

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

December 23, 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 Vernau, Township Manager
Rebecca Davis, Assistant Township Manager
Steven Miner, Township Solicitor
David Holl, Public Safety Director
Alycia Knoll, Finance Director
Isaac Sweeney, PE, CED Director
Benjamin Powell, PE, Public Works Director
Nate Sterling, Administrative Secretary
Renee' Greenawalt, Recording Secretary

President Villone called the December 23, 2024 Regular Meeting of the Board of Commissioners to order at 6 PM. He announced that Proof of Publication for the meeting was available for review. This was followed by prayer and the Pledge of Allegiance.

President Villone announced that this would be Manager Vernau's last meeting prior to his retirement, having served the Township for thirty-seven years.

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. There was 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 was none.

Items on the Consent Agenda:

- a. Monthly Department Reports for Community & Economic Development, Facility Maintenance, Fleet Maintenance, Public Works, and Public Safety for November 2024.
- b. Tax Collector's Monthly Report for November 2024.
- c. Check Register of December 13, 2024, in the amount of \$167,253.24.
- d. Check Register of December 20, 2024, in the amount of \$436,852.30.
- e. Credit Card Register of March 2024 in the amount of \$3,336.36.
- f. Credit Card Register of April 2024 in the amount of \$7,687.80.
- g. Credit Card Register of May 2024 in the amount of \$10,424.20.

- h. Credit Card Register of June 2024 in the amount of \$9,483.71.
- i. Credit Card Register of July 2024 in the amount of \$12,568.11.
- j. Credit Card Register of August 2024 in the amount of \$17,204.27.
- k. Credit Card Register of September 2024 in the amount of \$16,372.81.
- l. Credit Card Register of October 2024 in the amount of \$13,637.85.
- m. Moving Donovan Glasser, Police Officer, from probationary to regular full-time status, effective December 22, 2024.

Commissioner **BROWN** moved to approve the items on the Consent Agenda. Vice President **CARON** seconded. With no further discussion the consent agenda was approved by a vote of 5-0.

PRESIDENT

ORDINANCE 2024-03

President Villone requested a motion to enact **ORDINANCE 2024-03**, amending Chapter 180, Solid Waste, and replacing it with a new Chapter 180, Solid Waste, to comply with current Act 101 Municipal Recycling Requirements.

Commissioner **BROWN** moved to enact **ORDINANCE 2024-03**. The recording secretary called the roll:

Commissioner SWARTZ	AYE
Vice President CARON	AYE
President VILLONE	AYE
Commissioner BROWN	AYE
Commissioner NAGY	AYE

The motion to enact **ORDINANCE 2024-03** passed 5-0.

ORDINANCE 2024-04

President Villone requested a motion to enact **ORDINANCE 2024-04**, an Ordinance of the Board of Commissioners of Lower Allen Township, Cumberland County, Pennsylvania, appropriating specific sums estimated to be required for the specific purposes of the municipal government during the Fiscal Year 2025.

Commissioner **BROWN** moved to enact **ORDINANCE 2024-04**. President Villone asked Director Knoll to offer a brief comment on the financial status of the Township. Director Knoll said the Township was in good financial health. Manager Vernau added that expenses are likely to continue to rise, necessitating a potential tax increase within the next five years. President Villone reiterated the positive status of the fund balance and noted the solid budget and financial status. With no further discussion, the recording secretary called the roll:

President VILLONE	AYE
Commissioner BROWN	AYE
Commissioner NAGY	AYE
Vice President CARON	AYE
Commissioner SWARTZ	AYE

The motion to enact **ORDINANCE 2024-05** passed 5-0.

ORDINANCE 2024-05

President Villone requested a motion to enact **ORDINANCE 2024-05**, an Ordinance of the Township of Lower Allen,

Cumberland County, Pennsylvania, amending the Codified Ordinances of Lower Allen Township, 1997, as amended, Section 32-7, dealing with Compensation of the Township Manager.

Commissioner **NAGY** moved to enact **ORDINANCE 2024-05**. The recording secretary called the roll:

Commissioner NAGY	AYE
Commissioner BROWN	AYE
President VILLONE	AYE
Vice President CARON	AYE
Commissioner SWARTZ	AYE

The motion to enact **ORDINANCE 2024-05** passed 5-0.

Appointments

President Villone requested a motion to reappoint Richard Bonneville to the Lower Allen Township Zoning Hearing Board for a term of three years, beginning January 1, 2025.

Commissioner **SWARTZ** made the motion. Vice President **CARON** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Mark Migala to the Lower Allen Township Zoning Hearing Board for a term of three years, beginning January 1, 2025.

Vice President **CARON** made the motion to reappoint Mark Migala, as the alternate, to the Lower Allen Zoning Hearing Board. Commissioner **SWARTZ** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Alison Shuler to the Lower Allen Township Authority for a term of five years, beginning January 1, 2025.

Commissioner **BROWN** made the motion. Commissioner **NAGY** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Alison Shuler to the Lower Allen Township Stormwater Authority for a term of five years, beginning January 1, 2025.

Commissioner **BROWN** made the motion. Commissioner **NAGY** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Mark O'Shea to the Lower Allen Township Development Authority for a term of five years, beginning January 1, 2025.

Vice President **CARON** made the motion. Commissioner **SWARTZ** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Michael Washburn to the Lower Allen Township Planning Commission for a term of four years, beginning January 1, 2025.

Commissioner **SWARTZ** made the motion. Vice President **CARON** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Scott Duncanson to the Lower Allen Township Recreation & Parks Board for a term of five years, beginning January 1, 2025.

Commissioner **NAGY** made the motion. Commissioner **BROWN** seconded. The motion passed 5-0.

President Villone requested a motion to reappoint Christopher Pushart as an Alternate to the Lower Allen Township Civil Service Commission for a term of six years, beginning January 1, 2025.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded. The motion passed 5-0.

President Villone requested a motion to appoint Rebecca L. Davis as Township Secretary, effective January 1, 2025.

Vice President **CARON** made the motion. Commissioner **NAGY** seconded. The motion passed 5-0.

President Villone requested a motion to appoint Rebecca L. Davis as Assistant Treasurer, effective January 1, 2025.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded. The motion passed 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.

PUBLIC SAFETY

PSATC Legislative Priority

Director Holl introduced the item for discussion, seeking support for Lower Allen Township to adopt a resolution requesting that the PSATC add to their legislative priorities the removal of restrictions by the Commonwealth of Pennsylvania for line of duty death benefits for Pennsylvania residents employed as first responders outside of the Commonwealth of Pennsylvania. Members expressed consensus of support for the idea. The item will be on a future agenda for action.

COMMUNITY AND ECONOMIC DEVELOPMENT

SLD #2024-11 Sheetz – Camp Hill

Director Sweeney introduced the item for discussion and possible action, to accept a 90-day extension for the SLD #2024-11 Sheetz Camp Hill Hartzdale Drive Final Land Development Plan. He described the request as standard, noting the plan had been tabled by the Planning Commission. The applicant has met with residents and intends to hold a follow-up meeting prior to presenting again to the Planning Commission with proposed changes and improvements, likely in February.

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

PUBLIC WORKS

Ordinance 2025-02 updating Chapter 209

Director Powell introduced for discussion and possible action, to authorize permission to advertise the proposed ORDINANCE 2025-02, updating Chapter 209 of the Township Code, Vehicles and Traffic, known as the Traffic Control Device Ordinance. The update essentially allows enforcement of existing signage and is a routine update. Director Davis added that this occurs annually, impacting signage that was installed during the prior year.

Vice President **CARON** made the motion to authorize permission to advertise. Commissioner **SWARTZ** seconded. The motion passed 5-0.

COMMISSIONERS REPORTS

President Villone announced the Board would adjourn to executive session following their reports to discuss two items: Updates on Triple Crown Corp. v. Lower Allen Township and on Collective Bargaining.

Director Sweeney noted a potentially contentious docket for the Zoning Hearing Board in February and requested participation by the solicitor. This request will be an action item on the next meeting agenda.

Director Knoll announced the Township would be moving forward with the engagement letter with the auditors for 2025.

Manager Vernau shared memories of his early days with the Township and expressed appreciation for the relationships developed over the many years with staff and commissioners. He noted his confidence in the current staff and the future of the Township.

Commissioner Swartz provided an update on the library, announcing his election as Vice President of the Library Board and plans to engage in a capital campaign in 2025.

Chief Rigling urged residents to be safe during the holiday season.

All Commissioners and staff expressed wishes for a happy holiday season, appreciation for and congratulations to Manager Vernau on his retirement.

In closing, President Villone noted his appreciation for all staff and fellow commissioners.

EXECUTIVE SESSION & ADJOURNMENT

The meeting was adjourned to executive session at 7:01 PM to provide an update on two items: the Triple Crown Corp legal matter and the Police Collective Bargaining.