

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

April 14, 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 March 24, 2025
Special Meeting of March 31, 2025

PRESENTATION: Township Gateway Signage Concepts - RPM Signs and Lighting

- 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) from the Consent Agenda?

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

- a. Check Register of March 31, 2025, in the amount of \$87,618.78.
- b. Check Register of April 04, 2025, in the amount of \$118,135.30.
- c. Check Register of April 11, 2025, in the amount of \$161,989.55.

6. PRESIDENT CARON

- a. Any business item(s) from the President.

7. HUMAN RESOURCES

- a. Discussion and possible action: Approving the Job Description for the Hybrid EMS/PSO position in the Public Safety Department.
- b. Discussion and possible action: Accepting a motion accepting the resignation of Thomas Kidd, PSO moving from full-time to part-time status, effective May 5, 2025.

- c. Discussion and possible action: Amending approval made by the Board on March 24, 2025 allowing staff to advertise for a Public Safety Officer (PSO) position with the modification of advertising for a Hybrid EMS/PSO position instead, and hiring an additional Hybrid EMS/PSO for the second vacancy. These are budgeted positions.
- d. Discussion and possible action: Accepting a motion moving Keegan Toot, Volunteer Coordinator in the Department Fire Rescue Services (DFRS) from probationary to regular full-time status, effective April 15, 2025.
- e. Discussion and possible action: Authorizing staff to develop a formal policy for the Healthcare Incentive Program.

8. PUBLIC SAFETY

- a. Discussion and possible action: Approving the Eligibility List for Police Captain submitted by the Civil Service Commission on March 31, 2025.

9. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Discussion: SLD #2023-02 Cedar Run Business Center Preliminary/Final Subdivision and Land Development Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-30.A. - Submission of a Preliminary Plan
 - b) Section 192-57.B.(2)(h)[2] - Additional cartway along the frontage of Gettysburg Road and comply with PennDOT's requirements
 - c) Section 192-30 - To provide sidewalks along the frontage of Gettysburg Road.
 - d) Section 192-58.C - To provide street trees along Gettysburg Road.
 - 2. Action: Approve SLD #2023-02 Cedar Run Business Center Preliminary/Final Subdivision and Land Development Plan.
 - a) Satisfy all remaining comments listed on Rettew's letter dated April 10, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department's letter dated March 6, 2023.
- b. Discussion: SLD #2024-02 Kindt Properties, LLC Preliminary/Final Subdivision and Land Development Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-30.A – Submission of a Preliminary Plan
 - b) Section 192-57.C.(8) – Curbing along the frontage of Primrose Avenue
 - c) Section 192-57.C.(9) – Sidewalk along the frontage of Primrose Avenue and Saint Johns Road
 - d) Section 192-57.B.(2)(h)[2] – Additional right-of-way width and cartway widening for the travel lanes along Primrose Avenue to St. Johns Road

2. Action: Approve SLD #2024-02 Kindt Properties, LLC Preliminary/Final Subdivision and Land Development Plan.
 - a) Satisfy all remaining comments listed on Rettew's letter dated April 4, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department's letter dated February 14, 2025.
 - c) Building permits and zoning Permits must be submitted, approved, and inspected for all work completed without the proper approvals prior to plan recording.
- c. Discussion: SLD #2025-02 Robert and Catherine Sanford Final Minor Subdivision Plan.
 1. Action: Discussion of the following waivers:
 - a) Section 192-57.B.(2)(h)[2] and Section 192-57.C.(13)(c)[1] - Additional right-of-way width for the travel lane along the frontage of Thompson Lane from 12' to 8'
 - b) Section 192-57.C.(8) - Curbing along the frontage of Thompson Lane
 - c) Section 192-57.C.(9) - Concrete sidewalks along all the frontage of Thompson Lane
 2. Action: Approve SLD #2025-02 Robert and Catherine Sanford Final Minor Subdivision Plan.
 - a) Satisfy all remaining comments listed on Rettew's letter dated April 8, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department's letter dated February 28, 2025.

10. PUBLIC WORKS

- a. Discussion and possible action: Approval of payment to Chemung Supply in the amount of \$33,634.00 for stormwater infrastructure for the 2025 Infrastructure and Paving Project.
- b. Discussion and possible action: Authorize staff to prepare and advertise bids for the 2025 Stormwater Basin Retrofit Project at High Associates in the Rossmoyne Business Center.

11. FINANCE

- a. No agenda items.

12. MANAGER

- a. No agenda items.

13. COMMISSIONERS REPORTS

14. EXECUTIVE SESSION

- a. Personnel Matter regarding Police Captain candidates.
- b. Legal Advice regarding an Information Services Contract Claim.
- c. Collective Bargaining Agreement.

15. ADJOURN.