



Allen Township Board of Supervisors Meeting Minutes September 23rd, 2025 6:00 P.M.

A General Meeting of the Allen Township Board of Supervisors was held on Tuesday, September 23rd, 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; Tim Paul; Dale Hassler; Jason Frack; Paul Link; B. Lincoln Treadwell, Jr., Esq.; 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 proposed the Board's consideration of a motion for the addition of Resolution 2025-118, which pertains to the Public Hearing for the Liquor License transfer to 1679 Nor Bath Boulevard. She explained that if the Board is satisfied with the presentation, this motion would allow action toward it. Mr. Hassler made a motion to add Resolution 2025-118 to the agenda; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.

3. Public Hearings:

- i. Request for Intermunicipal Transfer of Liquor License – 1679 Nor Bath Blvd:** Mr. Treadwell explained that this item concerns a liquor license transfer request from the City of Bethlehem to the mentioned address: 1679 Nor Bath Boulevard. He noted that the Township is required to hold a public hearing before taking any action as decided by the Supervisors. Mr. Behler inquired whether a motion was needed to open the hearing, and Mr. Treadwell confirmed that it was. Mr. Link made a motion to open the hearing; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

Mr. Joseph J. Piperato, III, Esquire, explained that the Liquor License transfer cannot be filed until it is approved by the receiving Municipality, noting that the license in question is being transferred from Southside 313. Mr. Piperato generally provided background on the property owner, stating that the main lot was initially purchased in 2015, followed by the two adjacent lots two years later. Mr. Piperato further clarified that the Liquor License is a Restaurant License permitting seating for approximately 30 patrons, allowing food and alcohol to be served on-site. Mr. Link questioned whether the license could remain valid if the property could not accommodate 30 seats, and Mr. Treadwell responded that if seating for 30 patrons is not possible, the building cannot be changed. Mr. Hassler raised concerns about the nearby high school and emphasized the importance of ensuring strict verification to prevent underage alcohol sales. It was confirmed that physical barriers

will be required in the store, subject to inspection and approval from the Pennsylvania Liquor Control Board (PLCB).

Mr. Behler questioned whether the business could discontinue food service to prioritize alcohol sales, which was declined. Mr. Hassler asked if Dunkin' Donuts sales could count toward a food service requirement, but it was clarified that they could not; any qualifying food sales would need to be separated from Dunkin' Donuts to meet the Restaurant License conditions. Mr. Behler also raised concerns about trailer trucks around 1679 Nor Bath Boulevard, noting insufficient parking and potential safety hazards for patrons. He asked about the expected increase in traffic, and Mr. Piperato estimated an additional of 50-100 more patrons. Mr. Treadwell requested that a detailed illustration of all parking areas be submitted for the Township's records. Mr. Frack then questioned whether the property owner would be willing to reduce the amount of convenience products to make room for the required restaurant space. The property owner, Mr. Ravi Patel, responded that he plans to increase the number of products per shelf to preserve inventory while meeting space requirements. Mr. Link noted that the PLCB will thoroughly inspect the property to ensure full compliance with all requirements.

Mr. Hassler made a motion to close the hearing; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.

Mr. Treadwell stated that Resolution 2025-118, as referenced by Ms. Eckhart, was prepared for the Board upon the conclusion of the Liquor License transfer request being approved. Mr. Link made a motion to adopt Resolution 2025-118; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

4. Public to be Heard: None.

5. Unfinished Business

A. High Meadow Estates, Phase 3-5 Final Land Development Plans: Mr. Jonathan Rogers, PE of Keystone Consulting Engineers, discussed the Gilmore and Associates review letter dated September 18th, 2025, requesting consideration for approval of the pedestrian sidewalk and crosswalks. Mr. Link questioned the location of these features, and Mr. Schwartz explained that a traffic specialist had reviewed the original layout and recommended new locations, which he supports. Mr. Link expressed safety concerns about changing previously approved plans, but he agreed to support the revisions based on Mr. Schwartz's validation. Ms. Eckhart asked about the timeline for work impacting residential driveways, but Mr. Rodgers stated he was unsure, as the project began before his involvement. Ms. Eckhart also inquired about the schedule for design work related to power line easements and Mr. Rogers indicated that it would likely occur later this year. Ms. Eckhart requested for follow-up on these matters to be documented. Mr. Behler confirmed that no waivers are being requested at this time.

Mr. Frack made a motion to approve the final land development plans for High Meadow Estates Phases 3, 4, and 5, subject to the Gilmore and Associates review letter dated September 18th, 2025, modified as discussed, this evening; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.

B. Allen Township Building Renovation Project Phase 1 – Applications and Certification of Payments/Change Orders/Allowances:

- i. **Mohawk Contracting (General Contract Sum \$1,919,000.00) Request # 10 for \$91,782.35:** Ms. Eckhart reported that this item had been discussed at the previous meeting, and since then, a new contractor was hired by Mohawk Contracting for the roof project. She indicated that the new subcontractors have been on-site reviewing project schedules and materials stored on the Township property. During their inspection, the subcontractors found that the fasteners delivered were defective and needed to be returned. Ms. Eckhart confirmed progress with the new subcontractors and requested the Board's input on whether to issue partial or full payment to Mohawk Contracting. Mr. Paul initially opposed payment but agreed to proceed after seeing the new subcontractors' involvement. Ms. Eckhart confirmed noticeable progress with the new subcontractors. Mr. Hassler expressed a preference for partial payment, emphasizing performance-driven compensation, while Mr. Link and Mr. Frack agreed that payment should only cover materials, not labor. Mr. Hassler expressed disappointment with Mohawk Contracting's poor organization with the project. Mr. Link stated that the Township will inevitably have to provide payment for the material, to which Mr. Hassler agreed, acknowledging that funds are available to pay for the materials, though he is against rewarding negligence. Mr. Behler asked about any legal obligation to pay, and Mr. Treadwell confirmed there was none, explaining that Mohawk Contracting sought payment to settle its balance with the materials supplier. Mr. Hassler proposed paying Mohawk Contracting 50%, followed by 25% after a week of progress, and the remaining balance upon completion. Ms. Eckhart noted that the materials have been on-site since August 12th, exceeding a month's delay, with the project completion now expected by October 14th. Mr. Link expressed doubt that Mohawk Contracting would pay its supplier, to which Mr. Hassler responded that the responsibility lies with Mohawk Contracting. Mr. Hassler made a motion that the Township pay Mohawk 50% of the amount due now, and when the roofing starts going up, after one week, the Township will pay the remaining balance; seconded by Mr. Paul. On the motion, by roll call vote, all Supervisors voted yes.
- ii. **Albarell Electric Inc. (Electric Contract Sum \$715,000.00) Request # 9 for \$6,859.82 and Request # 10 (Final) for \$66,824.26:** Ms. Eckhart confirmed she is satisfied with the services received and confirmed that all provided items have been adequately maintained. Mr. Hassler made a motion to pay Request # 9 for \$6,859.82 and Request # 10 (Final) for \$66,824.26; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.
- iii. **The Warko Group (Plumbing Contract Sum \$183,804.00) Request # 8 (Final) for \$12,896.78:** Ms. Eckhart confirmed that all things relating to the plumbing have been in good working condition. Mr. Hassler made a motion to pay Request # 8 for \$12,896.78; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.

C. **Willowbrook Rd & E. Bullshead Median, Request # 5 for \$710.12:** Mr. Hassler made a motion to pay Grace Industries Request # 5 for \$710.12; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.

6. New Business:

- A. **Air Quality Sampling Proposal (TRC Environmental Corporation):** Ms. Eckhart explained that this item involves a professional fee of \$12,750.00 to TRC Environmental Corporation for perimeter and air monitoring services. Mr. Behler inquired about the purpose of the results, to which Mr. Treadwell responded that the collected data would be recorded and used to inform future decisions. Mr. Link made a motion to approve the TRC Environmental Corporation Proposal for \$12,750.00; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

- B. 2026 Minimum Municipal Obligation – Non-Uniformed Pension Plan:** Ms. Eckhart noted that this item is annually discussed by the Township concurrently with the budget, which will be discussed in October. She explained that the Minimum Municipal Obligation for the Non-Uniformed Plan is calculated at \$68,242.34. She further stated that the 2025 state aid will cover the previously calculated amount, with some additional funds, indicating that the Township remains in good standing with state aid and continues to effectively support the plan. Mr. Behler noted that this item is requesting an acknowledgement. Mr. Frack made a motion to acknowledge the 2026 Minimum Municipal Obligation for \$68,242.34; seconded by Mr. Link. On the motion, by roll call vote, all Supervisors voted yes.
- C. 2026 Annual Budget:** Ms. Eckhart reported that she has collected input from the Park & Recreation Board, Public Works and Mr. Hassler and is now seeking additional items from the Board of Supervisors to consider for the 2026 Budget. Mr. Hassler inquired about the Township vehicle, identified as a 2005 Ford Explorer, and suggested exchanging the Township-owned vehicle with a new option and adding a smaller vehicle to better serve the Township. Ms. Eckhart noted that she and Mr. Gogle reviewed alternative options and were considering a Jeep Wagoneer being beneficial for large groups attending seminars or training.

Ms. Eckhart additionally noted that she and Mr. Gogle have already submitted a replacement request for the utility truck, which will be discussed once cost estimates are finalized. She added that they have been reviewing road conditions and working with Mr. Scott Detweiler from Gilmore and Associates on a five-year plan.

Ms. Eckhart explained that the plan for the Public Works property would mirror the approach used for 50 Snow Hill Road, incorporating RFPA for assessments and budgeting for improvements. Mr. Behler recommended holding a brainstorming session with Mr. Gogle and the crew to identify specific needs that could improve efficiency, and Ms. Eckhart proposed a winter planning session with the Supervisors to further establish a plan. She also suggested considering additional long-term staffing for the public works crew due to increased roadwork responsibilities and noted that this will be the final year of the PennDOT Winter Maintenance Agreement, prompting a discussion next summer about its renewal. Ms. Eckhart concluded by stating that she will shift her focus to the budget following the Zoning Hearing Board Appeal. In response to Mr. Behler's question, she confirmed that the budget discussion could be incorporated into a regular meeting rather than requiring a separate session.

- D. Equipment Operator/Utility Conditional Offer of Employment – Candidate B.C.:** Ms. Eckhart recommended moving forward with the candidate, noting that the individual possesses specific qualifications that would be valuable to the Township. She added that the candidate has expressed interest in pursuing the Wastewater Treatment Operator license, which would enable the Township to have its own in-house Wastewater Operator. Ms. Eckhart explained that the Township currently depends on a program through Northampton Borough for this function, but having a qualified staff member internally would be more beneficial. Mr. Link made a motion to proceed with the hiring of candidate B.C.; seconded by Mr. Hassler. On the motion, by roll call vote, all Supervisors voted yes.
- E. 2025 Trick or Treat – Date/Time:** Mr. Behler noted that the Township normally follows Northampton Borough's scheduled time, which is typically on Halloween. Ms. Eckhart confirmed the date is October 31st, and it is scheduled between 6 PM – 8 PM. Mr. Link made a motion to make the

Allen Township 2025 Trick or Treat date Friday, October 31st, between 6 to 8 PM; seconded by Mr. Frack. On the motion, by roll call vote, all Supervisors voted yes.

F. Executive Session (tentative): No.

7. Public to be Heard: None.

8. 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:

- Zoning Hearing Board Appeal #2025-01 re: Whitehall Transfer, 1438 Willowbrook Road, Thursday, September 25th, 2025 6:00 PM
- Board of Supervisors – Tuesday, October 14th, 2025 6:00 PM
- Planning Commission – Monday, October 20th, 2025 6:00 PM
- Board of Supervisors – Tuesday, October 28th, 2025 6:00 PM

9. Adjournment: There being no further business, the meeting adjourned at 7:10 PM.

Respectfully Submitted,

Kimberly Rodriguez-Colon