

**LOWER ALLEN TOWNSHIP  
BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**September 8, 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 August 25, 2025
- 4. PRESENTATION:** West Shore Recreation Commission – John Minito, President
- 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 29 2025, in the amount of \$47,884.26.
  - b. Check Register of September 5 2025, in the amount of \$95,127.66.
  - c. Payment of Estimate No. 1 to Kinsley Construction, LLC for labor for the 2025 Infrastructure and Paving Project in the amount of \$203,270.13.
- 7. PRESIDENT CARON**
  - a. Any business item(s) from the President.
- 8. HUMAN RESOURCES**
  - a. No agenda items.
- 9. PUBLIC SAFETY**
  - a. Discussion and possible action: Authorizing the purchase of P25 compatible pagers for

the DFRS/EMS Departments in the amount of \$40,298. This is a COSTARS purchase and included within the 2025 Budget Amendment.

## **10. COMMUNITY AND ECONOMIC DEVELOPMENT**

- a. Zoning Hearing Board Update.
- b. Discussion and possible action: Approve a recording deadline extension request to September 9, 2026 for SLD #2024-07 Tru Hotel Preliminary/Final Land Development Plan.

## **11. PUBLIC WORKS**

- a. Discussion and possible action: Awarding the Creekwood Park Boat Launch Project to Kinsley Construction LLC, the lowest responsible bidder at \$332,461.00.

## **12. FINANCE**

- a. Discussion and possible action: Adopting **RESOLUTION 2025-R-40** establishing a Fund Balance Policy for Township Governmental Funds.

## **13. MANAGER**

- a. Discussion and possible action: Adopting **RESOLUTION 2025-R-41** authorizing the Township to enter into the Strategic Management Planning Program for Professional consultant services to assist in the development, adoption and implementation of a Multi-Year Financial Management Plan or related municipal financial and management initiatives and improvements.
- b. Discussion and possible action: Authorizing the Township to participate in the Governor's Center for Local Government Services program requesting technical assistance to support the Township's Emergency Medical Services Department.

## **14. COMMISSIONERS REPORTS**

## **15. EXECUTIVE SESSION**

- a. Benecon health insurance surplus and employee health insurance contributions.
- b. Policies regarding employee benefits and compensation.
- c. Update on a Right-to-Know Law (RTKL) Appeal.
- d. Solicitor's fee for 2026.

## **16. ADJOURN**