

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

April 27, 2026

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Joshua Nagy, Vice President
Jennifer Caron, President (via teleconference)
Charles Brown, Commissioner
Amanda Mutchler, 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, Executive Assistant
Barbara Arnold, Environmental Programs Manager
(acting Recording Secretary)

Vice President Nagy called the April 27, 2026, 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. This was followed by a moment of silence and the pledge of allegiance.

APPROVAL OF MEETING MINUTES

None.

PRESENTATIONS:

- A. Vice President Nagy presented the following staff with Years of Service Awards for their commitment of 5-10 years of service:
1. Officer Michael Lightner 5 years
 2. Keegan Toot, 10 years
 3. Jacob Meyer, 5 years
 4. Director Holl, 10 years
 5. Vice President Nagy read into the record the award for 25 years of service to Lieutenant Donald “DJ” Sentman adopting **RESOLUTION 2026-R-17**, recognizing Lieutenant Donald “DJ” Sentman, for 25 years of service with the Lower Allen Township Police Department:

RESOLUTION 2026-R-17

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP,
CUMBERLAND COUNTY, PENNSYLVANIA, RECOGNIZING,**

Donald J. “DJ” Sentman

WHEREAS, The Board of Commissioners of Lower Allen Township desires to express its recognition and gratitude for 25 years of service provided by **Donald J. “DJ” Sentman;** and

WHEREAS, Donald J. “DJ” Sentman first joined Lower Allen Township in 2001 as a Patrol Officer in the Police Department; and

WHEREAS, Donald J. “DJ” Sentman was certified as a Bike Officer in 2003; and

WHEREAS, Donald J. “DJ” Sentman was appointed as a Field Training Officer in 2005; and

WHEREAS, Donald J. “DJ” Sentman assumed the duties of Officer-in-Charge in 2005; and

WHEREAS Donald J. “DJ” Sentman was promoted to the rank of Corporal of the Police Department in 2007; and

WHEREAS Donald J. “DJ” Sentman was appointed as the supervisor of the Criminal Investigations Office in 2011; and

WHEREAS Donald J. “DJ” Sentman was promoted to the rank of Lieutenant of the Police Department in 2021; and

WHEREAS Donald J. “DJ” Sentman has received many letters of appreciation from citizens and has been issued numerous agency awards for a variety of reasons.

NOW, hereby resolve that

Sincere gratitude and appreciation be and are hereby extended to **Donald J. “DJ” Sentman** for his 25 years of dedicated service to the citizens of Lower Allen Township, Cumberland County, and that this recognition be spread upon the minutes and records of Lower Allen Township for perpetuity.

ADOPTED, into a Resolution this 27th day of April 2026.

Vice President Nagy asked for a motion made by Commissioner **BROWN** and a second from Commissioner **SWARTZ** which passed 5-0.

- B. Members of the Yellow Breeches Watershed Association (YBWA) presented a brief history and update on the organization reflecting on their 25 years of service to the Lower Allen Township Community. President of YBWA Shawn Fabian presented an overview of the events that YBWA participates in throughout the year. YBWA Board Member John Eby presented the 25-year history of the Yellow Breeches Watershed Association and the water trail of the Yellow Breeches Creek.
- C. Lower Allen Township’s Environmental Programs Manager Barbara Arnold presented the annual MS4 Program Update to the Board of Commissioners.

AUDIENCE PARTICIPATION: Any item on the agenda.

Vice President Nagy 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:

Vice President Nagy 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, they could do so at that time. There was none.

Items on the Consent Agenda:

- a. Monthly Director Reports for Community & Economic Development, Public Works, and Finance for March 2026.
- b. Tax Collector’s Monthly Report for March 2026.
- c. Check Register of April 17, 2026, in the amount of \$400,461.02.
- d. Check Register of April 24, 2026, in the amount of \$141,064.05.
- e. Credit Card Register for April 11, 2026, in the amount of \$14,653.03.

Commissioner **BROWN** moved to approve the items on the Consent Agenda. Commissioner **MUTCHLER** seconded. With no further discussion, the consent agenda was approved by a vote of 5-0.

VICE PRESIDENT NAGY
MANUAL CHECK REGISTER

Commissioner **SWARTZ** moved to approve the manual Check Register of April 24, 2026, in the amount of \$50.00 to Eckert, Seamans, Cherin & Mellott for legal services. Commissioner **BROWN** seconded. The motion carried by a vote of 4-0 with President Caron abstaining, since the payment was issued to her employer.

RESOLUTION 2026-R-18

Vice President Nagy requested a motion to adopt **RESOLUTION 2026-R-18**, proclaiming the month of May 2026 as “Building Safety Month” in Lower Allen Township as read by Commissioner Mutchler:

RESOLUTION 2026-R-18

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF LOWER ALLEN TOWNSHIP,
CUMBERLAND COUNTY, PENNSYLVANIA, PROCLAIMING
MAY 2026 AS BUILDING SAFETY MONTH**

WHEREAS, Lower Allen Township is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of natural disaster;

WHEREAS, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians—building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers and others in the construction industry—who work year-round striving to ensure the safe construction of buildings;

WHEREAS, these guardians are dedicated members of the International Code Council, a nonprofit organization that brings together local, state and federal officials who are experts in the built environment to create and implement the highest quality codes to protect us in the buildings where we live, learn, work, worship, play;

WHEREAS, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes;

WHEREAS, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities’ largely unknown guardians of public safety—our local code officials—who strive to assure us of safe, sustainable and affordable buildings that are essential to our prosperity;

WHEREAS, “Built to Last” The theme for Building Safety Month 2026, encourages us all to raise awareness about building safety on a personal, local and global scale;

WHEREAS, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service provided to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioner of Lower Allen Township that May 2026 is Building Safety Month in Lower Allen Township.

BE IT FURTHER RESOLVED that our citizens are encouraged to join communities across America to participate in Building Safety Month activities.

ADOPTED into a Resolution this 27th day of April 2026.

Commissioner **MUTCHLER** offered a motion to adopt **RESOLUTION 2026-R-18**. Commissioner **SWARTZ** seconded, with no further discussion, the motion passed 5-0.

HUMAN RESOURCES

No agenda items.

PUBLIC SAFETY

No agenda items.

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board Update

Director Sweeney provided an update to the Board of Commissioners from the latest meeting of the Zoning Hearing Board (ZHB). Received an application for 3805 Hartzdale Drive, BJ's Building, for an indoor sports complex. The applicant asked for a reduction in parking. Director Sweeney informed the Board that the Township Traffic Engineer has been asked to participate in the ZHB meeting. Commissioner Swartz asked if there were any preliminary thoughts by staff or the Traffic Engineer on the parking issue. Director Sweeney addressed the concern, and Commissioner Swartz followed with a question regarding a traffic signal. Director Sweeney deferred to the Traffic Engineer's report and the ZHB update which would be forthcoming. Commissioner Brown asked if there was a plan for the use of space. Director Sweeney stated that several fields are proposed in the complex. Commissioner Brown spoke to what could be expected at a business of that kind in the Township.

PUBLIC WORKS

Equipment Trailer

Director Powell introduced the item for discussion and possible action, authorizing payment to Groff Tractor and Equipment, LLC, a Costars vendor, in the amount of \$41,716.44 for the purchase of an equipment trailer for the Public Works Department. Director Powell referenced the memo in the packet which indicated the 2026 budget overage of \$1,716.44 for the new purchase would be offset by the sale of the old trailer.

Commissioner **BROWN** moved to authorize payment to Groff Tractor and Equipment, LLC, a Costars vendor, in the amount of \$41,716.44 for the purchase of an equipment trailer for the Public Works Department. Commissioner **SWARTZ** seconded. The motion passed 5-0.

Installation of Safety Glass for MSC

Director Powell introduced the item for discussion and possible action, to approve payment to Hershocks, Inc, a Costars vendor, in the amount of \$41,226.69 for the purchase and installation of safety glass for the Municipal Services Center (MSC) lobby.

Commissioner **BROWN** offered a motion to approve the payment as presented. Commissioner **SWARTZ** seconded. The motion passed 5-0.

Beacon Hill Radar Site Project

Director Powell updated the Board of Commissioners on the Beacon Hill Radar Site Project with the increase in the cost for the project. The cost is above the amount originally anticipated. Director Powell is hoping to have an update on the project in May.

FINANCE

No agenda items.

MANAGER

RESOLUTION 2026-R-19

Manager Davis presented **RESOLUTION 2026-R-19**, authorizing the Lower Allen Township Police Department to install, operate, and maintain license plate reader (LPR) systems on Township-owned traffic signal infrastructure. Manager Davis stated that this is specifically for the intersection of Carlisle Road and Cedar Cliff Drive. Manager Davis referenced her memo to the Board and the need to improve safety for the residents and the Lower Allen Township Police Department. Commissioner Swartz asked if the policies would come back to the Board. Manager Davis said this is staff level. Commissioner Swartz asked that the vendor utilize safety and security for staff.

Commissioner **BROWN** moved to adopt **RESOLUTION 2026-R-19** authorizing the Lower Allen Township Police Department to install, operate, and maintain license plate reader (LPR) systems on Township-owned traffic signal infrastructure. Commissioner **SWARTZ** seconded. The resolution was adopted with a vote of 5-0.

COMMISSIONERS REPORTS

President Caron thanked YBWA members and Environmental Programs Manager Arnold on great presentations. Congratulations to those recognized for their years of service. She also noted that last week was Administrative Professionals Week and thanked Nate Sterling for his assistance with Board packets and correspondence.

Commissioner Mutchler thanked Manager Davis, Director Knoll, and Director Powell for meeting with her.

Commissioner Swartz announced the blueberry sale at Frederickson Library. He also reviewed the Planning Commission submittal as a preliminary plan for Arcona Phase 7 and tabling Phases 3-6 from Charter Homes. Commissioner Swartz expressed the difference in Phase 7 from previous plans and the need for accessibility for residents. The Planning Commission also discussed the Zoning Ordinance Update, a committee meeting on zoning, and the data center ordinance update.

Commissioner Brown updated the Board on the CapCOG meeting regarding Data Centers and Land Preservation. Solicitor Miner responded with agreement in an ordinance on data centers.

Vice President Nagy discussed the Zoning Committee update which included the data center update, and briefly spoke to the importance of maintaining greenspace.

NEXT MEETING

Vice President Nagy announced that the next two Board meetings were scheduled for Monday, May 11, 2026, at 6 PM and Tuesday, May 26, 2026, at 6:00 PM making note of the change in day due to Memorial Day.

EXECUTIVE SESSION

Vice President Nagy announced that the Board would convene in Executive Session to discuss the following four items: a pension update, a tax appeal update, board and committee vacancies, and a legal matter regarding Merritts Properties, LLC. Solicitor Miner suggested action may be required by the Board.

The meeting recessed at 7:17 PM and reconvened at 7:54 PM

Commissioner **SWARTZ** moved to appoint E. Kyle Bickly as the resident member of the Lower Allen Township Pension Committee. Commissioner **MUTCHLER** seconded. The motion carried with a vote of 5-0.

Commissioner **BROWN** moved to appoint David Clovsky as an alternate on the Lower Allen Township Planning Commission. Commissioner **MUTCHLER** seconded. The motion carried with a vote of 5-0.

ADJOURNMENT

With no further business, the meeting was adjourned at 7:55 PM.