

MINUTES

DEVELOPMENT AUTHORITY

LOWER ALLEN TOWNSHIP

REGULAR MEETING

NOVEMBER 18, 2024

The following were in ATTENDANCE:

AUTHORITY MEMBERS

Max Stoner, Chairman
H. Edward Black, Vice Chairman
John Eby, Secretary
Salvatore Marone, Treasurer
Mark O'Shea, Member

TOWNSHIP PERSONNEL

Isaac Sweeney, CED Director
Steven Miner, Solicitor
Alycia Knoll, Finance Director
Nate Sterling, Administrative Secretary
(Acting Recording Secretary)

APPROVAL OF MINUTES OF OCTOBER 24, 2024

Mr. **EBY** made a motion to approve the minutes of the October 24, 2024 meeting. Mr. **BLACK** seconded the motion. Motion carried, 5-0. Prior to the motion, Mr. Eby noted he had clarified some language regarding the discussion on Walmart parking, and that change was reflected in the final draft version.

SOLICITOR'S REPORT:

Solicitor Miner had no report for the public session; but informed the Authority he wanted to contribute to Director Sweeney's discussion on the NPDES permit (agenda item 4c).

DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT REPORT:

- a) Financial Report – CED Director Sweeney and Finance Director Knoll.
 - A financial summary from January through October 2024 was presented to the Authority showing an original balance of approximately \$500,000 along with the transfer of \$1.5 million to an interest-bearing account in June. Director Knoll confirmed funds were moved into the Pennsylvania School District Liquid Asset Fund "PSDLAF" cash management program and currently bearing interest in the amount of 4.9%. The total balance was \$2.149 million. Director Sweeney suggested he provide financial updates quarterly and the Authority agreed. Mr. Eby noted there would be periodic transfers of funds to reimburse checks issued through the General Fund for Authority expenses such as legal fees, etc. Director Knoll clarified the reimbursement transfers happened each check run versus annually. With a satisfactory report and no more questions from the Authority, Director Knoll departed the meeting at 6:09 p.m. Director Sweeney expected to provide the next financial report in January 2025.
- b) Status of development projects in the Township - Director Sweeney.
 - Arcona Phase 9 plan for 16 single-family homes was going before the Planning Commission along with the Walmart expansion, Sheetz, and the 4107 Rosemont Ave plans.
 - The remaining plans shown on the list were on hold awaiting permits and variances.
 - Director Sweeney and Mr. Eby briefly discussed the Walmart special exception for parking with the Director noting that the Walmart information shown on the Status Report had not been updated. There would be no issue with the quantity of parking spaces needed for the expansion project.
 - Director Sweeney indicated 4107 Rosemont Ave was a deed of consolidation to add a garage on a residential property. Solicitor Miner spoke briefly on the matter and the process with the County.
 - Mr. Eby inquired about the Nailor Drive property and Director Sweeney provided an update regarding the status the proposed plan, the old and new variance, and appeals.

- c) Lower Allen Commons NPDES permit update - Director Sweeney
- Mountz Jewelers would be taking ownership of the permit, but due to issues with PennDOT the NPDES permit was renewed by the Authority prior to the December 7, 2024 deadline. The related stormwater basin is not on Lower Allen Commons property, it's on an easement on PennDOT's property, and an Operation and Maintenance Agreement was never in place. PennDOT needs to sign off on the PCSM instrument which declares who will operate and maintain the facility. PennDOT is also requiring an independent O&M agreement. Director Sweeney has a contact at PennDOT familiar with the project who will assist in getting the projects through PennDOT for legal review. Director Sweeney summarized the remaining steps including Solicitor Miner's review, and a list of other items which would realistically take a few months to complete. Solicitor Miner commented briefly on the history including how certain records maintained by the Authority and PennDOT District 8 were instrumental in starting to clear things up. Director Sweeney clarified that the renewal was important, but Mountz was not planning on starting the project any time soon, so the exposure to the Authority should not be a concern. Director Sweeney will be following up with PennDOT consistently in the new year to keep things moving.
- d) Approval of 2025 Development Authority Meeting dates
- Director Sweeney noted the 2025 proposed meeting dates would follow the normal third Monday of the month at 6:00 pattern, except the February meeting, which would need to be moved to Wednesday, February 19th due to Presidents Day on Monday and the Planning Commission meeting on Tuesday. There was consensus to accept the 2025 meeting dates, which would subsequently be publicly advertised when the Township advertised the complete listing of 2025 meetings.

Mr. Eby asked about planning for the next filing of the 990 Tax Return due in the spring. Mr. Sweeney believed this would be taken care of as part of the main Township audit.

PUBLIC COMMENT

Chairman Stoner noted there was no one present from the public in attendance.

RECESS TO EXECUTIVE SESSION:

The Regular Meeting of the Development Authority recessed into Executive Session to discuss a real estate matter at 6:27 p.m.

RECONVENE REGULAR MEETING

The Regular Meeting of the Development Authority reconvened at 7:11 p.m. No action was taken.

NEXT MEETING OF THE DEVELOPMENT AUTHORITY

Chairman Stoner announced the next Development Authority meeting was scheduled for Monday, December 16, 2024 at 6:00 p.m.

ADJOURNMENT

Mr. **EBY** made a motion to adjourn. Mr. **MARONE** seconded the motion. Motion carried, 5-0. Meeting adjourned at approximately 7:13 p.m.