

MINUTES

STORMWATER AUTHORITY
REGULAR MEETING

LOWER ALLEN TOWNSHIP
DECEMBER 4, 2025

The following were in ATTENDANCE:

BOARD MEMBERS

Timothy Johnson, Chair
Alison J. Shuler, Vice Chair
Lloyd Bucher, Secretary
Robert Edwards, Assistant Treasurer

TOWNSHIP PERSONNEL

Barbara Arnold, Environmental Programs Manager
Steven P. Miner, LATSA Solicitor
Alycia Knoll, Finance Director
Renee' Greenawalt, Recording Secretary

OTHER

Commissioner Charles Brown

CALL TO ORDER

Chair Johnson called December 4, 2025, Regular Meeting of the Lower Allen Township Stormwater Authority to order at 7:53 PM. He announced the meeting had been duly advertised for publication and noted that Mr. Schin was absent with excuse.

APPROVAL OF MEETING MINUTES

Ms. SHULER moved to approve the minutes of November 6, 2025, Regular Meeting. Mr. EDWARDS seconded the motion, which passed 4-0.

AUDIENCE PARTICIPATION

There was none.

SOLICITOR REPORT

Mr. Miner again reported that there had been no activity on the West Chester Borough case since 10/25/24.

TREASURERS REPORT

Assistant Treasurer, Mr. Edwards provided the report, and announced that the total cash balance, as of November 30, 2025, is \$4,585,312, an increase of \$94,902 since the November 6, 2025 meeting.

Below is a summary report of Stormwater billing accounts deemed "Uncollectable" with total balances through 12/1/2025. These balances include past due principal amounts plus penalties through the last billing period (2025-Q4).

Delinquent accounts

Property Owner	Accts	Balance
Commonwealth of PA	8	\$15,951
PennDOT	4	\$1,671,335
PA Turnpike	3	\$203,925
PA Industrial School (SCI/Prison)	1	\$598,491
TOTALS	16	\$2,489,702

Mr. EDWARDS motioned approving the Treasurer's Report as presented.

Ms. Shuler asked whether Norfolk Southern should continue to be identified in the listing of delinquent accounts. Ms. Arnold acknowledged receiving payments and noted the account would be removed from the list starting in 2026.

Ms. **SHULER** seconded the motion to approve the Treasurer's Report. The motion passed 4-0.

ENVIRONMENTAL PROGRAMS REPORT:

Credit and Appeals Monthly Report

Ms. Arnold presented the report on credits and appeals, noting that there were no new credits or appeals.

Nominations and Appointments for 2026

Ms. Arnold introduced the item for discussion and possible action, noting the need to consider nominations and approval of appointments.

Ms. Shuler presented the recommendation of the nominating committee to retain the current slate of officers and appointments to the Lower Allen Township Stormwater Authority for 2026.

Chairman, Timothy Johnson

Vice Chairman, Alison Shuler

Treasurer, Richard Schin

Assistant Treasurer, Robert Edwards

Secretary, Lloyd Bucher

Solicitor, Steven P. Miner, Esq., Caldwell & Kearns

Recording Secretary, Reneé Greenawalt

Ms. **SHULER** motioned to close nominations, seconded by Mr. **EDWARDS** and passed 4-0.

Ms. **SHULER** motioned to approve the slate as presented, seconded by Mr. **EDWARDS** and passed 4-0.

2025 Infrastructure and Paving Project Pay Estimate

Ms. Arnold introduced the item for discussion and possible action, to approve the recommendation for payment of Estimate No. 2 for the 2025 Infrastructure and Paving Project. She noted that the project was awarded to Kinsley Construction, LLC in the amount of \$987,900.00. The estimate represents the work performed, inspected, and approved by the Township to date. The amount to be funded by the Stormwater Fund is \$300,381.76.

Mr. **BUCHER** motioned to approve the payment as presented, seconded by Ms. **SHULER**. The motion passed 4-0.

UNFINISHED BUSINESS

Update: Stormwater Collections

Director Knoll provided an update from Portnoff regarding the uncollected principle and fees related to the delinquent stormwater accounts. She referenced the report included in the meeting materials and noted that to date, Portnoff had given no indication of returning the accounts to the Township but had the prerogative to do so in the future. She noted that the Township would be responsible for paying the fees which would be a percentage of the total, estimated to be no more than \$53,372. She asked the Authority to consider authorizing payment of the fees in the case that Portnoff requests future payment and explained that the amount would be liened to the properties for future collection. She also noted that the new collection company, Commercial Acceptance, would not charge additional fees to give back the debt after 12-18 months. Payment of the fees is not an expense that was included in the 2026 budget. If it comes to pass, which might not be until 2027, the amount paid will show as a reduction of the revenues. Authority members expressed consensus to show the potential outstanding debt in some way for the budget. The noted appreciation for the issue being brought to their attention and agreed to discuss it further during the next budget season.

Any other Business Pertinent to the Authority

Ms. Arnold referenced a map that was provided to show the location of all PRP projects within the Township. She also indicated that the Township's new website contained information about the road rating program which provides guidance on prioritization for paving and infrastructure projects.

ADJOURNMENT

With no other business pertinent to the Authority, the Regular Meeting of the Stormwater Authority adjourned at 8:21 PM.