LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS

REGULAR MEETING

November 23, 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:** Budget Workshop of October 19, 2026
   Regular Meeting of October 26, 2026

4. **PRESENTATIONS:**

   a. Appointing a Police Chief:

      1. Possible action: Accepting a motion to adopt **RESOLUTION 2026-R-41**, appointing Douglas L. Foltz as Chief of the Lower Allen Township Police Department, effective November 23, 2026.

      2. Promotion Ceremony.

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 October 2026.

   b. Tax Collector's Monthly Report for October 2026.

   c. Check Register of November 13, 2026, in the amount of $589,906.88.

   d. Check Register of November 20, 2026, in the amount of $46,799.95.

e. Credit Card Register for November 17, 2026, in the amount of $7,972.40.

f. Payment to Mason Dixon Contractors, LLC, in the amount of $167,606.87, for work completed on the Beacon Hill Radar Site Project.

7. PRESIDENT CARON

a. Accept a motion to approve a manual Check Register of November 19, 2026, to Eckert, Seamans, Cherin & Mellott for legal services, in the amount of $5,367.50.

8. HUMAN RESOURCES

a. Discussion and possible action: Adopting **RESOLUTION 2026-R-42**, hiring Shaun Foley as a Police Officer, effective December 14, 2026, at the academy rate. This is a budgeted position.

b. Discussion and possible action: Approving the Job Description for the Communications Specialist, in the Administration Department.

c. Discussion and possible action: Authorizing staff to advertise for the Communications Specialist, in the Administration Department. This is a 2027 budgeted position.

d. Discussion and possible action: Authorizing staff to advertise for the Information Technology (IT) Specialist, in the Administration Department. This is a 2027 budgeted position.

9. PUBLIC SAFETY

a. POLICE

1. Discussion and possible action: Adopting **RESOLUTION 2026-R-43,** requesting a Statewide Local Share Assessment (LSA) grant in the amount of $65,720.60 from the Commonwealth Financing Authority to be used for the purchase of a new Police Interceptor Explorer AWD, including upfitting and striping. Appropriated from the 2028 Budget.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

a. Update: Zoning Hearing Board dockets.

b. Discussion and possible action: Approving Financial Security Reduction Request No. 2 in the amount of $12,100.45 (from $18,150.45 to $6,050.00) for SLD #2024-11 Sheetz Hartzdale Drive Preliminary/Final Subdivision and Land Development Plan.

11. PUBLIC WORKS

a. Discussion and possible action: Adopt **RESOLUTION 2026-R-44**, authorizing the execution of Pennsylvania Department of Transportation Form D-30 for the Policy and Procedure for Consultant Selection.

b. Discussion and possible action: Authorizing staff to advertise for a Municipal Traffic Engineering Consultant.

c. Discussion and possible action: Authorizing the release of financial security for the PA American Water Project in the Highland Estates neighborhood in the amount of $1,564,000.

12. FINANCE

a. Discussion and possible action: Adopting **RESOLUTION 2026-R-37**, establishing fees and charges authorized by various ordinances and statutes for administration of Township business in accordance with these ordinances and statutes, known as the "**2027 Fee Schedule**".

b. Discussion: Update on three (3) ordinances advertised for enactment at the December 14, 2026, Regular Meeting.

13. MANAGER

a. Discussion: Update on advertising for open board and commission seats.

b. Discussion and possible action: Authorizing the renewal of Senator Dawn Keefer's satellite office being held at the MSC on the second Thursday of the month for 2027.

c. Discussion and possible action: Authorizing staff to initiate a campaign to educate property owners regarding tree height maintenance for trees in the right of way as per the Township Code; this is in anticipation of potential enforcement action if necessary.

14. COMMISSIONERS REPORTS

15. UPCOMING MEETINGS:

- Regular Meeting, Monday, December 14, 2026, at 6:00 PM
- Regular Meeting, Monday, December 28, 2026, at 6:00 PM *(if needed)*
- Regular Meeting, Monday, January 11, 2027, at 6:00 PM *(including appointments)*

16. EXECUTIVE SESSION

a. Public Safety personnel matters.

17. ADJOURN