

## MINUTES

### BOARD OF COMMISSIONERS REGULAR MEETING

### LOWER ALLEN TOWNSHIP

December 8, 2025

The following were in ATTENDANCE:

#### **BOARD OF COMMISSIONERS**

Jennifer Caron, President  
Johua Nagy, Vice President  
Dean W. Villone, Commissioner  
Charles Brown, Commissioner  
Joseph Swartz, Commissioner

#### **TOWNSHIP PERSONNEL**

Rebecca Davis, Township Manager  
Steven Miner, Township Solicitor  
David Holl, Public Safety Director  
Alycia Knoll, Finance Director  
Isaac Sweeney, P.E., CED Director  
Benjamin Powell, P.E., Public Works Director  
Leon Crone, Human Resources Director  
Nate Sterling, Administrative Secretary  
Reneé Greenawalt, Recording Secretary

President Caron called the December 8, 2025, 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 November 24, 2025, Regular Meeting. Commissioner **SWARTZ** made the motion, seconded by Commissioner **VILLONE**. 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. Mr. Jeff Logan and Ms. Lauren Shartle indicated their intent to comment on agenda items C and D respectively under Community and Economic Development.

#### **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 November 28, 2025, in the amount of \$69,903.01.
- b. Check Register of December 5, 2025, in the amount of \$79,693.65.
- c. Payment of Estimate No. 1 to Kinsley Construction, LLC for the Creekwood Boat Launch Project in the amount of \$302,407.24.
- d. Payment of Estimate No. 3 to Kinsley Construction, LLC for the 2025 Infrastructure and Paving Project in the amount of \$48,315.91.
- e. **RESOLUTION 2025-52** accepting the dedication of Century Drive as a public street.
- f. **RESOLUTION 2025-53** accepting the dedication of Stephenson Road as a public street.
- g. **RESOLUTION 2025-54** accepting the dedication of Locust Road as a public street.

Commissioner **BROWN** moved to approve the items on the Consent Agenda. Commissioner **NAGY** seconded. With no further discussion, the consent agenda was approved by a vote of 5-0.

## **PRESIDENT CARON** **ORDINANCE 2025-06**

President Caron requested a motion to enact **ORDINANCE 2025-06** amending the Codified Ordinances of Lower Allen Township, 1997, as amended, Section 32-7, dealing with the Township Manager's salary.

Commissioner **VILLONE** offered a motion to enact **ORDINANCE 2025-06**. The Secretary called the roll.

Vice President Nagy	AYE
Commissioner Brown	AYE
President Caron	AYE
Commissioner Villone	AYE
Commissioner Swartz	AYE

The motion passed 5-0.

## **ORDINANCE 2025-07**

President Caron requested a motion to enact **ORDINANCE 2025-07** appropriating specific sums estimated to be required for the specific purposes of the municipal government during the Fiscal Year 2026, known as the "2026 Budget Ordinance".

Commissioner **SWARTZ** offered a motion to enact **ORDINANCE 2025-07**. The Secretary called the roll.

Commissioner Swartz	AYE
Commissioner Villone	AYE
President Caron	AYE
Commissioner Brown	AYE
Vice President Nagy	AYE

The motion passed 5-0.

## **RESOLUTION 2025-R-55**

President Caron requested a motion to adopt **RESOLUTION 2025-R-55**, recognizing, honoring, and commanding Commissioner Dean W. Villone for his eight years of service to the citizens of Lower Allen Township.

Commissioner **BROWN** motioned to adopt **RESOLUTION 2025-R-55** with honor, seconded by Vice President **NAGY** with honor. The motion passed 5-0.

President Caron invited Commissioner Villone to be presented with the resolution and read it aloud into the record.

### **RESOLUTION 2025-R-55**

**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF  
LOWER ALLEN TOWNSHIP, CUMBERLAND COUNTY, PENNSYLVANIA, RECOGNIZING,  
COMMENDING AND HONORING**

**DEAN W. VILLONE**

**WHEREAS**, The Board of Commissioners of Lower Allen Township desires to express its recognition and gratitude for the many years of service provided by ***Dean W. Villone***; and

**WHEREAS**, ***Dean W. Villone*** won election to the Board of Commissioners in 2017 and served the residents of Lower Allen Township for the next eight (8) years; and

**WHEREAS**, ***Dean W. Villone*** was first nominated to President of the Board of Commissioners in January 6, 2020, and where he served for a period of five (5) years until January 13, 2025.

**WHEREAS**, ***Dean W. Villone*** has represented the Board of Commissioners as liaison to the Lower Allen Township Planning Commission; and

**WHEREAS**, ***Dean W. Villone*** has represented the Board of Commissioners as the Commissioner member serving on the Lower Allen Township Pension Committee; and

**WHEREAS**, ***Dean W. Villone*** has represented the Board of Commissioners as the Township's representative to the Cumberland County Tax Collection Bureau; and

**WHEREAS**, ***Dean W. Villone*** has represented the Board of Commissioners as the Township's representative to the Municipal Advisory Board; and

**WHEREAS**, ***Dean W. Villone*** has volunteered many hours and regularly to support Township and community events including the Lisburn Community Fire Company Festival.

**WHEREAS**, ***Dean W. Villone*** and his wife Vicki have provided and lead live music entertainment for numerous Townships events including Community Day and National Night Out.

**WHEREAS**, ***Dean W. Villone*** has promoted professionalism in local government by membership in the Pennsylvania State Association of Township Commissioners and Central PA Association of Township Commissioners, both of which he served as Vice-President and President respectively; and

**WHEREAS**, ***Dean W. Villone*** has distinguished himself among his peers by demonstrating exceptional professional ability, sound judgment, keen foresight, attention to detail, and devotion to family and community; and

**WHEREAS**, ***Dean W. Villone*** has helped guide Lower Allen Township through growth, expansion of services and increase in the use of technology, allowing the Township to truly be a leader among local governments; and

**WHEREAS**, ***Dean W. Villone*** has made a difference in the quality of life for the residents of Lower Allen Township by his dedication to the Township Mission.

**NOW, HEREBY RESOLVE THAT**

Sincere gratitude and appreciation be and are hereby extended to ***Dean W. Villone*** for his many years of dedicated service to the citizens of Lower Allen Township, Cumberland County, and that this recognition be spread upon the minutes and records of Lower Allen Township for perpetuity.

**ADOPTED**, into a Resolution this 8th day of December 2025.

Following the presentation, each commissioner expressed words of congratulations and of appreciation to Commissioner Villone for his significant contributions and achievements during his tenure. They expressed deep appreciation for his eight years of service. He was recognized for making Lower Allen Township a better place to live, and all members thanked him for his leadership and friendship. They praised him for his leadership,

kindness, positive attitude, fair approach to decision-making, wisdom, willingness to listen and dedication to Lower Allen Township. He was also acknowledged for being a mentor and guiding fellow board members through various challenges.

Representative Thomas Kutz took a moment to personally honor Commissioner Villone for his service in the Township. He remarked on Commissioner Villone's practice of putting the residents' concerns at the forefront and ensuring everyone was heard and respected. He also noted how Commissioner Villone oversaw significant transitions in the Township with steady leadership. He concluded his remarks and presented Commissioner Villone with a citation from the House of Representatives, sponsored by himself and Representative Sheryl Delozier.

Former Commissioner Richard Schin praised Commissioner Villone's steady leadership and contributions during challenging times, particularly during the pandemic. Township staff also highlighted his willingness to listen and engage with them to make informed decisions and noted his strong ability to adapt to change.

Manager Davis presented a commemorative sign that was created by the Public Works Department to Commissioner Villone in recognition of his service.

Commissioner Villone expressed gratitude for the kind words and the opportunity to serve on the board. He reflected on his journey, starting as a resident attending meetings to becoming a commissioner, and acknowledged the mentorship he received from past Commissioners. He praised the current board, noting the strong leadership and staff in place, and expressed confidence in their ability to lead the Township forward. He also thanked his wife for her unwavering support.

A brief break was taken for refreshments, including cake, to further celebrate Commissioner Villone's service.

## **HUMAN RESOURCES**

### **Resignation**

Director Crone introduced the item for discussion and possible action, to consider accepting the resignation of Ian Chambers, Paramedic in the EMS Department, effective December 4, 2025. He will be moving from regular full-time status to part-time status, beginning December 15, 2025

Commissioner **BROWN** made the motion to accept the resignation as presented, seconded by Vice President **NAGY**. The motion passed 5-0.

### **Advertisement to Hire Full Time Paramedic**

Director Crone introduced the item for discussion and possible action, to consider authorizing staff to advertise for the hiring of a full-time Paramedic in the EMS Department to fill the vacancy from the resignation.

Commissioner **BROWN** made the motion to authorize the advertisement as presented, seconded by Vice President **NAGY**. The motion passed 5-0.

### **Probationary to Full-Time Status**

Director Crone introduced the item for discussion and possible action, to consider moving Anthony Hentz, AEMT in the EMS Division of the Public Safety Department, from probationary to regular full-time status, effective October 29, 2025.

Vice President **NAGY** made the motion to approve as presented, seconded by Commissioner **VILLONE**. The motion passed 5-0.

Director Crone introduced the item for discussion and possible action, to consider moving Cody Johnston, Maintenance Specialist I in the Public Works Department, from probationary to regular full-time status, effective December 1, 2025.

Commissioner **SWARTZ** made the motion to approve as presented, seconded by Commissioner **BROWN**. The motion passed 5-0.

### **RESOLUTION 2025-R-56**

Director Crone introduced the item for discussion and possible action, to consider adopting **RESOLUTION 2025-R-56**, appointing Solomon-Michael Alexander as a Police Officer, effective December 15, 2025, at the P0 rate (following completion of Field Training). Mr. Alexander will require Act 120 certification.

Vice President **NAGY** made the motion to adopt **RESOLUTION 2025-R-56**, seconded by Commissioner **VILLONE**. The motion passed 5-0.

### **PUBLIC SAFETY**

#### **Approval of Purchase Agreement with Glick Fire Equipment Company**

Director Holl introduced the item for discussion and possible action, to approve the Purchase Agreement with Glick Fire Equipment Company to reserve the squad demo unit along with a change order to meet specifications, with a total cost of \$1,108,850, and with no funds due until the estimated delivery date of June 2028. He described the purchase as a considerable savings opportunity. Director Knoll confirmed that the sale of the rescue vehicle will offset the cost of the squad vehicle.

Vice President Nagy noted that the squad demo unit is a fire apparatus which can function as a rescue vehicle, making it a cost effective and utilitarian choice, serving multiple purposes. He also mentioned the long waiting period for delivery due to manufacturing delays.

Vice President **NAGY** motioned to approve the purchase agreement in the amount of \$1,108,850, with no funds due until June of 2028. The motion was seconded by Commissioner **SWARTZ** and passed 5-0.

### **COMMUNITY AND ECONOMIC DEVELOPMENT**

#### **Zoning Hearing Board Update**

Director Sweeney reported that no new applications have been received, and noted there would be no meeting in December

#### **SLD #2022-06**

Director Sweeney introduced the item for discussion and possible action, SLD #2022-06 Sadie Lane Preliminary/Final Subdivision and Land Development Plan. He noted the plan was originally approved in July 2022 and the development team is beyond the one-year recording deadline. Revised plans were submitted.

Mr. David Habowski with HD Engineering, and Jason Osterling, the property owner, presented the plan to the board. The property, located in the R-1 District, consists of two parent tracts sandwiched between Sheepford Road and the PA Turnpike where the emergency ramp was recently constructed. The parent tracts are approximately seventeen acres. The plan proposes to subdivide into sixteen lots, the majority of which will be less than one acre, and one, 6-acre lot. All outside agency approvals are current. Administrative items, posting of financial security and recording remains.

Commissioner Swartz highlighted the waiver request for deferment of sidewalks and asked for confirmation that the plan would be compliant with impervious coverage requirements with sidewalks on both sides of the street. The applicant confirmed it would be compliant.

Board members first considered the waivers and then the plan for approval.

Commissioner SWARTZ made a motion to approve a waiver of Section 192-24.C. – Preliminary Plan, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to approve a waiver of Section 192-57.C.(1) – Minimum 260-foot centerline radius, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to approve a waiver of Section 192-57.C.(3) – Minimum 100-foot tangent on a minor Township road, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to defer a waiver of Section 192-57.C.(9) – Sidewalk on both sides of the street, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to approve a waiver of Section 192-61.A.(1)(b) – with respect to lot #16 on the plan, to connect to public sanitary sewer when 1,000 feet from public sewer, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to approve a waiver of Section 192, Attachment 5 (Street Design Standards) – Minimum lot width of 80-feet along Township roads with a 22-foot cartway, seconded by Commissioner VILLONE. The motion passed 5-0.

Commissioner SWARTZ made a motion to reapprove SLD #2022-06 Sadie Lane Preliminary/Final Subdivision and Land Development Plan on the condition of satisfying all remaining comments in the Rettew review letter dated November 26, 2025. The motion was seconded by Commissioner VILLONE and passed 5-0.

#### **SLD #2024-06**

Director Sweeney introduced the item for discussion and possible action, SLD #2024-06 Revised Arcona Neighborhood 9 Preliminary/Final Subdivision and Land Development Plan. He noted that the development team had made minor changes to the stormwater plan, moved several lots and a basin. The plan consists of fifteen single family homes on the north side of Rossmoyne Road across from the existing Arcona neighborhood.

Ms. Laura Curran from Charter Homes demonstrated a visual rendering of the plan, noting that the stormwater basin had been moved from the right side to the left side of the entrance road, and moved two single family lots due to the results of infiltration testing.

#### ***Public Comment***

Ms. Lauren Shartle, 3310 Wayland Road, expressed concern about deteriorating roads and stormwater flooding, particularly in alleys. She presented evidence from 40 petitioners seeking a new paving timeline commitment from Charter Homes.

Ms. Curran indicated that final paving would occur in 2026 for Arcona 8.1 and 8.2. She said the timing was based on resources and construction stages but committed to completing the work by summer at the latest. The paving will be done as one complete job and she said the timeline would be communicated to residents as soon as possible. She also noted that Charter would have their team investigate and address flooding issues.

In response to inquiry from Vice President Nagy, Director Powell addressed the durability of the paving base coat on roads, stating it depends on the design, but he confirmed that base coats are inspected by the Township Engineer before being topped for necessary repairs.

Commissioner Swartz noted that there are curb cutouts for a crosswalk at Rossmoyne Road, but no illustration of the crosswalk itself on the plan. Ms. Curran confirmed that a crosswalk would be installed once the road widening project is completed.

Ms. Shartle raised concern that the speed bump which had been agreed to as part of the development agreement for Whelan Road, had not yet been installed. Mr. Anthony Feranda Deidrich of Charter Homes clarified that based on discussions with the Township staff, the decision was made not to install a speed bump on Whelan Road due to the nature of the street and its status as a public road. Director Sweeney confirmed that the Township is typically not in favor of speed bumps on its streets. It was further explained that a portion of Whelan Road will be dedicated to the Township, and that temporary speed bumps could be considered until further decisions are made.

Several residents of Arcona expressed support for speed bumps or other permanent solutions to address excessive speeding near the swimming pool area, citing safety concerns for children crossing the street. Director Holl suggested the collection of speed data to establish an enforceable speed limit. Enforcement would depend on the acceptance of the road by the Township, and traffic calming measures could be pursued through the traffic calming committee. Vice President Nagy suggested the installation of speed limit signs. Commissioner Brown noted that private speed limits are not enforceable, but all board members agreed it was important to address the current traffic issues and to consider implementing temporary speed control measures.

Director Powell discussed the factors that need to be considered when deciding on speed bumps, including speed, distance, site conditions, on-street parking, and potential impacts on maintenance and drainage. A traffic calming policy will be presented to the Commissioners for consideration and enforcement in 2026.

Board members first considered the waivers and then the plan for approval.

Commissioner **SWARTZ** made a motion to approve a waiver of Section 192-24.C. – Preliminary Plan, seconded by Commissioner **VILLONE**. The motion passed 5-0.

Commissioner **SWARTZ** made a motion to approve a waiver of Sections 192-57.B.(2)(h)[2] and 192-57.C.(13)(c)[1] – Additional right-of-way and cartway along the frontage of Rossmoyne Road, seconded by Commissioner **VILLONE**. The motion passed 5-0.

Commissioner **SWARTZ** made a motion to approve a waiver of Section 192-57.C.(8) – Curb along the frontage of Rossmoyne Road, seconded by Commissioner **VILLONE**. The motion passed 5-0.

Commissioner **SWARTZ** made a motion to approve a waiver of Section 192-57.C.(9) – Defer requirements Sidewalk along the frontage of Rossmoyne Road seconded by Commissioner **VILLONE**. The motion passed 5-0.

Commissioner **SWARTZ** made a motion to approve a waiver of Section 192-68.B.(3) – Minimum Street centerline radius of 165', seconded by Commissioner **VILLONE**. The motion passed 5-0.

Commissioner **SWARTZ** made a motion to approve SLD #2024-06 Revised Arcona Neighborhood 9 Preliminary/Final Subdivision and Land Development Plan with the following conditions: satisfy all remaining comments listed on Rettew's review letter dated November 10, 2025, and recognition of the discussion about the Whelan Road speed issues. The motion was seconded by Commissioner **VILLONE** and passed 5-0.

#### **Presentation: Charter Homes – Remaining Arcona Phases.**

Ms. Curran presented a high-level preview of the remaining phases of the Arcona development, which will consist of five sub-phases (3-7). These phases include a mix of residential, commercial, and office spaces. The design

features stormwater basins, a trail network, and a roundabout, with most streets privately owned and maintained by the neighborhood association. The plan aims to accommodate increased traffic and provide sufficient parking, including overflow spaces. Phase 3 will contain a mix of residential and commercial spaces, with larger single-family homes on the perimeter and townhomes. There is an extension of the roundabout and provision for future development. Phase 4 includes residential areas with single-family homes and townhomes, including a stormwater basin and park with a trail network. Phase 5 is planned to be mostly residential with some commercial and parking areas. Phase 6 includes 20,000 square feet of office space with parking, and Phase 7 will be 50,000 square feet of commercial and retail space, with stormwater and parking areas.

Commissioner Villone inquired whether overflow parking would be allowed in commercial areas. Ms. Curran confirmed that retail use is intended as a public destination, and parking spaces would be available for residents if needed. Vice President Nagy asked about the private ownership of streets and the adequacy of two-car garages. Ms. Curran clarified that overflow parking will be provided in parking lots and on the street. She noted that efforts are being made to accommodate additional parking needs. Vice President Nagy also raised questions about the protected green space for trails and whether the plan remains consistent with the master plan. Ms. Curran confirmed that the plan remains largely unchanged from the master plan. Vice President Nagy asked how the phased development would affect decision-making for the board. Mr. Miner explained that there are no limitations in the Municipal Planning Code (MPC) regarding how plans are presented. The Township board will review and approve the final plan for all phases. Mr. Knouse, Township Engineer, noted that once the preliminary plan is approved, there is little opportunity for the board to weigh in on development.

Mr. Feranda Deidrich emphasized Charter's commitment to developing significant non-residential space, particularly in Phase 6, which will include 40,000 square feet of office space. Future marketing efforts will be targeted to attract specific users for these spaces. He confirmed that the area will be over-parked, offering opportunities for residents to park and that the parking areas would be managed by the neighborhood association.

Commissioner Villone suggested involving the Development Authority in potential parking solutions and asked about the authority of the board in regulating commercial properties. Mr. Miner explained that commercial properties must meet zoning regulations any changes would require revised plans. He noted that the board can still respond to residents' concerns about the developments.

#### ***Public Comment***

Mr. Jeff Logan, resident of Arcona, expressed concerns about the need for commercial space and suggested that residential development should take precedence. He also voiced concerns about parking and road capacity. Another Arcona resident, Ross Delson, requested that commercial space be tabled until a market assessment is conducted, emphasizing that there is currently unfilled commercial space.

Mr. John Eby, Township resident and former employee, suggested familiarizing the board with the overall master plan's absorption schedule, which specifies the order in which commercial and residential areas should be built.

Vice President Nagy asked for clarification on the authority of the board to act on the plan. Mr. Miner noted the board could choose not to approve or to request an extension. If a preliminary plan waiver is approved, then that is locked in. Manager Davis requested clarification from the Township Engineer regarding the benefits of requiring a preliminary plan submission. Mr. Knouse said that the benefit of a preliminary plan would provide flexibility in setting phases. If the plan is submitted together as a final plan, the Township would have to bond all municipal improvements at once.

Director Sweeney presented the item for discussion and possible action, to accept a 90-day extension for SLD #2025-07 Allen Middle School Preliminary/Final Land Development Plan. The plan was reviewed in November by the Planning Commission and recommended for conditional approval. Due to timing and the holidays, a 90-day extension is needed.

Commissioner **BROWN** motioned to accept the extension as presented. The motion was seconded by Commissioner **VILLONE** and passed 5-0.

## **PUBLIC WORKS**

### **Payment to Stephenson Equipment, Inc**

Director Powell introduced the item for discussion and possible action, to approve payment of an invoice to Stephenson Equipment, Inc, a Costars vendor, in the amount of \$68,000, for the upfitting of a new dump truck purchased for the Public Works Department. This is a budgeted item.

Commissioner **BROWN** made a motion to approve the payment as presented. The motion was seconded by Vice President **NAGY** and passed 5-0.

## **FINANCE**

### **RESOLUTION 2025-R-57**

Director Knoll introduced the item for discussion and possible action, to adopt **RESOLUTION 2025-R-57**, establishing the Municipal Real Estate Tax rate for the year 2026 (with no changes in rates).

Commissioner **SWARTZ** motioned to adopt **RESOLUTION 2025-R-57**, seconded by Commissioner **BROWN**. The motion passed 5-0.

### **RESOLUTION 2025-R-58**

Director Knoll introduced the item for discussion and possible action, to adopt **RESOLUTION 2025-R-58**, establishing Township Credit Card Purchasing Policy.

Commissioner **SWARTZ** motioned to adopt **RESOLUTION 2025-R-57**, seconded by Commissioner **BROWN**. The motion passed 5-0.

## **ORDINANCE 2026-02**

Director Knoll introduced the item for discussion and possible action, to authorize staff to advertise proposed **ORDINANCE 2026-02** amending the Codified Ordinances of Lower Allen Township, 2023, as amended, Chapter 38, Section 2 Pension Committee Membership, to remove the “Nonunion employee at large” member; to add the Human Resources Director as a permanent member; and to add the following appointments for a two (2) year term: one (1) employee under the Non-Uniformed Defined Benefit Pension Plan, and one (1) employee under the Non-Uniformed Defined Contribution Pension Plan.

Commissioner **VILLONE** motioned to authorize the advertisement as presented, seconded by Commissioner **BROWN**. The motion passed 5-0.

## **Service Agreement with Lower Allen Township Authority**

Director Knoll introduced the item for discussion and possible action, to accept the amended and approved Service Agreement between the Township and the Lower Allen Township Authority, effective January 1, 2026.

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

## **MANAGER**

## **Liquor Control Board Petition**

Manager Davis introduced the item for discussion and possible action, to authorize the Solicitor to prepare the petition to the Liquor Control Board to renew the Township's authority to regulate amplified noise emanating from licensed liquor establishments. She explained that this has been done historically every five years. The Township has not had complaints or issues, but having the authority to regulate allows enforcement of sound at local level. Authorization will allow the Solicitor to prepare the necessary documentation and hold hearings. This arrangement has been effective and successful.

Commissioner **BROWN** motioned to give authorization to the Solicitor as presented. The motion was seconded by Commissioner **VILLONE** and passed 5-0.

## **2026 Board and Commission Meetings Schedule**

Manager Davis introduced the item for discussion and possible action, to authorize staff to advertise the 2026 Board and Commission Meetings Schedule.

Commissioner **VILLONE** motioned to authorize the advertisement as presented, seconded by Commissioner **BROWN**. The motion passed 5-0.

## **Board of Commissioners Meetings for December 2025 and January 2026**

Manager Davis proposed a consolidated meeting schedule for the months of December 2025 and January 2026, noting several meetings would be canceled unless it was determined they were necessary.

- Monday, December 22, 2025, at 6:00 PM (only if needed)
- Monday, January 5, 2026, at 6:00 PM (Reorganization and Regular Business)
- Monday, January 12, 2026, at 6:00 PM (only if needed)
- Monday, January 26, 2026, at 6:00 PM (Commissioner photos at 5:30PM)

Concluding her report, Manager Davis expressed gratitude to Weis on Lowther Road for donating the wreaths displayed throughout the building and to Nikoli's Pizza for providing the pizzas for the volunteer recognition event held prior to the meeting.

## **COMMISSIONERS REPORTS**

Commissioner Swartz apologized for his absence at the prior meeting. He reported that the Planning Commission had recommended approval of the Liberty Forge subdivision and land development plan, which will be presented to the Board at a future meeting. He wished everyone happy holidays and noted appreciation for Commissioner Villone's years of service.

Commissioner Brown expressed gratitude to the members of all boards and commissions for their time and efforts. He noted appreciation for the residents in attendance, emphasizing the importance of their participation. He also thanked Commissioner Villone for his extensive contributions.

Vice President Nagy remarked on the successful Turkey Trot community event and thanked Jeff Logan for his leadership, as well as the members of the Public Safety Department who supported the event. He thanked residents for voicing their concerns, helping the Board to guide decisions. In closing, he noted it was an honor and privilege to have served with Commissioner Villone.

President Caron congratulated Director Powell on his one-year anniversary, offered some of her reflections from 2025 and noted her appreciation for all members for their support of her presidency and to Commissioner Villone for providing the opportunity for her to serve in the role.

President Villone expressed appreciation for all the kind remarks made in his honor. He reflected on his role in the development of Arconia and his intent to ensure it would be done responsibly. He also noted his goal to prioritize public safety and the financial health of the Township. He noted gratitude for each of his colleagues on the Board and for the staff.

#### **NEXT MEETING**

President Caron announced that if needed, the next meeting would be held December 22, 2025.

#### **EXECUTIVE SESSION and RECESS**

President Caron announced that the Board would recess to executive session for discussion of two items: (1) Macy's Tax Appeal and (2) a personnel matter.

The meeting was recessed at 9:24 PM and reconvened at 10:06 PM.

Commissioner **SWARTZ** motioned to authorize the Township Solicitor to enter the stipulation to settle the Macy's Department Store Tax Appeal. The motion was seconded by Commissioner **VILLONE** and passed 5-0.

#### **ADJOURNMENT**

Commissioner **VILLONE** offered a motion to adjourn the meeting, seconded by Vice President **NAGY**. The motion passed 5-0 and the meeting was adjourned at 10:07 PM.