

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

August 11, 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:**
 - a. Governor's Center for Local Government Services - Strategic Management Planning Program - Troy Kieser, PA Department of Community and Economic Development.
- 5. Audience Participation:** Any item on the agenda or any business pertinent to the Township. We ask that all attendees sign in and those speaking must state their name and address for the record. 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. Check Register of August 2, 2025 in the amount of \$83,047.56.
 - b. Check Register of August 8, 2025 in the amount of \$77,486.54.
- 7. PRESIDENT CARON**
 - a. Accept a motion to approve the manual Check Register of July 29, 2025, to Eckert, Seamans, Cherin & Mellott in the amount of \$400.00, for legal services.

8. HUMAN RESOURCES

- a. Discussion and possible action: Moving Sierah Emerson, Administrative Specialist in the CED Department, from probationary status to regular full-time status, effective August 11, 2025.
- b. Discussion and possible action: Moving Leon Crone, Director of Human Resources, from probationary status to regular full-time status, effective August 17, 2025.
- c. Discussion and possible action: Approving the reclassification of Sydney Overmiller, AEMT in the EMS Department to EMS/PSO Hybrid in the EMS and Public Safety Departments, effective August 12, 2025. Hourly rate remains the same.
- d. Discussion and possible action: Accepting the resignation of Michael Quenzer, Paramedic in the EMS Department, effective August 23, 2025.
- e. Discussion and possible action: Authorizing staff to advertise to hire a full-time, Paramedic in the EMS Department; this is budgeted position and replacing a vacancy.
- f. Discussion and possible action: Accepting the resignation of Justin Lenker, Public Safety Officer in the Public Safety Department, effective August 19, 2025.
- g. Discussion and possible action: Authorizing staff to advertise to hire a full-time, PSO/EMS Hybrid in the Department of Fire and Rescue Services (Public Safety Department); this is budgeted position (419 budget line) and replacing a vacancy.

9. PUBLIC SAFETY

- a. Discussion and possible action: Approving the Eligibility List for Police Corporal submitted by the Civil Service Commission on July 28, 2025.
- b. Discussion and possible action: Approving the promotion of a Patrol Officer to Police Corporal from the list submitted by the Civil Service Commission on July 28, 2025.
- c. Discussion and possible action: Amending the original order for the replacement of Ambulance 3-74 approved February 26, 2024 (with an anticipated delivery date in 2026) from a Ford chassis model (\$348,000) to a heavy-duty International chassis model at a revised total cost of \$359,161.
- d. Discussion and possible action: Approve entering into an Intermunicipal Agreement with the West Shore School District and implementing the “BusPatrol System” and “BusPatrol Agreement” to promote school bus safety through automated enforcement of school bus passing violations.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Zoning Hearing Board Update.
- b. Discussion: SLD #2025-05 - 3240 Lisburn Road Preliminary/Final Subdivision Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-30 - Submission of a Preliminary Plan.
 - b) Section 192-57.B.(2)(h)[2] and Section 192-57.C.(13)(c)[1] - To provide additional cartway and right-of-way along the frontage of Lisburn Road.
 - c) Section 192-57.C.(8) - To provide concrete curbing along the frontage of Lisburn Road
 - d) Section 192-57.C.(9) - To provide concrete sidewalk along the frontage of Lisburn Road.
 - e) Section 184-12 – Submission of a Stormwater Management Plan (a stormwater management plan will be submitted at the time of building permits).
 - 2. Action: Approve SLD #2025-05 - 3240 Lisburn Road Preliminary/Final Subdivision Plan.
 - a) Satisfy all remaining comments listed on Rettew’s letter dated August 4, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department’s letter dated April 30, 2025.
- c. Discussion: SLD #2025-06 - 1201 Saint Johns Road Final Land Development Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-57.C.(1) – To provide improvements along the frontage of St. Johns Road.
 - b) Section 192-57.C.(8) – To provide concrete curbing along the frontage of St. Johns Road.
 - c) Section 192-57.C.(9) – To provide concrete sidewalks along the frontage of St. Johns Road.
 - d) Section 192-58.C - To provide street trees along the frontage of St. Johns Road.
 - e) Section 192-58.E.(6) - To provide a parking lot island at the end of the parking spaces.
 - 2. Action: Approve SLD #2025-06 - 1201 Saint Johns Road Final Land Development Plan.
 - a) Satisfy all remaining comments listed on Rettew’s letter dated August 8, 2025.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department’s letter dated May 23, 2025.

- d. Discussion and possible action: Accepting the withdrawal of SLD #2024-08 – 1413 Arcona Road, Merritts Properties, LLC Final Land Development Plan.

11. PUBLIC WORKS

- a. Update on the Young Lungs at Play signage for the parks.

12. FINANCE

- a. No agenda items.

13. MANAGER

- a. No agenda items.

14. COMMISSIONERS REPORTS

15. EXECUTIVE SESSION

- a. Update on a Right-to-Know Request Appeal.
- b. Personnel Matter.

16. ADJOURN