

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

October 28, 2024

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Dean W. Villone, President
Jennifer Caron, Vice-President
Joshua Nagy
Charles Brown
Joseph Swartz

TOWNSHIP PERSONNEL

Thomas G. Vernau, Township Manager
Rebecca L. Davis, Assistant Township Manager
Steven P. Miner, Township Solicitor
David Holl, Public Safety Director
Alycia Knoll, Finance Director
Isaac Sweeney, PE, Community & Economic
Development Director
Nathaniel Sterling, Administrative Secretary
Renee' Greenawalt, Recording Secretary

President Villone called the October 28, 2024 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 prayer and the Pledge of Allegiance.

MEETING MINUTES

President Villone requested a motion to approve the minutes of the September 23, 2024 Regular Meeting. Commissioner **BROWN** moved to approve the minutes. Vice President **CARON** seconded. The motion passed 5-0.

AUDIENCE PARTICIPATION: Any item on the agenda.

President Villone advised the audience that if there were any items on that evening's agenda that they wish to comment on, to please indicate as such. There were none.

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, they could do so at that time. There were none.

Items on the Consent Agenda:

- a. Monthly Department Reports for Community & Economic Development, Facility Maintenance, Fleet Maintenance, Public Works, and Public Safety for September 2024.
- b. Tax Collector's Monthly Report for September 2024.
- c. Check Register of October 18, 2024 in the amount of \$381,855.41.
- d. Check Register of October 25, 2024 in the amount of \$118,677.94.

Commissioner **NAGY** moved to approve the items on the Consent Agenda. Commissioner **SWARTZ** seconded. Vice President Caron recognized the Public Works department report detailing the installation of VFW banners into the Rossmoyne Manor neighborhood, as well as National First Responders Day, noting that first responders in Pennsylvania respond to about fourteen million calls annually.

With no further discussion the consent agenda was approved by a vote of 5-0.

PRESIDENT

President Villone requested a motion to approve a manual Check Register of October 23, 2024 in the amount of \$300.00 to Eckert, Seamans, Cherin & Mellott for legal services.

Commissioner **SWARTZ** made the motion, seconded by Commissioner **BROWN**. The motion passed 4-0, with Vice President **CARON** abstaining due to the check being payable to her firm.

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 were none.

COMMUNITY AND ECONOMIC DEVELOPMENT

SLD #2022-09 Preliminary/Final Land Development Plan for Cloud 10 Carwash

Director Sweeney introduced the item for discussion and possible action, to approve a recording deadline extension request for SLD #2022-09 Preliminary/Final Land Development Plan for Cloud 10 Carwash to March 31, 2025. He explained that when a plan is conditionally approved the applicant has one year to complete the conditions to satisfaction or can request an extension if needed for good cause. He confirmed that the applicant continues work through the Highway Occupancy Permit (HOP) process and seems close to a conclusion, adding the staff's recommendation to grant extension.

Commissioner **BROWN** offered a motion to approve the extension request, seconded by Commissioner **SWARTZ**. The motion passed 5-0.

PUBLIC WORKS

Solid Waste Ordinance

Director Davis introduced for discussion and possible action, an update to the Township's Solid Waste Ordinance (Chapter 180). She referenced the information provided in the meeting packet relating to ACT 101 and ACT 140, which in 2006 established requirements for municipalities receiving 904 grants. Lower Allen Township is a mandated municipality and must adhere to requirements established by the PA Department of Environmental Protection. The requirements include solid waste disposal, recycling, leaf waste collection, compost facilities, and public burning restrictions. A technical assistance grant from DEP was provided to begin the process of updating the Solid Waste Ordinance to comply with Act 101. With changes to the ordinance, the Township will be able to meet the needs of residents and businesses while adhering to DEP and EPA requirements.

Ms. Barbara Arnold presented details of the proposed revisions to the ordinance and the process to be followed to implement the revisions. She also explained that continued access to future grant funding was dependent on the changes. The major changes include streamlined terminology, updated definitions, combining leaf waste with recycling requirements and requirements categorized by residential, multi-family, commercial, and institutional entities. She emphasized that changes are mandated and do not involve any collection activity changes for residents.

Commissioners expressed appreciation for the information presented and confirmed that changes would have no practical impact on residents. Commissioner Brown noted his support for moving forward with rewriting the ordinance, acknowledging the potential to lose grant funding without doing so. He also suggested a review by the Cumberland County Commissioners.

Commissioner Swartz asked if there would be an internal policy put into place, prescribing how the ordinance will be implemented. Ms. Arnold highlighted the education component, which is addressed by Township staff, with the ordinance having no enforcement mechanism. Commissioner Swartz expressed appreciation for any education efforts made to provide clarity on differences between implementation of the ordinance and the contract, and any impact on residents.

President Villone expressed appreciation for the education and deterrent approach versus enforcement, and thanked Director Davis and her staff for their leadership and efforts on the issue.

Commissioners noted consensus to have the revised ordinance reviewed by Cumberland County for feedback prior to advertising.

MANAGER

Other Funds Budgets

Manager Vernau presented the budgets for Streetlights, Sanitation, and Highway Aid. With respect to the Streetlight fund, current tax revenue is projected to be just over expenses. He noted that future expenses may be higher, and a reassessment of the fee may be necessary at that time.

The Sanitation fund is expected to have a surplus of approximately \$183,000, with the fee increased by \$4 and expenditures remaining stable.

There are two projects associated with the Highway Aid Fund, including paving at a cost of \$500,000. Manager Vernau reported that estimated liquid fuels monies will be reduced, but a surplus in the fund helps to offset the cost of paving projects that are done every other year.

Mr. Vernau also reported that the 2014 General Obligation bond for this building will be paid off in May 2025, with only lease purchases remaining in the Debt Service Fund. Mr. Vernau noted that debt service millage is part of the tax bill. Future projects that include fire stations and renovations to the public works building may call for policy decisions to consider another bond issue.

Addressing the status of highway paving projects, Director Davis shared that the road rating analysis with ten and 20-year paving programs project that \$10,000,000 is necessary to catch up. She suggested a future presentation for the Board to include details on road maintenance and a projected paving plan.

Mr. Vernau stated that next steps on the budget are to prepare the payroll, benefit and capital item portions for presentation to the Board in November, with a goal to adopt the budget in December.

COMMISSIONERS REPORTS

Director Davis expressed appreciation to her staff and the Recreation and Parks Board for a successful inaugural Fall Fest event. She also thanked Ms. Arnold for her work on the solid waste ordinance.

Director Knoll announced a new employee has started in the billing specialist position and will be introduced at the next meeting. She also noted that information about ancillary benefits for employees had been included in the meeting materials.

Commissioner Nagy echoed compliments to those involved with coordinating and running the Fall Fest.

Commissioner Brown shared a reminder about trick or treat night and urged caution to drivers. He noted appreciation to staff on the solid waste ordinance and for the new sign at the LACP entrance. He thanked Director Holl for efforts made to curb speeding along Cedar Cliff Drive, to EMS for their ongoing service and to Director Knoll for her efforts on the budget.

Commissioner Swartz expressed gratitude to Ms. Arnold for her responsiveness to his questions about the revised ordinance, and to Director Davis for the paving study information. He reminded everyone to vote on November 5.

Vice President Caron echoed sentiments about the Fall Fest. She also announced LACP had been recognized as a Readers Choice in the August 2024 issue of Harrisburg Magazine. Manager Vernau suggested a presentation about the Park at a future meeting.

President Villone expressed appreciation to all staff for their work. He also noted the recent Lisburn Bingo event, giving a shout out for all the community involvement and volunteerism. He shared well wishes for trick or treat.

ADJOURNMENT

The meeting was adjourned at 7:05 PM.