

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

April 28, 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 April 14, 2025
- 4. PRESENTATIONS**
 - a. Flinchypalooza donation to the Police Department.
 - b. Appointing a Police Captain:
 1. Possible action: Accepting a motion to adopt **RESOLUTION 2025-R-20**, appointing Douglas L. Foltz as Captain of the Lower Allen Township Police Department, effective April 28, 2025.
 2. Promotion Ceremony.
- 5. Audience Participation:** Any item on the agenda or any business pertinent to the Township. Discussions will be limited to five (5) minutes per person.
- 6. 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. Monthly Director Reports for Community & Economic Development, Finance, Public Works, and Public Safety for March 2025.
 - b. Tax Collector's Monthly report for March 2025.
 - c. Check Register of April 18, 2025 in the amount of \$418,890.84.
 - d. Check Register of April 25, 2025 in the amount of \$58,004.64.

- e. Credit Card Check Register of April 26, 2025 in the amount of \$17,316.55.
- f. **RESOLUTION 2025-R-21** authorizing the disposition of specific records in accordance with the Pennsylvania Municipal Records Manual.

7. PRESIDENT CARON

- a. Accept a motion to approve a manual Check Register of April 24, 2025 in the amount of \$7,860.00 to Eckert, Seamans, Cherin & Mellott for legal services.
- b. Accept a motion to adopt **RESOLUTION 2025-R-22**, proclaiming the week of May 11-17, 2025 as “National Police Week” in Lower Allen Township.
- c. Accept a motion to adopt **RESOLUTION 2025-R-23**, proclaiming the month of May 2025 as “Building Safety Month” in Lower Allen Township.

8. HUMAN RESOURCES

- a. Discussion and possible action: Accepting a motion accepting the full-time resignation of Shane Katrancha, Hybrid EMS/PSO and moving to part-time status, effective May 1, 2025.
- b. Discussion and possible action: Accepting a motion moving Kasha Griva, Billing Specialist in the Finance Department from probationary to regular full-time status, effective April 28, 2025.

9. PUBLIC SAFETY

- a. No agenda items.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Discussion: SLD 2024-05 - Capital City Mall Preliminary/Final Subdivision Plan
 - 1. Action: Discussion of the following waiver:
 - a) Section 192-30.A. – Submission of a Preliminary Plan
 - 2. Action: Approve SLD 2024-05 - Capital City Mall Preliminary/Final Subdivision Plan
 - a) Satisfy all remaining comments listed on Rettew’s letter dated April 25, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department’s letter dated March 6, 2023
- b. Discussion: Planning Waiver and Non-building Declaration for SLD #2025-02 - Robert & Catherine Sanford Final Minor Subdivision Plan for Residual Lot 1 to remain an undeveloped 31.72-acre lot located on Thompson Lane.

1. Action: Approve the Planning Waiver and Non-building Declaration for SLD #2025-02 - Robert & Catherine Sanford Final Minor Subdivision Plan.
- c. Presentation: Status of the draft Zoning Ordinance update and the formation of a Zoning Ordinance Steering Committee. – Frank Chlebnikow, Rettew
 1. Discussion and possible action: Authorizing staff to proceed with forming a Zoning Ordinance Steering Committee.

11. PUBLIC WORKS

- a. Discussion and possible action: Authorizing staff to remove the bulk item dumpsters at the Public Works Facility.

12. FINANCE

- a. Discussion: Transferring bank accounts held with Wells Fargo to PLGIT.

13. MANAGER

- a. Discussion and possible action: Approving an administrative change to the Consolidated Collective Bargaining Agreement Between Lower Allen Township and Lower Allen Township Police Officers Association for the period of January 1, 2025 through December 31, 2028, originally approved by a motion on March 31, 2025.
- b. Discussion: Yard Waste Program update.

14. COMMISSIONERS REPORTS

15. EXECUTIVE SESSION

- a. Zoning Hearing Board Decision on Docket No. 2025-01 (Merritts Properties, LLC) and possible appeal.
- b. Update on the Information Services contract claim.

16. ADJOURN