

MINUTES

BOARD OF COMMISSIONERS

LOWER ALLEN TOWNSHIP

REGULAR MEETING

March 9, 2026

The following were in ATTENDANCE:

BOARD OF COMMISSIONERS

Jennifer Caron, President (*via telephone*)
Joshua Nagy, Vice President
Charles Brown, Commissioner
Joseph Swartz, Commissioner (*via telephone*)
Amanda Mutchler, Commissioner

TOWNSHIP PERSONNEL

Robert W. Diehl, Assistant 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, Executive Assistant
Reneé Greenawalt, Recording Secretary

Vice-President Nagy called the March 9, 2026, Regular Meeting of the Board of Commissioners to order at 6:00 PM. He announced Proof of Publication for the meeting was available for review. Additionally, he announced that immediately following the February 23, 2026 Regular meeting, the Board of Commissioners entered Executive Session to receive a pension update and to discuss a real estate matter as listed on the meeting agenda. The Board also discussed potential litigation (not listed on the agenda). No action was taken among any of the items discussed. Announcements were followed by a moment of silence and the pledge of allegiance.

APPROVAL OF MEETING MINUTES

Vice President Nagy requested a motion to approve the minutes from the Regular Meeting of February 9, 2026. The motion was made by Commissioner **BROWN** and seconded by Commissioner **MUTCHLER**. The motion passed 5-0.

PRESENTATION – Frederickson Library

Jessica Miller, Library Director of Fredrickson Library provided an impromptu informational update:

- In the prior year, approximately 52,000 checkouts were made by Lower Allen Township residents, encompassing physical books, DVDs, CDs, audiobooks, and digital e-books and e-audiobooks.
- Approximately 36,000 attendees participated in library programs over the past year.
- She also briefly mentioned several upcoming events and programs scheduled to take place at the library.

Vice President Nagy thanked Ms. Miller for the update and noted the library's programming is a valued service to the community.

AUDIENCE PARTICIPATION: Any item on the agenda.

Vice President Nagy 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. He noted that discussion would be limited to five minutes per person. There was no one in attendance requesting to speak other than Commissioner Brown.

Commissioner Brown used this opportunity to raise a concern regarding stormwater waivers granted to applicants in areas where infiltration is not feasible due to certain topography (e.g., limestone or shale geology), where infiltration could cause sinkholes. Commissioner Brown noted that while these waivers may appear on the surface to allow applicants to avoid stormwater requirements, the applicants are in fact required to comply with Department of Environmental Protections (DEP) release standards at greater cost and effort. He requested that staff explore whether a minor text amendment to the current Stormwater Management Ordinance could create an

exemption in these circumstances, eliminating the need to formally grant a waiver. Director Sweeney concurred that a minor text amendment could address this, noting the current ordinance has not kept pace with the management release concept. Director Sweeney proposed discussing the matter with the Township Engineer and reporting back to the Board. The Solicitor also recommended the matter be placed on a future agenda for a more thorough discussion. The Board agreed to add the item to a future agenda.

CONSENT AGENDA:

Vice President Nagy 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 February 27, 2026 in the amount of \$200,439.09.
- b. Check Register of March 6, 2026 in the amount of \$116,430.83.
- c. **RESOLUTION 2026-R-10**, authorizing the sale or trade-in of assets valued over \$2,000.00.

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

HUMAN RESOURCES

Hiring Paramedic

Director Crone introduced the item for discussion and possible action, authorizing the hiring of Christopher P. Bolock as a Paramedic in the Emergency Medical Services Department, which was a budgeted position filling one of two vacancies.

Commissioner **BROWN** motioned to authorize the hiring. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

RESOLUTION 2026-R-11

Director Crone introduced the item for discussion and possible action, adopting **RESOLUTION 2026-R-11**, appointing Christopher P. Bolock as a Paramedic in the Emergency Medical Services (EMS) Department, effective March 12, 2026.

Commissioner **BROWN** motioned to adopt **RESOLUTION 2026-R-11**. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

Proposed Rules for Take-Home Use of Township Vehicles

Director Crone introduced the item for discussion, a draft resolution, establishing and amending rules for take-home use of Township vehicles. He referenced a memo included in the meeting materials and reviewed key points.

The resolution delegates authority to the Township Manager to determine which staff receives take-home vehicles based on position and need, along with the ability to revoke the privilege due to negligent operation. Regarding insurance requirements, the current standard requires proof of \$100,000 liability coverage for passengers. Staff and the Solicitor recommended raising the minimum to \$250,000 given potential exposure under the Political Subdivision Tort Claims Act (cap of \$500,000 for negligent vehicle operation). A concern was raised regarding the possibility of requiring current staff with coverage at the \$100,000 level to obtain additional insurance (which may require a Board decision). The Board directed staff to research the insurance amount question further prior to bringing the resolution back for final action.

COMMUNITY AND ECONOMIC DEVELOPMENT

Zoning Hearing Board Update

Director Sweeney noted the only pending application on the agenda for the upcoming March 19, 2026, meeting was 1401 Arcona Road (the Merritts estate). The applicant who has rented the property for approximately two years for a landscaping business was seeking a use variance to continue the non-residential use prior to purchasing the property. No additional applications have been received.

Wolfgang Facilities Waiver Request

Director Sweeney introduced the item for discussion and possible action; to consider approving a waiver from Section 192-39 Submission and Review Procedure of the Subdivision and Land Development Ordinance for Wolfgang Facilities, LLC, located at 1250 Slate Hill Road. He explained that the applicant was seeking to add a roof over a breezeway between two existing buildings (approximately 756 sq. ft.) to accommodate additional equipment within an existing commercial facility. The Township's Subdivision and Land Development Ordinance (SALDO) contains no minimum square footage threshold for commercial additions, making even minor improvements subject to the full land development process. He noted this represents a de minimis change and that future SALDO amendments would establish clear square footage or percentage thresholds to avoid similar waivers in the future. Board members expressed agreement.

Commissioner **BROWN** motioned to approve the waiver as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

PUBLIC WORKS

Community Clean Water Action Plan Coordinator Countywide Action Plan Implementation Grant Agreement

Director Powell introduced the item for discussion and possible action, to accept the Community Clean Water Action Plan Coordinator ("CCWAPC")/Countywide Action Plan ("CAP") Implementation Grant Agreement awarding the amount of \$178,006.00 supporting the Westport Basin Retrofit Project.

Vice President Nagy congratulated staff for securing the award.

Commissioner **BROWN** motioned to accept the agreement as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

Payment for Vehicle Lift System

Director Powell introduced the item for discussion and possible action, to authorize payment to Steril-Koni, a Sourcewell vendor, in the amount of \$64,430.99 for the purchase of a vehicle lift system for the Fleet Maintenance Department. This was a 2026 budgeted item.

Commissioner **BROWN** motioned to authorize the payment as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

Payment for Dump Truck

Director Powell introduced the item for discussion and possible action, to authorize payment to L.B. Smith Ford Lincoln, Inc, a Costars vendor, in the amount of \$61,675.00 for the purchase of a small dump truck for the Public Works Department. This was a 2026 budgeted item. He noted this would be the first part of the purchase and later the truck will be sent for up-fitting.

Commissioner **BROWN** motioned to authorize the payment as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

Inlet/Post Puller Purchase

Director Powell introduced the item for discussion and possible action, to authorize the purchase of an inlet/post puller in the amount of \$14,897.45 from Stephenson Equipment Inc, a COSTARS vendor, for the truck purchased for the Environmental Department. He noted that the item was inadvertently omitted from the budget but would be paid entirely by the Stormwater Fund. He also confirmed that the Stormwater Authority had also approved of this expenditure at their last meeting. The equipment will be used almost exclusively for stormwater inlet maintenance by the Environmental Department with the option to swap attachments to snow removal equipment in emergency situations.

Vice President Nagy noted from personal experience serving with the Fire Department the value of inlet pullers, noting that manually extracting stormwater inlets could require a team of four (4) people along with mechanical hoisting equipment, whereas a designated inlet puller provides a significant saving in manpower and reduces the chance of physical injuries from lifting.

Commissioner **BROWN** motioned to authorize the payment as presented. Commissioner **MUTCHLER** seconded. The motion passed 5-0.

COMMISSIONERS REPORTS

President Caron expressed appreciation to Vice President Nagy for chairing the meeting, and for the opportunity to participate remotely.

Commissioner Swartz referenced a recent Zoning Steering Committee meeting, noting it was moving constructively. He also reported that spring sign-ups with the West Shore Recreation Board were underway. He expressed appreciation to fellow commissioners and staff for accommodations made for his remote participation as he and his wife have welcomed a baby.

Commissioner Mutchler announced the availability of residential garden plots at Yellow Breeches Park. Residents may check the Township website or call for details. She also announced the annual Easter Egg Hunt would take place at Lower Alen Community Park (LACP) on Saturday, March 28, 2026, beginning at 10:00 AM.

Commissioner Brown highlighted the Stormwater Fund balance of approximately \$4–5 million, crediting Township Manager Davis and Barbara Arnold for their success in securing grant funding and managing stormwater infrastructure investments. He noted that stormwater improvements in neighborhoods such as Highland Park have resolved long-standing basement flooding issues and praised the overall management of the stormwater program.

Vice President Nagy offered congratulations to Commissioner Swartz and his wife on the birth of their new baby.

NEXT MEETING

Vice President Nagy announced that the next meeting was scheduled for Monday, March 23, 2026, at 6:00 PM.

ADJOURNMENT

With no further business, the meeting was adjourned at 6:34 PM.