

**LOWER ALLEN TOWNSHIP
BOARD OF COMMISSIONERS**

REGULAR MEETING

January 26, 2026

6:00 PM

AGENDA

- 1. Call to Order by President Caron.** Proof of Publication.
- 2. Pledge of Allegiance and a Moment of Silence.**
- 3. Approval of Meeting Minutes:** Reorganization Meeting of January 5, 2026
- 4. PRESENTATIONS:**
 - a. Years of Service and Performance Awards – President Caron
 - b. Police Department Awards – Captain Foltz
 - c. Traffic Calming Policy – Ben Powell, Public Works Director
- 5. Audience Participation:** Any item on the agenda or any business pertinent to the Township. We ask that all attendees sign in and those speaking must state their name and address for the record. Please limit discussions to five (5) minutes per person.
- 6. CONSENT AGENDA**

Any Commissioner, staff member, or anyone in attendance who would like to have an item on the Consent Agenda removed for further discussion can request so now. Is there a request for the removal of an item(s) on the Consent Agenda?

Accept motion to approve the items on the Consent Agenda, which are listed as follows:

 - a. Monthly Director Reports for Community & Economic Development, Finance, Public Works, and Public Safety for November and December 2025.
 - b. Tax Collector's Monthly report for November 2025.
 - c. Check Register of January 10, 2026 in the amount of \$599,830.41.
 - d. Check Register of January 19, 2026 in the amount of \$455,603.69.
 - e. Check Register of January 23, 2026 in the amount of \$575,418.91.
 - f. Credit Card Register for November 2025 in the amount of \$9,188.71.

- g. Credit Card Register for December 2025 in the amount of \$15,212.70.
- h. Payment of Estimate No. 2 to Kinsley Construction, LLC for the Creekwood Boat Launch Project in the amount of \$4,122.00.
- i. Payment of Estimate No. 3 to Kinsley Construction, LLC for the Creekwood Boat Launch Project in the amount of \$34,058.81, releasing final retainage.
- j. Adopting **RESOLUTION 2026-R-06**, authorizing the sale or trade-in of Township assets valued over \$2,000.

7. PRESIDENT CARON

- a. Accept a motion to ratify the January 24, 2026 Declaration of Snow Emergency.

b. BOARD OF COMMISSIONERS COMMITTEE ASSIGNMENTS

8. HUMAN RESOURCES

- a. Discussion and possible action: Approving the “Fleet Technician” Job Description.

9. PUBLIC SAFETY

- a. Discussion and possible action: Activating the Civil Service Commission to create a new police officer eligibility list and waiving the requirement for Act 120 as a prerequisite to hiring.
- b. Discussion and possible action: Authorization to assign the current CSO vehicle as a designated Lower Allen Special Fire Police vehicle, with no effect on the 2026 Budget.

10. COMMUNITY AND ECONOMIC DEVELOPMENT

- a. Zoning Hearing Board Update.
- b. Discussion: SLD #2025-04 - Liberty Forge Preliminary Subdivision & Land Development Plan.
 - 1. Action: Discussion of the following waivers:
 - a) Section 192-57.C.(1) – To widen the pavement width of Lisburn Road.
 - b) Section 192-57.C.(1) – To provide a minimum center line radius of 260’ for Bermuda Lane and Patrons Way and replace with a 150’ radius.
 - c) Section 192-57.C.(6)(b)[3][a][i] – To provide a 150’ minimum offset between the Bermuda Lane/Patrons Way and Clubhouse Court/Patrons Way intersections and replace with a 108’ offset.
 - d) Section 192-57.C.(8) – To provide curbing along Lisburn Road and Old Forge Road, and to provide eight inch (8”) vertical curbs along the internal

- development streets and replace internal curbing with slant curbs.
 - e) Section 192-57.C.(9) – To provide sidewalks along both sides of internal development streets, and frontages along Lisburn Road and Old Forge Road.
 - f) Section 192-57.C.(9)(c) – To provide level sidewalk areas every 100' and replace with sidewalks to match road grade.
 - g) Section 192-63.C(1)(a) – To provide sidewalks no closer than five feet (5') from the curbline and permit sidewalks to be two feet (2') from the curbline.
 - h) Section 184-14 – To require stormwater volume and to permit Pennsylvania Department of Environmental Protection's Managed Release Concept (MRC) methodology.
 - i) Section 192-63.A.(2)(a)[1], Section 184-19.G.(16), & Section 184-19.H.(7) – To provide Type C inlets tops with 10" reveal and to permit slant top inlets with no inlet sump for all inlets within private streets.
 - j) Section 192-57.C.(12)(b) & Section 184-19.G.(21) – To provide pavement base drains in all proposed private streets.
2. Action: Approve SLD #2025-04 - Liberty Forge Preliminary Subdivision & Land Development Plan.
- a) Satisfy all remaining comments listed on Rettew's letter dated January 21, 2026.
 - b) Satisfy all remaining comments listed on Cumberland County Planning Department's letter dated April 21, 2025.
- c. Discussion and possible action: Accepting a 90-day extension for SLD #2025-08 960 Century Drive Final Minor Subdivision Plan.
- d. **PRESENTATION:** SLD #2026-01 Arcona Phases 3-7 – Charter Homes
- e. Discussion and possible action: Approving a 25-year Property Lease between New Enterprise Stone & Lime Co., Inc. and Lower Allen Township for the property located at 18th Street and Hummel Avenue.
- f. Discussion and possible action: Approving RPM Signs and Lighting to proceed with permitting and installation of the Lower Allen Township Gateway Sign to be located at 18th Street and Hummel Avenue.
- g. Discussion and possible action: Adopting **RESOLUTION 2026-R-05** updating the Uniform Construction Code (UCC) Regulatory Exhibit No. 1 for Chapter 70, Building Construction and Safety Standards, of the Township Code.

11. PUBLIC WORKS

- a. Discussion and possible action: Adopting the Preparedness, Prevention, and Contingency (PPC) Plan for the Public Works Facility.
- b. Discussion and possible action: Authorizing staff to prepare and advertise bids for the 2026 Stormwater Basin Retrofit Project at Westport Business Center.

- c. Discussion and possible action: Authorizing staff to advertise proposed **ORDINANCE 2026-03**, updating Chapter 209 of the Township Code, Vehicles and Traffic, known as the Traffic Control Device Ordinance.
- d. Discussion: Update on converting all streetlights in the Township to LEDs.
- e. Discussion and possible action: Authorizing the Township to enter into agreements with the Boroughs of Camp Hill, Lemoyne, New Cumberland, and Shiremanstown using the revised Compost Agreement.
- f. Discussion and possible action: Authorizing staff to prepare and advertise bids for the BMP and Landscape Maintenance Contract.
- g. Discussion and possible action: Authorizing staff to proceed with the Municipal Services Center (MSC) Level 2 roof replacement project, through Houck, a COSTARS vendor, in the amount of \$79,800. This is a budgeted item.

12. FINANCE

- a. No agenda items.

13. MANAGER

- a. No agenda items.

14. COMMISSIONERS' REPORTS

15. NEXT MEETING: Monday, February 9, 2026, at 6:00 PM.

16. EXECUTIVE SESSION

- a. Pension Committee appointments and update.

17. ADJOURN