

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

August 10, 2026

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Jennifer Caron, President
Josh 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
Alicia Knoll, Finance Director
Isaac Sweeney, P.E., CED Director
Benjamin Powell, P.E., Public Works Director
Leon Crone, Human Resources Director
Tony Deaven, EMS Captain & Acting DFRS Chief
Nate Sterling, Executive Assistant
Reneé Greenawalt, Recording Secretary

President Caron called the August 10, 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 of July 13, 2026, Regular Meeting. Commissioner **BROWN** made the motion, seconded by Commissioner **SWARTZ**. 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. 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. Check Register of July 31, 2026, in the amount of \$257,805.92.
- b. Check Register of August 7, 2026, in the amount of \$18,208.23.
- c. Payment to SLC Excavating, LLC, for work completed on the Gateway Park Project, in the amount of \$25,517.02.

Commissioner **SWARTZ** moved to approve the items on the Consent Agenda. Commissioner **BROWN** seconded.

With no further discussion, the consent agenda was approved by a vote of 5-0.

HUMAN RESOURCES

Resignation Full-Time EMS/PSO Hybrid

Director Crone introduced the item for discussion and possible action, to accept the resignation of Patrick Dudzinski, Full Time EMS/PSO Hybrid, in the Public Safety Department, effective August 14, 2026, noting that he has requested employment on a part-time basis, which is pending Manager approval.

Commissioner **BROWN** offered a motion was made to approve the resignation of Patrick Dudzinski, effective August 14, 2026. The motion was seconded by Commissioner **MUTCHLER** and passed by a vote of 5-0.

Full-Time EMS/PSO Hybrid

Director Crone introduced the item for discussion and possible action, to advertise for Full-Time EMS/PSO Hybrid, in the Division of Fire Rescue Services (DFRS).

Commissioner **BROWN** offered a motion was made to approve the advertisement as presented. The motion was seconded by Commissioner **MUTCHLER** and passed by a vote of 5-0.

PUBLIC SAFETY

Firefighting Personal Protective Equipment (PPE) Purchase

Director Holl introduced the item for discussion and possible action, to authorize the purchase of five (5) complete sets of Firefighting Personal Protective Equipment (PPE) from Witmer Public Safety Group, a Costar's vendor, in the total amount of \$36,665.00. This is a budgeted item.

Commissioner **SWARTZ** offered a motion to authorize the purchase, seconded by Vice President **NAGY** and passed by a vote of 5-0.

EMS Vehicle Camera Purchase

Director Holl introduced the item for discussion and possible action, to authorize the purchase of five (5) vehicle cameras and software for the Emergency Medical Services (EMS) Department from Safety Vision, a sole-source provider, in the total amount of \$10,500.00, to be funded with grant funds received from the Fire Commissioner's Office. Director Holl noted that the current camera system is not compatible with other vendors' software, and that the new system would provide real-time monitoring of driving behavior as well as vehicle diagnostics for all five vehicles.

Commissioner Swartz asked whether the system's AI event-detection feature raised any confidentiality concerns, and specifically where the cameras would be facing and whether any data would be shared with outside systems or used to train AI models. Director Holl confirmed the system is closed, that all cameras are exterior facing only, and that although the system has the capability to add interior cameras in the future, none of the vehicles would currently be equipped with them, as the ambulances and squads included in this purchase do not carry patients in the affected areas.

In response to questions regarding the system's useful life and future upgrades, Director Holl stated that the equipment has an approximate five-year useful life, at which point the Department would look at upgrading, and that potential future upgrades could include interior, patient-compartment monitoring cameras, similar to body cameras currently in use, which are kept fully confidential. He noted that any such expansion would be brought back to the Board separately and is not part of this purchase. Director Holl also explained that the driver-behavior monitoring feature allows individual providers to review their own footage for coaching purposes and can assist in resolving complaints against drivers by allowing staff to review video rather than relying on complaints alone.

Commissioner **SWARTZ** motioned to authorize the purchase as presented pursuant to the availability of grant funding. The motion was seconded by Commissioner **BROWN** and passed by a vote of 5-0.

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board Update

Director Sweeney reported that no applications had been received for the August 20, 2026, Zoning Hearing Board meeting, which was therefore cancelled. He noted that no applications had yet been received for the next scheduled Zoning Hearing Board meeting either.

SLD #2025-03 Wawa Preliminary/Final Land Development

Director Sweeney presented the item for discussion and possible action, to consider Financial Security Reduction Request No. 1 in the amount of \$293,679.48 (from \$1,318,649.75 to \$1,024,970.27) for SLD #2025-03 Wawa Preliminary/Final Land Development Plan, per the recommendation letter from the Township Engineer included in the Board's packets.

In response to a question regarding a discrepancy between the requested reduction amount referenced in the letter (\$294,654.15) and the recommended reduction amount, Director Sweeney clarified that the developer had requested a reduction of \$294,654.15, but that, based on the Township Engineer's inspection, the recommended and approved reduction amount is \$293,679.48.

Commissioner **BROWN** offered a motion to approve Financial Security Reduction Request No. 1 in the amount of \$293,679.48 for SLD #2025-03 Wawa Preliminary/Final Land Development Plan. The motion was seconded by Commissioner **MUTCHLER** and passed by a vote of 5-0.

SLD #2026-01 Arcona Phases 3-6 Preliminary/Final Subdivision and Land Development Plan

Director Sweeney introduced the item for discussion and possible action, to consider approving the Developer's Financial Security Agreement for SLD #2026-01 Arcona Phases 3-6 Preliminary/Final Subdivision and Land Development Plan. He explained that the agreement is in the Township's standard form used for land development plans requiring financial security, with special conditions added where applicable, including the timing for final paving of streets in Phases 3 through 6, as previously imposed by the Board in its approval of the final land development plan for those phases.

Anthony Feranda-Dietrich of Charter Homes & Neighborhoods, joined by Jamie Strong of McNees Wallace (the developer's counsel) presented the proposed agreement. Mr. Feranda-Dietrich explained that the agreement generally requires final wearing course paving of streets in each phase within 12 months of completion of that phase, with a carve-out for Treehaven Drive and Wayfinder, the two streets highlighted on the exhibit, which serve as shared access to both Phase 3 and Phase 4. Under the draft agreement, paving of that shared section would occur once the last home accessed from those streets is built, regardless of which phase is complete first. He also noted that the agreement had been updated to include a commitment, consistent with prior conversations with the Planning Commission, to install a streetlight at the intersection of Sterling Road and Rossmoyne Road by the end of the year, in advance of completion of the roundabout at that location.

Board members raised concerns regarding construction traffic that would continue to access Phase 4 through the shared streets after homes in Phase 3 are occupied, and the potential impact on residents, including families with children. Following extended discussion, Mr. Feranda-Dietrich indicated the developer's willingness to: pursue a separate construction access point for Phase 4 with PennDOT, so that construction traffic would not need to pass through occupied portions of Phase 3; remove the carve-out language regarding the shared construction access street from the agreement; and provide written notice to purchasers of homes on the affected streets, disclosing that construction traffic serving future phases may pass their homes, with such notice to be included in the Public Offering Statement provided to purchasers before execution of an agreement of sale.

The Board and the applicant's team also discussed and agreed upon a completion threshold of 85% of homes built and occupied within a given phase as the trigger for the 12-month final paving obligation for that phase, a

provision addressing extensions of time due to circumstances outside the developer's control (with notice to be provided to the Township), and technical corrections to the draft agreement, including moving the streetlight commitment (which has a separate, two-year deadline) into its own stand-alone paragraph, and clarifying references to the "Township Engineer" throughout the document.

Commissioner **SWARTZ** offered a motion to approve the Developer's Financial Security Agreement for SLD #2026-01 Arcona Phases 3-6 Preliminary/Final Subdivision and Land Development Plan, subject to the following revisions to be incorporated and reviewed by the Township staff and Solicitor:

- 85% completion threshold for each phase, individually, to trigger the 12-month final paving obligation for that phase;
- Streetlight commitment to be set out as its own stand-alone paragraph;
- Removal of the construction access street carve-out language;
- Provision allowing for extension of the paving deadline for circumstances outside the developer's control, with notice to the Township;
- 2-year deadline provided in paragraph 2 be moved to end of paragraph 1; and
- Written notice of potential construction access/traffic disclosed to purchasers of affected units.

The motion was seconded by Commissioner **BROWN** and passed by a vote of 5-0.

PUBLIC WORKS

Municipal Winter Agreement

Director Powell introduced the item for discussion and possible action, to authorize staff to renew the Municipal Winter

Agreement with the PA Department of Transportation for the 2026-2027 winter season, part of a five-year agreement allowing the Township to maintain approximately 42 miles of state roadway in winter conditions, for a reimbursement amount of \$53,411.00. In response to a question, Director Powell confirmed that he would be listed as the primary Township contact under the agreement, with the Highway Maintenance Supervisor listed as the secondary contact.

Commissioner **BROWN** motioned to approve the agreement, seconded by Vice President **NAGY**. The motion passed 5-0.

RESOLUTION 2026-R-28

Director Powell introduced the item for discussion and possible action, to adopt **RESOLUTION 2026-R-28**, entering into an agreement with PPL Electric Utilities Corporation, for the furnishing of all electric street lighting delivery service required to light the streets of the Township. He explained that this agreement would implement the Board-approved conversion of all 576 Township streetlights to LED fixtures, with PPL performing and funding the conversion work and installation, recouping its costs through a higher per-kilowatt-hour delivery rate. He noted there would be no special installation fees associated with the conversion.

In discussion, the Board asked about the absence of indemnification language in the proposed agreement and about the length of the agreement term, which is referenced in the agreement as being set forth in "Exhibit A," but Exhibit A was not included in the Board's packet. Director Powell was unable to confirm the length of the agreement term at the meeting.

Given that the matter is not time-sensitive, the Board reached consensus to table the item to allow staff to obtain Exhibit A and allow additional time for review.

MANAGER

Manager Davis expressed appreciation to Public Safety staff and volunteers for their engagement in the National Night Out and Lisburn Festival events, noting both events were productive and well run.

STAFF/ADDITIONAL AUDIENCE PARTICIPATION

Township resident, John Nyhart, addressed the Board regarding an ongoing nuisance involving free-roaming chickens from a neighboring property, reporting repeated instances of chickens entering his yard and damaging his garden, as well as recurring odor complaints. He asked what recourse was available and why the Township's ordinance permits chickens in close proximity to neighboring homes. Staff explained that the Township's ordinance permits up to six chickens without a permit, and up to eleven with a permit, provided the property owner adheres to best management practices, including containment and sanitation requirements; a permit may be revoked if those practices are not maintained. Staff committed to following up on the specific property's compliance with its permit and to provide the resident with a written response regarding enforcement options.

COMMISSIONERS REPORTS

Commissioner Swartz thanked Public Safety staff for their efforts with National Night Out and thanked the volunteers who organized the Lisburn Festival, noting that he was unable to attend either event due to family vacation, but understood both were well attended and successful despite some rain. He also reminded residents that PennDOT is soliciting public comments regarding the rehabilitation of the Market Street Bridge, including a related utility bridge that would also provide pedestrian and bicycle access to City Island, with public comments open through September 9 and an in-person open house scheduled for August 17, from 6:00 to 8:00 p.m., for residents interested in speaking with PennDOT engineers. He indicated he intends to submit comments and encouraged residents to do the same.

Commissioner Brown reported that his family enjoyed the Lisburn Festival and that he was pleased to make a donation to the fire company through one of the festival games. He also commended the operation of the Lower Allen Township Sewer and Stormwater Authority, noting the Authority's low monthly rates compared to neighboring municipalities and thanking Authority Manager Brian Kaufman and the Authority's board members for their work.

Vice President Nagy thanked everyone involved in National Night Out, noting that this year's format allowed for more direct interaction between officers and children in attendance, and called the event a success.

President Caron closed by echoing the appreciation expressed for the Lisburn Fire Festival, noting that her family volunteered at the event, including her son, and that she enjoyed reconnecting with former Board President Dean Villone and his wife, who also volunteered. She congratulated the Lisburn Fire Company on another successful festival.

NEXT MEETING

President Caron announced that the next meeting would be held on Monday, August 24, 2026, at 6:00 PM.

EXECUTIVE SESSION and ADJOURNMENT

President Caron announced that the Board would adjourn to executive session for discussion of several items: 1) a Real Estate Matter; 2) a Board/Commission vacancy; 3) Benefits and Salaries; and 4) a Personnel matter.