseph A. Zator II, Esq. of Zator Law, reminded the Board that the mixed-use project on Route 329, near Savage Road, had been approved the previous year. Referring to a photo he provided to the Supervisors, he pointed out the approved lot-line adjustment plan, noting that the commercial area closest to Savage Road is designated for a WAWA, while the section near Stone Gate Drive will be for a Wendy's. He explained that, as part of the project's approval, a condition was imposed requiring the sidewalk area to be maintained by the commercial association or another entity approved by the Board. Mr. Zator reported that while working with WAWA, it became clear that the company is unwilling to take responsibility for maintaining the sidewalk along John Drive, from Savage Road to Pine Street, and from Pine Street to the Graystone section. As a result, he proposed an alternative approach to responsibility for the portion of the sidewalk on the north side of John Drive (from Pine Street to Joseph Drive) to the residential homeowner's association in that area. He clarified that although the sidewalk would still be managed by an association, they are requesting that it be handled by the residential association.

Mr. Zator further explained the measure of logic behind the proposed sidewalk maintenance arrangement, noting the significant difference in proximity: the residential area lies approximately 100 feet from the sidewalk, whereas the WAWA and Wendy's sites are over 1,000 feet away. He shared the inability to resolve this issue has delayed the closing of the WAWA site. He expressed hope for the Board's support, reiterating that assigning responsibility to the residential HOA aligns with the terms outlined in the project's approval resolution. In response to Mr. Behler's request for clarification, Mr. Zator confirmed that the sidewalk wrapping from John Drive to Pine Street would be maintained by the three commercial properties, with WAWA as the primary party. Mr. Behler expressed concerns about the residential HOA being minimally connected to the sidewalk area, indicating that there is the possibility of an issue being perceived. Mr. Zator acknowledged this point and stated that WAWA had expressed the same point, stating that they did not want

the responsibility for the sidewalk maintenance along Savage Road, John Drive, Pine Street, or Graystone Circle.

Mr. Behler confirmed the proposed sidewalk maintenance arrangement is reasonable, provided it is clearly documented to protect the Township from future liability. Mr. Link indicated that future homeowners would be made aware of the HOA's responsibility at the time of purchase, leaving no room for dispute. Mr. Zator confirmed that while there would be no legal argument, residents could still express dissatisfaction. Mr. Hassler recalled a prior agreement, where a waiver was granted exempting the developers from installing sidewalks along Nor-Bath Boulevard/Route 329 due to the high cost, with the understanding that these sidewalk responsibilities would be fulfilled. Mr. Hassler expressed dissatisfaction with the agreement shift, confirming that a significant amount of money was saved through that deal. Mr. Zator clarified that the waiver likely pertained to the area from Stonegate onto Horwith and indicated that while WAWA would not accept responsibility for the sidewalks in question, the proposed arrangement is reasonable, confirming that the Township will be protected and the sidewalk will be maintained. Mr. Krill supported the proposed agreement, noting that neighboring residents will be predominantly utilizing the sidewalk. Mr. Link agreed, emphasizing again that as long as the Township is not responsible, he supports the plan. Mr. Behler also agreed, expressing the importance of the arrangement being in writing. Mr. Hassler concluded with concern that the original promises were not being fully honored, to which Mr. Zator agreed. Mr. Frack made a motion that the residential HOA for Phase 3 of Stone Ridge is responsible for the maintenance of the northern section of the sidewalk along John Drive which is approximately 750 feet; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.

**E. Draft Ordinance Amendment – Park and Recreation Board – Reduction of Members, authorization to advertise:** Ms. Eckhart noted that this item was a follow-up, confirming that Mr. Treadwell had prepared the draft ordinance, which is now ready to be advertised for a public hearing and potential enactment at the first meeting in June. Mr. Link made a motion for the authorization to advertise the ordinance for adoption; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

**F. Authorization to Solicit Bids – East Bullshead Median (Ratification):** Ms. Eckhart reported that since the last meeting, the Township received confirmation from the County that the right-of-way was granted. As a result, the next step is to authorize the solicitation of bids, which Mr. Wojciechowski is currently preparing. This agenda item is simply to ratify his authority to move forward with that process. Mr. Hassler made a motion to proceed; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

**G. Kohls Road – Truck Prohibition Study:** Mr. Schwartz stated that the draft ordinance and supporting documents, which were prepared during the COVID period, reflected agreement based on the opinions and data provided. He confirmed that the Board could move forward with truck prohibition if desired. Mr. Behler expressed strong support and asked Mr. Treadwell about the next step in the process. Mr. Treadwell responded that the ordinance would need to be finalized and added to the next meeting agenda for authorization to advertise. Mr. Link made a motion to add the item to the next agenda for authorization to advertise; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

**H. Allen Township Building Renovation Project Phase 2 – Applications and Certification of Payments/Change Orders/Allowances:**

**i. Thin Stoner Veneer for Front Entrance Columns:** Ms. Eckhart explained that this item was a



follow-up from the previous meeting and refers to completing the columns at the front entrance. She clarified that the work was originally part of Phase 1 but was moved to Phase 2 due to grant funding considerations since it will be completed along with the wall-related items. When Mr. Hassler asked for clarification on the location, Ms. Eckhart confirmed it was for the front entryway columns. Mr. Frack made a motion to proceed with the thin stone veneer for the amount of \$27,850; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors voted yes.

- ii. **Stone Retaining Wall – Lettering:** Ms. Eckhart stated that this item is to apply the Allen Township lettering across the front of the big wall on the side, totaling \$7,750. Mr. Hassler made a motion to move forward with the stone retaining wall lettering; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.
- iii. **Garage Options:** Ms. Eckhart presented the item for the Board’s decision between constructing a pole building for \$104,538 or a garage for \$104,080. Mr. Behler referenced the prior meeting’s discussion, noting that strong arguments had been made in favor of choosing the garage option. Mr. Hassler made a motion to go with the garage in the amount that Ms. Eckhart mentioned; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.
- iv. **Fence for Generator/HVAC Unit Area (Credit Optional Material):** Ms. Eckhart informed the Board that the fence in question had already been installed using an available credit. She explained that the materials were ordered in advance to ensure the protection of valuable units. She clarified that this item was intended as a memo for the Board.
- v. **Epoxy Floor Application – First Floor Fire Station Area:** Ms. Eckhart stated that she had shared information regarding the potential floor preparation and resurfacing project at the fire station, noting the time and delays involved. She explained that after the system is applied, a three-day curing period would be required before fire trucks could be moved back in, with at least a week needed for preparation. Mr. Hassler pointed out the challenge of relocating all items from the fire station during the process. Mr. Behler inquired about possible storage locations for the fire trucks and whether the effort would be worthwhile, to which Mr. Hassler responded that there is no known safe storage. Ms. Eckhart informed Mr. Paul that the project cost difference between completing the floor all at once versus in phases would range from \$65,000 to \$76,250. Mr. Hassler asked if a decision was needed immediately and Ms. Eckhart confirmed there was no time restraint. She confirmed to Mr. Behler that there is a 2-year window beyond the building contract. Mr. Frack suggested that the Board consider other potential uses for the available funds.

Ms. Eckhart referenced a comment about the structure not looking cohesive. She suggested covering the building’s corners with stone while leaving the brick in place to better unify the exterior and suggested cleaning up the Howertown Road corner and painting the exposed foundation. Mr. Hassler supported the stone application, especially around visible areas, saying it would enhance the building’s foundation appearance. Ms. Eckhart noted that a landscaping plan was already in place, explaining that adjustments were necessary due to potentially invasive plants. She also proposed a small rendition of the main entryway would improve the appearance and functionality of the exterior entryways. She explained that the small overhangs would keep the rain off the main entrances and create a more uniform look, adding that she would draft a sketch of these ideas. Mr. Hassler agreed and emphasized prioritizing the outdoor aesthetics before deciding on the fire station floor project. Mr. Behler asked if a motion was required, but Ms. Eckhart clarified that this was a preliminary discussion for feedback and that she would return with cost estimates. Mr. Hassler

concluded by suggesting a small roof over the firefighters' entrance.

- vi. **Windbreak Vestibule – First Floor Fire Station Area:** Mr. Behler noted that this item was generally brought up in the previous discussion and asked Ms. Eckhart if she had anything further to add. Ms. Eckhart expressed interest in installing a full windbreak with stone around the area but raised concerns that the feature may interfere with the limited parking spaces available for the firefighters. Mr. Frack emphasized the importance of reviewing the aesthetics to ensure the design remains cohesive with the overall look of the building. Mr. Hassler suggested adding a small roof similar to the one at the back door of the Indian Trail Road municipal office. Ms. Eckhart agreed, noting the purpose would be to keep the rain off the entryway, and confirmed she would begin working on a design.
- vii. **Grace Industries (General Contract Sum \$828,000.00 – Remaining after release including retainage ~~\$155,922.50~~ \$541,278.58) – Request #1 for ~~\$51,585.00~~ \$96,649.43:** Mr. Frack made a motion to release request #1 for \$96,649.43; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors voted yes.

**I. Allen Township Building Renovation Project Phase 1 – Applications and Certification of Payments/Change Orders/Allowances/Status**

- i. **ASL Refrigeration (Mechanical Contract Sum \$828,000.00 – Remaining after release including retainage \$104,472.50) – Request #10 for \$48,450.00:** Mr. Hassler made a motion to release the amount of \$48,450.00 for request #10; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.
- ii. **Albarell Electric, Inc. (Electrical Contract Sum \$715,000.00 – Remaining after release including retainage \$120,441.46) – Request #08 for \$8,271.00:** Mr. Frack made a motion to release the amount of \$8,271.00 for request #08; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.

**J. Willow Ridge Subdivision – Acknowledgement of MPC Review Extension until August 21, 2025:**

Ms. Eckhart indicated that this item was submitted by the developer who is awaiting feedback from an outside agency before moving forward. She clarified that this item was simply to acknowledge receipt of the extension. Mr. Frack made a motion to acknowledge the extension; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors voted yes.

**K. Shredder, MiCR Check Printer, Additional Copier, Large Format Plotter – Fraser Lease Purchase Proposal:** Ms. Eckhart informed the Board that with the new office nearing readiness, she had discussed options with the current equipment vendor regarding items to purchase and lease. She requested the Board's input on several proposed items. Among them, she highlighted the Formax FD heavy-duty shredder capable of handling full stacks of documents and a desktop printer, which she noted would be useful for daily operations. She also recommended purchasing a MiCR Check Printer, which uses specialized toner to prevent check fraud through washing schemes. Ms. Eckhart expressed her intention to refresh pricing on items and stated her preference to purchase the MiCR Printer and desktop printer while setting a contract for the necessary materials. Mr. Behler supported purchasing long-term-use items rather than leasing. Ms. Eckhart added that the large-format plotter, used for printing and scanning archived plans, would be better to lease due to its higher cost and maintenance, to which Mr. Frack agreed. Mr. Behler inquired about daily printing at the office to which Ms. Eckhart responded that printing is frequently required

for permits, reports, minute books and right-to-know requests. Mr. Behler made a motion for Ms. Eckhart to proceed with the items and then return with exact price points for different options; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

**4. New Business:** No new business.

**A. Executive Session (tentative)**

**5. Public to be Heard:** Mr. Michael Tifft, resident of 4825 Indian Trail Road, questioned if there was an estimated time of when the real PA system would be installed. Mr. Behler responded that the system was active. Mr. Tifft indicated that the system in use appeared to be the old one and that the same audio issues were carried over from the previous building. Ms. Eckhart explained that while the microphones were the same, the sound system was new. Mr. Behler noted that he had found no issues during the audio test, and then asked if the sound was difficult to hear in the back of the room. Ms. Eckhart acknowledged that this was the first time using the new system and confirmed adjustments would be made as needed.

**6. Next Meetings:** Mr. Behler announced the upcoming meetings. All meetings and events will be held at the Allen Township Municipal Building. These meetings and events are as follows:

- Special Meeting – Monday, May 19<sup>th</sup>, 2025 5:00 PM
- Planning Commission – Monday, May 19<sup>th</sup>, 2025 6:00 PM
- Board of Supervisors, Tuesday, May 27<sup>th</sup>, 2025 6:00 PM

**7. Adjournment:** There being no further business, the meeting adjourned at 7:44 PM.

Respectfully Submitted,

Kimberly Rodriguez-Colon