

## MINUTES

### BOARD OF COMMISSIONERS

### LOWER ALLEN TOWNSHIP

### REGULAR MEETING

January 9, 2023

The following were in ATTENDANCE:

### BOARD OF COMMISSIONERS

### TOWNSHIP PERSONNEL

Dean W. Villone, President

Thomas Vernau, Township Manager

H. Edward Black, Vice President

Erin Trone, Township Assistant Manager

Jennifer Caron

Richard Grove, Township Finance Director

Joshua Nagy

Rebecca Davis, Public Works Director

Chuck Brown (sworn-in)

David Holl, Public Safety Director

John M. Eby, Building and Zoning Coordinator

Steven P. Miner, Township Solicitor

Renee' Greenawalt, Recording Secretary

President Villone called the January 9, 2023 Regular Meeting of the Board of Commissioners to order at 6:00 PM. He announced that Proof of Publication for the meeting was available for review. This was followed by a prayer and the Pledge of Allegiance.

### SWEARING IN OF A NEWLY ELECTED OFFICIAL:

President Villone introduced new Commissioner, Charles "Chuck" Brown. Mr. Brown and Mr. Max Stoner, Chair of the Lower Allen Township Development Authority were sworn into office by Judge Delozier.

### MEETING MINUTES:

President Villone requested a motion to approve the minutes of the December 27, 2022 Regular Meeting.

Commissioner **NAGY** made the motion. Vice-President **BLACK** seconded. The motion carried 5-0.

**AUDIENCE PARTICIPATION:** Any item on the agenda.

President Villone advised the audience that if there were any item on that evening's agenda that they wish to comment on, to please indicate as such.

Mr. Richard Schin and Mr. Joseph Swartz indicated their intent to comment on item 7B – **RESOLUTION 2023-01** (Recognition for John Eby).

### CONSENT AGENDA:

President Villone stated that any Commissioner, staff member, or anyone in attendance who would like to have an item on the Consent Agenda removed for further discussion, he could do so at that time. There were none.

Items on the Consent Agenda:

- a) Tax Collector's Monthly Report for November 2022.
- b) Check Register of December 30, 2022, in the amount of \$227,629.55.

President Villone requested a motion to approve the items on the Consent Agenda.

Commissioner **NAGY** moved to approve the items on the Consent Agenda. Vice President **BLACK** seconded. The motion carried 5-0.

**PRESIDENT VILLONE:**

President Villone requested a motion to approve a Manual Check List for payment in the amount of \$625.00 to Eckert Seamans Cherin & Mellott.

Vice President **BLACK** made the motion, seconded by Commissioner **NAGY**. The motion carried 4-0 with 1 abstention by Commissioner **CARON**.

President Villone requested a motion to adopt **RESOLUTION 2023-R-01**, commending and honoring John M. Eby, Building & Zoning Coordinator for 37.5 years of service with the Township. Several audience members presented comments.

Mr. Schin, former Township Commissioner, and resident at 9 Scarsdale Drive, shared some memories from when Mr. Eby began his service with Lower Allen Township and expressed gratitude and appreciation to Mr. Eby for his 37.5 years of service and dedication.

Mr. Swartz, resident of 1706 Letchworth Drive, thanked Mr. Eby for his being a highly accessible member of the township staff and willingly providing his assistance to all residents. On behalf of the members of the Highland Park and Highland Neighbors Association, Mr. Swartz expressed appreciation and presented Mr. Eby with a plaque in recognition of his service and commitment to the community.

Ms. Leann Schin expressed her appreciation to Mr. Eby for ensuring that she and her family received a memorial token from the old Pomeroy's building that had significant meaning for them.

Vice President **BLACK**, noted it was his honor to offer the motion to adopt **RESOLUTION 2023-R-01**, commending and honoring John M. Eby, Building & Zoning Coordinator for 37.5 years of service with the Township. Commissioner **NAGY** seconded. The motion carried 5-0.

President Villone read the resolution for the record:

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP,  
CUMBERLAND COUNTY, PENNSYLVANIA, RECOGNIZING,  
COMMENDING AND HONORING  
JOHN M. EBY**

**WHEREAS**, The Board of Commissioners of Lower Allen Township desires to express its recognition and gratitude for 37.5 years of service provided by **John M. Eby**; and

**WHEREAS**, **John M. Eby** first joined Lower Allen Township in 1985 as a Code Enforcement Officer I; and

**WHEREAS**, **John M. Eby** was appointed as the Zoning Officer in 1986, Sewage Enforcement Officer in 1989 and Building Code Official in 2013; and

**WHEREAS**, **John M. Eby** was appointed to serve as Codes Administrator, Director of Community Development, Director of Economic Development, Planning & Zoning Coordinator and most recently holds the title of Building and Zoning Coordinator for Lower Allen Township; and

**WHEREAS**, **John M. Eby** has served as the Township Secretary and as the Township's Assistant Secretary; and

**WHEREAS**, **John M. Eby** has served as Deputy Local Emergency Management Coordinator for over 22 years; and

**WHEREAS**, **John M. Eby** was presented with the Pat J. Campanella Award from the Pennsylvania Building Officials Conference (PENNBOC) as Building Official of the Year in 2001; served as PENNBOC President from 1996-1997 and 2014-2016; served numerous terms in leadership roles with PENNBOC Central Region between 1987 and 2022; served as President of the Pennsylvania Association of Building Code Officials (PABCO) from 2018-2020; and served as Chair of the International Code Council (ICC) Mid-Atlantic Region VII in 2021; and

**WHEREAS**, **John M. Eby** has received PENNBOC's inaugural John Eby Excellence in Leadership Award in 2022; and

**WHEREAS, John M. Eby** has served as Chair of the Cumberland County Blighted Property Reinvestment Board since its inception in 2000 and has served many years as a public hearing panel member on the Capital Region Council of Governments Building Code Board of Appeals; and

**WHEREAS, John M. Eby** has received many letters of appreciation for a variety of reasons.

## **NOW, HEREBY RESOLVE THAT**

Sincere gratitude and appreciation be and are hereby extended to **John M. Eby** for his 37.5 years of dedicated service to the citizens of Lower Allen Township, Cumberland County, and that this recognition be spread upon the minutes and records of Lower Allen Township for perpetuity.

**ADOPTED**, into a Resolution this 9<sup>th</sup> day of January, 2023.

President Villone expressed comments of appreciation to Mr. Eby for his on 37.5 years of providing his services and education to the citizens of Lower Allen Township.

Mr. Vernau invited members to share additional comments at Mr. Eby's upcoming retirement luncheon and recognition event.

President Villone requested a motion to adopt **RESOLUTION 2023-R-02**, appointing Jordan D. Sipe to the position of Maintenance Specialist in the Public Works Department effective January 10, 2023.

Commissioner **NAGY** made the motion, seconded by Commissioner **CARON**. The motion carried 5-0.

## **ANY BUSINESS PERTINENT TO THE TOWNSHIP:**

President Villone noted that if anyone wished to speak at that time, there would be 10 minutes allotted per person to speak at the podium. There was none.

## **COMMUNITY AND ECONOMIC DEVELOPMENT**

### **SLD #2019-05 3628 Lisburn Road**

Ms. Trone introduced the item for discussion and possible action, to consider the Authorization to release financial security in the amount of \$140,250.00 for Tower Co – SLD #2019-05 3628 Lisburn Road. She explained the project was initially presented in 2019 and completed in 2020 for the construction of a cell tower with a land development plan to access to the tower. The engineer has inspected the site, confirmed completion, and has recommended full release.

Commissioner **NAGY** motioned to approve the release of financial security in the amount of \$140,250.00 for Tower Co – SLD #2019-05 3628 Lisburn Road. Vice President **BLACK** seconded. The motion carried 5-0.

## **Advertisement of Ordinance Amendments**

Mr. Eby introduced the item for discussion and possible action, to consider the Authorization to advertise an ordinance amending the Code of Lower Allen Township at Chapter 70, Building Construction and Safety Standards, Chapter 103, Fire Prevention, and Chapter 162, Property Maintenance for the purpose of updating code editions and administrative matters.

Mr. Eby reminded members of the discussion from the previous meeting. The ordinance amends three chapters of the code of ordinances, providing a vehicle to adopt changes every three years. He noted that a report will be prepared by the building codes official, and a resolution will be presented for adoption. Referring to the packet of materials provided for the December 27, 2022 meeting, he noted there had been no changes except for the resolution itself. Changes include the addition of appendices in the fire code inserted for implementation, a non-substantive change related to property maintenance code violation, and the deletion of a long amendment and instead reverting to language from the code book.

President Villone clarified that the board was being asked to authorize advertisement of the ordinance and expressed his support for approval.

Commissioner **CARON** motioned to authorize advertisement of the proposed ordinance. Commissioner **NAGY** seconded. The motion carried 5-0.

## **MANAGER**

### **Full-Time Mechanic Position**

Mr. Vernau presented the item for discussion and consideration to approve the advertising for the hiring of a full-time mechanic position to replace a recent vacancy in the fleet maintenance department. He explained that the vacancy was created due to Mr. Sipe's move to the Maintenance Specialist position.

President Villone inquired as to whether there was any impact to the budget. Mr. Vernau confirmed there was no impact.

Commissioner **NAGY** motioned to approve permission to advertise for the position. Commissioner **CARON** seconded. The motion carried 5-0.

### **COMMISSIONERS REPORTS**

Mr. Miner extended congratulations to Mr. Eby on his retirement and expressed appreciation for his diligence and effort on updating the codes ordinances.

Mr. Eby read an excerpt from his retirement letter, emphasizing the value of Lower Allen Township as an employer, which he noted speaks to the longevity of so many employees for the township. He highlighted the opportunities for outside professional development opportunities, stability in management and boards, and the fact that all departments are focused on their goals and overall mission of the municipality. He said there are good reasons why people stay and give extra effort.

Mr. Grove expressed words of appreciation and best wishes for Mr. Eby.

Mr. Vernau pointed out that this was the last official meeting for Mr. Eby and noted that he would be missed. He said that Mr. Eby always has the answers and will be hard to replace. Next, Mr. Vernau announced that Mr. Nate Sterling, who recently became the township secretary, would be attending meetings to handle the responsibility for ensuring effective livestreaming of the meetings.

Commissioner Nagy expressed thanks to Mr. Eby and wished him well in his retirement. He also welcomed newly appointed Commissioner Brown.

Commissioner Caron echoed Mr. Nagy's remarks, and congratulated Mr. Eby on an impressive career of service. She also welcomed Mr. Brown.

Commissioner Brown thanked everyone for their warm welcome and expressed congratulations to Mr. Eby on his retirement.

Vice President Black expressed his thanks to Mr. Eby for his principal role in making Lower Allen a first-class township. He also welcomed Commissioner Brown.

President Villone welcomed Commissioner Brown and recognized his family in the audience. He also expressed his gratitude and congratulations to Mr. Eby and noted his continued involvement with the Development Authority. Next, he reported that the West Shore Recreation Commission was experiencing positive registration numbers and noted the continued support for and partnership with the township. Finally, he mentioned his attendance at the recent Lisburn Fire Company meeting and noted that a calendar of events for 2023 was available.

### **ADJOURNMENT to Executive Session**

President Villone announced the meeting would be adjourned to Executive Session for discussion of a personnel issue. The meeting was adjourned at 6:53 PM.