

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

July 22, 2024

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

TOWNSHIP PERSONNEL

Dean W. Villone, President

Thomas G. Vernau, Township Manager

Jennifer M. Caron

Rebecca Davis, Assistant Township Manager

Joshua M. Nagy

Steven P. Miner, Township Solicitor

Charles W. Brown

David Holl, Public Safety Director

Joseph S. Swartz

Alycia Knoll, Finance Director

Isaac Sweeney, CED Director

James Bennett, Township Planner

Nate Sterling, Administrative Secretary

Renee' Greenawalt, Recording Secretary

President Villone called the July 22, 2024 Regular Meeting of the Board of Commissioners to order at 6:01 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.

MEETING MINUTES:

President Villone requested a motion to approve the minutes of the July 8, 2024 Regular Meeting.

Commissioner **BROWN** moved to approve the minutes. Commissioner **SWARTZ** seconded. The motion passed 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. Mark Roberts indicated the intent to address item 8A.

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 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 June 2024.

b. Tax Collector's Monthly Report for June 2024.

c. Check Register of July 19, 2024 in the amount of \$637,223.04.

d. Payment of Estimate No. 2 to Kinsley Construction, LLC for labor for the 2024 Paving and Infrastructure Project in the amount of \$323,990.98

e. Payment of five (5) invoices to Pennsy Supply for materials for the 2024 Paving and Infrastructure Project totaling \$205,106.40.

f. Payment of Estimate No. 1 to Kinsley Construction, LLC for labor for the Weis/UMHC Basin Retrofit Project in the amount of \$160,920.00.

g. Payment of Estimate No. 1 to Kinsley Construction, LLC for labor for the BJ's Wholesale Club Basin Retrofit Project in the amount of \$22,837.50.

h. Adoption of **RESOLUTION 2024-R-30** authorizing the Winter Traffic Service Municipal Agreement with the PA Department of Transportation for a 5-year term. The Board of Commissioners approved the agreement at the July 8, 2024 meeting.

Commissioner **NAGY** 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

Police retirement

President Villone requested a motion to Accept the retirement of Police Corporal Richard J. Tamanosky II, effective July 31, 2024.

Commissioner **BROWN** offered the motion, with regret. Vice President **CARON** seconded. The motion passed 5-0.

President Villone requested a motion to adopt **RESOLUTION 2024-R-28**, recognizing, commending, and honoring Police Corporal Richard J. Tamanosky II.

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

Next, President Villone presented Corporal Tamanosky with a commendation letter to honor his service, and read **Resolution 2024-R-28** into the record:

RESOLUTION 2024-R-28

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, RECOGNIZING, COMMENDING AND HONORING

RICHARD J. TAMANOSKY II

WHEREAS, The Board of Commissioners of Lower Allen Township desires to express its recognition and gratitude for nearly 26 years of service provided by **Richard J. Tamanosky II**; and

WHEREAS, **Richard J. Tamanosky II** first joined Lower Allen Township in 1998 as a Police Officer in the Police Department; and

WHEREAS, **Richard J. Tamanosky II** became a Field Training Officer in 2002, mentoring new officers; and

WHEREAS, **Richard J. Tamanosky II** began instruction of the 5th grade D.A.R.E. curriculum in 2002; and

WHEREAS, **Richard J. Tamanosky II** became a Background Investigator in 2005, helping to ensure the quality of candidates for police employment; and

WHEREAS, **Richard J. Tamanosky II** was promoted to the rank of Corporal in 2005, where he took great pride in taking care of personnel assigned to him; and

WHEREAS, **Richard J. Tamanosky II** became an instructor in 2010 for TEAM which transitioned from D.A.R.E to continue mentoring the youth of the community; and

WHEREAS, **Richard J. Tamanosky II** was the primary Defensive Tactics instructor in 2011 where he helped ensure our officers had the physical skills and knowledge to stay safe in a conflict; and

WHEREAS, **Richard J. Tamanosky II** became a certified Krav Maga instructor in 2012 to enhance his defensive tactics instructional goals of officer safety; and

WHEREAS, **Richard J. Tamanosky II** 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 **Richard J. Tamanosky II** for nearly 26 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 22nd day of July 2024.

Hiring for Public Works

President Villone requested a motion to adopt **RESOLUTION 2024-R-29**, hiring Chrisian Anglemeyer as a Maintenance Specialist in the Public Works Department.

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

Tobacco-Free Parks

President Villone requested a motion to enact **ORDINANCE 2024-01**, Tobacco-Free Parks Policy.

Commissioner **NAGY** made the motion, seconded by Commissioner **SWARTZ**.

Hearing no further discussion, 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 2024-02** passed 5-0.

President Villone requested a motion to adopt the proposed Tobacco-Free Parks Policy.

Commissioner **NAGY** made the motion, seconded by Commissioner **SWARTZ**. Vice President Caron asked for clarification on conformity between the Ordinance and the Policy. Manager Vernau explained the Ordinance was an enforcement mechanism whereas the policy was broader and goes beyond tobacco use.

The motion to adopt the proposed Tobacco-Free Parks Policy passed 5-0.

President Villone thanked fellow commissioners, Solicitor Miner, Township staff, the Parks and Recreation Board, and residents for all the work and thoughtfulness that went into the creation of the new policy and Ordinance.

ANY BUSINESS PERTINENT TO THE TOWNSHIP:

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

COMMUNITY AND ECONOMIC DEVELOPMENT

Declaration of Consolidation of Previously Subdivided Lots for 4107 Rosemont Avenue.

Director Sweeney introduced the item for discussion, noting the residents were requesting to consolidate two parcels of land into one. Township Solicitor Miner advised that the requested consolidation was subject to the Municipal Planning Code (MPC), which governs all subdivisions and re-subdivisions. As the MPC governs the procedure of a proposed lot combination, the Board of Commissioners cannot approve it without going through the formal planning process. Mr. Miner advised the Board not to take any action on the item.

Mr. and Mrs. Roberts explained the background for their request, as they are seeking to record the deed for the property as one parcel. They noted they had not been made aware of the required procedures relevant to the planning process and were led to believe that their request would be simple to accomplish.

President Villone spoke about the Township's subdivision and land development policy and the planning process, which exists to ensure that all development is accomplished appropriately and in compliance with legal requirements.

Commissioner Nagy expressed acknowledgement of the seemingly simple task, and the need for staff to properly communicate the necessary steps to the residents to accomplish their intended goal. He also expressed the need to consider future changes in policy to alleviate onerous steps for residents in similar situations.

Mr. Miner noted that the Planning Commission could consider a waiver, which would be a simple solution. He agreed that the planning process is not ideal for small subdivisions, but there remains a required legal process, which is designed to address all requirements and avoid future issues.

Commissioner Nagy suggested that staff work directly with Mr. and Mrs. Roberts to help guide them through the planning process. Commissioners expressed consensus to direct staff to assist the family with understanding what is necessary, and to do so in a cost-effective way. Director Sweeney committed to working with staff to provide guidance.

Comment Opportunity/Hampden Township

Director Sweeney introduced the item for discussion, to consider providing comment for the reclassifying of 900-910 Lambs Gap Road from Apartment Office to Urban Mixed Use on the Future Land Use Map of the Hampden Township Comprehensive Plan. Article III, Section 302 of the Municipalities Planning Code requires the Hampden Township Board of Commissioners to provide a 45-day comment period to all neighboring municipalities. Director Sweeney noted the property is located near Wegman's grocery store.

Commissioners expressed consensus there was no need to provide comment, as the proposal did not appear to have any impact on Lower Allen Township residents.

PUBLIC WORKS

Land Partnerships Grant Program with Cumberland County

Director Davis introduced the item for discussion and possible action, to consider an Addendum to the Subcontract for Park, Trail & Greenway Development under the Land Partnerships Grant Program with Cumberland County to a new expiration date of December 31, 2025. She explained that projects were awarded funding in 2021 per the bike and pedestrian committee and were delayed due to utility issues. The work will be bid out in 2025, and the Addendum will extend the funding for the same timeframe. The County has agreed to the extension.

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

COMMISSIONERS REPORTS

President Villone noted that the Board would recess to Executive Session following Commissioner's Reports to discuss the first of three items, return to public session and then adjourn to Executive Session again to discuss two additional items.

Director Holl reported that Cumberland County Hazard Mitigation Planning was underway and highlighted a website survey seeking input on the plan.

Manager Vernau shared information presented to him from a vendor that produces promotional videos for municipalities. The associated cost is approximately \$26,000. He noted that the Development Authority chose to pass on the opportunity. Members expressed consensus there was no interest in pursuing the videos.

Director Sweeney provided a brief update on recent Development Authority activity, noting a recent brainstorming session. He indicated that updates would be provided regularly at future meetings.

Commissioner Swartz reported his attendance at a ribbon cutting ceremony for Fantasy Axe Throwing on Hartzdale Drive. He also expressed appreciation for the efforts of Public Safety staff.

Commissioner Nagy noted thanks to Manager Vernau and Commissioner Swartz for efforts on the Tobacco-Free ordinance and modeling the information on the Young Lungs at Play program. He also recognized Public Safety for their interagency cooperation in a recent incident response.

Commissioner Brown noted congratulations to Corporal Tamanosky on his retirement. He also reported appreciation expressed by Allendale residents regarding the recent road paving.

Vice President Caron reported attendance at a Municipal Advisory Board meeting. She also expressed her gratitude for the expression of grace shown to her as she addressed family matters.

President Villone thanked the staff for compiling informative material to brief commissioners in preparation for meetings to enable competent and well-informed decisions. He congratulated Corporal Tamanosky and expressed appreciation to Mr. Vernau for his diligence and momentum as he looks towards his retirement. He also noted his enthusiasm for the upcoming strategic planning sessions.

EXECUTIVE SESSION

At 7:01 PM, the Board of Commissioners recessed to Executive Session to discuss the Benecon health insurance surplus and employee health insurance contributions.

The Board reconvened at 7:15 PM.

Commissioner **NAGY** offered a motion to use the Benecon health insurance surplus to fund the remaining 5.5% health care contributions. The motion was seconded by Commissioner **SWARTZ** and passed 5-0.

At 7:16 PM, the Board of Commissioner adjourned to Executive Session to discuss the hiring of a Township Manager and the Hiring of a Department of Fire and Rescue Chief.

ADJOURNMENT

The meeting was adjourned at 7: 16 PM.