

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

September 28, 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 August 10, 2026
 Regular Meeting of September 14, 2026
- 4. PRESENTATION:** West Shore Recreation Commission Update – John Minito
- 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 August 2026.
- b. Tax Collector's Monthly Report for August 2026.
- c. Check Register of September 18, 2026, in the amount of \$712,064.26.
- d. Check Register of September 25, 2026, in the amount of \$864,763.95.
- e. Credit Card Register for September 13, 2026, in the amount of \$12,339.05.
- f. Payment of ten (10) invoices to New Enterprise Stone and Lime Company, Inc. for asphalt materials for the 2026 Infrastructure and Paving Project in the amount of \$446,798.20.
- g. Payment to Command Site Contractors, LLC for stormwater pipe work completed along Nailor Drive, in the amount of \$26,400.00.

- h. Payment to Mason Dixon Contractors, LLC for Payment Application No. 1, relating to work completed on the Beacon Hill Radar Site Project, in the amount of \$16,666.42.
- i. Payment to RPM Signs and Lighting for sign fabrication and installation for the Gateway Park Project, in the amount of \$22,524.00.
- j. Adopting **RESOLUTION 2026-R-29**, appointing Skylar Cohick as Director of Human Resources, effective October 5, 2026.

7. PRESIDENT CARON

- a. Any business item(s) from the President.

8. HUMAN RESOURCES

- a. Discussion and possible action: Approve extending an offer of employment to Eric Turino for Full-Time Maintenance Specialist I in the Public Works Department. This is an approved, budgeted replacement position.
- b. Discussion and possible action: Approve extending an offer of employment to Barrett Hemelgarn, Jr. for Full-Time Maintenance Specialist I in the Public Works Department. This is an approved, budgeted replacement position.

9. PUBLIC SAFETY

- a. No agenda items.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Update: Zoning Hearing Board dockets.
- b. Discussion: Review of the draft survey to property owners regarding the potential Land Preservation Program.

11. PUBLIC WORKS

- a. Discussion and possible action: Accepting the resignation of Susan Parry, member of the Recreation and Parks Board, effective September 16, 2026.
- b. Discussion and possible Action: Authorizing staff to advertise the open seat on the Recreation and Parks Board.
- c. Discussion and possible action: Adopting **RESOLUTION 2026-R-30**, requesting a Category 4 Facilities Local Share Assessment (LSA) grant in the amount of \$112,000.00 from the Commonwealth Financing Authority to replace a backhoe for the Public Works Department.

12. FINANCE

- a. Discussion and possible action: Authorizing an increase in the current Fire Tax and the enactment of a new EMS Tax for the 2027 Fiscal Year.
- b. Discussion and possible action: Adopting **RESOLUTION 2026-R-31**, adopting minimum municipal obligations (MMO) payable to the Lower Allen Township Police Pension Plan and the Lower Allen Township Non-Uniformed Pension Plan in fiscal year 2027, and appropriating specific sums known as the pension budget for fiscal year 2027.

13. MANAGER

- a. Discussion: Update on the 2027 Solicitor RFP response.

14. COMMISSIONERS REPORTS

15. UPCOMING MEETINGS:

- Budget Workshop, Monday, October 5, 2026, at 6:00 PM - CANCELLED
- Regular Meeting, Monday, October 12, 2026, at 6:00 PM
- Budget Workshop, Monday, October 19, 2026, at 6:00 PM
- Regular Meeting, Monday, October 26, 2026, at 6:00 PM
- Budget Workshop, Monday, November 2, 2026, at 6:00 PM *(If needed)*

16. EXECUTIVE SESSION

- a. Personnel matter(s).

17. ADJOURN