

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

March 25, 2024

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

TOWNSHIP PERSONNEL

Dean W. Villone, President

Rebecca Davis, Assistant Manager

Jennifer Caron, Vice President

Steven P. Miner, Township Solicitor

Joshua Nagy

Richard Grove, Finance Director (Retiring)

Charles Brown

Alycia Knoll, Finance Director

Joseph Swartz

David Holl, Public Safety Director

Leon G. Crone, Police Captain

Nate Sterling, Administrative Secretary

Renee' Greenawalt, Recording Secretary

President Villone called the March 25, 2024 Regular Meeting of the Board of Commissioners to order at 6:05 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.

EMPLOYEE RECOGNITION

President Villone introduced new employee, Alycia Knoll, the Township's new Finance Director. Ms. Knoll will replace Richard Grove, who is retiring. President Villone also expressed gratitude for Director Grove for his many years of loyal service to Lower Allen Township.

Next, on behalf of the Board of Commissioners and Recognition Committee, President Villone presented the following employees with commendation letters and relevant awards to recognize their service to the Township:

- Julie Echterling – Police Department – 5,000 hours of service
- Matthew Reynolds – 5 years of service
- Kenneth Hivner – 20 years of service
- Staci Morgan – Employee Performance Award for taking on tasks above & beyond the parameters of normal job duties.

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 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 was none.

Items on the Consent Agenda:

a. Department Reports for the month of February for Community Development, Fleet Maintenance, Facility Maintenance, and Public Works.

b. Check Register of March 22, 2024 in the amount of \$651,124.21.

c. Awarding the 2024 Infrastructure Repair and Paving Project Parts A and B to Kinsley Construction, LLC, the lowest responsible bidder at \$677,924.00.

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

Manual Check List

President Villone requested a motion to approve a manual Check List for payment in the amount of \$2,375.00 to Eckert, Seamans, Cherin & Mellott.

Commissioner **NAGY** made the motion, seconded by Commissioner **SWARTZ**. The motion passed 4-0 with one abstention by Vice President Caron.

Employee Resignation

President Villone requested a motion to approve the resignation of Julie A. Koranda, Accounting Specialist, effective April 2, 2024.

Vice President **CARON** made the motion, with regret, seconded by Commissioner **BROWN**. The motion passed 5-0. Vice President Caron expressed appreciation to Ms. Koranda for her efforts during the transition period and her service in the Finance Department.

PA 811 Safe Digging Month

President Villone requested a motion to adopt **Resolution 2024-R-11**, proclaiming the month of April 2024 as "Pennsylvania 811 Safe Digging" month.

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

Hiring Economic & Community Development Director

President Villone requested a motion to adopt **Resolution 2024-R-12**, a Resolution of the Board of Commissioners of Lower Allen Township appointing Isaac R. Sweeney, P.E. as Community & Economic Development Director, effective April 8, 2024.

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

National Library Week

President Villone requested a motion to adopt **Resolution 2024-R-13**, proclaiming the week of April 7-13, 2024 as "National Library Week" in Lower Allen Township.

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

Accept Employee Retirement

President Villone requested a motion to accept the retirement of Beverly A. Putric, Billing Analyst, effective April 5, 2024.

Commissioner **NAGY** made the motion, with regret, seconded by Commissioner **SWARTZ**. The motion passed 5-0.

President Villone expressed appreciation to Ms. Putric for her many years of service to the Township in the Finance department.

ANY BUSINESS PERTINENT TO THE TOWNSHIP:

President Villone noted that if anyone wished to speak at that time on any topic, there would be 10 minutes allotted per person to speak at the podium.

Kyle and Sarah Bickley, residents of 2120 Milltown Road, expressed concern about the incidence of speeding drivers along Milltown Road. They asked the Board to consider installing speed bumps or another traffic control solution to mitigate the situation.

Serene Kumler, resident at 2018 Milltown Road, also expressed concern about speeding drivers and noted the problem escalates in the afternoons immediately following dismissal of the high school. She suggested the installation of a stop sign at the road exiting from Brooks Edge apartments. She also noted there was no speed limit sign around the areas of concern.

President Villone thanked residents for bringing the issue to the attention of the Board and noted that if there is something within the power of the Township to do, it will be considered. He noted the challenge in installing stop signs, which is often an issue that falls within the purview of PennDOT.

Director Holl echoed appreciation for raising the issue and recommended consideration by the Traffic Committee, noting that every traffic control device requires a warrant and a traffic study. He also noted that enforcement under current law is 10 MPH over the speed limit. Captain Crone confirmed that the speed limit in that area is 25 MPH. Director Davis said the issue would be added to the agenda for the upcoming traffic committee meeting for discussion. She also said that a speed limit sign could be posted.

Director Holl also suggested that if the residents observed a pattern of repeat offenders at specific times or days, they should call 911 and have it documented.

PUBLIC SAFETY DIRECTOR

Promotions

Director Holl introduced the item for discussion and possible action to promote two Patrol Officers to the rank of Corporal to fill current and future vacancies. He requested consideration by the Board to appoint Officer Kenneth Stirling to the rank of Corporal to fill an immediate vacancy, and to appoint Officer Laura Tamanosky to the rank of Corporal. He noted both promotions would be effective May 13, 2024.

Commissioner **NAGY** moved to approve the promotions to the rank of Corporal. Commissioner **BROWN** seconded. The motion passed 5-0.

PUBLIC WORKS DIRECTOR

Maintenance Specialist

Director Davis presented the item for discussion and possible action for permission to advertise for a Maintenance Specialist position for the Public Works Department. She noted the position is included in the budget and is needed to replace an upcoming vacancy due to retirement.

Commissioner **NAGY** moved to approve advertising for a Maintenance Specialist to replace an upcoming vacancy. Vice President **CARON** seconded. The motion passed 5-0.

MANAGER

House Bill 1632 and Senate Bill 365

Director Davis presented the item for discussion and possible action to direct the Manager to write a letter to our district legislators opposing House Bill 1632 and Senate Bill 365, related to the expansion of workers compensation benefits for Post-Traumatic Stress Injury claims.

Commissioners engaged in brief discussion on the merits of the proposed legislation, as well as the challenges that could arise if it becomes law. Concerns were expressed about some of the language included in the proposed letter of opposition. Several Commissioners expressed discomfort in signing on to the letter as drafted.

President Villone summarized the discussion, noting that the Board of Commissioners was not interested in sending the letter in its current form. He recommended that suggested changes to the letter be provided to the Township manager, who would convey the comments to their representative at the PA Municipal League.

COMMISSIONERS REPORTS

Captain Crone presented an update on consortium testing, reporting a low turnout. Recruiting and retention remains problematic. He noted that they will continue to seek candidates who fit and meet the expected standards.

Director Holl reported that there were 28 applicants for the position of Fire Chief. He noted that credential checks were underway, and the interview process would soon begin to select the best candidate.

Director Knoll thanked everyone for their words of welcome.

Director Grove, noting it was his farewell meeting, expressed gratitude to the current and prior boards and staff. He also expressed his confidence and comfort in passing the baton to Director Knoll.

Director Davis noted appreciation for Helen Grundon's work in coordinating the recent Easter Egg Hunt, as well as for the volunteer efforts by members of the Recreation and Parks Board. She also thanked Public Works staff and Barbara Arnold for their efforts on the electronics recycling event. Lastly, she recognized Director Grove for his years of service.

Commissioner Nagy expressed appreciation for the participants who attended the Easter Egg Hunt, as well as for the event volunteers and Township staff. He also congratulated Director Grove on his upcoming retirement and noted gratitude for his continued involvement with the Recreation and Parks Board.

Commissioner Brown announced that Lisburn Fire Hall was offering an egg hunt on Saturday, March 30. He thanked Director Holl for his update, welcomed Director Knoll and extended well wishes to Director Grove.

Commissioner Swartz congratulated Director Grove and thanked him for his insight and guidance to the Township during his tenure. He announced a municipal leader's breakfast to be held at the Frederickson Library on May 1. He expressed appreciation to the residents who attended the meeting to participate in public comment. He also thanked fellow Commissioners for their engagement and discussion about the legislative issue.

Vice President Caron welcomed Director Knoll, expressed congratulations to Director Grove and wished everyone a Happy Easter.

President Villone offered words of praise for Director Grove for his efforts in effectively working with various boards over the years and described him as being a great asset to the Township. He thanked Commissioners for their honest feedback regarding the legislative issue.

EXECUTIVE SESSION

President Villone announced that the meeting would adjourn to Executive Session for discussion of a personnel retirement.

ADJOURNMENT

The meeting was adjourned at 7:08 PM.