

**LOWER ALLEN TOWNSHIP  
BOARD OF COMMISSIONERS**

**REGULAR MEETING**

**October 13, 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 September 8, 2025
- 4. PRESENTATIONS:**
  - a. Mechanicsburg Area Meals On Wheels (MAMOW) - Dave Shiner, President
  - b. Sheepford Road Bridge Fund - Janice Lynx, Executive Director, WSHS
  - c. Years of Service Awards - President Caron
- 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 September 26, 2025, in the amount of \$240,778.36.
  - b. Check Register of October 3, 2025, in the amount of \$37,131.50.
  - c. Check Register of October 9, 2025, in the amount of \$112,269.75.
- 7. PRESIDENT CARON**
  - a. Any business item(s) from the President.
- 8. HUMAN RESOURCES**
  - a. Discussion and possible action: Adopting **RESOLUTION 2025-R-45**, appointing Kenneth Brittingham as a Paramedic, in the EMS Department, effective October 14, 2025. This is a budgeted position, filling a vacancy left by a resignation.

## **9. PUBLIC SAFETY**

- a. Discussion and possible action: Authorizing the sale of “Rescue 12” in accordance with recommendations from the 2023 Fire Apparatus Needs Assessment study.

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

- a. Zoning Hearing Board Update.
- b. Discussion and possible action: Conditional acceptance of Stephenson Road and Locust Road as part of the Birch Grove Development (SLD 2021-11 145 South Locust Street for William Grace revised Subdivision Plan) contingent upon the following the conditions:
  - 1. Provide the required 18-month maintenance bond in the amount of \$58,663.65 and maintenance agreement.
  - 2. Provide a revised and executed deed of dedication with revised plats and legal description.
  - 3. Provide a revised as-built plan.
  - 4. Provide payment equivalent to the liquid fuels funds in the amount of \$2,025.00.
- c. Discussion and possible action: Approving financial security reduction request #3 in the amount of \$208,192.25 (from \$283,510.87 to \$75,318.62) for SLD #2021-11 145 South Locust Street Final Subdivision Plan.

## **11. PUBLIC WORKS**

- a. Discussion and possible action: Authorizing the release of financial security for the UGI Sheepford Crossing Get Gas project in the amount of \$695,000.

## **12. FINANCE**

- a. No agenda items.

## **13. MANAGER**

- a. No agenda items.

## **14. COMMISSIONERS REPORTS**

## **15. EXECUTIVE SESSION**

- a. 2026 salaries and benefits.
- b. Update on two legal matters.

## **16. ADJOURN**