

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, FEBRUARY 12, 2019**

**SUPERVISORS PRESENT:**

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

**STAFF:**

Craig T. McAnally, Township Manager  
 Jamie Worman, Assistant Township Manager  
 Carole Culbreth, Assistant Secretary  
 James J. Garrity, Esq., Solicitor  
 Paul Kenny, Police Chief  
 Michael DeStefano, Public Works Director

**Call to Order and Pledge of Allegiance**

The Chair called the meeting to order at 7:05 p.m. in the Lower Gwynedd Township Municipal Building and led those in attendance in the pledge of allegiance. The Chair stated the Board of Supervisors met in an Executive Session before the meeting on a litigation matter.

**BUSINESS & FINANCE**

**Receipt of Meeting Minutes:**      **January 7, 2019  
January 22, 2019**

The Board of Supervisors received the January 7, 2019 Organization meeting minutes and the January 22, 2019 meeting minutes. Mr. Paccione made a motion, seconded by Mr. Brandt to approve the January 7, 2019 Organization meeting minutes and the January 22, 2019 meeting minutes. The motion carried 5 – 0.

**PUBLIC COMMENTS**

The Chairman opened the meeting for public comment for items not on the agenda. There were no public comments.

**OTHER BUSINESS**

**Public Works Vacancy**

Mr. DeStefano stated a vacant laborer position has been open since the resignation of Chris Kalb. He stated the Public Works Subcommittee (Dr. Booth and Mr. Brandt) along with the Public Works Director, Assistant Township Manager, and Manager interviewed Stephen Welsh for the vacant laborer position. He stated he is a resident of Lower Gwynedd Township and has experience in landscaping, snow plowing and equipment operation. Dr. Booth stated he is very capable to fill the position. Mr. Brandt stated he has good grades and is a member of the Wissahickon Fire Company. Mr. Brandt made a motion, seconded by Dr. Booth to offer Stephen Welsh the vacant laborer position in the Public Works Department. The motion carried 5 – 0.

**Replacement of Public Works Vehicles**

Mr. DeStefano stated the 2019 capital budget allocated \$140,000 for the replacement of two Public Works Vehicles. He stated the public works department requests permission to replace a 2006 GMC 2500 diesel with over 125,000 miles and a 2009 GMC 2500 with 98,000 miles. Mr. DeStefano stated the vehicles will be replaced with a 2019 Ford F550 small dump truck, with plow, salt spreader and DOT lighting, and a 2019 Ford F250 with snow plow and DOT lighting. He stated there is a 16 to 18 week lead time by the manufacturer. Mr. Grey asked if the vehicles will be purchased through Co-Stars. Mr. DeStefano replied yes through Whitmoyer Auto Group with a combined cost of \$139,040. Mr. DeStefano also requested authorization to advertise and sell both the 2006 and 2009 GMC Trucks through Municibid. Mr. Brandt made a motion, seconded by Mr. Grey to approve the purchase of a 2019 Ford F550 small dump truck, with plow, salt spreader and DOT lighting, and a 2019 Ford F250 with snow plow and DOT lighting from Whitmoyer Auto Group and upfitting completed by Lancaster Truck Bodies through Co-Stars with a combined total cost of \$139,040 as stated above, and authorize advertisement to sell both the 2006 and 2009 GMC Trucks through Municibid. The motion carried 5 - 0.

**Penllyn Park Wooden Guide Rail**

Ms. Hunsicker stated the 2019 capital budget allocated \$35,540.00 for the contracted replacement of the wooden guide rail at the entrance to Penllyn Woods at Township Line Road and the emergency access road to Trewellyn Avenue. She stated that after further research the public works department was able to locate the heavy timbers needed and hardware to complete the project by staff with an estimated cost of \$8,263.33 from Tague Lumber. Mr. Grey asked how many feet will be replaced. Mr. DeStefano stated 160 feet of guide rail. Dr. Booth made a motion, seconded by Mr. Grey to approve the total cost of \$8,263.33 from Tague Lumber (\$7,576.32) and Fastenal (\$687.01). The motion carried 5 - 0. Mr. Garrity asked the record to reflect that his firm, Wisler Pearlstine, represents Tague Lumber.

**Manager's Office Heat Pump**

Mr. DeStefano stated heat pump in the Manager's Office has been plagued with problems and many repairs. He stated the unit is experiencing a problem with the internal coil and due to the location in the ceiling there is a significant amount of labor involved without any guarantee. He stated Remco recommended replacing the unit with a new unit. Mr. DeStefano stated he received proposals from Tustin Mechanical Services and Remco Inc. He recommends we accept the lowest proposal submitted by Remco Incorporated in the amount of \$5,329.00 to replace this unit. Mr. Brandt asked if there is a warranty. Mr. DeStefano replied one year. Mr. Brandt asked if there is a maintenance contract. Mr. DeStefano replied yes twice a year. Dr. Booth made a motion, seconded by Mr. Brandt to approve the low proposal from Remco Inc. in the amount of \$5,329.00 to replace the Manager's Heat Pump. The motion carried 5 - 0.

**Replacement of Landscape Utility Trailer**

Mr. DeStefano stated the 2019 budget allocated \$5,500.00 to replace the Public Works Department twenty-five year old landscape utility trailer. He stated it is rotted and needs significant repair; and we will upgrade to a heavy duty multi-purpose trailer. Mr. Grey asked how many utility trailers have been replaced. Mr. DeStefano stated one was totaled; and we use three or four trailers at a time. Mr. DeStefano asked permission to replace this trailer with a 15,000LB GVW Heavy Duty Landscape/Equipment Trailer at a delivered cost of \$5,505.00 and if approved place the current trailer on Municibid to be auctioned off. Mr. Brandt made a motion, seconded by Mr. Grey to approve the purchase of the 15,000LB GVW Heavy Duty Landscape/Equipment Trailer at a delivered cost of \$5,505.00 and place on Municibid to be auctioned. The motion carried 5 – 0.

**Resolution No. 2019 – 06 Regional Streetlight Design and Project Management**

Mr. DeStefano stated in 2018 the Delaware Valley Planning Commission along with Keystone Lighting Solutions completed the first phase a free energy audit of the Township’s 128 light fixtures. He stated the purpose of the audit was to identify the energy savings if the Township upgrades to LED technology. He stated we are now in the second phase which would inventory and map out the physical location of the lights that could be overlaid into our GIS system. Mr. Grey asked if the data was free. Mr. McAnally stated Keystone Lighting Solutions will format the mapping and inventory of the street lights. Mr. DeStefano stated the cost for phase two is \$2,419.00 to complete the work of the Township’s estimated 128 light fixtures. He stated in order to move forward the Township needs to adopt Resolution No. 2019 -06 Regional Streetlight Design and Project Management Program and enter an agreement with Keystone Lighting Solutions to complete this work. Mr. Paccione made a motion, seconded by Mr. Grey to adopt Resolution No. 2019 – 06 Regional Streetlight Design and Project Management and enter an agreement with Keystone Lighting Solutions in the amount of \$2,419.00. The motion carried 5 – 0.

**Authorization to Advertise Bids for 2019 LGT Concrete Program and 2019 LGT Milling and Paving Program**

Mr. DeStefano asked for authorization to advertise bids for the 2019 LGT Concrete Program and 2019 LGT Milling and Paving Program. Mr. Paccione made a motion, seconded by Mr. Grey to authorize advertisement of the 2019 LGT Concrete Program and 2019 LGT Milling and Paving Program. The motion carried 5 – 0.

**Police Chevrolet Tahoe Vehicles**

Chief Kenny asked the Board to approve the purchase of two new vehicles for the police fleet. He stated they would be replacement vehicles not additional vehicles. He stated the equipment in the 2015 Tahoes is non-transferable. He stated the total price for the two Chevrolet Tahoe vehicles purchased from Co-Stars and upfitted with new equipment will amount to \$120,810. Mr. Paccione made a motion, seconded by Dr. Booth to purchase the two 2019 Tahoe vehicles upfitted with the new equipment in the amount to \$120,810. The motion carried 5 – 0.

**MANAGER'S REPORT**

Report from the Manager – Municipal activities, projects

Mr. McAnally stated Township Offices are closed in observance of the President's Day holiday.

There being no further questions or comments, the meeting was adjourned at 7:35 p.m. until the next Regular Meeting scheduled on February 26, 2019 at the Lower Gwynedd Township Building.

Respectfully submitted,

Carole Culbreth  
Assistant Secretary