

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, APRIL 9, 2024**

**SUPERVISORS PRESENT:**

Danielle A. Duckett, Chairman  
Michael Twersky, Vice Chair  
Janine Martin  
Tessie McNeely- absent  
Jimmy Chong

**STAFF:**

Mimi Gleason, Township Manager  
Jamie Worman, Assistant Township Manager  
Michelle Farzetta, Office Manager  
Neil Stein, Esq., Solicitor  
Paul Kenny, Police Chief  
Jim Hersh, Gilmore Associates Township Engineer  
Chad Dixon, Bowman Traffic Engineer  
Fred Zollers, Director Public Works  
Melinda Haldeman, Finance Director

**Call to Order and Pledge of Allegiance**

The Chair called the hybrid meeting to order at 7:04pm at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

**ANNOUNCEMENTS AND PRESENTATIONS**

The Board of Supervisors (BOS) met in executive session prior to tonight's meeting to discuss matters of litigation and real estate.

**Swearing in of Officer Robert King**

Chief Kenny said a few words about Robert King and then he was sworn in by Judge Patricia Zaffarano.

**Recognize the retirement of Sergeant Mike Rogge**

Chief Kenny spoke about Sergeant Rogge's 33 years on the Lower Gwynedd Police Force. Chief Kenny told stories and spoke about Sgt. Rogge's incredible work ethic and dedication. Ms. Duckett also spoke about Sgt. Rogge and presented him with citations from Senator Collett's office, Representative Hanbidge's office, as well as Lower Gwynedd Township. Sgt. Rogge then spoke about his time with the Township and thanked everyone for their support over the years.

**PUBLIC COMMENT**

There were no comments from the public.

## GENERAL BUSINESS

**Approval of Letter of Intent for regional fire study by PA Department of Community Development**  
Upper Gwynedd Township, Lower Gwynedd Township, Ambler Borough, and North Wales Borough are seeking authorization from each of their boards to submit a Letter of Intent to the Governor's Center for Local Government Services in the PA Department of Community and Economic Development (DCED) to conduct a fire study. The purpose of this study is to optimize resources by working together to maximize the efficiency and effectiveness of the fire protection services. The study will analyze the duplication of services and purchase of essential apparatus to sustain fire protection across the communities. The study will focus on current operational practices, infrastructure, facilities, equipment, and options for collaboration across the participating jurisdictions. The goal would be to provide the four municipalities with ideas and direction what allows for a more collaborative approach to fire service, potential shared resources, and a shared vision. Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the Letter of Intent for the regional fire study. Motion passed 4-0.

**Resolution #2024-14 approving a preliminary/final subdivision plan to adjust the lot line between 537 Penllyn Pike and 904 Gypsy Hill Road (24-02LL)**

Mr. and Mrs. Fred Wenz own the properties at 537 Penllyn Pike and 904 Gypsy Hill Road. They are proposing a minor lot line adjustment by shifting the rear lot line of 537 Penllyn Pike.

There are no construction improvements proposed. This application has been approved by the Planning Commission with conditions that the applicant must comply with. Ms. Duckett made a motion, seconded by Ms. Martin to approve Resolution #2024-14 approving the preliminary and final subdivision plan for the lot line adjustment. Motion passed 4-0.

**Proclamation to celebrate Arbor Day on April 26, 2024, as part of the Arbor Day Foundation's Tree City USA Program**

Ms. Duckett stated that as a Tree City we will celebrate Arbor Day again on April 26th of this year. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the celebration. Motion passed 4-0.

**Award bid for annual milling and paving program to Innovative Construction Services in the amount of \$346,249.25**

The BOS authorized advertisement for bids in February of 2024 for the annual Road Program. The bid opening for the annual milling and paving was held on March 27, 2024. Upon review, Gilmore and Associates has determined that Innovative Construction Services, Inc is the low bidder for the project in the amount of \$326,249.25. Ms. Duckett made a motion, seconded by Mr. Twersky to award the bid to Innovative Construction Services. Motion passed 4-0.

**Award bid for ultra-thin bonded wearing course, as part of the annual paving program, to Asphalt Maintenance Solutions, Inc. in the amount of \$349,165.29**

The BOS authorized advertisement for bids in February of 2024 for the annual Road Program. The bid opening for the annual Ultra-Thin Bonded Wearing Course was held on March 27, 2024. Upon review, Gilmore and Associates determined that Asphalt Maintenance Solutions, Inc is the lowest bidder for the project in the amount of \$349,165.29. Ms. Duckett made a motion, seconded by Ms. Martin to award the bid to Asphalt Maintenance Solutions. Motion passed 4-0.

April 9, 2024

**Resolution #2024-15 approving Disposition of Records prior to May 11<sup>th</sup> shredding event**

Resolution #2024-15 Disposition of Records coincides with E-Cycle Shredding Day scheduled for May 11th. The records will be disposed of according to the schedules and procedures set forth in the Municipal Records Manual approved on December 16, 2008, and as amended March 28, 2019. Ms. Duckett made a motion, seconded by Mr. Twersky, to adopt this Resolution. The motion passed 4 – 0.

**Approval of invoices**

The BOS received the invoice report dated April 9, 2024, in the amount of \$310,519.70. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the invoices. Motion passed 4-0.

**Approval of minutes – March 26, 2024**

The BOS received the minutes from the March 26, 2024, BOS meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the March 26, 2024, meeting minutes. Motion passed 4-0.

**SUPERVISOR LIAISON REPORTS**

There were no liaison reports to review.

**STAFF UPDATES**

There were no staff updates to share.

**SUPERVISORS COMMENTS**

Ms. Martin, Mr. Chong, Mr. Twersky and Ms. Duckett all congratulated Officer King on his swearing in and Sgt. Rogge on his retirement. Ms. Martin mentioned that Sgt. Henry (Townie) will be recognized by the Chamber of Commerce in June as a Hometown Hero. Ms. Duckett reminded everyone that the Lower Gwynedd Little League opening Day will be on April 13<sup>th</sup>. She also announced that there will be a special zoning meeting on April 18<sup>th</sup> at Penllyn Woods for anyone that would like to attend.

**Adjournment**

Ms. Duckett made a motion at 7:36pm to adjourn the meeting, seconded by Mr. Chong. Motion passed 4-0.

Respectfully submitted,

Michelle Farzetta  
Office Manger