

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

June 23, 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:** None.
- 4. PRESENTATIONS:** None.
- 5. Audience Participation:** Any item on the agenda or any business pertinent to the Township. We ask that all attendees sign in, and name and address must be stated for the record prior to speaking. Please limit discussions 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) 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 May 2025.
 - b. Tax Collector's Monthly Report for May 2025.
 - c. Check Register of June 20, 2025, in the amount of \$181,092.33.
- 7. PRESIDENT CARON**
 - a. Any business item(s) from the President.
- 8. HUMAN RESOURCES**
 - a. Discussion and possible action: Approving the basic Job Description for the Temporary Clerical Assistant position designed to be applicable within various departments.

9. PUBLIC SAFETY

- a. Discussion and possible action: Authorizing the purchase of five (5) Prism notification devices for use at the DFRS/EMS stations within the Township. This is an unanticipated/non-budgeted expense, but the cost can be covered by reallocating funds from existing budgeted items, and possibly through alternative funding opportunities.
- b. Discussion: Highland Park Update.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Zoning Hearing Board Update.

11. PUBLIC WORKS

- a. No agenda items.

12. FINANCE

- a. No agenda items.

13. MANAGER

- a. No agenda items.

14. COMMISSIONERS REPORTS

15. EXECUTIVE SESSION

- a. Personnel matter regarding a probation period.

16. ADJOURN