

**UPPER ALLEN TOWNSHIP  
BOARD OF COMMISSIONERS MEETING 1 – 6:30 P.M.  
January 17, 2024**

CALL TO ORDER

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

PRESIDENT’S ANNOUNCEMENTS

CONSIDERATION/APPROVAL OF MINUTES OF BOARD OF COMMISSIONERS MEETINGS – December 20, 2024

PRESIDENT’S RECOGNITION OF VISITORS

1. CONSENT AGENDA

a. Consideration/Approval of Staff Reports:

- (1) Manager’s Consolidated Staff Report
- (2) Fire Department Report
- (3) Police Department
- (4) EMS Report
- (5) Solicitor
- (6) Recreation Department
- (7) Engineer’s Report

b. Consideration/Approval of Bills in the Amount of \$1,316,998.93

2. PUBLIC SAFETY COMMITTEE – PARSONS/SHUMBERGER  
(BOC Liaison: Ken Martin)

a. Approval of College Course Work for Detective/Sergeant Trent Mellott

b. Overview of Police Department by Chief Parsons and Lt. Barnes

c. Authorization to Provide Funding to Fire Company for the Purchase of Replacement Air Packs

3. PLANNING AND ZONING COMMITTEE – BOYER  
(BOC Liaison: Ginnie Anderson)

a. Consideration/Action to Waive Required Administration Fees for Banzhoff Tract Escrow, UAT File # 12-12-03B.

- b. Consideration/Action of Preliminary/Final Subdivision Plan of Banzhoff Tract, Lots 2A, 5C, and 6D, UAT File # 23-10-02.
- 4. PUBLIC IMPROVEMENTS COMMITTEE – FRASER/BOYER  
(BOC Liaisons: Rick Castranio and Ken Martin)
- 5. SANITARY SEWER SYSTEM - CUPP
- 6. ADMINISTRATION COMMITTEE – FRASER  
(BOC Liaison: Ken Martin)
  - a. Budget
  - b. Appointment to Stormwater
  - c. Review and Authorize to Award Contract for the Installation of Board Room Video Streaming
  - d. Approval of a Resolution Establishing Revised Purchasing Guidelines and Authorization Requirements.
  - e. Request by Mr. and Mrs. Taylor for Return of Escrow Related Work Completed at 1340 East Lisburn Road and Lot 5 on McCormick Road
- 7. PARK AND RECREATION COMMITTEE – FRASER  
(BOC Liaison: Rick Castranio)
- 8. MISCELLANEOUS
  - a. Solicitor Update
  - b. Tax Collection Committee (TCC) Update
  - c. Capital Region COG Update
  - d. Municipal Advisory Board (MAB) Update
  - e. Pennsylvania State Association of Township Commissioners (PSATC) Update

PUBLIC COMMENT  
 EXECUTIVE SESSION  
 NEXT ORDINANCE:  
 NEXT RESOLUTION:

Upcoming Public Meetings:

|                          |         |  |
|--------------------------|---------|--|
| Administrative Committee | 8:00 am | February 12, March 11, April 8, May 13, June 10, July 8, August 12, September 10, October 8, November 4, December 10 |
|--------------------------|---------|--|

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|---|---------|---|
| <b>BOC 1</b>  | 6:30 pm | February 7, March 6, April 3, May 1, June 5, July 3, August 7, September 4, October 2, November 6, December 4   |
| <b>BOC 2</b>  | 6:30 pm | February 21, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18  |
| <b>Budget</b>   |         | September 18 (5:00 pm), October 1 (2:30 pm – 5:30 pm), October 7 (2:30 pm – 5:30 pm), October 9 (2:30 pm – 5:30 pm), October 15 (5:00 pm), October 22 (2:30 pm – 5:30 pm, November 6 (5:00 pm), November 13 (2:30 pm – 5:30 pm) |
| <b>Historical Architectural Review Board</b>  | 7:00 pm | February 20, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19, December 17  |
| <b>Park &amp; Rec Board</b>   | 6:30 pm | January 24, February 28, March 27, April 24, May 22, June 26, July 24, August 28, September 25, October 23, November 26, December 23  |
| <b>Pension</b>  | 7:30 am | February 12, May 13, August 12, November 4  |
| <b>Planning Commissioner</b>  | 7:00 pm | January 29, February 26, March 25, April 29, May 20, June 24, July 29, August 26, September 30, October 28, November 25, December 30  |
| <b>Public Improvement Committee Directly Followed by Stormwater Improvement Committee</b> | 8:00 am | February 20, March 19, April 16, May 21, June 18, July 16, August 20, September 17, October 15, November 19, December 17  |
| <b>Public Safety</b>  | 6:30 pm | April 10, August 14, December 11  |
| <b>Sewer Advisory Board</b>   | 6:30 pm | January 25, February 22, March 21, April 25, May 23, June 27, July 25, August 22, September 26, October 24, November 21, December 19  |
| <b>Stormwater Authority</b>   | 6:00 pm | February 21, March 20, April 17, May 15, June 19, July 17, August 21, September 18, October 16, November 20, December 18  |
| <b>Zoning Hearing Board</b>   | 6:00 pm | February 8, March 14, April 11, May 9, June 13, July 11, August 8, September 12, October 10, November 14, December 12   |
| <b>Zoning Map Amendment Request Messiah University Hearing</b>                            | 6:00 pm | February 7  |