



**Allen Township
Park and Recreation Board
Meeting Minutes
February 26th, 2026
6:00 P.M.**

A General Meeting of the Allen Township Park and Recreation Board was held on Thursday, February 26th, 2026 at 6:00 P.M. at the Allen Township Municipal Building, located at 50 Snow Hill Road, Northampton, PA. Ms. O'Brien led the audience in the Pledge of Allegiance to the Flag.

1. **Roll Call:** No action taken.
2. **2026 Reorganization:** Ms. Teklits made a motion to appoint Ms. Denise O'Brien as Chairperson; seconded by Ms. Austin. On the motion, by roll call vote, all present members voted yes.

Ms. O'Brien made a motion to appoint Ms. Teklits as Vice Chairperson; seconded by Ms. Bonnett. On the motion, by roll call vote, all present members voted yes.

Ms. O'Brien made a motion to appoint Ms. Austin as Secretary; seconded by Ms. Teklits. On the motion, by roll call vote, all present members voted yes.

3. **Announcements and/or Actions to Add New Items to the Current Agenda:** Ms. Austin announced that the Covered Bridge Festival will take place at Covered Bridge Park on June 6 and June 7, 2026, from 11:00 a.m. to 7:00 p.m. Volunteers are needed.

Ms. O'Brien inquired about the typical volunteer responsibilities. Ms. Austin explained that duties generally include setup and cleanup in two-hour increments. Ms. Teklits indicated that she would be interested in volunteering on Saturday from 11:00 a.m. to 1:00 p.m. Ms. Bonnett inquired about event flyers. Ms. Austin stated that she spoke with Ms. Averbek prior to the meeting to make arrangements, as the Township typically distributes the flyers.

4. **Review of Minutes:** No action taken.
5. **Public to be Heard:** There was no public comment.
6. **Business Items:**

- A. **Touch-a-Truck Event:** Ms. O'Brien stated that the Touch-a-Truck event has been rescheduled from May 2, 2026, to May 9, 2026, and the change has been approved by the Board of Supervisors. Ms. Teklits inquired as to the reason for the change. Ms. O'Brien stated it was due to scheduling conflicts. Ms. O'Brien asked about member availability for the May 9 date. Ms. Teklits indicated she would be unavailable on both May 2 and May 9, 2026. Ms. O'Brien confirmed participation from the Pennsylvania State Police, Northampton Regional EMS, Allen Township Fire Department, J.P. Mascaro & Sons, and a medevac helicopter. She noted that the

helicopter will be present for the first hour of the event. Triboro Youth Soccer Club will also have a table at the event. She stated she is awaiting confirmation from the Pennsylvania Game Commission and asked for additional suggestions.

The members discussed food truck options. Ms. Teklits stated she recently contacted Vince's but was unsure of their availability for May 9, 2026. Ms. O'Brien indicated that Grubnight and Sticky Pig both confirmed availability for that date. Ms. Teklits made a motion to designate Vince's as the first food truck option, Grubnight as the second option, and Sticky Pig as the third option, with herself, Ms. Donna Teklits pursuing Vince's, and if unavailable, Ms. O'Brien will contact the remaining vendors in order; seconded by Ms. O'Brien. On the motion, by roll call vote, all present members voted yes.

Ms. O'Brien made a motion to recommend a bounce house at the Touch-a-Truck event; seconded by Ms. Teklits. On the motion, by roll call vote, all present members voted yes.

- B. Movies in the Park (Title Selections):** Ms. O'Brien made a motion to approve the following movies: The Sandlot, Lilo & Stitch, Moana, and Mario Galaxy, with Jurassic Park as a backup selection, with the dates to be determined; seconded by Ms. Bonnett. On the motion, by roll call vote, all present members voted yes.

7. **Public to be Heard:** None.

8. **Next Meetings:** Ms. O'Brien announced that the next meeting will be held on March 24, 2026, at 6:00 P.M. at the Allen Township Municipal Building, 50 Snow Hill Road, Northampton, PA 18067.

9. **Adjournment:** There being no further business, the meeting adjourned at 6:31 PM.

Respectfully Submitted,

Amber R. Averbeck



**Allen Township
Park and Recreation Board
Meeting Agenda
Thursday, February 26th, 2026
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: February 24th, 2026.

1. Call to Order

2. Pledge of Allegiance to the Flag

3. 2026 Reorganization

4. 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

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

3. Review & Approval of Minutes (October 23rd, 2025)

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

5. Business Items

A. Touch-a-Truck Event

B. Movies in the Park – Title Selections

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 March 26th, 2026 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.*