

## MINUTES

**DEVELOPMENT AUTHORITY**

**REGULAR MEETING**

**LOWER ALLEN TOWNSHIP**

**November 17, 2025**

The following were in ATTENDANCE:

**AUTHORITY MEMBERS**

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

**TOWNSHIP PERSONNEL**

Isaac Sweeney, P.E., CED Director  
Alycia Knoll, Finance Director  
Steven Miner, Authority Solicitor

Max Stoner, Chairman, called the meeting of the Lower Allen Township Development Authority to order at 6:00 PM. Proof of publication is available.

**ADD ITEMS TO AGENDA**

Mr. EBY made a motion to add two items to the agenda: (1) the quarterly financial report from the Finance Director and (2) the discussion of Form 990. Mr. MARONE seconded the motion. Motion carried, 5-0

**APPROVAL OF MEETING MINUTES**

Mr. EBY made a motion to approve the minutes of September 15, 2025, with one correction to a township personnel title. Mr. MARONE seconded the motion. Motion carried, 5-0.

**SOLICITOR'S REPORT**

Solicitor Miner stated he has nothing to report.

**FINANCE DIRECTOR'S REPORT**

Director Knoll discussed Form 990 and presented the quarterly Finance Report for the Development Authority stating the following:

- Director Knoll explained that since the Development Authority is categorized as a 501(c)(3) organization, Form 990 must be filed each year. The forms for 2023 and 2024 are going to be filed.
- Director Knoll presented the Financial Report for July, August, and September.
- Questions from the Board:
  - Secretary Eby asked for clarification on the form filings.
    - Director Knoll clarified that there are two separate filings for the years 2023 and 2024. She assured that this will bring everything back on schedule and that the 2025 form will be filed at the beginning of 2026.

**DIRECTOR OF COMMUNITY AND ECONOMIC DEVELOPMENT REPORT**

- Status of development projects in the Township
  - Director Sweeney reviewed the following:

- Liberty Forge submitted a revised plan and received review from the Township Engineer. They will be going before the Planning Commission at the November 18<sup>th</sup> meeting for possible approval or recommendation.
- Allen Middle School submitted a revised plan and received review from the Township Engineer. They will be going before the Planning Commission at the November 18<sup>th</sup> meeting for possible approval or recommendation.
- Staff have received a subdivision plan submission for 960 Century Drive to subdivide the lot into two separate lots.
- There was a brief discussion on the beginning of construction for Cedar Run Business Park.
- There was a brief discussion on the Dairy Farmers of America parcels. They approached the Township to vacate a portion of the public street; the Township obliged and had a hearing. This will give them enough land to extend their parking area.
- Secretary Eby mentioned that the Hempt Brothers parcels still have not transferred over to New Enterprise in the Cumberland County property filings.

#### **PUBLIC COMMENT**

Commissioner-Elect Amanda Mutchler introduced herself; Authority members welcomed her and gave her congratulations.

#### **RECESS TO EXECUTIVE SESSION**

The Regular Meeting of the Development Authority recessed into Executive Session to discuss real estate matters at 6:25 PM.

#### **RECONVENE REGULAR MEETING**

The Regular Meeting of the Development Authority reconvened at 7:00 PM.

#### **NEXT DEVELOPMENT AUTHORITY MEETING**

The next meeting of the Development Authority is scheduled for Monday, December 15, 2025, at 6:00 PM unless no discussion is needed.

It was decided to cancel the December meeting and meet again on Monday, January 19, 2026.

#### **ADJOURNMENT**

Mr. EBY made a motion to adjourn. Mr. MARONE seconded the motion. Motion carried, 5-0. Meeting adjourned at 7:04 PM.