

MINUTES

STORMWATER AUTHORITY

LOWER ALLEN TOWNSHIP

REGULAR MEETING

DECEMBER 5, 2024

The following were in ATTENDANCE:

BOARD MEMBERS

Timothy Johnson, Chair
Lloyd Bucher, Vice Chair
Alison J. Shuler, Secretary
Robert Edwards
Rick Schin

TOWNSHIP PERSONNEL

Rebecca Davis, Assistant Township Manager
Steven P. Miner, LATSA Solicitor
Barbara Arnold, Environmental Coordinator
Benjamin Powell, PE, Public Works Director
Commissioner Charles Brown
Renee' Greenawalt, Recording Secretary

APPROVAL OF MEETING MINUTES

Ms. **SHULER** moved to approve the minutes, with one clarification, to cite Babac vs. Milk Marketing Board regarding the quorum, of November 7, 2024, Regular Meeting. Mr. **EDWARDS** seconded the motion. The motion passed 3-0 with Chair Johnson and Mr. Schin abstaining as they had been absent with excuse from the prior meeting.

AUDIENCE PARTICIPATION

There was none.

CONSENT AGENDA

Chair Johnson stated that any authority member, 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. Ratification of minutes for 10/3/24
- b. LATSA Financial Reports – October
- c. LATSA Credit & Appeals Summary – October
- d. Request to Connect to Township Stormwater System – 4133 Burns Rd.
- e. Letter of Support – LSA State Grant Application

Ms. **SHULER** offered a motion to accept the consent agenda. The motion was seconded by Mr. **SCHIN** and approved 5-0.

SOLICITOR REPORT

Mr. Miner reported that one municipal lien, outstanding since 2020, had been satisfied. Further, he reported there had been no activity for the West Chester case.

TREASURERS REPORT

Mr. Schin reported the total cash balance, as of November 25, 2024, was \$3,096,530, an increase of \$73,604 since the prior meeting.

Below is a summary report of Stormwater billing accounts deemed “Uncollectable” with total balances through 11/25/2024. These balances include past due principal amounts plus penalties through the last billing period (2024-Q4).

Delinquent accounts

Property Owner	Accts	Balance
Commonwealth of PA	8	\$13,197
PennDOT	4	\$1,382,858
PA Turnpike	3	\$168,743
PA Industrial School (SCI/Prison)	1	\$495,189
TOTALS	16	\$2,059,988

Mr. **SCHIN** motioned to approve the Treasurer’s Report. Ms. **SHULER** seconded the motion. The motion passed 5-0.

PUBLIC WORKS DIRECTOR REPORT:

Director Davis introduced Mr. Ben Powell as the incoming Director of Public Works, a professional engineer formerly employed by Stantec Engineering. She also announced that Ms. Barbara Arnold would become the main staff liaison to the Stormwater Authority going forward.

Credit and Appeals Monthly Report

Ms. Arnold reported that there were no new credits or appeals.

Payment of Estimate No. 4 – Final, to Kinsley Construction, LLC

Director Powell introduced for discussion and possible action, Payment of Estimate No. 4 – Final, to Kinsley Construction, LLC for labor for the Weis/UMHC Basin Retrofit Project in the amount of \$32,861.44. Director Powell reported the work had been inspected by staff and was complete.

Ms. **SHULER** motioned to approve the payment, seconded by Mr. **EDWARDS**. The motion passed 5-0.

LATSA 2025 Reappointments

On behalf of the Nominating Committee, Ms. Shuler presented the nominated slate of Authority Officers for 2025:

Chair: Timothy Johnson

Vice Chair: Alison Shuler

Treasurer: Richard Schin

Assistant Treasurer: Robert Edwards

Solicitor: Steven P. Miner, Esq.

Recording Secretary: Renee’ Greenawalt

Ms. **SHULER** made a motion to close nomination, seconded by Mr. **SCHIN**. The motion passed 5-0.

Ms. **SHULER** motioned to approve the slate of officers, as presented, seconded by Mr. **EDWARDS**. The motion passed 5-0.

LATSA 2025 Meting Dates

Ms. Arnold introduced the item for discussion and possible action, noting the recommendation was to continue meeting on the first Thursday of each month. Following a brief discussion about the potential to hold the meeting at an earlier time, members expressed consensus to keep the meeting date and time the same as current, meeting directly after the Sewer Authority, or at 7:30 PM, with an effort applied towards meeting quarterly instead of monthly.

Ms. **SHULER** motioned to approve the 2025 schedule of meetings as presented, seconded by Mr. **EDWARDS**. The motion passed 5-0.

2025 Auditor Agreement

Ms. Arnold presented the agreement for discussion and possible action, noting no change to the agreement except for an increase in the amount of the contract to \$6,500.

A motion to approve the auditor agreement was made by Mr. **EDWARDS** and seconded by Mr. **BUCHER**. The motion passed 5-0.

Future Packet Distribution

Ms. Arnold presented a proposal to change the distribution of meeting materials to an electronic method using SharePoint, with paper packets available on site for the meeting. She noted that distribution of paper packets would be available for those who request it. Testing will occur to ensure access to the files by outside email addresses.

Mr. Schin and Mr. Bucher requested printed copies in advance. Mr. Edwards, Mr. Johnson and Ms. Shuler expressed a willingness to access files through SharePoint, as long as the files are successfully accessible.

OLD BUSINESSS:

Non-Structural BMP Credit Program

Ms. Arnold referenced the prior discussion held on the topic at the prior meeting, noting a decision had been tabled for action at the next meeting.

Mr. Edwards asked about the Adopt an Inlet Program, noting the existence of problematic inlets and suggested that they should be prioritized for the program. Ms. Arnold agreed and said that staff could facilitate prioritization through identification and solicitation of participants. Mr. Bucher asked what is driving the program, expressing concern that it may increase staff work and decrease revenue. Ms. Arnold noted that participation would help to reduce staff time if there were residents with eyes and ears throughout the Township to identify issues. Additionally, it provides opportunities for residents to earn a small credit. Ms. Davis noted that when the fee was created, there was an assumed revenue loss of 5% for credit program opportunities for structural BMPs and that in reality, the credits being taken advantage of amount to 1%.

Mr. Edwards asked if the education and outreach credit included accredited lesson plans. Ms. Arnold responded that the municipality approves of the education program. She explained that there are examples provided by the Department of Environmental Protection, but the municipality can provide other options for teachers or for Township staff. If school participates at a certain level, they earn the credit. The West Shore School District is already earning a 50% BMP credit for most of their locations, so they would not be eligible to earn additional credits. Mr. Edwards said the education program is a good way to promote the Township programs. Mr. Johnson commented on the cost benefit, emphasizing the need to avoid activities that would add any administrative burden. Ms. Arnold referenced ideas to have passive, interactive feedback from residents on the programs, rather than requiring proactive staff time. Ms. Arnold noted that an updated plan proposal would be distributed, and the Authority could consider action at a later date.

UMHC Basin Pump Update

Director Powell provided an update and referenced the budget estimate given of \$75,000-\$90,000. Staff met technical staff on site, who indicated the cost should not exceed the amount of the estimate. A quote is expected shortly.

ADJOURNMENT

With no other business pertinent to the Authority, the Regular Meeting of the Stormwater Authority adjourned at 8:20 PM.