

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING**

**TUESDAY, APRIL 25, 2017**

**SUPERVISORS PRESENT:**

Stephen Paccione, Chairman  
Kathleen Hunsicker, Vice-Chair  
Edward J. Brandt  
Dr. J. Richard Booth

**ABSENT:**

Mark Grey

**STAFF:**

Craig McAnally, Township Manager  
Jamie Worman, Assistant Township Manager  
Carole Culbreth, Assistant Secretary  
Michael Savona, Esq., Solicitor  
Ken Amey, Zoning Officer  
Paul Kenny, Chief-of-Police  
Michael DeStefano, Public Works Director

**Call to Order and Pledge of Allegiance**

The Chairman called the meeting to order at 7:30 p.m. in the Lower Gwynedd Township Municipal Building and led those in attendance in the pledge of allegiance. The Chairman stated the Board of Supervisors met in an Executive Session before the meeting on a personnel matter.

**BUSINESS & FINANCIAL**

**Receipt of Meeting Minutes: March 28, 2017**

The Board of Supervisors received the minutes of the March 28, 2017 Regular Meeting. The Chairman asked if there were any questions or corrections on the above minutes. Ms. Hunsicker asked for the March 28, 2017 Meeting Minutes to be corrected as follows: replace the final motion *Ms. Hunsicker made a motion, seconded by Mr. Brandt to direct the Township Solicitor to draw-up the guidelines for the Pike Fest vendor selection which will meet the criteria of the 1<sup>st</sup> amendment* on page three with her original motion on page two *Ms. Hunsicker made a motion seconded by Mr. Brandt furthering the selection process to be included on the vendor application stating the current criteria used for selecting vendors which allows for the inclusion of outside vendors so long as they are not in direct competition with a Lower Gwynedd Business along the Pike.* Ms. Hunsicker made a motion, seconded by Mr. Brandt to amend the minutes as stated above and approve as corrected. The motion carried 4 - 0.

**Receipt of Invoice History by General Ledger Account for February, 2017**

The Board of Supervisors received the Invoice History for the months of February, 2017 in the amount of \$271,295.93. The Chairman asked if there were any questions or comments. There were none. Ms. Hunsicker made a motion, seconded by Dr. Booth to approve the Invoice History by General Ledger Account for February, 2017 in the amount of \$271,295.93. The motion carried 4 - 0.

**Receipt of Invoice History by General Ledger Account for March, 2017**

The Board of Supervisors received the Invoice History for the month of March, 2017 in the amount of \$732,332.40. The Chairman asked if there were any questions or comments. There were none. Dr. Booth made a motion, seconded by Ms. Hunsicker to approve the Invoice History by General Ledger Account for March, 2017 in the amount of \$732,332.40. The motion carried 4 - 0.

**YTD Budget Report for March, 2017 and Balance Sheet for March, 2017**

The Board of Supervisors received the YTD Budget Report for March, 2017 and Balance Sheet for March, 2017. The Chairman asked if there were any questions or comments. There were none. Ms. Hunsicker made a motion, seconded by Dr. Booth to accept the YTD Budget Report for March, 2017 and Balance Sheet for March 2017. The motion carried 4 - 0.

**PUBLIC COMMENTS**

The Chairman opened the meeting for public comment for items not on the agenda.

Mike Farnell, 802 Springwood Lane, questioned why the Township bought the Texaco Station and why the overlay district was expanded. Mr. Paccione stated for years the Texaco Station was looked at by developers and turned away because of the struggle with traffic. He stated the best interest was for the Township to purchase and use for open space. Mr. Farnell stated he was happy to see it would be used for the public good. Mr. Paccione stated the overlay district is being expanded because of the positive redevelopment of Bergeys and the Abington Medical Center. Mr. Farnell asked that the building envelope be expanded in the overlay district because there was a parking issue at the Animal Hospital and customers ended up parking in his development. Mr. Paccione thanked Mr. Farnell for coming out tonight.

There were no further public comments.

**BUILDING AND ZONING**

**Resolution No. 2017 - 13: Prak - 513 Penllyn Pike 3 Lot Subdivision**

Mr. Amey stated the Prak 3 Lot Subdivision was recommended by the Lower Gwynedd Planning Commission; the Montgomery County Planning Commission and Gilmore & Associates. Mr. Brandt asked why Prak did not have any representation tonight. Mr. Amey stated there were no outstanding issues. Mr. Brandt questioned the ingress/egress. Mr. Amey answered there is one new entrance. Mr. Brandt stated he was

concerned with the safety of the new entrance on Penllyn/Blue Bell Pike. Mr. Amey stated a joint meeting was held with the Township Engineer and the Lower Gwynedd Police Department and the consensus is that the driveway is safe. Dr. Booth made a motion, seconded by Ms. Hunsicker to adopt Resolution No. 2017 - 13: Prak - 513 Penllyn Pike 3 Lot Subdivision. The motion carried 4 - 0.

**Authorize Advertisement of the Conditional Use: Township Electronic Sign**

Mr. McAnally stated the Township is requesting authorization from the Board to advertise the Conditional Use for the Township's Electronic Sign. Ms. Hunsicker made a motion, seconded by Dr. Booth to Authorize Advertisement of the Conditional Use for the Township Electronic Sign. The motion carried 4 - 0.

**Authorize Advertisement of the New Stormwater Ordinance**

Mr. McAnally stated Gilmore & Associates is working on the new Stormwater Ordinance. He asked for authorization to advertise from the Board. Ms. Hunsicker made a motion, seconded by Dr. Booth to authorize advertisement of the new Stormwater Ordinance. The motion carried 4 - 0.

**OTHER BUSINESS**

**Resolution No. 2017 - 14: "Revised" Fee Schedule**

Ms. Worman stated she received a few fee schedule changes and made the adjustments. She stated the Resolution is the same as the Resolution adopted on April 12, 2017. Dr. Booth asked for an explanation of General fees such as banners. Ms. Worman stated General fees is a catch all category and banners fall under that section of the fee schedule. Mr. Brandt asked if you have a group of buildings or apartments do you get a permit per roof. Ms. Worman stated per building. Mr. Brandt asked about the \$150 fee for fireworks. Ms. Worman stated it was always charged just not listed previously. Ms. Hunsicker made a motion, seconded by Dr. Booth to adopt Resolution No. 2017 - 14: Revised Fee Schedule. The motion carried 4 - 0.

**Addendum Language to Wells Fargo Lease Agreement at 1140 N. Bethlehem Pike**

Mr. Savona stated the Township received a request from Wells Fargo to add language to the lease. He stated it is now a Federal requirement to file a resolution plan with federal regulators to ensure the orderly resolution of the company's assets in case of material financial distress or failure and the continuing right to use the Premises during an insolvency related event. Ms. Hunsicker made a motion, seconded by Mr. Brandt to approve the addendum language to the Wells Fargo Lease Agreement at 1140 N. Bethlehem Pike. The motion carried 4 - 0.

**Sewer System Phase I Assessment: PFM Financial Advisors, LLC**

Mr. McAnally requested approval of the Sewer System Phase I Assessment from PFM Financial Advisors, LLC in the amount of \$10,000. Dr. Booth made a motion, seconded by Ms. Hunsicker to approve the proposal from PFM Financial Advisors for the Sewer System Phase I Assessment in the amount of \$10,000. The motion carried 4 - 0.

**Sewer Billing Clerk - Outsource Billing and Collection along with a Data Conversion Software to Bucks County Water & Sewer**

Mr. McAnally stated the Sewer Billing Clerk is retiring on May 5, 2017. He stated a solution to her replacement is to outsource the sewer billing. Mr. McAnally stated Bucks County Water & Sewer had the lowest cost for outsourcing the billing and collection data at \$18,481 for processing. He stated the Data Conversion Software has a one-time fee of \$40,500. He noted the Township will own the software. Dr. Booth made a motion, seconded by Mr. Brandt to approve the outsource billing and collection along with a Data Conversion Software to Bucks County Water & Sewer. The motion carried 4 - 0.

**Authorize Advertisement to Update Forrest Manor Pump Station Upgrade**

Mr. DeStefano asked permission for ATC Associates to advertise and receive bids through Penn Bid for this much needed upgrade. Mr. Brandt asked if we own the pump station. Mr. DeStefano answered yes. Mr. McAnally stated this is for authorization to advertise. Mr. Brandt made a motion, seconded by Dr. Booth to authorize advertisement to update Forrest Manor Pump Station. The motion carried 4 - 0.

**Authorize Advertisement of Surplus Equipment**

Mr. McAnally stated the Public Works Department asks for permission to advertise and receive bids to dispose of the items listed below through Municibid.

- Powerware 15 KVA UPS Unit
- 1999 Beck 10,000 GVW Skid Steer Trailer
- 1995 COATES 5050E Tire Mounting Machine
- 1995 COATES 700 Direct Drive Tire Spin Balancer
- 3) Five Drawer Flat File Storage Cabinets

Dr. Booth made a motion, seconded by Mr. Brandt to authorize advertisement of the Surplus Equipment above. The motion carried 4 - 0.

**Proclamation: Paul Carson McKensie**

Mr. McAnally stated Paul Carson McKensie received his Eagle Scout Badge on April 23, 2017 by organizing the planting of sixty native trees and plants at the Byrne Family Preserve. He asked the Board to approve the proclamation, and we will try to recognize him at a May Board meeting. Dr. Booth made a motion, seconded by Ms. Hunsicker to approve the proclamation for Paul Carson McKensie. The motion carried 4 - 0.

**MANAGER'S REPORT**

Mr. McAnally stated staff will attend a luncheon tomorrow in observance of Administrative Professionals Day at Old York Road Country Club.

### **SUPERVISORS/STAFF COMMENTS**

Mr. Brandt was happy to say three of the five supervisors attended the PSATS Convention in Hershey. He stated the classes provided are beneficial to the Township.

Ms. Hunsicker stated the PSATS Convention was a worthwhile endeavor.

Dr. Booth dittoed the above comments. He attended the EMS course and the Township Checklist course.

Mr. Paccione stated Bethlehem Pike is being milled and repaved from 7 p.m. to 5 a.m. He noted the milling and repaving will include from Rt. 309 to Pennsylvania Avenue, Ft. Washington.

Mr. Paccione stated the new Starbucks is now open; CVS will open in June and then Arpeggios will follow.

Ms. Hunsicker stated Little League Opening Day is Saturday, April 29<sup>th</sup> at 9:00 a.m.

There being no further questions or comments, the meeting was adjourned at 8:10 p.m. until the next Regular Meeting scheduled on May 11, 2017 at the Lower Gwynedd Township Building.

Respectfully submitted,

Carole Culbreth  
Assistant Secretary