

**MINUTES**

**STORMWATER AUTHORITY**

**LOWER ALLEN TOWNSHIP**

**REGULAR MEETING**

**March 5, 2026**

**The following were in ATTENDANCE:**

**BOARD MEMBERS**

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

**TOWNSHIP PERSONNEL**

Barbara Arnold, Environmental Programs Manager  
Robert W. Diehl, LATSA Assistant Solicitor  
Renee' Greenawalt, Recording Secretary

**OTHER**

Commissioner Charles Brown

**CALL TO ORDER**

Chair Johnson called March 5, 2026, Regular Meeting of the Lower Allen Township Stormwater Authority to order at 7:36 PM. He announced the meeting had been duly advertised for publication.

**APPROVAL OF MEETING MINUTES**

Mr. **EDWARDS** moved to approve the minutes of January 8, 2026, Regular Meeting. Ms. **SHULER** seconded the motion, which passed 5-0.

**AUDIENCE PARTICIPATION**

There was none.

**SOLICITOR REPORT**

Mr. Diehl stated that there was no report for the month and no further discussion followed.

**TREASURERS REPORT**

Mr. Schin reported that the cash balance as of February 26, 2026, was \$4,945,244, reflecting an increase of \$335,544 since the prior meeting. Stormwater billing account information was included in the meeting materials.

Below is a summary report of Stormwater billing accounts deemed "Uncollectable" with total balances through 2/26/2026. These balances include past due principal amounts plus penalties through Q1 2026.

**Delinquent accounts**

<b>Property Owner</b>	<b>Accts</b>	<b>Balance</b>
Commonwealth of PA	8	\$16,441
PennDOT	4	\$1,749,178
PA Turnpike	3	\$213,418
PA Industrial School (SCI/Prison)	1	\$626,365
<b>TOTALS</b>	<b>16</b>	<b>\$2,605,402</b>

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

Mr. **BUCHER** 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. She also reported that BMP inspections are being conducted by homeowners. Staff are notifying all property owners of the opportunity to apply for stormwater credit when they submit their inspection materials.

### **Final Payment Land Studies BMP Maintenance**

Ms. Arnold introduced the item for discussion and possible action, to approve payment of an invoice from LandStudies for final payment on the BMP maintenance contract covering fiscal years 2024 and 2025. The invoice was received after the January meeting but is attributable to the prior year's budget. The final payment amount is \$7,321.78.

Ms. Arnold noted that the 2026–2027 (two-year) BMP maintenance contract has been issued for bid. Bids were received during the current week and are under review by the Solicitor. The contract will be presented to the Authority for action at the next meeting.

A motion was made by Mr. **SCHIN**, seconded by Mr. **EDWARDS** to approve the purchase. The motion passed 5-0.

### **Utility Truck Upgrade**

Ms. Arnold introduced the item for discussion and possible action, to approve additional funds for the utility truck purchase approved at the previous meeting. The prior approval covered a base truck with some but not all upgrades. Upon receipt of a formal quote in the amount of \$14,897.45 from Stephenson Equipment, Inc. (a COSTARS vendor), staff identified the remaining upgrades and requested additional authorization. A portion of the upgrade costs will also be shared with the Facilities Department to cover the addition of a front plow attachment.

Ms. **SHULER** offered a motion to authorize the additional funding for the truck upgrades. The motion was seconded by Mr. **SCHIN** and passed 5-0.

### **GIS Mapping Stormwater Infrastructure**

Ms. Arnold presented the item for discussion. She noted that the Township stormwater infrastructure mapping currently in use was created in the 1980s and out of date. Staff have been updating them incrementally, but significant portions of the system remain unmapped or have not been televised, including areas on private property, areas lacking easements, and areas where post-1980s development has added piping with uncertain routing. A grant opportunity will open in approximately April 2026, which if successfully awarded, would support an anticipated 2027 expenditure for GIS mapping of the full system. To apply for the grant, a cost estimate is needed, therefore staff requested permission to engage Rettew to prepare a quote and draft specifications for the mapping project. This engagement is not a currently budgeted line item. The estimated cost for Rettew to prepare the scope and specs is approximately \$15,000, additive to the existing engineering budget, which currently carries \$85,000 allocated across: \$50,000 for 2027 infrastructure design (paving project), \$25,000 for new MS4 permit cycle work, and \$10,000 for general consulting.

Authority members discussed whether to authorize a capped engagement (e.g., not to exceed \$15,000) or an open-ended request for a full proposal. Mr. Edwards cautioned against placing a dollar cap on the engagement, preferring that Rettew submit a complete, unconstrained proposal so the Authority could review all options, including potential enhancements before making decisions. Ms. Shuler agreed, noting that capping the figure could limit the scope of services offered and lead the engineer to simply fill the cap rather than provide a market-rate proposal. Members noted that as the Authority's engineer, Rettew would be expected to bring a proposal to the board on their own initiative, at their cost, rather than the Authority naming a price in advance.

Ms. Arnold confirmed that the \$15,000 estimate was based on comparable prior work (e.g., the Westport Basin project), and that prior cost was not expected to have been exceeded. She also clarified that this cost covers only the scoping/specification work needed to pursue the grant, not the GIS mapping project itself, which would be a 2027 expenditure. After discussion, the board reached consensus that no formal motion or dollar cap was necessary; instead, a staff directive was sufficient to authorize Rettew to prepare and submit a proposal for the scope and cost of the GIS mapping project, to be reviewed at a future meeting in advance of the April grant application opening.

## **UNFINISHED BUSINESS**

### **MS4 Permit Update**

Ms. Arnold reported that no formal written guidance has been received regarding the upcoming MS4 permit cycle. Topics under discussion at the state level include flood issues and flood mitigation requirements, as well as collaboration and partnership with grassroots community efforts. Ms. Arnold also noted that DEP has scheduled an inspection of the Township for April 2, 2026. The inspection will include a review of materials submitted under the current permit, the Public Works Facility, one BMP site, and one outfall. DEP provided a list of approximately ten items to be reviewed.

### **Any other Business Pertinent to the Authority**

Ms. Arnold noted that some of the Authority's longer-term infrastructure and capital projects were advancing and that bids for certain infrastructure work were expected to be sent out the following month.

Members also briefly discussed potential uses of the Authority's approximately \$4,000,000 fund balance, noting that a portion is already designated for infrastructure expenditure.

## **ADJOURNMENT**

With no other business pertinent to the Authority, the Regular Meeting of the Stormwater Authority adjourned at 7:57 PM.