

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

August 24, 2026

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 July 27, 2026
- 4. PRESENTATIONS:**
 - a. Employee Recognitions – Present Caron
 1. Awards for 5-20 years of service.
 2. Accept a motion to adopt **RESOLUTION 2026-R-28**, recognizing Staci Morgan, Planning Technician in the Community & Economic Development (CED) Department, for 30 years of service.
 3. Performance Award.
- 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. Monthly Director Reports for Community & Economic Development, Public Works, Public Safety and Finance for July 2026.
 - b. Tax Collector's Monthly Report for July 2026.
 - c. Check Register of August 14, 2026, in the amount of \$378,330.94.
 - d. Check Register of August 21, 2026, in the amount of \$46,769.86.

- e. Credit Card Register for August 9, 2026, in the amount of \$12,401.15.

7. PRESIDENT CARON

- a. Accept a motion to appoint Alex J. Hayes as the alternate member on the Zoning Hearing Board for the remainder of the term ending December 31, 2027.

8. HUMAN RESOURCES

- a. Discussion and possible action: Approving the completion of the probationary period and granting regular full-time status to Police Corporal Torrie Shiley, effective August 25, 2026.
- b. Discussion and possible action: Accepting the retirement of David L. Holl, Director of Public Safety, effective September 4, 2026.

9. PUBLIC SAFETY

- a. No agenda items.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Update: Zoning Hearing Board dockets.
- b. Discussion and possible action: Approving the following waivers associated with the stormwater management system for the proposed parking expansion at 3805 Gettysburg Road, Dairy Farmers of America:
 - 1. Section 184-14 – To require the removal of stormwater volume, and in the alternate permit Pennsylvania Department of Environmental Protection’s Managed Release Concept (MRC) methodology.
 - 2. Section 184-19.G(18) – To require a minimum 12-inch pipe diameter in privately owned stormwater facilities, and in the alternate allow a 6-inch discharge pipe.
- c. Discussion: SLD #2026-04 Liberty Forge Phase 1 Final Subdivision and Land Development Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-57.C.(1) – To provide an increase in the pavement width of Lisburn Road along the frontage of the lot, and in the alternate at the entrance provide a left turn lane on Lisburn Road with additional pavement widening.
 - b) Section 192-57.C.(8) – To provide curbing along Lisburn Road and Old Forge Road, and eight inch (8”) vertical curbs along the internal development streets, and in the alternate install internal slant curbing for all internal development streets.

- c) Section 192-57.C.(9) – To provide sidewalks along both sides of internal development streets, and frontages along Lisburn Road and Old Forge Road, and in the alternate replace with five foot (5') wide sidewalks on one side of all internal development streets, a six foot (6') wide trail in open space areas, a 10' wide trail along the north side of Lisburn Road, and a deferral of providing sidewalks along Lisburn Road and Old Forge Road.
 - d) Section 192-57.C.(9)(c) – To provide level sidewalk areas every 100', and in the alternate replace with sidewalks to match road grade.
 - e) Section 192-63.C.(1)(a) – To provide sidewalks no closer than five feet (5') from the curbline, and in the alternate replace with sidewalks at two feet (2') from the curbline.
 - f) Section 184-14 – To require the removal of stormwater volume, and in the alternate permit Pennsylvania Department of Environmental Protection's Managed Release Concept (MRC) methodology.
 - g) Section 192-63.A.(2)(a)[1], Section 184-19.G.(16), & Section 184-19.H.(7) – To provide Type C inlets tops with 10" reveal, and in the alternate permit slant top inlets to match the proposed curbing.
 - h) Section 192-57.C.(12)(b) & Section 184-19.G.(21) – To provide pavement base drains in all proposed internal development streets, and in the alternate permit the installation of pavement base drains at all low points of the streets.
2. Action: Approve #2026-04 Liberty Forge Phase 1 Final Subdivision and Land Development Plan.
- a) Satisfy all remaining comments listed on Rettew's letter dated August 14, 2026.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department's letter dated July 7, 2026.
 - c) Provide adequate lighting for the residents at the cluster mailbox location(s).

11. PUBLIC WORKS

- a. Discussion and possible action: Authorizing staff to sign an agreement with Mr. Rehab, LLC, a Costars Vendor, for pipe lining work, in the amount of \$146,657.78.
- b. Discussion and possible action: Approving a change order from E.K. Services, Inc., changing the unit price for milling from \$2.68 per square yard to \$3.10 per square yard.

12. FINANCE

- a. Discussion and possible action: Accepting the West Shore Recreation Commission's (WSRC) proposed fee increase from \$3.30 to \$3.45 per capita for 2027. This would be a total increase of \$7,064.40 for each of the five participating municipalities. The WSRC has requested a formal response by September 30, 2026.

13. MANAGER

- a. Discussion and possible action: Authorizing the Manager to provide formal notice to Cumberland County Adult Probation that the Township will not be offering use of Township facilities, including the Gorgas Hall meeting space, for the County's DUI School, effective January 1, 2027.
- b. Discussion and possible action: Approving a policy making the Health Savings Account (HSA) plan mandatory for all new non-uniform employees requiring health insurance, effective August 25, 2026.
- c. Discussion and possible action: Authorizing the Manager to establish a Public Safety Committee including key staff, volunteer fire company chiefs, and appointed commissioners as primary liaison and alternate/secondary liaison.
- d. Township Open House Event: Monday, September 14, 2026, from 3-5:30 PM.

14. COMMISSIONERS REPORTS

15. NEXT MEETING: Monday, September 14, 2026, at 6 PM

16. EXECUTIVE SESSION

- a. Appointments for boards and commissions.
- b. Personnel matter.

17. ADJOURN