MINUTES

BOARD OF COMMISSIONERS | **LOWER ALLEN TOWNSHIP**

REGULAR MEETING | **June 22, 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
Alycia Knoll, Finance Director
Isaac Sweeney, P.E., CED Director
Benjamin Powell, P.E., Public Works Director
Leon Crone, Human Resources Director
Mike Knouse, P.E., Township Engineer
Nate Sterling, Executive Assistant
Reneé Greenawalt, Recording Secretary

President Caron called the June 22, 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. This was followed by a moment of silence and the Pledge of Allegiance.

APPROVAL OF MEETING MINUTES
President Caron requested a motion to approve the minutes from the Regular Meeting of May 26, 2026. Commissioner **BROWN** moved to approve the minutes. Vice President **NAGY** seconded. With no questions or discussion, the motion passed 5-0.

EXECUTIVE SESSION
Following approval of the minutes, President Caron announced that the Board would recess to Executive Session to discuss a personnel matter. The meeting went into recess at 6:02 PM.

At 6:29 PM, the meeting was reconvened. President Caron reported that one action item resulted from the Executive Session discussion of the personnel matter: a motion to schedule a hearing to address the matter at a future date and time to be determined.

Commissioner **SWARTZ** moved to schedule a hearing to address the personnel matter discussed in Executive Session, at a date and time to be set. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

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. He noted that discussion would be limited to five minutes per person.

Several members of the audience identified agenda items on which they wished to be heard, including Item 10.b (the Arcona Neighborhoods 3, 4, 5, & 6 Preliminary/Final Subdivision and Land Development Plan).

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, and Finance for May 2026.
b. Tax Collector's Monthly Report for May 2026.
c. Check Register of June 12, 2026, in the amount of $418,342.35.
d. Check Register of June 19, 2026, in the amount of $63,906.59.
e. Credit Card Register for June 16, 2026, in the amount of $12,432.49.
f. Payment to Ainsworth, Inc., for a boiler at the LACP Barn in the amount of $20,000.00.

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

PRESIDENT CARON:

President Caron presented the item for discussion and possible action, to consider approving a manual Check Register of June 15, 2026, in the amount of $50.00, payable to Eckert, Seamans, Cherin & Mellott for legal services.

Vice President **NAGY** moved to approve the manual Check Register of June 15, 2026, in the amount of $50.00, to Eckert, Seamans, Cherin & Mellott for legal services. Commissioner **SWARTZ** seconded.

President Caron noted her recusal on this item due to a conflict, as the payment relates to a firm with which she has a personal connection. The motion passed 4-0, with President Caron abstaining.

HUMAN RESOURCES

Director Crone presented the following items for discussion and possible action:

Resignation – Emergency Medical Services Department: Accepting the resignation of Anthony Derr, EMT with the Emergency Medical Services Department, effective July 11, 2026.

Commissioner **BROWN** moved to accept the resignation as presented. Vice President **NAGY** seconded. The motion passed 5-0.

Authorization to Advertise – Full-Time EMT Vacancy: Authorizing staff to advertise for a Full-Time EMT in the Emergency Medical Services Department to fill the vacancy created by the resignation of Mr. Derr.

Commissioner **BROWN** moved to authorize the advertisement as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

RESOLUTION 2026-R-23 – Chase Heckman: Adopting Resolution 2026-R-23, appointing Chase Heckman as a Hybrid EMT/PSO in the Public Safety Department, effective July 13, 2026, to a budgeted position.

Vice President **NAGY** moved to adopt Resolution 2026-R-23, appointing Chase Heckman as a Hybrid EMT/PSO in the Public Safety Department, effective July 13, 2026. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

RESOLUTION 2026-R-24 – Thomas Kidd: Adopting Resolution 2026-R-24, appointing Thomas Kidd as a PSO in the Public Safety Department, effective July 13, 2026, to fill an existing budgeted vacancy.

Vice President **NAGY** moved to adopt Resolution 2026-R-24, appointing Thomas Kidd as a PSO in the Public Safety Department, effective July 13, 2026. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

RESOLUTION 2026-R-25 – Isaiah Smith: Adopting Resolution 2026-R-25, appointing Isaiah Smith as a full-time Paramedic in the Emergency Medical Services Department, effective June 29, 2026. Director Holl noted Mr. Smith is currently a part-time employee.

Vice President **NAGY** moved to adopt Resolution 2026-R-25, appointing Isaiah Smith as a Paramedic in the Emergency Medical Services Department, effective June 29, 2026. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

PUBLIC SAFETY

Camera Purchase

Director Holl presented the item for discussion and possible action, to consider authorizing the purchase of additional cameras from Gridless Power Corporation (a COSTARS vendor) for the Verkada system, in the amount of $9,401.83, to augment security monitoring at Lisburn Community Fire Company (LCFC).

Director Holl explained that the request is an expansion of the Township's existing camera system to cover Township assets on the fire company's property, following recent damage to the fire company's building and grounds; the cameras will also assist Police Department investigators. He noted the Township has entered into a Memorandum of Understanding with Lisburn Community Fire Company regarding installation on their property, and confirmed the purchase is a budgeted item.

Commissioner **BROWN** moved to authorize the purchase of additional cameras as presented. Vice President **NAGY** seconded. The motion passed 5-0.

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board (ZHB) Docket Update

Director Sweeney reported that on June 18, 2026, the Zoning Hearing Board considered and approved an application for 2507 Gettysburg Road, granting a special exception reducing the required side-yard buffer from 25 feet to 10 feet, along with a parking reduction and a reduction in drive-through stacking distance.

SLD #2026-01 – Arcona Neighborhoods 3, 4, 5, & 6 Preliminary/Final Subdivision and Land Development Plan

Director Sweeney introduced the item, noting the Board's packet included a memorandum summarizing the plan and associated waivers, the Planning Commission's June 20, 2026, recommendation for approval subject to conditions, and the Township Engineer's review letter, which indicated that the majority of outstanding comments had been resolved, with remaining comments being largely administrative.

Representatives of the applicant, Charter Homes & Neighborhoods, including Anthony Feranda Dietrich, along with the project engineer, traffic engineer, and attorney, presented the plan. The presentation described Neighborhoods 3 through 6 as the remaining approximately 55 acres of the Arcona development (of which roughly 25 acres are open space), comprising approximately 139 home sites, mixed-use and commercial buildings in Phase 3, additional on-street and off-street parking throughout the plan (including a new pocket parking area and two office buildings' parking lots), and a request to permit on-street parking along the east side of Strong Road, which would add approximately 40 additional spaces. The applicant indicated the plan reflects a combined preliminary/final approval, with financial security to be posted for all improvements shown, and that development would proceed sequentially beginning with Phase 3, continuing through Phases 4, 5, and 6 over an estimated four-to-five-year build-out.

The Board discussed at length the timing of installation of the final wearing course of pavement for each phase, expressing concern that residents in prior Arcona phases have experienced lengthy delays before final paving was completed. The applicant's representatives agreed to incorporate language addressing this concern into a developer's agreement, to the satisfaction of the Board, establishing a timeframe (not to exceed twelve months) tied to substantial completion or occupancy milestones for each phase. The Board also discussed whether streets within the development would be public or private (the applicant confirmed they are proposed as private streets, in part due to curbing type), snow removal and on-street parking availability, guest and handicap parking, trail connections, utility and water pressure capacity (addressed by the applicant's engineer, who confirmed capacity analyses had been completed with the water authority and no additional pump stations were required), and traffic circulation, including the future signalization or roundabout improvements at the Rossmoyne Road/Strong Road intersection.

Several residents of the Township, including Jeff Logan, Janine Rock, Jean Stoll, Mike Hassett, and other residents of the adjacent Chelsea neighborhood, also known as Highpoint, addressed the Board regarding a longstanding shortage of guest and visitor parking in the Chelsea section of Arcona. Speakers explained that a temporary overflow lot that has served Chelsea residents, contractors, and event parking will be lost with development of Phase 5, and requested that the plan provide additional, more convenient guest parking, including a request that a portion of the new pocket parking area be designated for handicapped use rather than relying on parking more than a quarter mile away. Residents also raised concerns regarding traffic safety near the Strong Road roundabout, referring to a recent vehicle accident, and requested consideration of a guardrail in that area, as well as lighting for the parking area and Strong Road. The applicant acknowledged the parking concerns affecting the existing Chelsea neighborhood and stated that the proposed pocket parking area, on-street parking along Strong Road, and additional off-street parking areas represent its effort to help address those concerns, while noting that Chelsea itself is outside the scope of the current application. The Township Engineer agreed to review the guardrail location and the request to relocate a proposed on-street parking segment near a pedestrian crossing by the park to preserve sightlines.

The Board then took up the following requested waivers and the final plan approval individually.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-24.C. – Preliminary Plan. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-57 – On-street parking along Strong Road, with the understanding that the applicant will revisit the parking configuration near the pedestrian crosswalk by the park. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-57.B.(2)(h)[2] and Section 192-57.C.(13)(c)[1] – Additional right-of-way and cartway width along the frontage of Rossmoyne Road and Lisburn Road. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-57.C.(8) – Curbing along Rossmoyne Road and Lisburn Road. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to defer the requirements of Section 192-57.C.(9) – Sidewalk installation along Rossmoyne Road and Lisburn Road. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-58.E.(10) – Planting islands for Phase 5 and Phase 6. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-63.A.(3) – Concrete curbing requirements of PennDOT Publication 408, and to permit Belgian Block curbing. Commissioner **BROWN** seconded. The motion passed 5-0.

On the motion to waive Section 192-68.B.(3) (minimum centerline of 165' and a centerline radius of 125' for Fernline Trail), a Board member asked whether the reduced radius was adequate for emergency and safety vehicle access; the Township Engineer confirmed the design had been reviewed for emergency access and found appropriate.

Commissioner **SWARTZ** moved to waive the requirements of Section 192-68.B.(3) – Minimum centerline of 165' and to permit a centerline radius of 125' for Fernline Trail. Commissioner **BROWN** seconded. The motion passed 5-0.

Commissioner **SWARTZ** moved to waive the requirements of Section 184-19.G.(21) – Installation of pavement base drain on a street profile in accordance with PennDOT specifications. Commissioner **BROWN** seconded. The motion passed 5-0.

President Caron thanked the residents in attendance for voicing their concerns and questions and thanked the applicant's representatives for a productive discussion.

The Board then considered final action on the plan. Discussion clarified that the Township Engineer's review letter had been updated and reissued dated June 19, 2026 (superseding the June 18, 2026, letter referenced in the packet), and that the motion should be conditioned accordingly.

Commissioner **SWARTZ** moved to approve SLD #2026-01, Arcona Neighborhoods 3, 4, 5, & 6 Preliminary/Final Subdivision and Land Development Plan, subject to the following conditions:

> (a) satisfaction of all remaining comments listed in the Township Engineer's review letter dated June 19, 2026;
> (b) satisfaction of all remaining comments listed in Cumberland County Planning Department's letter dated January 15, 2026; and
> (c) installation of the final wearing course of pavement for each phase within a timeframe to be approved by the Board of Commissioners and incorporated into the developer's agreement.

Commissioner **BROWN** seconded.

In response to a question regarding when the specific timeframe for final paving would be returned to the Board, Manager Davis and Solicitor Miner confirmed the plan would not be recorded until the developer's agreement, including the final wearing course timeframe, is presented to and satisfies the Board. With no further discussion, the motion passed 5-0.

Proposed Ordinance 2026-04 – Data Center Regulations (Chapter 220, Zoning)
Director Sweeney explained that following the Board's action at its prior meeting, staff reviewed the revisions made to the draft ordinance and determined the changes were substantive, which would require the ordinance to be referred back to the Planning Commission for further review, a process that could delay adoption by two to four months, potentially followed by additional substantive revisions after the public hearing. To conserve time and proceed through a single review process, staff recommended that the Board rescind the revisions made at its prior meeting, restore the previously reviewed draft, and proceed to advertise the public hearing, with any further changes the Board wishes to pursue to be raised and addressed at the hearing itself.

Board members generally agreed with the staff recommendation, noting the importance of moving the matter to public hearing so that public comment could be received, rather than delaying the process further.

Commissioner **SWARTZ** moved to rescind the revisions to proposed Ordinance 2026-04 that were adopted by motion at the Board's prior meeting, and to restore the draft ordinance as previously presented. Commissioner **BROWN** seconded. The motion passed 5-0.

Advertisement of Public Hearing to consider enactment of proposed Ordinance 2026-04
Commissioner **SWARTZ** moved to authorize staff to advertise a public hearing for Monday, July 13, 2026, at 5:00 PM, to consider enactment of proposed Ordinance 2026-04, amending Chapter 220, Zoning, providing regulations for data centers. Commissioner **BROWN** seconded. The motion passed 5-0.

FINANCE
Annual Financial Audits
Director Knoll presented a memorandum summarizing three proposals received for the Township's 2023, 2024, and 2025 annual financial audits, along with a comparison of the proposals and a staff recommendation to engage Maher Duessel as the Township's auditing firm. She noted she had met in person with two of the three firms and

spoke by phone and exchanged emails with the third. Maher Duessel's proposed timeline anticipates completion of the outstanding audits by early 2028, positioning the Township to begin its 2027 audit on the standard schedule thereafter.

Commissioner **BROWN** moved to accept the proposal from Maher Duessel to complete the 2023, 2024, and 2025 annual financial audits. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

Appointment of Accounting Firm
Commissioner **BROWN** moved to appoint Maher Duessel as the Township's Auditor. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

MANAGER
Manager Davis thanked the Safety Committee and staff who presented at the Township's recent Safety Training Day, including Director Holl and other presenting staff, and thanked the Employee Engagement Committee for organizing the accompanying employee picnic, noting it was a well-attended and successful event.

A Board member raised resident interest, including recent discussion on social media, regarding possible restriping of on-street parking (one side versus two sides) in the Highland Park neighborhood, and associated traffic-speed concerns. It was noted that Director Powell had planned to meet with Vice President Nagy and Commissioner Swartz on the matter; as Director Powell was not in attendance, staff agreed to follow up with him and report back to the Board.

COMMISSIONERS REPORTS
President Caron was wished a happy birthday by fellow board members. Board members also thanked the residents in attendance for their thoughtful and professional comments during the discussion of the Arcona plan.

NEXT MEETING
President Caron announced that the next meeting was scheduled for Monday, July 13, 2026, at 6 PM.

ADJOURNMENT
The meeting was adjourned at 8:16 PM.