

MINUTES

STORMWATER AUTHORITY

LOWER ALLEN TOWNSHIP

REGULAR MEETING

April 2, 2026

The following were in ATTENDANCE:

BOARD MEMBERS

Timothy Johnson, Chair
Alison J. Shuler, Vice Chair
Lloyd Bucher, Secretary
Robert Edwards, Assistant Treasurer (via phone)

Richard Schin – absent with excuse

TOWNSHIP PERSONNEL

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

OTHER

Commissioner Charles Brown

CALL TO ORDER

Chair Johnson called April 2, 2026, Regular Meeting of the Lower Allen Township Stormwater Authority to order at 7:26 PM. He announced the meeting had been duly advertised for publication.

APPROVAL OF MEETING MINUTES

Ms. **SHULER** moved to approve the minutes of March 5, 2026, Regular Meeting. Mr. **EDWARDS** seconded the motion, which passed 4-0.

AUDIENCE PARTICIPATION

There was none.

SOLICITOR REPORT

Mr. Miner reported two items. First, he confirmed that there continues to be no activity on the docket for the Supreme Court in the West Chester case, though there is ongoing discussion within the Municipal Authorities Association suggesting the Supreme Court may rule on the matter this year. Second, he noted for the record the resolution of the 920 Century Drive bankruptcy, expressing appreciation for staff's assistance in clearing the lien and all arrears. The arrears paid to the Stormwater Authority totaled \$3,300, a notable amount given the relatively low quarterly rates.

TREASURERS REPORT

Mr. Edwards reported that the cash balance as of March 25, 2026, was \$4,972,494, reflecting an increase of \$27,250 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

Property Owner	Accts	Balance
Commonwealth of PA	8	\$17,130
PennDOT	4	\$1,794,968
PA Turnpike	3	\$219,004
PA Industrial School (SCI/Prison)	1	\$642,762
TOTALS	16	\$2,673,864

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

Mr. **BUCHER** seconded the motion to approve the Treasurer's Report. The motion passed 4-0.

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.

BMP Maintenance and Landscape Contract 2026-27

Ms. Arnold introduced the item for discussion and possible action, to approve the two-year BMP Maintenance and Landscape contract for 2026-2027. The two-year contract was bid through COSTARS. Staff reached out to potential vendors but received no competing quotes; Wetland Studies and Solutions (Land Studies) was the sole bidder at a total contract amount of \$84,688.

The contract covers two components: The BMP maintenance and associated landscaping around the MSC rain gardens, for which the Stormwater Authority is responsible in the amount of \$55,710; and the landscaping of the MSC building, at approximately \$28,978, which is funded from the Facilities line item and is not part of the Stormwater budget.

Mr. **BUCHER** motioned to recommend awarding the BMP maintenance portion of the contract to Wetland Studies and Solutions for the 2026-27 contract years in the amount of \$55,710. The motion was seconded by Mr. **EDWARDS** and passed 4-0.

Manor at Westport Basin Project Contract

Ms. Arnold introduced the item for discussion and possible action, to approve awarding the Manor at Westport Basin Retrofit Project Contract to lowest responsible bidder, Kinsley Construction, LLC, in the amount of \$394,555.90. The project was budgeted from Fund 58 (Stormwater) in line item 414-740 at \$555,000, so the contract comes in below budget. Additionally, a Clean Water grant in the amount of \$178,006 will be applied to this project.

Ms. **SHULER** offered a motion to award the contract as presented, seconded by Mr. **BUCHER** and passed 4-0.

Rain Barrel Sled for Garden Plots

Ms. Arnold presented the item for discussion and possible action regarding a proposed rain barrel sled for the garden plots at Yellow Breeches Park. Three donated rain barrels (originally received from Dairy Farmers of America for a prior rain barrel workshop) would be used to capture stormwater runoff and placed on a moveable sled so residents with garden plots can more easily access water. This would address complaints about the distance residents must travel to reach the existing water pump.

The estimated cost for materials is \$467.20 to build the sled. After discussion, the Board agreed that a not-to-exceed figure would be prudent to account for potential price increases.

Ms. **SHULER** offered a motion to approve the expenditure for construction of the rain barrel sled at a not-to-exceed amount of \$600 from the Stormwater funds. The motion was seconded by Mr. **BUCHER** and passed 4-0. Chair Johnson asked that recognition and appreciation be conveyed to Director Powell for the innovative idea.

FINANCIAL REPORT

Commercial Acceptance Company Agreement

Director Knoll presented the Commercial Acceptance Company collection services agreement for discussion and possible action. She explained that the Board of Commissioners had already approved the agreement on the Township's side for refuse collections. She requested the Authority's approval to execute the agreement on behalf of the Stormwater Authority, authorizing Commercial Acceptance Company to begin collections for delinquent stormwater accounts.

Ms. **SHULER** offered a motion to approve the agreement as presented for the Stormwater Authority accounts. The motion was seconded by Mr. **BUCHER** and passed 4-0.

1st Quarter Management Agreement Transfer

Director Knoll presented the item for discussion and possible action, explaining that the first quarter management agreement transfers covered staff salary allocations and technology costs for the Edmunds billing software system.

The software modules charged to Stormwater include the hosting fee, online WIPP module, utility module, and finance module, totaling \$4,629.70. Staff charges reflect proportional allocations of Finance Department personnel and Stormwater staff salaries. Director Knoll noted the software charges are a one-time annual charge that will not appear in subsequent quarters.

Ms. **SHULER** offered a motion to approve the first quarter management agreement transfer. The motion was seconded by Mr. **EDWARDS** and passed 4-0.

UNFINISHED BUSINESS

GIS Stormwater Mapping Update

Ms. Arnold provided an update on the GIS Stormwater Mapping initiative. She clarified that Rettew does not have a formal contract with the Township for the project but operates on a publicly available fee schedule. Regarding the grant funding being explored for the mapping project, she reported that the 2026 grant round guidelines have not yet been released, with release expected sometime in April. Given this timing, staff have decided to step back and re-evaluate the approach. Options under consideration include combining the mapping effort with existing BMP mapping work to create a two-layer analysis; using more precise GIS methods at higher cost; or utilizing the Authority's existing televising equipment to inspect and map some areas in-house, potentially eliminating the need for mapping in certain locations.

Ms. Arnold also noted that there are grant opportunities that may open in the fall that could be a better fit for the project. Staff will continue to monitor and evaluate throughout the summer. The Board agreed with the measured approach and supported pursuing grant opportunities aggressively where possible.

MS4 Permit Update

Ms. Arnold reported that the new MS4 permit has been extended. DEP is still working through more than 1,500 public comments submitted on the draft permit. The only substantive signals received to date regarding potential permit requirements are: (1) low impact development provisions, and (2) a volume control calculator, which aligns with the BMP mapping effort previously discussed. Ms. Arnold indicated upcoming speaking engagements by DEP that staff will be attending to learn more about the potential timeline for the MS4 permit.

Ms. Arnold also reported that an MS4 DEP audit took place earlier that day. Two DEP representatives conducted an audit of the Public Works Facility, an outfall, and two BMPs within the Township. Staff provided a SharePoint folder with all requested documentation in advance. The inspection went well, with minimal negative feedback. A formal report from DEP is expected within approximately two months.

ADJOURNMENT

With no other business pertinent to the Authority, Chair **JOHNSON** made a motion to adjourn the Regular Meeting of the Stormwater Authority at 7:54 PM.