

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

May 26, 2026

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Jennifer Caron, President
Joshua Nagy, Vice President
Charles Brown, Commissioner
Joseph Swartz, Commissioner
Amanda Mutchler, Commissioner

TOWNSHIP PERSONNEL

Rebecca Davis, Township Manager
Steven Miner, Township Solicitor
David Holl, Public Safety Director
Isaac Sweeney, P.E., CED Director
Benjamin Powell, P.E., Public Works Director
Mike Knouse, P.E., Township Engineer
Nate Sterling, Executive Assistant
Reneé Greenawalt, Recording Secretary

President Caron called the May 26, 2026, Regular Meeting of the Board of Commissioners to order at 6:00 PM. She announced Proof of Publication for the meeting was available for review. She asked those present to pause for a moment of silence in observance of Memorial Day and in remembrance of those who have served and sacrificed for our country. This was followed by a moment of silence and the Pledge of Allegiance.

PRESENTATION – Trinity High School Student Update

President Caron introduced Ethan Vereb, a junior at Trinity High School who will serve as School Captain next year, to provide the Board with a brief student update.

Mr. Vereb reported that Trinity recently held its second annual school-wide day of service, during which students volunteered at more than 20 local nonprofit and human service organizations, contributing approximately 1,300 service hours in a single day; the school is seeking additional nonprofit partners for next spring's event. He reported that Trinity's annual fundraiser, raised \$85,000, with \$8,500 donated to Catholic Charities. The Class of 2026 graduated on Friday, May 22nd; graduates were collectively accepted into 200 colleges and universities and earned approximately \$4.9 million in merit scholarships. He thanked the Lower Allen Township Police Department for assistance with traffic direction during the graduation ceremony. He reported that boys' lacrosse, girls' lacrosse, softball, and baseball all qualified for districts this spring, with the baseball team winning the District III Championship on Monday. The last day of school is June 5th, and students return on Monday, August 24th. He thanked the Board for the Township's ongoing support of the school and wished everyone an enjoyable summer.

President Caron and the Board thanked Mr. Vereb for his presentation.

AUDIENCE PARTICIPATION: Any item on the agenda.

President Caron 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. She noted that discussion would be limited to five minutes per person. There was none.

CONSENT AGENDA:

President Caron 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, Public Safety (March and April), and Finance for April 2026.
- b. Tax Collector's Monthly Report for April 2026.
- c. Check Register of May 15, 2026, in the amount of \$439,117.92.
- d. Check Register of May 22, 2026, in the amount of \$30,819.47.
- e. Credit Card Register for May 9, 2026, in the amount of \$14,653.03.
- f. Payment of Estimate No. 1 to Bruce & Merrilees Electric Company for labor and materials for the Carlisle Road Signal Improvement Project in the amount of \$175,884.75.
- g. Payment of Estimate No. 1 to Houck Construction for labor and materials for the Municipal Services Center Roof Replacement Project in the amount of \$28,910.00.

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

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board Update

Director Sweeney provided an update on Zoning Hearing Board matters. He reported that the Board had previously approved, subject to conditions, a special exception reducing required parking for a proposed family sports center to be located in the former BJ's building. The conditions include: (1) the addition of 30 parking spaces; (2) development of a parking management plan addressing day-to-day operations and special events, subject to Township review and approval; and (3) a traffic study evaluating impacts at the site's existing entrance and nearby intersections, to be completed and submitted for Township review after the use has been in operation for six months. Director Sweeney noted this was a positive addition for the community.

He also reported that an application had been received for the Zoning Hearing Board's June meeting concerning 2507 Gettysburg Road, the vacant property near Sheetz. The application requests a special exception for a reduction in required parking, a reduction in drive-through stacking distance behind a menu board, and a reduction in the required side yard buffer. Director Sweeney confirmed he would coordinate with the Solicitor's office regarding representation at that hearing.

Financial Security Reduction Request No. 2

Director Sweeney presented the item for discussion and possible action, to consider approving Financial Security Reduction Request No. 2 in the amount of \$375,050.50 (from \$2,854,508.00 to \$1,126,337.00) for SLD #2020-05 Arcona Phase 8.1 Preliminary/Final Subdivision and Land Development Plan. He noted a review letter and recommendation from the Township Engineer was included in the Board's packet.

Commissioner **BROWN** moved to approve Financial Security Reduction Request No. 2 in the amount of \$375,050.50 for SLD #2020-05 Arcona Phase 8.1 Preliminary/Final Subdivision and Land Development Plan. Commissioner **SWARTZ** seconded. The motion passed 5-0.

MANAGER

Penn Waste Collection, Transportation and Disposal of Municipal Waste and Recyclables – Extension Agreement/Pricing

Manager Davis presented the item for discussion and possible action, to consider accepting an extension of the Township's collection, transportation, and disposal agreement with Penn Waste. She noted the matter, along with a staff memorandum and pricing information, had been included in the Board's packet for a prior meeting. At the Board's request, Penn Waste has since provided additional pricing options for an additional toter. Staff recommended Option 1, a three-year contract extension, citing an immediate cost reduction, rate stability, and continued flexibility for future Board decisions.

Commissioner Swartz raised concerns regarding the pricing structure for an additional toter, noting an apparent disconnect between the upcharge for a second toter and the discount offered for a smaller toter, and questioned why residents would be charged a significant additional amount when the hauler is already servicing the property. Manager Davis and Solicitor Miner explained that, because the Township is extending an existing contract rather than rebidding, Penn Waste may only offer pricing consistent with the original bid specifications; the additional full-size toter option was provided as a separate addendum because it was not contemplated in the original bid documents. Solicitor Miner cautioned that further negotiation beyond the original specifications would raise public bidding concerns.

The Board discussed the relative merits of extending the current contract versus rebidding. Manager Davis advised that the contract requires 180 days' notice prior to expiration to extend, which would set an outside deadline of approximately July 1st, but recommended the Board decide well before that date, given that rebidding would require significant staff time to draft updated bid specifications, advertise, and allow for a bid period, and noted that a change in hauler would also require time to transition residents to new collection containers.

Several Board members expressed concern that rebidding carried the risk of a higher overall base price, even if more favorable terms for an additional toter could be negotiated, potentially resulting in a net increase in cost to residents. The Board generally agreed that the three-year extension provided the most predictable outcome for residents, citing a gradual rate increase of approximately 5% over the term, including a reduction in the first year, and noted that Penn Waste has been responsive to the Township's unique service needs, including weekly curbside yard waste collection. The Board agreed that, well in advance of the contract's future expiration, a committee of two Commissioners and staff should be formed to develop updated bid specifications, including a mechanism for resident input such as a QR code survey, in the event the Township pursues a new procurement at that time.

Commissioner **BROWN** moved to accept the Penn Waste Collection, Transportation and Disposal of Municipal Waste and Recyclables Extension Agreement, Option No. 1 (a three-year extension for 2027 through 2029), including the additional service option for an additional full-size toter as set forth in the specification sheet. Commissioner **SWARTZ** seconded. Following clarification that the motion included the additional toter service option, the motion passed 5-0.

The Board agreed to revisit formation of a bid specification committee, including resident outreach later in 2026.

Before turning to Commissioners Reports, Solicitor Miner advised the Board that a scheduling conflict will prevent him and his office from attending the June 8th meeting. He noted that attorney Bruce Grossman would be representing the Township at that meeting.

COMMISSIONERS REPORTS

Director Sweeney reported that the Planning Commission met on May 20th and recommended approval of Arcona Phases 3 through 6 Preliminary/Final Subdivision and Land Development Plans, subject to conditions, noting that many of the Township Engineer's and County's comments had since been resolved. The Planning Commission also recommended two draft ordinances for the Board's consideration: a Data Center text amendment and a Commercial Recreation Fees ordinance. Director Sweeney noted a few outstanding comments remained from the County on the Data Center ordinance, which staff are working to resolve before bringing it to the Board. He also commented on recent roadway improvements at Carlisle Road and Commercial Drive, and noted upcoming improvements planned at 18th Street and Hummel Avenue.

Director Powell provided several updates: the traffic signal at Carlisle Road and Center Street is anticipated to go live on June 9th, pending final inspection. The bid opening for the 18th Street and Hummel Avenue project is

anticipated around June 25th with pedestrian improvements expected to begin in late July at that location and near Royal Drive and Wesley Drive. He reminded the Board of PennDOT's annual outreach survey, used to inform its 12-year transportation plan, due in early June, and encouraged Commissioners and residents to submit feedback on any intersections of concern, noting that multiple submissions are welcome. He offered to circulate the survey link to the Board. He also announced that the Township was recently awarded a \$250,000 grant for improvements to Rossmoyne Road, a project he has worked on for several years in coordination with the school district. He expressed hope that construction could move forward in 2027. He also commented on recent roadway improvements at Carlisle Road and Commercial Drive, and noted upcoming improvements planned at 18th Street and Hummel Avenue.

Manager Davis also announced that the Township was recently awarded a \$250,000 grant for improvements to Rossmoyne Road, a project he has worked on for several years in coordination with the School District. She expressed hope that construction could move forward in 2027.

Commissioner Brown offered remembrance and thanks to all who have served and sacrificed in our nation's military, noting the prior day's observance of Memorial Day.

Vice President Nagy wished former Commissioner Ped Young a happy 90th birthday, noting his nearly 30 years of service on the Board, including a return to fill a temporary vacancy following his retirement. He also commended the Police Department, including Captain Foltz and a responding Corporal, for the successful apprehension of suspects in connection with a recent incident in the Township that required significant resources. He also thanked Public Works and Parks staff for ongoing spring maintenance efforts Township-wide, including street sweeping, park upkeep, storm inlet clearing, and mowing.

President Caron reported that she, Commissioner Brown, and Manager Davis recently attended a joint informational session with the West Shore School District regarding district growth and enrollment trends. She also reported attending a recent CapCOG meeting, noting that CapCOG plans to host an event in July with further information to follow, and reminded the Board of CapCOG's annual golf and dinner meeting, scheduled for Monday, September 21st, at Armitage. She thanked Cumberland County for hosting a recent informational webinar on data centers, which she said was well received and provided a balanced perspective on the topic.

President Caron confirmed that Solicitor Miner advised no action is anticipated to result from this evening's Executive Session.

NEXT MEETING

President Caron announced that the next meeting was scheduled for Monday, June 8, 2026, at 6:00 PM.

EXECUTIVE SESSION

President Caron announced that the Board would adjourn to Executive Session to discuss three items: (1) a Merritts Property, LLC update; (2) a pension update; and (3) a legal matter regarding potential litigation. Solicitor Miner confirmed no action was anticipated.

ADJOURNMENT

The meeting was adjourned at 6:40 PM.