

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

March 24, 2025

6:00 PM

AGENDA

- 1. Call to Order by President Caron.** Proof of Publication.
- 2. A Moment of Silence and the Pledge of Allegiance.**
- 3. Approval of Meeting Minutes:** Regular Meeting of February 24, 2025
Regular Meeting of March 10, 2025
- 4. Audience Participation:** Any item on the agenda or any business pertinent to the Township. Discussions will be limited to five (5) minutes per person.

5. CONSENT AGENDA

Any Commissioner, staff member, or anyone in attendance who would like to have an item on the Consent Agenda removed for further discussion can request so now. Is there a request for the removal of an item(s) on the Consent Agenda?

Accept motion to approve the items on the Consent Agenda, which are listed as follows:

- a. Monthly Director Reports for Community & Economic Development, Finance, Public Works, and Public Safety for February 2025, and EMS Annual Report for 2024.
- b. Check Register of March 17, 2025 in the amount of \$345,201.55.
- c. Check Register of March 21, 2025 in the amount of \$89,490.37.

6. PRESIDENT CARON

- a. Accept a motion to approve a manual Check Register of March 20, 2025 in the amount of \$2,480.00 to Eckert, Seamans, Cherin & Mellott for legal services.
- b. Accept a motion to adopt **RESOLUTION 2025-R-16**, proclaiming the month of April 2025 as "Pennsylvania 811 Safe Digging Month".
- c. Accept a motion to adopt **RESOLUTION 2025-R-17**, proclaiming the week of April 6-12, 2025 as "National Library Week".
- d. Accept a motion to adopt **RESOLUTION 2025-R-18**, affirming the Township's participation in the Sustainable Pennsylvania Municipal Certification Program.

7. HUMAN RESOURCES

- a. Employee Recognitions: Police Department Awards – Lieutenant Foltz
- b. Employee Recognitions: Years of Service and Performance Award.
- c. Discussion and possible action: Accept a motion accepting the resignation of Frank Wirth, Fire Captain in the Department of Fire Rescue Services, effective March 31, 2025.
- d. Discussion and possible action: Authorizing staff to advertise for a Public Safety Officer (PSO) position to fill the vacancy.
- e. Discussion and possible action: Accept a motion accepting the retirement of Glenn MaGatz, Assistant Public Works Director, effective April 18, 2025.

8. PUBLIC SAFETY

- a. Discussion and possible action: Accept a motion to adopt **RESOLUTION 2025-R-19**, appointing Matthew W. Schmidt as a full-time EMT/PSO in the Public Safety Department, effective April 7, 2025.

9. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. No agenda items.

10. PUBLIC WORKS

- a. Discussion and possible action: Authorizing staff to prepare and advertise bid specifications for the 2025 Infrastructure project.
- b. Discussion: Update on the bulk-item drop-off dumpster at the Public Works Facility.

11. FINANCE

- a. No agenda items.

12. MANAGER

- a. Discussion and possible action: Approving, as signatory of the incorporating municipality of Lower Allen Township Authority, the First Amendment to the Assignment and Assumption Agreement between Lower Allen Township Authority and Pennsylvania American Water Company, adding the Sienna Development to the area served by Lower Allen Township Wastewater Treatment Plant.

- b. Discussion and possible action: Permission to allow Township staff to hold public sealed bid openings at duly advertised public meetings separate from and in advance of awarding the bid at a Board of Commissioners meeting.

13. COMMISSIONERS REPORTS

14. EXECUTIVE SESSION

- a. Personnel matter regarding a vacancy on the Planning Commission.
- b. Personnel matter regarding an update on the Police Collective Bargaining Agreement.

15. ADJOURN.