

MINUTES

STORMWATER AUTHORITY

LOWER ALLEN TOWNSHIP

REGULAR MEETING

NOVEMBER 6, 2025

The following were in ATTENDANCE:

BOARD MEMBERS

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

TOWNSHIP PERSONNEL

Barbara Arnold, Environmental Programs Manager
Steven P. Miner, LATSA Solicitor
Alycia Knoll, Finance Director
Renee' Greenawalt, Recording Secretary

LIASON

Commissioner Charles Brown

CALL TO ORDER

Chair Johnson called November 6, 2025, Regular Meeting of the Lower Allen Township Stormwater Authority to order at 7:34 PM. He announced the meeting had been duly advertised for publication.

APPROVAL OF MEETING MINUTES

Mr. **EDWARDS** moved to approve the minutes of September 4, 2025, Regular Meeting with corrections. Ms. **SHULER** seconded the motion, which passed 5-0.

AUDIENCE PARTICIPATION

There was none.

SOLICITOR REPORT

Mr. Miner reported that there had been no activity on the West Chester Borough case since 10/25/24.

TREASURERS REPORT

Mr. Schin reported the total cash balance, as of October 31, 2025, was \$4,490,410, an increase of \$285,867 since the prior meeting.

Below is a summary report of Stormwater billing accounts deemed "Uncollectable" with total balances through 10/31/2025. These balances include past due principal amounts plus penalties through the last billing period (2025-Q4).

Delinquent accounts

Property Owner	Accts	Balance
Commonwealth of PA	8	\$15,688
PennDOT	4	\$1,643,861
PA Turnpike	3	\$200,575
PA Industrial School (SCI/Prison)	1	\$588,652
Norfolk Southern	1	\$0
TOTALS	17	\$2,448,777

Mr. **SCHIN** motioned approving the Treasurer's Report as presented.

Ms. Shuler asked whether Norfolk Southern should continue to be identified in the listing of delinquent accounts.

Ms. Arnold acknowledged receiving payments and noted the account would be removed from the list starting in 2026.

Ms. **SHULER** seconded the motion to approve the Treasurer's Report. The motion passed 5-0.

ENVIRONMENTAL PROGRAMS REPORT:

Credit and Appeals Monthly Report

Ms. Arnold presented the report on credits and appeals, noting that there were no new credits or appeals.

2026 Meeting Dates

Ms. Arnold introduced the item for discussion and possible action, to approve the proposed meeting dates for 2026. She noted that meetings would continue to be held on the first Thursday of each month except for January, and that the start time would remain the same.

Ms. **SHULER** motioned to approve the schedule of 2026 dates. Mr. **BUCHER** seconded the motion, which passed 5-0.

Reappointment

Ms. Arnold introduced the item for discussion and possible action, to approve the reappointment of Richard Schin to LATSA for the term of January 1, 2026, to December 31, 2031.

Ms. **SHULER** motioned to approve the reappointment, seconded by Mr. **EDWARDS**. The motion passed 4-0 with Mr. Schin abstaining.

High Properties Basin Retrofit Payment

Ms. Arnold introduced the item for discussion and possible action, to approve the recommendation for payment to Kinsley Construction LLC in the amount of \$185,194.98. She explained the need for a change order due to the discovery of sink holes, causing the expense to be higher than the original estimate. A portion of the expenditure was covered by the Cumberland County Clean Water Grant in the amount of \$153,096, leaving the difference of \$32,098.98 to be paid from stormwater fees.

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

2026 Proposed Stormwater Budget

Ms. Arnold introduced the item for discussion and possible action, to approve the proposed budget for 2026. She explained that the budget was being presented in a combined fashion into one single fund, which differs from prior years. There is an overall budget shortfall in the amount of \$400,000 which is due to equipment purchases and increased paving and infrastructure projects. She explained that if the Township application for the county basin retrofit grant is successful, the deficit would be erased. Bidding on a remaining PRP project in the Rossmoyne area will be delayed until the result of the grant application is known.

Members discussed the available fund balance and the necessary expenditures for 2026. Sufficient funds are available, and no rate increase is needed currently. Ms. Arnold noted that the fee may need to be reevaluated once the requirements of the new permit cycle are announced. Ms. Shuler requested an updated map indicating the status of projects to be provided to Authority members in 2026.

Chair Johnson expressed appreciation for the format of the new budget presentation, noting the condensed version was more easily understood.

Hearing no further discussion, Ms. **SHULER** offered a motion to approve the proposed 2026 stormwater budget as presented. The motion was seconded by Mr. **SCHIN** and passed 5-0.

OTHER BUSINESS

New Collection Agency

Director Knoll referenced the discussion at the prior meeting to end the agreement with Portnoff and enter the proposed contract with Commercial Acceptance Company, as the collection agent for delinquent accounts in 2026. This will allow for combining refuse and stormwater delinquent collections with the current provider for EMS collections and provided

background information on Commercial Acceptance Company, which offers more expanded services than current provider, Portnoff. She also confirmed that liens and other legal work would be handled by Solicitor Miner.

Ms. **SHULER** motioned recommending approval of the contract with Commercial Acceptance Company to the Township Board of Commissioners. The motion was seconded by Mr. **EDWARDS** and passed 5-0.

ADJOURNMENT

With no other business pertinent to the Authority, the Regular Meeting of the Stormwater Authority adjourned at 8:05 PM.