

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, OCTOBER 13, 2020**

SUPERVISORS PRESENT:

Mark Grey, Chairman
Danielle A. Duckett, Vice-Chair
Edward J. Brandt
Kathleen Hunsicker
Tessie McNeely

STAFF:

Craig T. McAnally, Township Manager
Jamie Worman, Assistant Township Manager
Carole Culbreth, Assistant Secretary
Neil Stein, Esq., Solicitor
Paul Kenny, Police Chief

Call to Order and Pledge of Allegiance

The Chairman called the meeting to order at 7:00 p.m. which was being held virtually in ZOOM and is being recorded. He led those in attendance in the pledge of allegiance.

BUSINESS AND FINANCE

Receipt of Minutes: September 22, 2020

The Board of Supervisors received the September 22, 2020 meeting minutes. The Chair asked if there were any comments. There were none. Mr. Brandt made a motion, seconded by Ms. McNeely to approve the September 22, 2020 minutes. The motion passed 5 - 0.

Receipt of Invoice History: August and September, 2020

The Board of Supervisors received the Invoice History for August, 2020 in the amount of \$255,316.49 and September, 2020 in the amount of \$746,721.64. The Chair asked if there were any comments. There were none. Ms. Hunsicker made a motion, seconded by Ms. McNeely to accept the Invoice History for August, 2020 in the amount of \$255,316.49 and September, 2020 in the amount of \$746,721.64. The motion passed 5 - 0.

Receipt of Year-to-Date and Balance Sheet: August and September, 2020

The Board of Supervisors received the Year-to-Date Budget Report and Balance Sheet, for August and September, 2020. The Chair asked if there were any comments. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to accept the Year-to-Date Budget Report and Balance Sheet for August and September, 2020. The motion passed 5 - 0.

OTHER BUSINESS

Authorization for 2020 Capital Project: Park Signs

Mr. McAnally stated \$12,000 was budgeted in 2020 for park signs, and the project has been reviewed by the Park and Recreation Board. He stated an estimate was received from Signarama for four PVC signs: one each at Oxford Park and Penllyn Park and two at Pen-Ambler Park for a total of \$11,075. Mr. McAnally stated one printed quote from Signarama was received which was the lowest quote. He stated the original signs made of wood or foam board fell victim to woodpeckers. Ms. McNeely asked for the life span of the PVC signs. Mr. McAnally stated five to seven years possibly longer. The Chair asked if there were any comments. Lynn Smith, 507 Hobby Horse Hill questioned if they would be electronic signs. There were no further comments. Mr. Brandt made a motion, seconded by Ms. Hunsicker to authorize the Park Signs as described above. The motion carried 5 - 0.

Appointment Deputy Tax Collector

Mr. McAnally stated the appointment of Bernadette Dougherty as Deputy Tax Collector to Interim Tax Collector, Linda Sacks, is a cleanup issue. The Chair asked if there were any comments. There were none. Mr. Brandt made a motion, seconded by Ms. Hunsicker to appoint Bernadette Dougherty as Deputy Tax Collector to Interim Tax Collector, Linda Sacks. The motion carried 5 - 0.

Proposal for Lower Gwynedd Township Emergency Management Services Complex Master Planning

Mr. McAnally stated a meeting with the Emergency Management Services subcommittee, Foulkeways, and Frank Baxter, North Penn Volunteer Fire Company, was held on September 15, 2020 to discuss the Folkways' land transfer to the Township and the new Emergency Management Services Complex. He stated we are moving forward and need to find a planner to help work our way through the planning needs. He stated North Penn Volunteer Fire Company (NPVFC) and Frank Baxter have worked with Bonnett Associates on other projects. Mr. Baxter stated Bonnett Associates will now submit concept drawings of a shared services building with North Penn Volunteer Fire Company, Community Ambulance of Ambler, and Lower Gwynedd Township Public Works. He stated Bonnett Associates designed and did a fantastic job on the new NPVFC fire house. Mr. Brandt stated this discussion has been ongoing for thirty-five years; and there is a major gap in accessibility to ambulance service in the Folkways' area. Mr. Baxter stated the land transfer was an issue years ago because of the land title. Ms. Hunsicker stated it was a positive meeting. Ms. McNeely stated that this agreement is the first step to help guide us in what is needed in this structure. Ms. Duckett asked for timeline. Mr. McAnally said Bonnett Associates is ready to start. Mr. Baxter said we are just looking for content of what is needed and a concept plan, Folkways' expectations, and what will work for Public Works. Mr. McAnally said the parcel is 3.8 acres. Mr. Brandt stated before we move forward with this, he has comments to make to the Board of Supervisors and staff in an Executive Session. Mr. Brandt made a motion, seconded by Ms. McNeely to approve the proposal from Bonnett Associates Incorporated in the amount of \$12,800 for the Lower Gwynedd Township Emergency Management Services Complex Master Planning. The motion carried 5 - 0.

PUBLIC COMMENTS

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

Debra Schaeffer, 823 Penllyn Pike, thanked the staff for repairing the Foxfield Road Trail. Mr. McAnally stated Fred Zollers and the Public Works Department repaved that section.

Lynn Smith, questioned the regulations for the new electronic sign at Bethlehem Baptist Church because it is very bright and isn't a good look for Penllyn Pike. Mr. McAnally said the Zoning Officer reached out to Bethlehem Baptist Church, and they are learning how to work their new sign. He stated he will ask the Zoning Officer to reach out to them again. Mr. Brandt stated he spoke with Reverend Quann about the sign and they want to cooperate. Ms. McNeely asked that we address the electric sign issue going forward. Mr. Stein stated it's a policy position which should be built into the zoning ordinance. Ms. Duckett stated there are three electric signs in less than one mile. Mr. Grey asked Mr. Stein to come back with recommendations.

MANAGER'S REPORT

Report from the Manager – Municipal activities, projects

Mr. McAnally stated the Township Building is a polling place for the General Election. He stated due to COVID, the Administration Department will take a PTO day. He stated the Township Building will be cleaned thoroughly after the election. Ms. McNeely asked if there will be security. Mr. McAnally said the Police will be in the building. Mr. Brandt asked if the County is responsible for adding the 6 ft distance stickers on the floor. Mr. McAnally stated the County is using the Township Building and they are responsible for the rest.

Ms. McNeely asked for an update on the Communication Consultant RFP. Ms. Worman stated she posted the RFP and sent the RFP to eleven entities who requested it. She did not receive any response, but the RFP is open until October 23, 2020.

SUPERVISORS COMMENTS

Ms. McNeely asked everyone to get out to vote.

Ms. Hunsicker thanked Bernadette Dougherty for her work as Deputy Tax Collector. She stated that Frank Baxter is the Township's Emergency Management Director.

Mr. Brandt stated Betty Lou Yost was moved to Grandview Hospital. Mr. Grey said our prayers are with Betty Lou; she was an asset to the Township.

Mr. Duckett has questioned the next steps to be taken regarding the trash hauler. Mr. McAnally stated the trash bins will be collected by Waste Management and the new trash bins delivered by Republic. He

stated Waste Management is not passing on the Township's customer list saying its' proprietary. He stated Ms. Worman is working on a new list of residential customers. He stated Republic will send all the necessary information to residents.

Ms. Duckett asked for a motion to have an audit of the tax collection to date. Mr. Grey said we can look into this. Mr. McAnally stated it's a good idea, he will get together with Mr. Wilson to handle.

Mr. Grey thanked those present tonight for attending.

There being no further questions or comments, the meeting was adjourned at 8:05 p.m. until the next Workshop Meeting scheduled on October 19, 2020 which will be held virtually on Zoom.

Respectfully submitted,

Carole Culbreth
Assistant Secretary