

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

MAY 12, 2025

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Jennifer Caron, President (joined via telephone at 7pm)

Joshua Nagy, Vice President (via telephone)

Dean W. Villone, Commissioner

Charles Brown, Commissioner

Joseph Swartz, Commissioner

TOWNSHIP PERSONNEL

Rebecca Davis, Township Manager

Steven Miner, Township Solicitor

David Holl, Public Safety Director

Alycia Knoll, Finance Director

Isaac Sweeney, P.E., CED Director

Benjamin Powell, P.E., Public Works Director

Leon Crone, Human Resources Director

Nate Sterling, Administrative Secretary

Reneé Greenawalt, Recording Secretary

Commissioner Villone called the May 12, 2025, Regular Meeting of the Board of Commissioners to order at 6:00 PM. He announced Proof of Publication for the meeting was available for review.

Commissioner Villone noted that President Caron was absent with excuse, and that Vice President Nagy was participating via telephone. This was followed by a moment of silence and the Pledge of Allegiance.

PRESENTATION - Flinchypalooza

Matt Flinchbaugh and his business partner presented Captain Foltz with a \$10,000 donation for the Lower Allen Police Department. Mr. Flinchbaugh explained that his business, Flinchy's Restaurant, holds a fundraiser over Labor Day weekend which includes a chili cook-off and music festival with sponsors to raise money for the Police Department.

Commissioners expressed their appreciation for the event and the generous donation.

AUDIENCE PARTICIPATION: Any item on the agenda.

Commissioner Villone invited members of the audience to identify themselves should they wish to comment on any item on the agenda or any business pertinent to the Township. He noted that discussion would be limited to five minutes per person. There was none.

CONSENT AGENDA:

Commissioner Villone stated that any Commissioner, staff member, or anyone in attendance who would like to have an item on the Consent Agenda removed for further discussion could do so at that time. There was none.

Items on the Consent Agenda:

- a. Check Register of May 2, 2025, in the amount of \$90,032.87.
- b. Check Register of May 9, 2025 in the amount of \$115,651.23.

Commissioner **BROWN** moved to approve the items on the Consent Agenda. Commissioner **SWARTZ** seconded. With no further discussion, the consent agenda was approved by a vote of 4-0.

COMMISSIONER VILLONE

RESOLUTION 2025-R-24

Commissioner Villone requested a motion to adopt **RESOLUTION 2025-R-24**, proclaiming the week of May 18-25, 2025, as “Emergency Medical Services Week” in Lower Allen Township with the theme “We Care. For Everyone”. Vice President Nagy read the proclamation aloud for the audience:

RESOLUTION 2025-R-24

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, PROCLAIMING THE WEEK OF MAY 18-24, 2025, AS EMERGENCY MEDICAL SERVICES WEEK WITH THE THEME “WE CARE. FOR EVERYONE”.

WHEREAS, emergency medical services is a vital public service;

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week;

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury;

WHEREAS, emergency medical services fills healthcare gaps by providing important, out-of-hospital care, including preventative medicine, follow-up care, and access to telemedicine;

WHEREAS, the emergency medical services system consists of first responders, emergency medical technicians, paramedics, emergency medical dispatchers, firefighters, police officers, educators, administrators, pre-hospital nurses, emergency nurses, emergency physicians, trained members of the public, and other out of hospital medical care providers;

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills;

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating the Emergency Medical Services Week; and

THEREFORE, BE IT RESOLVED, that Lower Allen Township, Cumberland County, Pennsylvania, in recognition of this event, do hereby proclaim the week of May 18-24, 2025, as Emergency Medical Services Week; and

FURTHERMORE, that the 51st Anniversary of EMS Week theme is “We Care. For Everyone”, and we encourage the community to observe this week with appropriate programs, ceremonies, and activities in honor of the EMS profession and the essential service it provides.

ADOPTED into a **RESOLUTION** this 12th day of May 2025.

Commissioner Villone expressed comments reflecting his pride in how the staff of Lower Allen Township EMS not only provides lifesaving services to residents but also demonstrates leadership in emergency services in the state.

Vice President **NAGY** offered the motion to adopt **RESOLUTION 2025-R-24**. The motion was seconded by Vice President **SWARTZ** and passed 4-0.

HUMAN RESOURCES

Public Works Department: Removal from Probationary Status

Director Crone introduced the item for discussion and possible action, to consider for approval, moving Christian Angelmeyer, Maintenance Specialist I, in the Public Works Department from probationary to regular full-time status, effective April 24, 2025. Mr. Angelmeyer completed the 6-month probationary period and successfully obtained his Commercial Driver's License (CDL).

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded and the motion passed by a vote of 4-0.

Public Works Department: Promotion

Director Crone introduced the item for discussion and possible action, to consider for approval, moving Thomas Fritz from Maintenance Specialist I to Maintenance Specialist II in the Public Works Department, effective May 12, 2025. Duties will include overseeing the sign shop. This is a replacement for a vacancy that had been left open by a previous promotion.

Commissioner **SWARTZ** made the motion. Commissioner **BROWN** seconded and the motion passed by a vote of 4-0.

Public Safety Department: Removal from Probationary Status

Director Crone introduced the item for discussion and possible action, to consider for approval, moving Laura Tamanosky, Police Corporal from probationary status to regular full-time status, effective May 13, 2025.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded and the motion passed by a vote of 4-0.

Director Crone introduced the item for discussion and possible action, to consider for approval, moving Kenneth Stirling, Police Corporal from probationary status to regular full-time status, effective May 13, 2025.

Commissioner **SWARTZ** made the motion. Commissioner **BROWN** seconded and the motion passed by a vote of 4-0.

Public Safety Department: Hiring

Director Crone introduced the item for discussion and possible action, to consider for approval, amending the motion made by the Board on April 14, 2025, allowing staff to advertise for the hiring of three (3) Hybrid EMS/PSO positions to now be the hiring of two (2) Advanced Emergency Medical Technician (AEMT) positions and one (1) Hybrid EMS/PSO position. He noted that several internal candidates had expressed interest in being developed into the positions.

Vice President **NAGY** offered the motion, seconded by Commissioner **BROWN**. Commissioner Brown expressed appreciation for the extensive information provided to the Board regarding this action and for the collaborative efforts of those in the Public Safety Department, noting the importance of preserving current staff and development of internal resources. The motion passed 4-0.

RESOLUTION 2025-R-25

Director Crone introduced the item for discussion and possible action, to consider for approval, adopting **RESOLUTION 2025-R-25** appointing Sydney A. Overmiller as an Advanced Emergency Medical Technician (AEMT) in the Emergency Medical Services (EMS) Department, effective May 19, 2025.

Vice President **NAGY** offered the motion to adopt **RESOLUTION 2025-R-25**. Commissioner **BROWN** seconded and the motion passed by a vote of 4-0.

RESOLUTION 2025-R-26

Director Crone introduced the item for discussion and possible action, to consider for approval, adopting **RESOLUTION 2025-R-26** appointing Anthony T. Hentz as an Advanced Emergency Medical Technician (AEMT) in the Emergency Medical Services (EMS) Department, effective May 19, 2025.

Commissioner **BROWN** made the motion to adopt **RESOLUTION 2025-R-26**. Commissioner **SWARTZ** seconded and the motion passed by a vote of 4-0.

Administration Department: IT Specialist

Director Crone introduced the item for discussion and possible action, to consider for approval, accepting the Job Description for IT Specialist in the Administration Department.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded and the motion passed by a vote of 4-0.

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board Update

Director Sweeney announced that the Zoning Hearing Board would hold a public hearing on Thursday, May 15, 2025, at 7:00 PM, to consider Docket #2025-03 for Lucky Bear, LLC regarding 3804 Lisburn Road, in the R-2 Single-Family Rural Zoning District. He noted that a land development plan was submitted for residential development on the property of the golf course and to subdivide off the property designated for accessory uses. The applicant seeks a variance pursuant to Lower Allen Township Zoning Ordinance §220-19 Permitted Uses to continue the existing accessory uses of a miniature golf course, driving range, and restaurant as primary uses. The applicant is also appealing the Zoning Officer's Determination to allow the existing driving range and miniature golf course to remain as uses by right in the Floodway Zoning District (FW), and the existing restaurant as an accessory use to the driving range and miniature golf course.

Director Sweeney said that if the waiver was to be granted, the soonest the plan would likely be on the Planning Commission agenda would be June or July.

Vice President Nagy expressed a positive opinion of the existing recreational uses of the miniature golf, driving range and restaurant, and asked what recourse the business might have with the Zoning Hearing Board. Mr. Miner noted that it was likely they would seek an appeal of the decision made by the Zoning Officer and then if it was unsuccessful to present a variance case to demonstrate the ability to meet the zoning criteria.

Commissioner Brown noted his opinion that the accessory businesses operated as a completely different business from the main golf course and expressed his perspective that the land could not likely be used for any other use due to the floodway.

Commissioner Swartz suggested the case might present an opportunity for review by the zoning steering committee.

Commissioner Villone stated that the issue was being handled appropriately. Director Sweeney noted that an update would be provided at the next regular board meeting.

SLD #2019-11 Reduction of Financial Security

Director Sweeney introduced the item for discussion and possible action, to consider for approval, financial security reduction request #3 in the amount of \$431,785.80 leaving a balance of \$47,976.20 for SLD #2019-11 Cedar Cliff Sheetz Preliminary/Final Land Development Plan. He referred to the Rettew comment letter dated 4/25/25 which detail the few remaining items to be completed.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded the motion and asked whether the post development study indicated any pedestrian safety or traffic concerns. Director Sweeney reported that the results of the study did not indicate any concerns, alterations were expected, and that the location will continue to be monitored for thirty days. With no further discussion, the motion passed by a vote of 4-0.

PUBLIC WORKS

2025 Infrastructure Repair and Paving Project

Director Powell introduced the item for discussion and possible action, to award the 2025 Infrastructure Repair and Paving Project Parts A & B to Kinsley Construction, LLC, the lowest responsible bidder at \$987,900.00. He reported that the Township had received four bids for the project.

Commissioner **BROWN** made the motion. Commissioner **SWARTZ** seconded and the motion passed by a vote of 4-0.

MANAGER

Yard Waste Equipment Program

Manager Davis presented the item for discussion and possible action, to consider participation in the Yard Waste Equipment Program Cooperative based upon the Memorandum of Understanding (MOU) with Hampden Township. She referred to the draft MOU included in the meeting packet and addressed the time consuming, comprehensive coordination effort that had taken place to date. Staff is recommending not to participate in the program and to instead continue to rent equipment for the foreseeable future, which has been determined to be a more cost-effective solution.

Commissioners expressed their appreciation to Manager Davis and staff for the time and effort spent working on this initiative and their consensus in accepting the assessment that had been recommended by staff.

Commissioner **SWARTZ** offered a motion to direct staff to not participate in the Yard Waste Equipment Program Cooperative with Hampden Township and to end discussions regarding the same. The motion was seconded by Commissioner **BROWN** and passed 4-0.

COMMISSIONERS REPORTS

Vice President Nagy expressed praise and appreciation for the Township EMS service providers, noting the uniqueness in in Lower Allen being a local government managing their own service, with is a distinction that comes with a difference in quality of care and the management held to a higher standard.

Commissioner Brown noted thanks to Commissioner Villone for presiding over the meeting in President Caron's absence.

Commissioner Swartz shared Happy Mother's Day wishes, and noted pride in the recent election of Pope Leo XIV, wishing him the best as he takes on the role. He reported that the traffic calming committee had held their second meeting and thanked Director Powell for his guidance in leading those discussions. He also thanked Manager Davis, Director Holl and Captain Foltz for their contributions. Finally, he issued a reminder to residents to vote on election day, May 20, 2025.

Commissioner Villone expressed appreciation for the opportunity to preside over the meeting, as well as his gratitude for the ongoing efforts by staff.

EXECUTIVE SESSION

Commissioner Villone announced the meeting would recess for the executive session to discuss three items: 1) Personnel Matter regarding the IT Specialist, 2) Update on the Information Services contract claim, and 3) Master Service Agreement (MSA) for Information Services. The meeting was recessed for the Executive Session at 6:50 PM.

The meeting was reconvened at 7:12 PM. Commissioner Villone announced that all five commissioners had participated in the executive session, with President Caron joining the discussion at 7:00 PM, and that she also joined the reconvened meeting.

Commissioner **BROWN** motioned to authorize the solicitor to terminate the contract agreement with Third Element Consulting. The motion was seconded by Commissioner **SWARTZ** and passed by 5-0.

Commissioner **SWARTZ** motioned to authorize staff to enter into the Master Service Agreement for Information Services with Appalachian Technologies LLC. The motion was seconded by Commissioner **BROWN** and passed by 5-0.

ADJOURN

The meeting was adjourned at 7:15 PM.