



## Allen Township Park and Recreation Board

### Meeting Minutes October 26<sup>th</sup>, 2023 6:00 P.M.

A General Meeting of the Allen Township Park and Recreation Board was held on Thursday, October 26<sup>th</sup>, 2023 at 6:00 P.M. at the Allen Township Municipal Building, located at 4714 Indian Trail Road, Northampton, PA.

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

Present: Mary Austin, Gary Behler, Nicole Dotta, Donna Teklits, Denise O'Brien, Ilene Eckhart, Manager

Absent: Maria Bonett, Louise Bugbee, Adrienne Ibarra, Paul Link

#### 2. **Announcements and/or Actions to Add New Items to Current Agenda:** None.

#### 3. **Review of Minutes:** Mr. Behler made a motion to approve the August 24, 2023 minutes; seconded by Ms. Dotta. On the motion by roll call vote, all members present voted yes.

#### 4. **Public to be Heard:** Mr. Kyle Sergent, a representative of the Bath Allen Youth Club, introduced himself as well as discussed sports offered by the Club at Howertown Park. He commented generally on improvements at Howertown Park. He indicated that he planned to attend future Park and Recreation Board Meetings. Ms. Eckhart explained that the 2024 Budget request for park improvements had already been submitted by the Park and Recreation Board to the Board of Supervisors. She indicated that the Budget recommendations had been considered by the Board of Supervisors at their September 19<sup>th</sup>, 2023 Budget Workshop. Mr. Sergent summarized the three following requests that the Bath Allen Youth club would like to have considered for funding/improvements:

- Bleachers behind main field;
- Fence extension by approximately 10' at the first base line;
- Improved batting cages: Mr. Sergent explained that the Club would like side by side batting cages as well as concrete pads within the cage itself. He indicated that the Club is aware of the floodplain and questioned if a temporary structure could be utilized. Ms. Eckhart suggested an artificial surface in lieu of grass inside the batting cages. She indicated that she will return to the Park and Recreation Board with some additional information on the availability of surface alternatives. A timber structure with stone was also discussed as an option, which would allow the area to be elevated and possibly not be a conflict with the floodplain issues. The Club may consider replacing the net for the current cage. Mr. Behler indicated that the Township could double the net as a temporary measure to get the Club through the 2024 season. Ms. O'Brien indicated that she has seen birds caught in the existing netting. Mr. Sergent indicated that as long as there are openings for humans and holes in the net, birds may continuously get trapped in the cage.

Mr. Sergent indicated that the Bath Allen Youth Club has volunteers that would be willing to provide some upgrades and labor for free. Mr. Behler indicated that the park is a public community park therefore it might create a conflict with people of the public who are not Club members utilizing equipment purchased by the Bath Allen Youth Club. Mr. Sergent explained that the Club is aware that the park is a public park and indicated that the Club tolerates the public with utilizing its equipment as long as the equipment is not stolen.

The Park and Recreation Board generally discussed the possibility of the Bath Allen Youth Club's name being reverted to Allen Township Youth Club. Mr. Sergent indicated that could be an issue due to the basketball team using the gym at the elementary school in Bath, PA. Mr. Sergent indicated that he could discuss the idea with the Bath Allen Youth Club Board since the gym is actually through the Northampton School District and not through Bath Borough.

## **5. Business Items:**

**A. Plantings, Light Upgrades, Field Reorientation for Howertown Park Status:** Ms. Eckhart provided an update regarding the mix of trees and proposed placement. She indicated that Public Works would begin planting native trees in the fall of 2023 on the Savage Road side within the parking island between the parking lot areas. Additionally, some trees, such as willows and tree species that thrive in wet conditions, will be planted along the stormwater pond for Rt. 329 frontage. Ms. Eckhart indicated that the Northampton County Conservation District provided feedback on the extent of the plantings allowed within the footprint of the stormwater pond.

Ms. Eckhart explained that the area over by the soccer field, close to the road, there is a steep cut down from the road and then it meets the fence. She indicated that presently there is a land development plan discussion with the Board of Supervisors regarding sidewalk placement in that area. She suggested that the Park and Recreation Board wait to plant trees until the plans for that section of the park are finalized with the Board of Supervisors.

Ms. Eckhart discussed modernizing the park and possibly adding parking blocks to keep cars from going down to the middle area of the park.

**B. Howertown Park – Lighting Upgrades:** Ms. Eckhart reported on the proposed plan. She discussed the cameras and how they were linked with the lighting upgrades. She stated that the majority of cameras are up and operational, however, some of the light poles are deteriorating and will need to be replaced to improve the lighting and to install the remaining cameras. She concluded that she is waiting on lighting specification recommendations from Diversified Lighting.

**C. Howertown Park – Feasibility of Redesign/Field Reorientation:** Ms. Eckhart reported she is working on scheduling the meeting with the contractor for some advice on Howertown Park.

**D. Covered Bridge Christmas Tree Lighting - Kreidersville Covered Bridge Association Scheduled for Saturday, December 9<sup>th</sup>, 4:30 PM – 5:30 PM:** The Board discussed participation with the planned event to support the volunteers of the Kreidersville Covered Bridge Association.

**E. Use of Facility Howertown Park by Organization:** Ms. Eckhart explained that this agenda item is just for a formal confirmation that the Park and Recreation Board discussed the Howertown Park Facility. Mr. Sergent indicated that the Bath Allen Youth Club is done utilizing the fields until April 2024. Ms. Eckhart indicated that the keys need to be turned over so she may issue the key fobs to the Club. Mr. Behler questioned if the office door needed to have a lock on it. Mr. Sergent explained that the office door does need a lock on it as that is where all the uniforms and equipment are stored for the Club. Mr. Sergent questioned if the Park and Recreation Board could investigate providing a place for field hockey. He indicated that Northampton does not have a field hockey team and that the Club does not use field four. He questioned if that field could be used for field hockey. The Board indicated that the field hockey team would need to use the soccer field.

**6. Public to be Heard:** No public comment.

**7. Next Meetings:** Ms. Teklits made a motion to cancel the December 28<sup>th</sup>, 2023 meeting and reschedule November 23<sup>rd</sup>, 2023 meeting to November 30<sup>th</sup>, 2023; seconded by Ms. O'Brien. On the motion, by roll call vote, all members present voted yes.

- Park and Recreation Board Meeting – Thursday, November 30<sup>th</sup>, 2023 at 6:00 P.M.  
(Meeting to be held at the Allen Township Municipal Building located at 4714 Indian Trail Road, Northampton, PA).

**8. Adjournment:** There being no further business, the meeting adjourned at 7:24 PM.

Respectfully Submitted,

Ilene M. Eckhart



**Allen Township  
Park and Recreation Board  
Meeting Agenda  
Thursday, October 26, 2023  
6:00 P.M.**

**Location: 4714 Indian Trail Road, Northampton, PA**

The Allen Township Park and Recreation Board meeting will be held at Allen Township Municipal Building, located at 4714 Indian Trail 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: October 23, 2023.

**1. Call to Order**

**2. Roll Call**

Paul Link, Chairman	_____ Gary Behler, Member	_____ Ilene M. Eckhart, Manager
Donna Teklits, Secretary	_____ Adrienne Ibarra, Member	_____ Louise Bugbee, Member
Nicole Dotta, Member	Mary Austin, Member	_____ Maria Bonett, Member
_____ Denise O’Brien, Member		

**3. Announcements and/or Actions to Add Items to Agenda**

**4. Review of Minutes**

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

**6. Business Items**

**A. Plantings, Lighting Upgrades, Field Reorientation for the Howertown Park, Status**

**B. Covered Bridge Christmas Tree Lighting – Kreidersville Covered Bridge Association – Saturday, December 9<sup>th</sup> 4:30 – 5:30 PM**

**C. Use of Facility Howertown Park by Organizations**

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

**8. Next Meetings – All meetings will be held at the Allen Township Fire Company Building, located at 3530 Howertown Road, Northampton, PA**

☐ Park and Recreation Board, Thursday, November 23<sup>rd</sup> at 6:00 PM – Discussion regarding November and December Meetings – Conflicts with Holiday season.

**9. 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](mailto: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](http://www.allentownship.org) within 48 hours of the meeting.*