

LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS REGULAR PUBLIC MEETING

Wednesday, March 8, 2023, 7:00 p.m.



To join the meeting via Zoom:

<https://us02web.zoom.us/j/86492052655?pwd=UmkyY25KQnhQVm44MG05clhvSk84UT09>

Call #: 1-646-876-9923

Meeting ID: 864 9205 2655 Passcode: 594234

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

ANNOUNCEMENTS AND PRESENTATIONS

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel and litigation.

PUBLIC COMMENTS

Citizen comments, concerns, questions for items not on the agenda
(Comments on agenda items will be taken when those items are discussed by the Board)

BUILDING AND ZONING

1. Consideration of an amendment to the Subdivision and Land Development Ordinance regulating tree preservation, maintenance, and replacement
2. Consideration of an amendment to the Zoning Ordinance regulating flag lots
3. Resolution 2023-8 Preliminary/final subdivision approval for 1501 Cedar Hill Road (#22-02SUBD)
4. Authorize solicitor to oppose ZHB application for 669 Tennis Avenue

GENERAL BUSINESS

1. Approval of engagement to audit 2021 real estate tax collection
2. Resolution 2023-9 Authorizing Lower Gwynedd to join a Joint Board of Code Appeals
3. Receipt of invoice history - January 2023
4. Financials YTD and Balance Sheet - January 2023
5. Approval of minutes - February 22, 2023

COMMITTEE REPORTS

Updates on Township Commissions and Board Subcommittees from Supervisor Liaisons

STAFF UPDATES

Updates from staff on municipal activities and projects - Greater MontCo Chamber/LG businesses

SUPERVISORS COMMENTS

Comments or questions from the Board of Supervisors

Adjournment

UPCOMING MEETING DATES*

PARKS AND RECREATION	WED	01/2023	6:00 P.M.
PLANNING COMMISSION	WED	12/21/2022	7:00 P.M.
BOARD OF SUPERVISORS	TUES	11/03/2023	7:00 P.M.
ENVIRONMENTAL ADVISORY COUNCIL	WED	01/2023	7:00 P.M.
ZONING HEARING BOARD	THURS	01/2023	6:00 P.M.
HISTORIC ADVISORY COMMITTEE	THURS	03/16/2023	6:00 P.M.
HUMAN RELATIONS COMMISSION	THURS	03/02/2023	7:00 P.M.

*Please check the Township website to confirm meeting dates and times.

**BOARD OF SUPERVISORS
LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PA**

ORDINANCE NO. _____

AN ORDINANCE TO AMEND PORTIONS OF THE CODE OF LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, SPECIFICALLY TITLE FOUR, ENTITLED SUBDIVISION AND LAND DEVELOPMENT REGULATIONS, SPECIFICALLY ARTICLE II, ENTITLED "WORD USAGE AND DEFINITIONS" AND SECTION 1230.41 ENTITLED "LANDSCAPING" OF ARTICLE VIII "DESIGN STANDARDS," RELATING TO TREE PRESERVATION, MAINTENANCE AND REPLACEMENT FOR SUBDIVISIONS AND LAND DEVELOPMENTS.

WHEREAS, the Lower Gwynedd Township Boards of Supervisors (the "**Board**") finds that the preservation, maintenance, protection and planting of trees aids in the stabilization of soil by the prevention of erosion and sedimentation; reduces stormwater runoff and the potential damage it may create; aids in the removal of pollutants from the air and assists in the generation of oxygen; provides a buffer and screen against noise and pollution; provides protection against severe weather; aids in the control of drainage and restoration of denuded soil subsequent to construction or grading; provides a haven for birds and other wildlife and otherwise enhances the environment; protects and increases property values; preserves and enhances the Township's physical and aesthetic appearance; and generally protects the public health and safety as well as the general welfare; and

WHEREAS, this Chapter is intended to regulate and control the indiscriminate and excessive cutting of trees in the Township and to encourage property owners to preserve and build around trees whenever possible.

AND NOW, the Board of Supervisors of Lower Gwynedd Township hereby enacts and ordains, and it is hereby **ENACTED** and **ORDAINED** as follows:

SECTION 1.

Article II, entitled Word Usage and Definitions of Title Four of the Lower Gwynedd Township Code, Section 1230.06 entitled "Terms Defined", is hereby amended by adding the following definitions:

CLEAR CUTTING:

The indiscriminate or broad removal of trees, shrubs or undergrowth on any lot in the Township, with the intention of preparing real property for nonagricultural development purposes. This definition shall not include the selective removal of nonnative tree and shrub species when the soil is left relatively undisturbed, the removal of dead or significantly diseased trees and those trees which pose an imminent danger to the public health, safety or welfare.

SECTION 2.

Section 1230.41 entitled "Landscaping" of Article VIII "Design Standards" of Chapter 1230 (Subdivision and Land Development) of the Lower Gwynedd Township Code, is hereby amended by adding the following sub-paragraphs:

- (j) All subdivisions and land developments shall be laid out in such a manner so as to preserve healthy trees and shrubs on the site. Any tree lost or destroyed as a result of clear cutting as defined in this Code, which has occurred within five (5) years prior to the submission of a subdivision and/or land development application, shall be shown on the required plan as a "Removed Tree" and will be required to be replaced in accordance with §1230.41(i).
- (k) No clearcutting is permitted.
- (l) The penalty for any violation of Section 1230.41 shall be in accordance with the Enforcement Remedies within §515.3 of the Pennsylvania Municipalities Code. Anyone violating this Article, in addition to any other penalty outlined in this Code, shall be required to replace the removed tree(s) per the requirements in §1230.41.

Any person who violates the ordinance, including property owners, occupants, tree companies and gardeners, could be held liable for violation of the ordinance. If a violation occurs during construction, the Township may issue a stop-work order suspending and prohibiting further activity on the property until a mitigation plan, including protection measures for remaining trees on the property, has been approved by the Board of Supervisors.

SECTION 3.

Except as specifically hereby amended, the Lower Gwynedd Township Subdivision and Land Development Ordinance is hereby ratified and confirmed in its entirety.

SECTION 4.

It is hereby declared to be the legislative intent that if a court of competent jurisdiction declares any provision of this Ordinance to be invalid or ineffective in whole or in part, the effect of such decision shall be limited to those provisions which are expressly stated in the decision to be invalid or ineffective, and all other provisions of this Ordinance shall continue to be separately and fully effective.

SECTION 5.

The provisions of this Ordinance shall become effective immediately upon enactment.

ORDAINED AND ENACTED this ___ day of _____, 2023.

ATTEST:

**LOWER GWYNEDD TOWNSHIP
BOARD OF SUPERVISORS**

MIMI GLEASON, INTERIM SECRETARY

By: _____
DANIELLE A. DUCKETT, CHAIRPERSON

**LOWER GWYNEDD TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA
BOARD OF SUPERVISORS**

ORDINANCE NO. _____

AN ORDINANCE OF LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA, AMENDING CERTAIN PROVISIONS OF THE CODE OF LOWER GWYNEDD TOWNSHIP; SPECIFICALLY APPROVING CERTAIN AMENDMENTS TO THE LOWER GWYNEDD TOWNSHIP ZONING ORDINANCE; AMENDING SECTION 1298.21(d) REGARDING THE WIDTH OF FLAG LOTS; REPEALING ANY OTHER INCONSISTENT ORDINANCES OR PARTS OF ORDINANCES; PROVIDING A SEVERABILITY CLAUSE; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Lower Gwynedd Township previously adopted certain zoning regulations as set forth in the Lower Gwynedd Township Zoning Ordinance (the “**Zoning Ordinance**”), codified as Title Six of the Code of Lower Gwynedd Township (the “**Code**”); and

WHEREAS, the Township has determined that certain amendments are necessary to revise and update certain provisions of the Zoning Ordinance; and

WHEREAS, the Board of Supervisors (the “**Board**”) is invested with the authority from time to time to approve certain amendments and updates to the Zoning Ordinance under the Municipalities Planning Code (“**MPC**”), 53 P.S. 10609; and

WHEREAS, the Board has determined that certain amendments to the Code are necessary to address required updates to certain regulations related to flag lots; and

WHEREAS, the Board desires to enact certain amendments to the Zoning Ordinance; and

NOW THEREFORE, it is hereby **ORDAINED** and **ENACTED** by the Board of Supervisors of Lower Gwynedd Township as follows:

SECTION ONE.

Chapter 1298, Section 1298.21(d) of the Lower Gwynedd Township Code is hereby **AMENDED** to read as follows:

- (d) The access strip serving any flag lot shall have a minimum width of 50 feet and shall not exceed 300 feet in length, as measured from the street right-of-way to the point where the lot achieves the minimum required lot width. No portion of the access strip shall be counted as a part of the required lot area.

SECTION TWO. Nothing in this Ordinance or in the Lower Gwynedd Township Code, as hereby amended, shall be construed to affect any suit or proceedings in any Court, any rights acquired or liability incurred, any permit issued, or any cause of causes of action existing under the Lower Gwynedd Township Code prior to the adoption of this Ordinance.

SECTION THREE. The provisions of this ordinance are severable, and if any section, sentence, clause, part, or provision thereof shall be held illegal, invalid, or unconstitutional by any Court of competent jurisdiction, such decision of this court shall not affect or impair the remaining sections, sentences, clauses, parts or provisions of this ordinance. It is hereby declared to be the intent of the Board of Supervisors that this ordinance would have been adopted if such illegal, invalid, or unconstitutional section, sentence, clause, part, or provision had not been included herein.

SECTION FOUR. This Ordinance shall take affect and be in force from and after its approval as required by law.

ORDAINED AND ENACTED by the Board of Supervisors of Lower Gwynedd Township, Montgomery County, Pennsylvania, this _____ day of _____, 2022.

ATTEST:

**LOWER GWYNEDD TOWNSHIP
BOARD OF SUPERVISORS**

MIMI GLEASON, INTERIM SECRETARY

By: _____
DANIELLE A. DUCKETT, CHAIRPERSON



MEMORANDUM

ATTN: Board of Supervisors
DATE: Thursday, March 02, 2023
FROM: Jamie P. Worman, Assistant Township Manager *Jamie Worman*
SUBJ: 1501 Cedar Hill Road Minor Subdivision (#22-02SUBD)

Conditional Preliminary/Final Approval of the 1501 Cedar Hill Road Minor Subdivision (#22-02SUBD)

This proposed project is for a 2-lot minor subdivision of a single-family residential property located at 1501 Cedar Hill Road. Applicants, Robert and Cheryl Mastromatto, propose to subdivide their 3.57-acre parcel into two lots. The existing dwelling and detached garage will remain on Lot #1 that has frontage along Cedar Hill Road. A new single-family dwelling is proposed for Lot #2, which is a flag lot and will have an access driveway off of Cedar Hill Road. The plan depicts an open space area in the rear of the property and an underground basin for stormwater management. Variances were granted by the ZHB permitting a reduced side yard on Lot #1, and an access strip of a flag lot to exceed the maximum length of 300 feet with the condition that the cartway access drive be no less than 16 feet wide. A revised waiver letter was also received and is attached. The project received a recommendation for approval from the LG Planning Commission at their meeting on October 19, 2022. ***The recommended action is that the BOS grant preliminary/final approval to the 1501 Cedar Hill Road Minor Subdivision application with the conditions noted in the approval Resolution.***



February 6, 2023

Lower Gwynedd Township
1130 North Bethlehem Pike
Spring House, PA 19477

Attention: Mimi Gleason, Township Manager

Reference: 1501 Cedar Hill Road
Waiver Requests

Dear Mimi:

Please recall that our office is working with Robert and Cheryl Mastromatto and their proposal to subdivide their property located at 1501 Cedar Hill Road. In order to achieve that approval, we are requesting waivers from the Lower Gwynedd Township Subdivision and Land Development Ordinance. Those waivers are as follows:

1. §1230.24(G) – The applicant is requesting a waiver to allow use of Aerial Imagery to satisfy requirement to provide survey of existing features within 200 feet of the property boundary.
2. §1230.41(a) – The applicant is requesting a partial waiver from the street tree requirement. The existing frontage consists of existing trees equal to the required number.
3. §1230.45(a) and 1230.60(a) – The applicant is requesting a waiver from the requirement to provide pedestrian trails or sidewalks along both sides of existing street. There are no sidewalks or trails currently across the subject frontage. An existing trail does exist on the opposite side of Cedar Hill Road.
4. §1230.58 – The applicant is requesting a waiver from the requirement to provide installation of street lighting; driveway columns with light tops are proposed for the new lot to match the existing drive.
5. §1230.61(a) – The application is requesting a waiver from the requirement to provide curbing along all existing streets.

Sincerely,

Robert Jordan

Robert Jordan
Woodrow & Associates, Inc.

TPW/del

Cc: Robert Mastromatto

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
MONTGOMERY COUNTY, COMMONWEALTH OF PENNSYLVANIA**

RESOLUTION NO. 2023- _____

**1501 CEDAR HILL ROAD
FINAL MINOR SUBDIVISION APPROVAL**

BACKGROUND

A. Robert & Cheryl Mastromatto (“**Applicants**”) are the owners of property located at 1501 Cedar Hill Road (Tax Parcel #39-00-00682-008), containing 3.57 gross acres in the A-1 Residential Zoning District (the “**Property**”). The Property presently contains a two (2) story dwelling with a detached garage, and a paved driveway providing access to both buildings from Cedar Hill Road.

B. The Applicants propose the subdivision of the Property into two (2) individual lots and an open space area. The new lot will have access from Cedar Hill Road along the southern side of the existing property. The revised plan proposes a new single-family dwelling on Lot 2, along with two (2) covered porches and associated paved driveway and concrete walkways. The stormwater runoff resulting from these proposed improvements is to be controlled by an underground basin to the rear of the property (collectively, the “**Subdivision**”).

C. The Subdivision is more particularly depicted in the Final Plan-Minor Subdivision prepared for the Applicants, consisting of two (2) sheets, dated August 16, 2021, last revised February 16, 2022, prepared by Woodrow & Associates, Inc. (collectively, the “**Plans**”).

D. On February 10, 2022 the Applicants obtained the following zoning variances with conditions, from the Lower Gwynedd Township Zoning Hearing Board (the “**ZHB Decision**”):

(1) A variance was granted to permit the side yard for Lot 1 to be 42.6’, in lieu of the required 45 feet.

(2) A variance was granted to permit the access strip of the flag lot to be 371.01 feet in lieu of the required 300 feet, conditioned upon the cartway of the access drive be no narrower than 16 feet wide.

E. The Applicants desire to obtain preliminary/final land development approval of the Subdivision from the Lower Gwynedd Township Board of Supervisors (the “**Board**”) in accordance with Section 508 of the Pennsylvania Municipalities Planning Code (the “**MPC**”).

NOW, THEREFORE, BE IT RESOLVED that the Board hereby grants preliminary/final approval of the Subdivision shown in the Plans subject, however, to the following conditions:

1. At this time, the Board waives strict compliance with the following provisions of the Lower Gwynedd Township Subdivision and Land Development Ordinance (“**SALDO**”):

- **§1230.24.** A waiver to allow use of Aerial Imagery to satisfy the requirement to provide survey of existing features within 200 feet of the property boundary.
- **§1230.45(a) & §1230.60(a).** A waiver from providing the required pedestrian trails and/or sidewalks along both sides of existing streets. There are no sidewalks or trails currently across the subject frontage. An existing trail does exist on the opposite side of Cedar Hill Road.
- **§1230.58.** A waiver from providing street lighting along Cedar Hill Road. Driveway columns with light tops are proposed for the new lot to match the existing drive.
- **§1230.41(a).** a partial waiver from the street tree requirement. The existing frontage on Cedar Hill Road consists of existing trees equal to the required number.
- **§1230.61(a).** A waiver from providing curbing along existing streets. The adjacent property installed curb as part of a previous subdivision project.

2. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve, to the Township's satisfaction, all issues set forth in the Gilmore & Associates ("**Township Engineer**") review letter dated August 29, 2022, which is incorporated herein by reference in its entirety.

3. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the Township Fire Marshall's review letter dated February 8, 2022, which is incorporated herein by reference in its entirety.

4. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the McMahon Associates' review letter dated September 2, 2022, which is incorporated herein by reference in its entirety.

5. Pursuant to Zoning Code §1278.08(d), lighting shall be arranged to protect the highway and adjoining properties from direct glare or hazardous interference. Prior to the recording of the Plans, if requested by the Township, a lighting plan, including lighting contours and details, shall be provided to and approved by the Township Engineer.

6. Prior to the recording of the Plans, the Applicant shall revise the Plans to resolve to the satisfaction of the Township, all issues set forth in the Township Planning Commission minutes of the October 19, 2022 meeting, the entire contents of which are incorporated herein by reference.

7. Prior to the issuance of a building permit, Applicants shall enter into the Township's form of Stormwater Ownership and Maintenance Agreement for the stormwater facilities on the Property.

8. Prior to the issuance of a building permit, in accordance with Township

Resolution 2005-16, the Applicants shall pay a Stormwater Management Facility fee in the amount of in the amount of \$500 per 1000 cubic feet of storage volume within the proposed BMP's. This fee will be calculated upon submission of the building permit application.

9. Prior to the issuance of a building permit, the Applicants shall pay a transportation impact fee of \$2,285 per "new" weekday afternoon peak hour trip, to be determined at the time of building permit application.

10. Prior to the issuance of a building permit, the Applicants shall pay the recreational impact fee per new dwelling unit for residential development. The required fee for residential development is \$500 per new dwelling.

11. The Development shall be constructed in strict accordance with the content of the Plans, notes on the Plans, the ZHB Decision, and the terms and conditions of this Resolution.

12. The cost of accomplishing, satisfying and meeting all of the terms and conditions and requirements of the Plans and this Resolution shall be borne entirely by the Applicants and shall be at no cost to the Township.

13. Applicants shall provide the Township Manager and the Township Engineer with at least seventy-two (72) hours notice prior to the initiation of any grading or ground clearing (whether for the construction of public improvements or in connection with individual buildings or additions) so that the Township may certify that all appropriate erosion and sedimentation control facilities have been properly installed and also that snow fencing or other types of boundary markers (acceptable to the Township) have been installed to protect such trees as are specifically proposed not to be eliminated during construction.

14. Consistent with Section 509(b) of the Pennsylvania Municipalities Planning Code (as amended) the payment of all applicable fees and the funding of all escrows under the Land Development and Financial Agreement, if any, must be accomplished within ninety (90) days of the date of this Resolution unless a written extension is granted by the Board. Until the applicable fees have been paid and the escrows fully funded, the final plat or record plan shall not be signed or recorded. In the event that the fees have not been paid and the escrow has not been funded within ninety (90) days of this Resolution (or any written extension thereof), this contingent subdivision approval shall expire and be deemed to have been revoked.

15. Pursuant to the provisions of the Pennsylvania Municipalities Planning Code, the Applicant has the right to accept or reject conditions imposed by the Board of Supervisors upon preliminary/final approval. In the absence of an appeal or a notice of rejection filed in writing within thirty (30) days from the date of this Resolution, the conditions set forth herein shall be deemed to have been accepted by the Applicant.

16. If the Township receives written notice of an appeal or rejection of any of the conditions set forth herein, this approval and the waivers granted herein (which waivers are

granted contingent upon the acceptance of the conditions set forth herein) shall be deemed automatically rescinded and revoked and the application shall be considered denied based upon the failure to fully comply with all of the requirements sections set forth herein, all as authorized by Section 508 of the Pennsylvania Municipalities Planning Code.

APPROVED at the public meeting of the Lower Gwynedd Township Board of Supervisors held on March 8, 2023.

**LOWER GWYNEDD TOWNSHIP
BOARD OF SUPERVISORS**

ATTEST:

**MIMI GLEASON, INTERIM TOWNSHIP MANAGER
CHAIRPERSON**

By: _____
DANIELLE A. DUCKETT,

***The Applicants hereby accept this Resolution and all conditions of approval
as of _____, 2023:***

Robert Mastromatto

Cheryl Mastromatto



March 2, 2023

Ms. Danielle A. Duckett
Chairperson, Board of Supervisors
Ms. Mimi Gleason
Interim Township Manager
Lower Gwynedd Township
1130 North Bethlehem Pike
Spring House, Pennsylvania 19477

Dear Ms. Duckett and Ms. Gleason:

We are pleased to confirm our understanding of the services we are to provide Lower Gwynedd Township.

We will audit the Statement of Current and Interim Real Estate Taxes – Cash Basis (the "**Statements**") for the Lower Gwynedd Township Tax Collector for the period January 1, 2021 through December 31, 2021.

The objectives of our audit are to obtain reasonable assurance as to whether the Statements, as a whole, is free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your Statements is fairly presented, in all material respects, in conformity with the cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the Statements.

Auditor's Responsibilities for the Audit of the Statements

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by the Lower Gwynedd Township Tax Collector. We will also evaluate the overall presentation of the Statements, including the disclosures, and determine whether the Statements represents the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the Statements is free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to or to acts by the Lower Gwynedd Township Tax Collector or employees acting on behalf of the Lower Gwynedd Township Tax Collector.

BBD, LLP

Certified Public Accountants

Accounting | Audit | Tax | Business Advisory

1835 Market Street, 3rd Floor | Philadelphia, PA 19103 | T: 215 / 567 - 7770 | F: 215 / 567 - 6081 | bbdcpa.com

Ms. Danielle A. Duckett
Ms. Mimi Gleason
March 2, 2023
Page Two

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the Statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions.

We may, from time to time and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Audit Procedures—Internal Control

We will obtain an understanding of the Lower Gwynedd Township Tax Collector internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the Statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to Lower Gwynedd Township Tax Collector and Board of Supervisors of Lower Gwynedd Township any internal control related matters that are required to be communicated under AICPA professional standards.

Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the Statements is free of material misstatement, we will perform tests of Lower Gwynedd Township's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

Ms. Danielle A. Duckett
Ms. Mimi Gleason
March 2, 2023
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Other Services

We will also assist Lower Gwynedd Township with the preparation of the Statements in conformity with the cash basis of accounting which is a comprehensive basis of accounting other than accounting principles other than generally accepted in the United States of America, based on information provided by you. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

Responsibilities of Management for the Statements

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of the Statements that is free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the Statements in conformity with the cash basis of accounting which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. You are responsible for including all informative disclosures that are appropriate for the cash basis of accounting. Those disclosures include (1) a description of the cash basis of accounting, including a summary of significant accounting policies, and how the cash basis of accounting differs from GAAP; (2) informative disclosures similar to those required by GAAP; and (3) additional disclosures beyond those specifically required that may be necessary for the Statements to achieve presentation.

The Lower Gwynedd Township Tax Collector is responsible for making all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). The Lower Gwynedd Township Tax Collector is also responsible for providing us with (1) access to all information that is relevant to the preparation and fair presentation of the Statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the Lower Gwynedd Township from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from the Lower Gwynedd Township Tax Collector about the Statements and related matters.

Your responsibilities include adjusting the Statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the Statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Lower Gwynedd Township Tax Collector involving (1) management, (2) employees who have significant roles in internal control could have a material effect on the Statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying to us any known violations or laws by the Lower Gwynedd Township Tax Collector that you are made aware of.

Ms. Danielle A. Duckett
Ms. Mimi Gleason
March 2, 2023
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Engagement Administration, Fees, and Other

We will provide copies of our reports to the Lower Gwynedd Township; however, management is responsible for distribution of the reports and the Statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of BBD, LLP and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to a third party agency or its designee. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of BBD, LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to a third party agency or its designee. The third party agency or its designee may intend or decide to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by a third party agency. If we are aware that a federal awarding agency or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Carl E. Hogan is the engagement contact and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them.

Our fee for these services, including expenses, will not exceed \$3,000. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

By signing this letter you agree to allow BBD, LLP to inform other parties that Lower Gwynedd Township is a client of the firm.

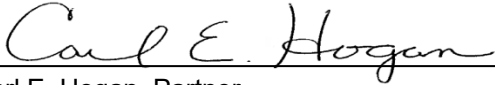
In connection with this engagement, we may communicate with you or others via email transmission. As emails can be intercepted and read, disclosed, or otherwise used or communicated by an unintended third party, or may not be delivered to each of the parties to whom they are directed and only to such parties, we cannot guarantee or warrant that emails from us will be properly delivered and read only by the addressee. Therefore, we specifically disclaim and waive any liability or responsibility whatsoever for interception or unintentional disclosure of emails transmitted by us in connection with the performance of this engagement. In that regard, you agree that we shall have no liability for any loss or damage to any person or entity resulting from the use of email transmissions, including any consequential, incidental, direct, indirect, or special damages, such as loss of revenues or anticipated profits, or disclosure or communication of confidential or proprietary information.

Ms. Danielle A. Duckett
Ms. Mimi Gleason
March 2, 2023
Page Five

We appreciate the opportunity to be of service to the Lower Gwynedd Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

BBD, LLP



Carl E. Hogan, Partner

This letter correctly sets forth the understanding of the Lower Gwynedd Township.

Date

Danielle Duckett
Chairperson, Board of Supervisors

Date

Mimi Gleason, Interim Township Manager



MEMORANDUM

ATTN: Board of Supervisors

DATE: Friday, March 03, 2023

FROM: Jamie P. Worman, Assistant Township Manager

SUBJ: Resolution-Joint UCC Appeals Board

Lower Gwynedd Township operates under the Uniform Construction Code (UCC), which requires the establishment of an appeals board for the purpose of hearing and deciding appeals of orders, decisions or determinations made by a building official or code official relating to the application and interpretation of municipal building codes encompassed by the UCC. Due to the infrequent nature of appeals (often years in between), it is difficult to operate and fill an individual appeals board. Therefore, staff is recommending that Lower Gwynedd Township join the already established joint appeals board of Upper Gwynedd and North Wales Borough as described in the attached resolution and intergovernmental agreement. The Township will have adequate representation on the joint board and it will be easier to find volunteers willing to serve. Upper Gwynedd Township and North Wales Borough created the joint board for similar reasons and are welcoming of Lower Gwynedd Township's participation.

Recommended action: The recommended action is that the BOS approve this resolution authorizing Lower Gwynedd Township to take the necessary steps to join the Joint Board of Code Appeals currently in place between Upper Gwynedd Township and North Wales Borough.

**LOWER GWYNEDD TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION 2023-_____

**A RESOLUTION AUTHORIZING FORMATION OF A JOINT BOARD OF CODE APPEALS WITH
UPPER GWYNEDD TOWNSHIP AND NORTH WALES BOROUGH**

WHEREAS, Article 9, Section 5 of the Pennsylvania Constitution and the Intergovernmental Cooperation Act of 1996 authorize two or more local governments to jointly cooperate with each other in the exercise or performance of their respective governmental functions, powers and responsibilities; and

WHEREAS, Upper Gwynedd Township and the Borough of North Wales (the “**Existing Board Members**”) by executing an Intergovernmental Cooperation Agreement, a copy of which is attached as **Exhibit “A”** (the “**Existing ICA**”), have formed a joint Board of Code Appeals (the “**Joint Board**”) for the purpose of hearing and deciding appeals arising from the enforcement or interpretation of municipal building codes governed by the Uniform Construction Code; and

WHEREAS, pursuant to §1506 of the Second Class Township Code, the Lower Gwynedd Township Board of Supervisors (“**Lower Gwynedd BOS**”) has determined that the maintenance of peace, good government, and the health and welfare of the Township and its citizens, is accomplished by becoming a member of the Joint Board; and

WHEREAS, Upper Gwynedd Township and North Wales Borough must first grant permission before Lower Gwynedd Township may join the Joint Board and become a party to the Existing ICA.

NOW, THEREFORE, BE IT RESOLVED, by the Lower Gwynedd Township Board of Supervisors, that:

1. Lower Gwynedd Township, by this Resolution, will request permission from Upper Gwynedd Township and North Wales Borough to join the Joint Board, and to become a party to the Existing ICA.
2. The Chairperson of the Lower Gwynedd BOS is authorized to execute such document as may be necessary to accomplish the foregoing.
3. Upon receipt of permission to join the Joint Board, the Lower Gwynedd BOS shall appoint the required number of Lower Gwynedd Township representatives to serve on the Joint Board and establish their terms.

DULY ADOPTED by the Lower Gwynedd Township Board of Supervisors this 8TH day of March, 2023.

ATTEST:

**LOWER GWYNEDD TOWNSHIP
BOARD OF SUPERVISORS**

MIMI GLEASON, INTERIM MANAGER

By: _____
DANIELLE A. DUCKETT, CHAIRPERSON

EXHIBIT "A"
EXISTING INTERGOVERNMENTAL COOPERATION AGREEMENT
ATTACHED

**INTERGOVERNMENTAL COOPERATION AGREEMENT TO CREATE A BOARD
OF APPEALS**

THIS INTERGOVERNMENTAL COOPERATION AGREEMENT is made and entered into this 25 day of August, 2020 by and between:

THE BOROUGH OF NORTH WALES (“the Borough”), a Borough organized under the laws of the Commonwealth of Pennsylvania with an address of 300 School Street, North Wales, Pennsylvania, 19454; and

UPPER GWYNEDD TOWNSHIP (“the Township”), a Township of the First Class organized under the laws of the Commonwealth of Pennsylvania with an address of 1 Parkside Place, North Wales, Pennsylvania, 19454.

The above-described parties shall hereinafter be referred to collectively as “Members” or individually as a “Member.”

CONDITIONS OF AGREEMENT AND BACKGROUND

A. WHEREAS, Article 9, Section 5 of the Pennsylvania Constitution and the Intergovernmental Cooperation Act of 1996, 53 Pa. C.S.A. § 2301 *et seq.* (the “Act”) authorize two or more local governments to jointly cooperate with other local governments in the exercise or performance of their respective governmental functions, powers and responsibilities; and

B. WHEREAS, the Pennsylvania General Assembly adopted the Pennsylvania Construction Code Act on November 10, 1999, as Act 45 of 1999, which is codified at 35 P.S. §§ 7210.101 through 7210.1103 (“Act 45”) in order to create a statewide building code which would provide uniform standards for the protection of life, health, property and the environment and for the safety and welfare of the owners and occupants of buildings and structures; and

C. WHEREAS, Act 45 went into effect on April 9, 2004; and

D. WHEREAS, pursuant to Act 45, each Member has adopted an ordinance wherein the respective municipality elected to administer and enforce the Uniform Construction Code contained in 34 Pa. Code Chapters 401-405 as amended from time to time (the “Building Code”); and

E. WHEREAS, the Building Code contemplates the creation of a Board of Appeals to hear and decide appeals of orders, decisions or determinations made by the respective municipality’s building official or code official relating to the application and interpretation of the municipality’s Building Code; and

F. WHEREAS, Act 45 and the regulations promulgated pursuant to Act 45 permit two or more municipalities to establish a joint Board of Appeals through an intergovernmental agreement adopted pursuant to the Act; and

G. WHEREAS, the parties hereto are desirous to form an intergovernmental Board of Appeals which shall act as the Members’ Board of Appeals that will hear and decide appeals taken from the decisions of each of their municipal Code Officials; and

H. WHEREAS, the Members desire to enter this Agreement to form the intergovernmental Board of Appeals (the “Board of Appeals”) and to establish the framework, organization structure and governing regulations under which the Board of Appeals shall operate, and to perform the functions described herein and in the Members’ Building Code which have been adopted by the Members.

NOW, THEREFORE, the Members hereto, intending to be legally bound, agree as follows:

1. **Formation of Intergovernmental Board of Appeals.** Pursuant to the authority granted in the Pennsylvania Constitution, the Act and in Act 45, the Members hereby form an

intergovernmental Board of Appeals to be known as the Joint Board of Appeals (the “Board of Appeals”). The Members shall participate in the Board of Appeals. Additional municipalities may join the Board of Appeals pursuant to the procedure in paragraph 8 herein.

2. Jurisdiction of Board of Appeals.

a. The Board of Appeals shall have jurisdiction over the following matters:

(1) Appeals of orders, decisions or determinations made by the respective Members’ Building Code Official relating to the application and interpretation of the Members’ Building Code that was duly adopted by the Member;

(2) Requests for a variance from a provision of the Members’ Building Code that was duly adopted by the Member; and

(3) Requests for extension of time.

b. The Board of Appeals shall consider the following factors when deciding an appeal which is filed under 2.a.(1) above:

(1) whether the true intent of the Member’s Building Code has been incorrectly interpreted by the Member’s Building Official or Code Official;

(2) whether the provisions of the Building Code do not fully apply;

(3) whether an equivalent or superior form of construction is proposed and should be permitted to be used in lieu of strict conformance with the Member’s Building Code.

c. The Board of Appeals may consider the following factors when ruling on a request for an extension of time or a request for a variance which is filed pursuant to paragraph 2.a.(2) or (3) above:

- (1) the reasonableness of the Building Code's application in a particular case;
- (2) the extent to which the granting of a variance or an extension of time will pose a violation of the Building Code's application in a particular case;
- (3) the availability of professional or technical personnel needed to come into compliance;
- (4) the availability of materials and equipment needed to come into compliance;
- (5) the efforts being made to come into compliance as quickly as possible;
- (6) compensatory features that will provide an equivalent degree of protection to the Building Code.

d. The Board of Appeals shall not have jurisdiction arising from the Member's Zoning Ordinance, Subdivision and Land Development Ordinances or any other ordinance enacted by the Members under the authority of the Pennsylvania Municipalities Planning Code.

3. **Organizational Structure/Qualifications of Board Members/Officers.**

a. The Board of Appeals shall consist of five (5) representatives. The Township shall appoint three (3) representatives and the Borough shall appoint two (2) representatives. who must have the qualifications and training described in paragraph 3.c. below.

b. The Members have agreed that the terms of office for each representative shall be as follows:

- (1) NWB shall serve a five year term;

- (2) UGT shall serve a four year term;
- (3) UGT shall serve a three year term;
- (4) UGT shall serve a two year term;
- (5) NWB shall serve a one year term.

Thereafter, all newly appointed representatives on the Board of Appeals shall serve for a five (5) year term or until the Members appoint a successor representative.

When a vacancy occurs due to the expiration of the term, resignation, or removal of a representative, the vacancy shall be filled by appointment by the same Member which appointed the representative whose seat has been vacated. Any representative on the Board of Appeals once qualified and appointed may be removed from office for malfeasance, misfeasance or nonfeasance in office or for other cause by majority vote of the governing body of the Member which appointed him or her, or by majority vote of all Members taken after the Member has received fifteen (15) days advance notice of the intent to cause such removal or to take such a vote. A hearing shall be held in connection with such vote if the Member requests it. An appointment made to fill a vacancy arising before the expiration of a representative's term shall be for the unexpired term.

c. The representatives on the Board of Appeals must be qualified by training and experience to pass on matters pertaining to building construction. Training and experience may consist of licensure as an architect or engineer, experience in the construction industry and training or experience as an inspector or plan reviewer.

d. The representatives on the Board of Appeals shall not be elected officials or employees of the Members.

e. The Members shall strive to appoint representatives in the Member's municipalities, however, if the Members cannot find qualified residents to serve on the Board of Appeals, they shall be authorized to appoint a non-resident representative to the Board of Appeals.

4. **Officers/Term of Representatives/Disqualification.**

a. The representatives on the Board of Appeals shall select one representative to serve as Chairperson and one representative to serve as Secretary. The Chairperson shall preside over all meetings and hearings of the Board of Appeals. The Secretary shall keep a detailed record of all proceedings before the Board of Appeals and shall provide copies of all written decisions rendered by the Board of Appeals to each Member.

b. The Chairperson and Secretary shall serve for a term of one (1) year or until such time as the representatives on the Board of Appeals appoint a new Chairperson or Secretary.

c. A representative or alternate representative on the Board of Appeals shall not rule on any appeal in which he or she has a personal interest in the outcome of the appeal.

5. **Term of Agreement.** This Agreement and the Board of Appeals created herein shall have an initial term of five (5) years, which term shall commence on the Effective Date of this Agreement (as defined in paragraph 24). At the expiration of the initial five (5) year term, this Agreement shall automatically renew for successive one (1) year terms unless a majority of the Members vote to terminate this Agreement and their representatives' participation in the Board of Appeals.

6. **Member's Ability to Terminate Membership in Board.** Notwithstanding the provisions of paragraph 5 above, a Member may terminate its participation in the Board of

Appeals provided that the governing body of the Member enacts a resolution authorizing such termination. If a Member's governing body enacts such resolution, the termination shall be effective immediately or a late date which is specified in the Resolution.

7. **Costs Incurred by the Board of Appeals.** Each Member shall pay its own costs and expenses in processing a property owner's appeal to the Board of Appeals (for example, if a property owner in Upper Gwynedd Township files an appeal to the Board of Appeals, Upper Gwynedd Township shall pay for all costs and expenses associated with such appeal). Each Member shall establish its own application fees for filing an appeal to the Board of Appeals, which fees shall be established from time to time by resolution of the governing body of each Member.

8. **Additional Members.** Other municipalities may join the Board of Appeals provided a majority of the Members agree and the governing body of such municipality enacts a resolution approving its participation in the Board of Appeals and provided an authorized officer of such additional municipality(ies) executes a written Joinder agreeing to be bound by the terms of this Agreement and any Bylaws adopted for the Board of Appeals.

9. **Functions of the Board.** It shall be the function of the Board of Appeals to rule upon:

a. Appeals from decisions rendered by the code enforcement officers of the member municipalities regarding the meaning of the Uniform Construction Code provisions or the applicability of such provisions to prospective building projects.

b. Applications for variance from the provisions of the Uniform Construction Code or for extensions to the time extended, by either the Code or code enforcement officer of a Member municipality, to an owner requiring that he take some required action.

10. **Rules and Procedures.** The Board of Appeals shall be authorized to establish policies and procedures necessary to carry out its duties provided that each Member approves the same by resolution of the Member's governing body.

11. **Appeals Procedure.**

a. Filing of Appeal. Appeals to the Board of Appeals shall be filed in the Member municipality where the subject property is located on forms provided by each Member. All appeals from orders, decisions and determinations made by a Member's Building Official or Code Official must be filed within thirty (30) days of the date of the order, decision or determination which is being appealed.

b. Notice of Meeting. The Board of Appeals shall hold a hearing within sixty (60) days from the postmark date or personal service of an appeal, unless the appellant agrees in writing to an extension of time within which to commence the hearing. Notice of the public hearing shall be sent by the Member's Manager or Secretary to all representatives of the Board of Appeals, the appellant landowner, the governing body of each Member, the Member's Building Official. In addition, notice shall be advertised once in a newspaper of general circulation within the municipality where the subject property is located not less than seven (7) nor more than twenty-one (21) days prior to the date of the hearing. Where notices have been sent to any person entitled to receive notice under the terms hereof, the failure to receive such notice shall not be a basis for the invalidation of the hearing, nor deprive the Board of Appeals of jurisdiction, nor compel re-advertising.

c. Public Hearing. All hearings of the Board of Appeals shall be held in the Member municipality where the appeal was filed and shall be open to the public and transcribed by a stenographer. The hearing shall be conducted under and pursuant to the procedure

designated in the Local Agency Law of the Commonwealth of Pennsylvania. The majority of the Board of Appeals shall constitute a quorum, and the majority of the representatives of the Board of Appeals present and voting may render a decision on any matter before the Board of Appeals. At the hearing, the appellant shall be entitled to be represented by counsel and those persons enumerated in paragraph 11.b. as well as any other persons authorized by the Board of Appeals, in its discretion, shall be permitted to intervene as parties.

d. Adjourned Meeting. When the necessary number to constitute a quorum of the Board are not present, if the testimony has not been concluded or for any other reason in the discretion of the Board of Appeals, the Board of Appeals may continue the hearing to a future date. If the hearing is not continued to a date certain, the hearing must be re-advertised in accordance with the procedure in paragraph 11.b. prior to the continued hearing.

e. Legal Counsel. Where legal counsel is desired, an attorney, other than the solicitor of the Member Municipalities, may be appointed to serve as counsel to the Board of Appeals.

12. **Rulings**. In ruling on an appeal, the Board shall find for Appellant if it determines that:

a. The true intent of the Uniform Construction Code, or the act which establishes it as a statewide code, was incorrectly interpreted by the code enforcement officer.

b. The provisions of the Pennsylvania Construction Code Act, Act of November 10, 1999, P.L. 491, 35 P. S. § 7210.10 *et. seq.*, do not apply to the circumstances out of which arose the decision appealed from.

c. A form of construction, equivalent in the Uniform Construction Code, is to be used.

13. **Request for Extension of Time.** In ruling on a request for extension of time or variance, the Board shall consider the following:

- a. The reasonableness of the Uniform Construction Code's applicability to a given set of circumstances.
- b. The degree to which the variance or extension of time requested deviates from strict adherence to the requirements of the Uniform Construction Code.
- c. The extent to which granting the variance or extension of time requested will create an unsafe condition.
- d. The availability of professional or technical personnel needed to come into compliance.
- e. The availability of materials and equipment needed to come into compliance.
- f. The efforts of Applicant to come into compliance as quickly as possible.
- g. Compensatory measures that will provided an equivalent degree of protection to the community.

14. **Decisions.**

a. Action of the Board of Appeals. The Board of Appeals shall affirm, modify or reverse the decision of the Building Official or Code Official by a majority vote of the representatives of the Board of Appeals hearing the appeal. The failure to obtain a majority vote shall constitute affirmance of the action of the Building Official or Code Official.

b. Rendering of Decision. The Board shall render a written decision within forty-five (45) days of the close of the hearings and shall make findings of fact relevant to said application and apply the applicable law to said findings of fact in the rendering its decision.

Copies of the decisions shall be mailed by first class mail to each party before the Board of Appeals and to the governing body of each Member, provided, however, that failure to render a decision within the forty-five (45) day period herein shall not constitute an affirmance or denial.

c. Types of Decision. The Board of Appeals may:

- (1) Deny the request in whole or in part.
- (2) Grant the request in whole or in part.
- (3) Grant the request upon certain conditions being satisfied.

d. Enforcement of Decision. The Member's Building Official or Code Official shall take immediate action in accordance with the decision of the Board of Appeals.

e. Appeal of Decision. The Member, whether or not a party before the Board of Appeals, and any party before the Board of Appeals who is aggrieved by the decision of the Board of Appeals may appeal to the Court of Common Pleas of Montgomery County within thirty (30) days from the date of the rendering of the decision of the Board. The Court of Common Pleas shall review the record on *certiorari* to determine whether or not the Board of Appeals abused its discretion or committed an error of law.

f. The board of appeals may not act upon appeals, requests for variances or for extensions of time relating to accessibility. Such appeals and applications are within the exclusive purview of the Accessibility Advisory Board under § 403.142 of the Uniform Construction Code.

15. **Reorganization.** The Board of Appeals shall reorganize annually, at its first scheduled meeting, by selecting one of its Members as Chairperson and another as Secretary. It shall be the function of the Chairman to conduct meetings and preside at hearings before the Board. In the Chairperson's absence, the Secretary shall assume the chair with a third member

substituting as secretary. In the absence of the secretary, a third member shall assume his or her role. It shall be the function of the secretary to prepare and publish public notice of board meetings, keep minutes of all Board proceedings, prepare all items of Board correspondence and draft and circulate the decisions of the Board. In all matters brought before the Board, the presence of a quorum of Members shall be sufficient to all for the transaction of business.

16. **Fees.** Each Member municipality of the Board of Appeals shall establish a fee to be imposed upon those Appellant-Applicants who present a petition to the Board pertinent to construction within that municipality. The fee shall be used to defray the cost of public notice of any Board of Appeal meetings held to hear or deliberate upon the matter raised in the petition and to cover any other costs incurred in the proceedings. Within thirty (30) days of the date of the written decision, the municipality shall forward to the Appellant an itemized statement listing all draws upon the fee paid at the outset of the appeal. The statement shall be accompanied by the municipality's check in the sum of the unused portion of the Appellant's fee.

17. **Application of Uniform Construction Code.** When an appeal or application concerns construction within a particular Member municipality, the Board of Appeals shall apply the Uniform Construction Code with such modifications to the Uniform Commercial Code as that municipality has enacted through its governing body.

18. **Notices.** Whenever a notice is required to be given to any Member, the addresses listed above shall be used unless a different address is specifically designated by such Member. The notices shall be addressed to each Member's manager. Notices given by certified mail will be considered to have been given two (2) business days after being deposited in the United States mail. Notices given by personal delivery shall be considered to have been given on the date of delivery. Notices given by overnight courier shall be considered to have been given on the first

business day after the date deposited with such overnight courier. Notices given by telecopier shall be deemed given upon completion of transmission as evidenced by the confirmation sheet generated by the sending facsimile machine. Notices may be given on behalf of any party by its counsel.

19. **Governing Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the Commonwealth of Pennsylvania.

20. **Severability.** Should any sentence, clause, paragraph, term or provision of this Agreement hereafter be declared to be unconstitutional, illegal, invalid or unenforceable for any reason, such declaration shall not affect or impair the validity or enforceability of the remainder of this Agreement, it being the intention of the Members that this Agreement would have been made and entered into had not such unconstitutional, illegal or invalid provision been incorporated herein.

21. **Entire Agreement.** This writing constitutes the entire agreement among the Members. No modification of the terms of this Agreement shall be effective as to any Member unless approved in writing by such Member in a signed addendum to this Agreement.

22. **Counterparts.** This Agreement may be execute in any number of counterparts each of which when executed shall be deemed to ban original but all such counterparts shall constitute one and the same instrument.

23. **Effective Date.** This Agreement shall be effective on January 1, 2021, (“Effective Date”) provided that an authorized representative of each Member has executed this Agreement and each Member has passed a Resolution authorizing participation in the Board of Appeals.

IN WITNESS WHEREOF, the Members have caused these presents to be duly executed and attested with the seal of the respective Member as of the date first mentioned hereinabove.

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their hands and seals the day and year above written.

BOROUGH OF NORTH WALES

By: James Sando
James Sando, President

ATTEST: Christine A. Hart
Christine A. Hart, Secretary

UPPER GWYNEDD TOWNSHIP

By: Liz McNaney
Liz McNaney, President

ATTEST: Sandra B. Zadell
Sandra B. Zadell, Secretary



**INTERGOVERNMENTAL COOPERATION AGREEMENT TO CREATE A BOARD
OF APPEALS**

THIS INTERGOVERNMENTAL COOPERATION AGREEMENT is made and entered into this 25 day of August, 2020 by and between:

THE BOROUGH OF NORTH WALES (“the Borough”), a Borough organized under the laws of the Commonwealth of Pennsylvania with an address of 300 School Street, North Wales, Pennsylvania, 19454; and

UPPER GWYNEDD TOWNSHIP (“the Township”), a Township of the First Class organized under the laws of the Commonwealth of Pennsylvania with an address of 1 Parkside Place, North Wales, Pennsylvania, 19454.

The above-described parties shall hereinafter be referred to collectively as “Members” or individually as a “Member.”

CONDITIONS OF AGREEMENT AND BACKGROUND

A. WHEREAS, Article 9, Section 5 of the Pennsylvania Constitution and the Intergovernmental Cooperation Act of 1996, 53 Pa. C.S.A. § 2301 *et seq.* (the “Act”) authorize two or more local governments to jointly cooperate with other local governments in the exercise or performance of their respective governmental functions, powers and responsibilities; and

B. WHEREAS, the Pennsylvania General Assembly adopted the Pennsylvania Construction Code Act on November 10, 1999, as Act 45 of 1999, which is codified at 35 P.S. §§ 7210.101 through 7210.1103 (“Act 45”) in order to create a statewide building code which would provide uniform standards for the protection of life, health, property and the environment and for the safety and welfare of the owners and occupants of buildings and structures; and

C. WHEREAS, Act 45 went into effect on April 9, 2004; and

D. WHEREAS, pursuant to Act 45, each Member has adopted an ordinance wherein the respective municipality elected to administer and enforce the Uniform Construction Code contained in 34 Pa. Code Chapters 401-405 as amended from time to time (the “Building Code”); and

E. WHEREAS, the Building Code contemplates the creation of a Board of Appeals to hear and decide appeals of orders, decisions or determinations made by the respective municipality’s building official or code official relating to the application and interpretation of the municipality’s Building Code; and

F. WHEREAS, Act 45 and the regulations promulgated pursuant to Act 45 permit two or more municipalities to establish a joint Board of Appeals through an intergovernmental agreement adopted pursuant to the Act; and

G. WHEREAS, the parties hereto are desirous to form an intergovernmental Board of Appeals which shall act as the Members’ Board of Appeals that will hear and decide appeals taken from the decisions of each of their municipal Code Officials; and

H. WHEREAS, the Members desire to enter this Agreement to form the intergovernmental Board of Appeals (the “Board of Appeals”) and to establish the framework, organization structure and governing regulations under which the Board of Appeals shall operate, and to perform the functions described herein and in the Members’ Building Code which have been adopted by the Members.

NOW, THEREFORE, the Members hereto, intending to be legally bound, agree as follows:

1. **Formation of Intergovernmental Board of Appeals.** Pursuant to the authority granted in the Pennsylvania Constitution, the Act and in Act 45, the Members hereby form an

intergovernmental Board of Appeals to be known as the Joint Board of Appeals (the “Board of Appeals”). The Members shall participate in the Board of Appeals. Additional municipalities may join the Board of Appeals pursuant to the procedure in paragraph 8 herein.

2. Jurisdiction of Board of Appeals.

a. The Board of Appeals shall have jurisdiction over the following matters:

(1) Appeals of orders, decisions or determinations made by the respective Members’ Building Code Official relating to the application and interpretation of the Members’ Building Code that was duly adopted by the Member;

(2) Requests for a variance from a provision of the Members’ Building Code that was duly adopted by the Member; and

(3) Requests for extension of time.

b. The Board of Appeals shall consider the following factors when deciding an appeal which is filed under 2.a.(1) above:

(1) whether the true intent of the Member’s Building Code has been incorrectly interpreted by the Member’s Building Official or Code Official;

(2) whether the provisions of the Building Code do not fully apply;

(3) whether an equivalent or superior form of construction is proposed and should be permitted to be used in lieu of strict conformance with the Member’s Building Code.

c. The Board of Appeals may consider the following factors when ruling on a request for an extension of time or a request for a variance which is filed pursuant to paragraph 2.a.(2) or (3) above:

- (1) the reasonableness of the Building Code's application in a particular case;
- (2) the extent to which the granting of a variance or an extension of time will pose a violation of the Building Code's application in a particular case;
- (3) the availability of professional or technical personnel needed to come into compliance;
- (4) the availability of materials and equipment needed to come into compliance;
- (5) the efforts being made to come into compliance as quickly as possible;
- (6) compensatory features that will provide an equivalent degree of protection to the Building Code.

d. The Board of Appeals shall not have jurisdiction arising from the Member's Zoning Ordinance, Subdivision and Land Development Ordinances or any other ordinance enacted by the Members under the authority of the Pennsylvania Municipalities Planning Code.

3. **Organizational Structure/Qualifications of Board Members/Officers.**

a. The Board of Appeals shall consist of five (5) representatives. The Township shall appoint three (3) representatives and the Borough shall appoint two (2) representatives. who must have the qualifications and training described in paragraph 3.c. below.

b. The Members have agreed that the terms of office for each representative shall be as follows:

- (1) NWB shall serve a five year term;

- (2) UGT shall serve a four year term;
- (3) UGT shall serve a three year term;
- (4) UGT shall serve a two year term;
- (5) NWB shall serve a one year term.

Thereafter, all newly appointed representatives on the Board of Appeals shall serve for a five (5) year term or until the Members appoint a successor representative.

When a vacancy occurs due to the expiration of the term, resignation, or removal of a representative, the vacancy shall be filled by appointment by the same Member which appointed the representative whose seat has been vacated. Any representative on the Board of Appeals once qualified and appointed may be removed from office for malfeasance, misfeasance or nonfeasance in office or for other cause by majority vote of the governing body of the Member which appointed him or her, or by majority vote of all Members taken after the Member has received fifteen (15) days advance notice of the intent to cause such removal or to take such a vote. A hearing shall be held in connection with such vote if the Member requests it. An appointment made to fill a vacancy arising before the expiration of a representative's term shall be for the unexpired term.

c. The representatives on the Board of Appeals must be qualified by training and experience to pass on matters pertaining to building construction. Training and experience may consist of licensure as an architect or engineer, experience in the construction industry and training or experience as an inspector or plan reviewer.

d. The representatives on the Board of Appeals shall not be elected officials or employees of the Members.

e. The Members shall strive to appoint representatives in the Member's municipalities, however, if the Members cannot find qualified residents to serve on the Board of Appeals, they shall be authorized to appoint a non-resident representative to the Board of Appeals.

4. **Officers/Term of Representatives/Disqualification.**

a. The representatives on the Board of Appeals shall select one representative to serve as Chairperson and one representative to serve as Secretary. The Chairperson shall preside over all meetings and hearings of the Board of Appeals. The Secretary shall keep a detailed record of all proceedings before the Board of Appeals and shall provide copies of all written decisions rendered by the Board of Appeals to each Member.

b. The Chairperson and Secretary shall serve for a term of one (1) year or until such time as the representatives on the Board of Appeals appoint a new Chairperson or Secretary.

c. A representative or alternate representative on the Board of Appeals shall not rule on any appeal in which he or she has a personal interest in the outcome of the appeal.

5. **Term of Agreement.** This Agreement and the Board of Appeals created herein shall have an initial term of five (5) years, which term shall commence on the Effective Date of this Agreement (as defined in paragraph 24). At the expiration of the initial five (5) year term, this Agreement shall automatically renew for successive one (1) year terms unless a majority of the Members vote to terminate this Agreement and their representatives' participation in the Board of Appeals.

6. **Member's Ability to Terminate Membership in Board.** Notwithstanding the provisions of paragraph 5 above, a Member may terminate its participation in the Board of

Appeals provided that the governing body of the Member enacts a resolution authorizing such termination. If a Member's governing body enacts such resolution, the termination shall be effective immediately or a late date which is specified in the Resolution.

7. **Costs Incurred by the Board of Appeals.** Each Member shall pay its own costs and expenses in processing a property owner's appeal to the Board of Appeals (for example, if a property owner in Upper Gwynedd Township files an appeal to the Board of Appeals, Upper Gwynedd Township shall pay for all costs and expenses associated with such appeal). Each Member shall establish its own application fees for filing an appeal to the Board of Appeals, which fees shall be established from time to time by resolution of the governing body of each Member.

8. **Additional Members.** Other municipalities may join the Board of Appeals provided a majority of the Members agree and the governing body of such municipality enacts a resolution approving its participation in the Board of Appeals and provided an authorized officer of such additional municipality(ies) executes a written Joinder agreeing to be bound by the terms of this Agreement and any Bylaws adopted for the Board of Appeals.

9. **Functions of the Board.** It shall be the function of the Board of Appeals to rule upon:

a. Appeals from decisions rendered by the code enforcement officers of the member municipalities regarding the meaning of the Uniform Construction Code provisions or the applicability of such provisions to prospective building projects.

b. Applications for variance from the provisions of the Uniform Construction Code or for extensions to the time extended, by either the Code or code enforcement officer of a Member municipality, to an owner requiring that he take some required action.

10. **Rules and Procedures.** The Board of Appeals shall be authorized to establish policies and procedures necessary to carry out its duties provided that each Member approves the same by resolution of the Member's governing body.

11. **Appeals Procedure.**

a. Filing of Appeal. Appeals to the Board of Appeals shall be filed in the Member municipality where the subject property is located on forms provided by each Member. All appeals from orders, decisions and determinations made by a Member's Building Official or Code Official must be filed within thirty (30) days of the date of the order, decision or determination which is being appealed.

b. Notice of Meeting. The Board of Appeals shall hold a hearing within sixty (60) days from the postmark date or personal service of an appeal, unless the appellant agrees in writing to an extension of time within which to commence the hearing. Notice of the public hearing shall be sent by the Member's Manager or Secretary to all representatives of the Board of Appeals, the appellant landowner, the governing body of each Member, the Member's Building Official. In addition, notice shall be advertised once in a newspaper of general circulation within the municipality where the subject property is located not less than seven (7) nor more than twenty-one (21) days prior to the date of the hearing. Where notices have been sent to any person entitled to receive notice under the terms hereof, the failure to receive such notice shall not be a basis for the invalidation of the hearing, nor deprive the Board of Appeals of jurisdiction, nor compel re-advertising.

c. Public Hearing. All hearings of the Board of Appeals shall be held in the Member municipality where the appeal was filed and shall be open to the public and transcribed by a stenographer. The hearing shall be conducted under and pursuant to the procedure

designated in the Local Agency Law of the Commonwealth of Pennsylvania. The majority of the Board of Appeals shall constitute a quorum, and the majority of the representatives of the Board of Appeals present and voting may render a decision on any matter before the Board of Appeals. At the hearing, the appellant shall be entitled to be represented by counsel and those persons enumerated in paragraph 11.b. as well as any other persons authorized by the Board of Appeals, in its discretion, shall be permitted to intervene as parties.

d. Adjourned Meeting. When the necessary number to constitute a quorum of the Board are not present, if the testimony has not been concluded or for any other reason in the discretion of the Board of Appeals, the Board of Appeals may continue the hearing to a future date. If the hearing is not continued to a date certain, the hearing must be re-advertised in accordance with the procedure in paragraph 11.b. prior to the continued hearing.

e. Legal Counsel. Where legal counsel is desired, an attorney, other than the solicitor of the Member Municipalities, may be appointed to serve as counsel to the Board of Appeals.

12. **Rulings**. In ruling on an appeal, the Board shall find for Appellant if it determines that:

a. The true intent of the Uniform Construction Code, or the act which establishes it as a statewide code, was incorrectly interpreted by the code enforcement officer.

b. The provisions of the Pennsylvania Construction Code Act, Act of November 10, 1999, P.L. 491, 35 P. S. § 7210.10 *et. seq.*, do not apply to the circumstances out of which arose the decision appealed from.

c. A form of construction, equivalent in the Uniform Construction Code, is to be used.

13. **Request for Extension of Time.** In ruling on a request for extension of time or variance, the Board shall consider the following:

- a. The reasonableness of the Uniform Construction Code's applicability to a given set of circumstances.
- b. The degree to which the variance or extension of time requested deviates from strict adherence to the requirements of the Uniform Construction Code.
- c. The extent to which granting the variance or extension of time requested will create an unsafe condition.
- d. The availability of professional or technical personnel needed to come into compliance.
- e. The availability of materials and equipment needed to come into compliance.
- f. The efforts of Applicant to come into compliance as quickly as possible.
- g. Compensatory measures that will provided an equivalent degree of protection to the community.

14. **Decisions.**

a. Action of the Board of Appeals. The Board of Appeals shall affirm, modify or reverse the decision of the Building Official or Code Official by a majority vote of the representatives of the Board of Appeals hearing the appeal. The failure to obtain a majority vote shall constitute affirmance of the action of the Building Official or Code Official.

b. Rendering of Decision. The Board shall render a written decision within forty-five (45) days of the close of the hearings and shall make findings of fact relevant to said application and apply the applicable law to said findings of fact in the rendering its decision.

Copies of the decisions shall be mailed by first class mail to each party before the Board of Appeals and to the governing body of each Member, provided, however, that failure to render a decision within the forty-five (45) day period herein shall not constitute an affirmance or denial.

c. Types of Decision. The Board of Appeals may:

- (1) Deny the request in whole or in part.
- (2) Grant the request in whole or in part.
- (3) Grant the request upon certain conditions being satisfied.

d. Enforcement of Decision. The Member's Building Official or Code Official shall take immediate action in accordance with the decision of the Board of Appeals.

e. Appeal of Decision. The Member, whether or not a party before the Board of Appeals, and any party before the Board of Appeals who is aggrieved by the decision of the Board of Appeals may appeal to the Court of Common Pleas of Montgomery County within thirty (30) days from the date of the rendering of the decision of the Board. The Court of Common Pleas shall review the record on *certiorari* to determine whether or not the Board of Appeals abused its discretion or committed an error of law.

f. The board of appeals may not act upon appeals, requests for variances or for extensions of time relating to accessibility. Such appeals and applications are within the exclusive purview of the Accessibility Advisory Board under § 403.142 of the Uniform Construction Code.

15. **Reorganization.** The Board of Appeals shall reorganize annually, at its first scheduled meeting, by selecting one of its Members as Chairperson and another as Secretary. It shall be the function of the Chairman to conduct meetings and preside at hearings before the Board. In the Chairperson's absence, the Secretary shall assume the chair with a third member

substituting as secretary. In the absence of the secretary, a third member shall assume his or her role. It shall be the function of the secretary to prepare and publish public notice of board meetings, keep minutes of all Board proceedings, prepare all items of Board correspondence and draft and circulate the decisions of the Board. In all matters brought before the Board, the presence of a quorum of Members shall be sufficient to all for the transaction of business.

16. **Fees.** Each Member municipality of the Board of Appeals shall establish a fee to be imposed upon those Appellant-Applicants who present a petition to the Board pertinent to construction within that municipality. The fee shall be used to defray the cost of public notice of any Board of Appeal meetings held to hear or deliberate upon the matter raised in the petition and to cover any other costs incurred in the proceedings. Within thirty (30) days of the date of the written decision, the municipality shall forward to the Appellant an itemized statement listing all draws upon the fee paid at the outset of the appeal. The statement shall be accompanied by the municipality's check in the sum of the unused portion of the Appellant's fee.

17. **Application of Uniform Construction Code.** When an appeal or application concerns construction within a particular Member municipality, the Board of Appeals shall apply the Uniform Construction Code with such modifications to the Uniform Commercial Code as that municipality has enacted through its governing body.

18. **Notices.** Whenever a notice is required to be given to any Member, the addresses listed above shall be used unless a different address is specifically designated by such Member. The notices shall be addressed to each Member's manager. Notices given by certified mail will be considered to have been given two (2) business days after being deposited in the United States mail. Notices given by personal delivery shall be considered to have been given on the date of delivery. Notices given by overnight courier shall be considered to have been given on the first

business day after the date deposited with such overnight courier. Notices given by telecopier shall be deemed given upon completion of transmission as evidenced by the confirmation sheet generated by the sending facsimile machine. Notices may be given on behalf of any party by its counsel.

19. **Governing Law.** This Agreement shall be interpreted and enforced in accordance with the laws of the Commonwealth of Pennsylvania.

20. **Severability.** Should any sentence, clause, paragraph, term or provision of this Agreement hereafter be declared to be unconstitutional, illegal, invalid or unenforceable for any reason, such declaration shall not affect or impair the validity or enforceability of the remainder of this Agreement, it being the intention of the Members that this Agreement would have been made and entered into had not such unconstitutional, illegal or invalid provision been incorporated herein.

21. **Entire Agreement.** This writing constitutes the entire agreement among the Members. No modification of the terms of this Agreement shall be effective as to any Member unless approved in writing by such Member in a signed addendum to this Agreement.

22. **Counterparts.** This Agreement may be execute in any number of counterparts each of which when executed shall be deemed to ban original but all such counterparts shall constitute one and the same instrument.

23. **Effective Date.** This Agreement shall be effective on January 1, 2021, (“Effective Date”) provided that an authorized representative of each Member has executed this Agreement and each Member has passed a Resolution authorizing participation in the Board of Appeals.

IN WITNESS WHEREOF, the Members have caused these presents to be duly executed and attested with the seal of the respective Member as of the date first mentioned hereinabove.

IN WITNESS WHEREOF, the parties hereto have hereunto affixed their hands and seals the day and year above written.

BOROUGH OF NORTH WALES

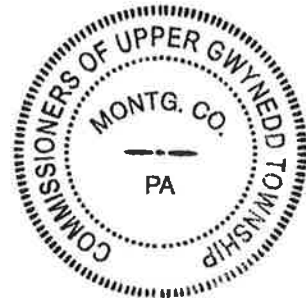
By: James Sando
James Sando, President

ATTEST: Christine A. Hart
Christine A. Hart, Secretary

UPPER GWYNEDD TOWNSHIP

By: Liz McNaney
Liz McNaney, President

ATTEST: Sandra B. Zadell
Sandra B. Zadell, Secretary





LOWER GWYNEDD TOWNSHIP
INVOICE HISTORY REPORT

The Lower Gwynedd Township Board of Supervisors hereby approve the Invoice History Report by General Ledger Account for the period January 1, through the 31st 2023, in the amount of \$352,876.99.

NOTES OF INTEREST:

Page 12 09439.000 \$ 29,844.50 Sewer Televising Project.

Accompanying this report is a copy of the PLGIT Corporate Master Card charges incurred for Sandi Feight-Hicks, Chief Paul Kenny, Jamie Worman and Public Works. If a copy is not attached there was a "zero" balance.

For the month of January, vendors 3899 through 3907 were added.

DATE: 2/28/2023
TIME: 1:04:32PM

**LOWER GWYNEDD TOWNSHIP
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01 - GENERAL FUND						
01301 - 100	CURRENT REAL ESTATE TAXES	100601	01/20/2023	FOULKEWAYS @ GWYNEDD	REDUCTION OF ASSESSMENT	46.40
01362 - 410	BUILDING PERMITS	100590	01/20/2023	CHARLOTTE WILLIS	BUILDING PERMIT REIMBURSEMENT	1,038.75
01362 - 410	BUILDING PERMITS	100645	01/20/2023	THE FENCE GUYS	PERMIT REFUND	150.00
01400 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	91.75
01400 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	8,127.14
01400 - 220	OPERATING SUPPLIES	474	01/06/2023	MASTERCARD	MASTER CARD	-40.00
01400 - 220	OPERATING SUPPLIES		01/06/2023	MASTERCARD		9.98
01400 - 220	OPERATING SUPPLIES		01/06/2023	MASTERCARD		33.84
01400 - 220	OPERATING SUPPLIES		01/06/2023	MASTERCARD		100.00
01400 - 220	OPERATING SUPPLIES	100621	01/20/2023	OLD YORK ROAD COUNTRY CLUB	LGT HOLIDAY PARTY	1,526.40
01400 - 316	PROF SERV-NEWSLTR & WEB SITE	474	01/06/2023	MASTERCARD	MASTER CARD	52.50
01400 - 316	PROF SERV-NEWSLTR & WEB SITE	100589	01/20/2023	CATAPULT WEB DEVELOPMENT INC	JAN 2023 WEBSITE HOSTING	2,400.00
01400 - 320	COMMUNICATION	100695	01/25/2023	VERIZON	PHONE CHARGES	332.32
01400 - 320	COMMUNICATION	100696	01/25/2023	VERIZON WIRELESS		200.05
01400 - 420	DUES & SUBSCRIPTIONS	100634	01/20/2023	PSATS	PSATS MEMBERSHIP	195.00
01401 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	509.58
01401 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	3,777.11
01401 - 200	SUPPLIES-OFFICE SUPPLIES	474	01/06/2023	MASTERCARD	MASTER CARD	13.50
01401 - 200	SUPPLIES-OFFICE SUPPLIES	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	16.90
01401 - 200	SUPPLIES-OFFICE SUPPLIES	100643	01/20/2023	STAPLES	LABELS	4.70
01401 - 200	SUPPLIES-OFFICE SUPPLIES		01/20/2023	STAPLES	OFFICE SUPPLIES	55.96
01401 - 200	SUPPLIES-OFFICE SUPPLIES	100674	01/25/2023	M. BURR KEIM COMPANY	MINUTE BOOKS	257.50
01401 - 320	COMMUNICATION	100696	01/25/2023	VERIZON WIRELESS	PHONE CHARGES	66.44

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**LOWER GWYNEDD TOWNSHIP
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01401 - 340	ADVERTISING/PRINTING	474	01/06/2023	MASTERCARD	MASTER CARD	349.80
01401 - 340	ADVERTISING/PRINTING	100654	01/25/2023	21ST CENTURY MEDIA NEWSPAPER, LLC	ADVERTISING	94.41
01401 - 370	REPAIRS & MAINTENANCE	100610	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	FIREWALL WARRANTY	436.80
01401 - 370	REPAIRS & MAINTENANCE		01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER WARRANTY	512.00
01401 - 370	REPAIRS & MAINTENANCE	100611	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER MAINTENANCE	1,257.26
01401 - 370	REPAIRS & MAINTENANCE	100637	01/20/2023	RICOH USA INC	COPIER SERVICES	176.57
01401 - 370	REPAIRS & MAINTENANCE	100687	01/25/2023	RICOH USA INC		403.98
01401 - 420	DUES & SUBSCRIPTIONS	100584	01/20/2023	APMM	APMM DUES JW	150.00
01401 - 420	DUES & SUBSCRIPTIONS	100628	01/20/2023	PENNSYLVANIA MUNICIPAL LEAGUE	PELRAS DUES	450.00
01401 - 420	DUES & SUBSCRIPTIONS	100634	01/20/2023	PSATS	PSATS MEMBERSHIP	2,035.00
01402 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	127.44
01402 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	1,173.86
01402 - 310	PROFESSIONAL SERVICES	100586	01/20/2023	BBD, LP	AUDIT SERVICES	6,000.00
01402 - 310	PROFESSIONAL SERVICES	100662	01/25/2023	BEE, BERGVALL & COMPANY P.C.	FINANCIAL SERVICES	7,875.00
01402 - 310	PROFESSIONAL SERVICES		01/25/2023	BEE, BERGVALL & COMPANY P.C.		9,940.00
01402 - 310	PROFESSIONAL SERVICES	100693	01/25/2023	STEVEN M. WIESNER	FINANCIAL SERVICES SW	9,870.00
01402 - 311	PROFESSIONAL SERVICES-NONUNIFO	100630	01/20/2023	PFM ASSET MANAGEMENT LLC	NOV 2022 PP/OPEB/NUP FEES	1,209.27
01402 - 311	PROFESSIONAL SERVICES-NONUNIFO	100650	01/20/2023	US BANK	NOV 2022 NUP FEE	177.23
01402 - 370	MUNIS LICENSING & MAINTENAN	100649	01/20/2023	TYLER TECHNOLOGIES INC.	2023 MUNIS SUPPORT	9,433.48
01404 - 310	LEGAL SERVICES	100669	01/25/2023	GENERAL CODE PUBLISHERS CORP.	CODE MANUALS	1,195.00
01404 - 420	DUES & SUBSCRIPTIONS	100634	01/20/2023	PSATS	PSATS MEMBERSHIP	175.00
01409 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	119.50
01409 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	1,890.32
01409 - 220	SUPPLIES	100631	01/20/2023	PITNEY BOWES, INC.	POSTAGE METER LEASE	242.22

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**LOWER GWYNEDD TOWNSHIP
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01409 - 220	SUPPLIES	100658	01/25/2023	ARAMSCO, INC.	BUILDING SUPPLIES	80.14
01409 - 220	SUPPLIES	100698	01/25/2023	AVM SERVICES	COFFEE SERVICE	611.16
01409 - 220	SUPPLIES	100683	01/25/2023	PITNEY BOWES GLOBAL FINANCIAL SVCS L	POSTAGE METER LEASE	237.97
01409 - 220	SUPPLIES	100685	01/25/2023	READY REFRESH BY NESTLE	WATER SERVICE	311.91
01409 - 320	TELEPHONE	100600	01/20/2023	FLOUNDERS COMMUNICATIONS	PHONE CHARGES	69.99
01409 - 320	TELEPHONE		01/20/2023	FLOUNDERS COMMUNICATIONS		90.00
01409 - 320	TELEPHONE		01/20/2023	FLOUNDERS COMMUNICATIONS		103.84
01409 - 360	UTILITIES	100626	01/20/2023	PECO ENERGY	PECO BARN	39.36
01409 - 360	UTILITIES		01/20/2023	PECO ENERGY	PECO LGT	1,893.68
01409 - 360	UTILITIES	100699	01/25/2023	CHARGEPOINT, INC.	ELECTRIC PUMP RENTAL	1,462.80
01409 - 360	UTILITIES	100680	01/25/2023	PECO ENERGY	PECO INGERSOL	597.28
01409 - 360	UTILITIES		01/25/2023	PECO ENERGY	PECO LGT	4,351.01
01409 - 370	REPAIRS & MAINTENANCE	100583	01/20/2023	ALLEN J. FEDEZKO	PEST CONTROL	1,487.50
01409 - 370	REPAIRS & MAINTENANCE	100593	01/20/2023	D.E. WALKER & SON, INC.	SERVICE HEATING UNIT 409 PENLLYŶ	658.75
01409 - 370	REPAIRS & MAINTENANCE		01/20/2023	D.E. WALKER & SON, INC.	FUEL/START UP	2,239.50
01409 - 370	REPAIRS & MAINTENANCE	100607	01/20/2023	HBI LLC	CLAYTOR/INGERSOL INSPECTIONS	825.00
01409 - 370	REPAIRS & MAINTENANCE	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	499.96
01409 - 370	REPAIRS & MAINTENANCE	100638	01/20/2023	ROBERT J. DIETRICK	SERVICE FOR AIR COMPRESSOR	586.65
01409 - 370	REPAIRS & MAINTENANCE	100648	01/20/2023	TUSTIN MECHANICAL SERVICES	HVAC MAINTENANCE	189.00
01409 - 370	REPAIRS & MAINTENANCE	100655	01/25/2023	3PHASE EXCEL ELEVATOR, LLC	ELEVATOR REPAIR	630.00
01409 - 370	REPAIRS & MAINTENANCE	100656	01/25/2023	A WILDLIFE PRO, LLC	PEST CONTROL	3,325.00
01409 - 370	REPAIRS & MAINTENANCE	100663	01/25/2023	BILLOWS ELECTRIC SUPPLY COMPANY, INC.	LIGHTING	22.58
01409 - 370	REPAIRS & MAINTENANCE	100686	01/25/2023	REMCO, INC.	HVAC MAINTENANCE	365.00
01409 - 370	REPAIRS & MAINTENANCE	100694	01/25/2023	TUSTIN MECHANICAL SERVICES		189.00

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01409 - 371	REPAIR/MAINT-LANDSCAPING	100660	01/25/2023	BANES ROOFING, INC.	ROOF REPAIR	487.44
01410 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	4,791.17
01410 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	53,098.76
01410 - 174	EDUC. TUITION REIMBURSEMENT	100591	01/20/2023	CHRISTOPHER SWENSON	2022 TUITION REIMBURSEMENT	2,031.84
01410 - 200	SUPPLIES	100643	01/20/2023	STAPLES	OFFICE SUPPLIES	9.75
01410 - 200	SUPPLIES	100690	01/25/2023	STAPLES		12.79
01410 - 201	CENTRAL MTG. CTY. S.W.A.T.	100676	01/25/2023	MONTGOMERY COUNTY S.W.A.T. - CR	SWAT DUES	4,000.00
01410 - 220	OPERATING SUPPLIES	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	118.65
01410 - 220	OPERATING SUPPLIES	100613	01/20/2023	MARYLAND TRANSPORTATION AUTHORITY	TOLL	6.00
01410 - 220	OPERATING SUPPLIES	100646	01/20/2023	THOMAS J. MORRIS	AMMUNITION	2,828.56
01410 - 222	OPER. SUP: DETECTIVE DIV.	100689	01/25/2023	SIRCHIE ACQUISITION COMPANY, LLC	DETECTIVE SUPPLIES	1,009.07
01410 - 238	UNIFORMS	100603	01/20/2023	GALLS, LLC	WORK BOOTS	214.94
01410 - 238	UNIFORMS	100614	01/20/2023	MCDONALD UNIFORM COMPANY, INC.	UNIFORMS	145.95
01410 - 238	UNIFORMS	100675	01/25/2023	MCDONALD UNIFORM COMPANY, INC.		8.01
01410 - 238	UNIFORMS		01/25/2023	MCDONALD UNIFORM COMPANY, INC.		66.74
01410 - 238	UNIFORMS		01/25/2023	MCDONALD UNIFORM COMPANY, INC.		153.96
01410 - 238	UNIFORMS		01/25/2023	MCDONALD UNIFORM COMPANY, INC.		176.08
01410 - 238	UNIFORMS		01/25/2023	MCDONALD UNIFORM COMPANY, INC.		398.19
01410 - 239	UNIFORM CLEANING	100640	01/20/2023	SANG CHUL LEE	UNIFORM CLEANING	81.60
01410 - 310	PHYSICAL FITNESS	100591	01/20/2023	CHRISTOPHER SWENSON	GYM REIMBURSEMENT	410.00
01410 - 310	PHYSICAL FITNESS	100615	01/20/2023	MICHAEL CANTRELL		329.87
01410 - 310	PHYSICAL FITNESS	100641	01/20/2023	SHAWN SWEENEY	GYM REIMBURSEMENTS	234.59
01410 - 311	PROF. SERVICES - PENSION, OPEB	100630	01/20/2023	PFM ASSET MANAGEMENT LLC	NOV 2022 PP/OPEB/NUP FEES	3,517.74
01410 - 311	PROF. SERVICES - PENSION, OPEB	100650	01/20/2023	US BANK	NOV 2022 DROP FEE ROGGE	7.63

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TIME: 1:04:32PM

**LOWER GWYNEDD TOWNSHIP
INVOICE HISTORY LIST**

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FD. ACCOUNT #	ACCOUNT DESCRIPTION	CHK #	DATE	VENDOR	ITEM DESCRIPTION	ITEM AMOUNT
FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01410 - 311	PROF. SERVICES - PENSION, OPEB	100650	01/20/2023	US BANK	NOV 2022 OPEB FEE	126.27
01410 - 311	PROF. SERVICES - PENSION, OPEB		01/20/2023	US BANK	NOV 2022 PP FEE	407.40
01410 - 320	COMMUNICATIONS	100696	01/25/2023	VERIZON WIRELESS	PHONE CHARGES	639.33
01410 - 370	VEHICLE MAINTENANCE	100587	01/20/2023	BERGEY'S, INC.	AUTO REPAIRS/PARTS	5,898.34
01410 - 370	VEHICLE MAINTENANCE	100599	01/20/2023	ELLIOTT AUTO SUPPLY CO., INC.	AUTO PARTS/SUPPLIES	1,151.67
01410 - 370	VEHICLE MAINTENANCE	100622	01/20/2023	ORSINI AUTO REPAIR, INC.	TOW 45-5	135.00
01410 - 370	VEHICLE MAINTENANCE		01/20/2023	ORSINI AUTO REPAIR, INC.	AUTO REPAIR 45-1	3,563.60
01410 - 370	VEHICLE MAINTENANCE	100644	01/20/2023	STEPHEN DIGIOVANNI	GRAPHICS 45-01	125.00
01410 - 370	VEHICLE MAINTENANCE		01/20/2023	STEPHEN DIGIOVANNI	FITOUT CAR 45-9	2,963.82
01410 - 370	VEHICLE MAINTENANCE	100659	01/25/2023	AUTO PLUS-DOYLESTOWN	HYDRAULIC FLUID	44.16
01410 - 370	VEHICLE MAINTENANCE	100670	01/25/2023	HORSHAM CAR WASH INC.	POLICE CAR WASH	132.00
01410 - 370	VEHICLE MAINTENANCE	100691	01/25/2023	STEPHEN DIGIOVANNI	AUTO LETTERING 45-10	750.00
01410 - 374	FUEL/ GASOLINE/ DIESEL	100629	01/20/2023	PETROLEUM TRADERS CORPORATION	FUEL	995.19
01410 - 374	FUEL/ GASOLINE/ DIESEL	100682	01/25/2023	PETROLEUM TRADERS CORPORATION		1,026.94
01410 - 374	FUEL/ GASOLINE/ DIESEL		01/25/2023	PETROLEUM TRADERS CORPORATION		1,468.11
01410 - 420	DUES & SUBSCRIPTIONS	100627	01/20/2023	PENNSYLVANIA CHIEFS OF POLICE ASSOC	POLICE CHIEFS ASSOC ACCREDITATI	1,000.00
01410 - 420	DUES & SUBSCRIPTIONS	100633	01/20/2023	POLICE CHIEFS' ASSOCIATION	POLICE MIRT DUES	500.00
01410 - 450	CONTRACTED SERVICES	100595	01/20/2023	DAVIDHEISER'S INC.	POLICE CAR TESTING	304.00
01410 - 450	CONTRACTED SERVICES	100610	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US	FIREWALL WARRANTY	436.80
01410 - 450	CONTRACTED SERVICES	100611	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US	COMPUTER MAINTENANCE	1,257.26
01410 - 450	CONTRACTED SERVICES	100687	01/25/2023	RICOH USA INC	COPIER SERVICES	178.14
01410 - 460	EDUCATN/MTGS/CONF/STRAVL	100681	01/25/2023	PENNSYLVANIA STATE UNIVERSITY	BASIC INVESTIGATIONS COURSE	499.00
01410 - 480	PUBLIC PROGRAMS	100581	01/20/2023	100 ACRE RANCH, LLC	POLICE TENT	1,050.00
01410 - 480	PUBLIC PROGRAMS	100594	01/20/2023	DANIEL W. DOWLING	MLK COMMUNITY BREAKFAST	250.00

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FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
01410 - 700	CAPITAL PURCHASES	100617	01/20/2023	MOTOROLA SOLUTIONS, INC.	VIDEO EQUIP/CAMERA 45-3	1,518.00
01410 - 700	CAPITAL PURCHASES	100657	01/25/2023	ADVANCED ELECTRONIC DESIGN, INC.	THERMAL PRINTER	467.10
01413 - 311	PLUMBING INSPECTOR	100672	01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.	B & Z SERVICES	365.00
01413 - 311	PLUMBING INSPECTOR		01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.		584.00
01413 - 312	FIRE SAFETY INSPECTOR	100582	01/20/2023	ALBERT M. COMLY, JR.	FIRE MARSHAL RETAINER	600.00
01414 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	201.64
01414 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	1,890.32
01414 - 200	OFFICE SUPPLIES	100643	01/20/2023	STAPLES	OFFICE SUPPLIES	2.69
01414 - 200	OFFICE SUPPLIES	100678	01/25/2023	ODP BUSINESS SOLUTIONS, LLC		12.74
01414 - 200	OFFICE SUPPLIES	100690	01/25/2023	STAPLES		50.19
01414 - 310	PROF SERV- PLANNING & ZONING	100672	01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.	LAND PLANNER SERVICES	2,387.50
01414 - 310	PROF SERV- PLANNING & ZONING		01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.		3,162.50
01414 - 311	PROF SERV- UCC INSPECTING		01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.	B & Z SERVICES	7,008.00
01414 - 311	PROF SERV- UCC INSPECTING		01/25/2023	KEYSTONE MUNICIPAL SERVICES, INC.		9,380.50
01414 - 314	PROF SERV- LEGAL (ZHB)	100588	01/20/2023	CAROL L. SKIPPER	B & Z LEGAL SERVICES	200.00
01414 - 316	PROF SERV - GIS/PERMIT PROGRAM	100647	01/20/2023	TRAISSR, LLC	TRAISSR LLC	1,600.00
01414 - 340	ADVERTISING/PRINTING/BINDING	100654	01/25/2023	21ST CENTURY MEDIA NEWSPAPER, LLC	ADVERTISING	643.22
01430 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	921.07
01430 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	14,266.04
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	136.46
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100636	01/20/2023	RICOH USA INC	COPIER SERVICES	43.95
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100643	01/20/2023	STAPLES	OFFICE SUPPLIES	41.30
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100678	01/25/2023	ODP BUSINESS SOLUTIONS, LLC		25.08
01430 - 220	HWY MAINT-GEN SERV/SUPPLS		01/25/2023	ODP BUSINESS SOLUTIONS, LLC		30.27

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01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100679	01/25/2023	OFFICE BASICS INC	OFFICE SUPPLIES	78.78
01430 - 220	HWY MAINT-GEN SERV/SUPPLS	100697	01/25/2023	W.B. MASON COMPANY, INC.		85.86
01430 - 320	COMMUNICATION	100696	01/25/2023	VERIZON WIRELESS	PHONE CHARGES	33.22
01430 - 374	FUEL/ GASOLINE/ DIESEL	100629	01/20/2023	PETROLEUM TRADERS CORPORATION	FUEL	460.08
01430 - 374	FUEL/ GASOLINE/ DIESEL		01/20/2023	PETROLEUM TRADERS CORPORATION		536.55
01430 - 374	FUEL/ GASOLINE/ DIESEL	100682	01/25/2023	PETROLEUM TRADERS CORPORATION		46.34
01430 - 374	FUEL/ GASOLINE/ DIESEL		01/25/2023	PETROLEUM TRADERS CORPORATION		145.93
01432 - 262	WINTER MAINT EQUIPMENT	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	98.10
01432 - 262	WINTER MAINT EQUIPMENT	100620	01/20/2023	NYCO CORPORATION	HOSES	155.74
01433 - 000	TRAFFIC SIGNALS	100585	01/20/2023	ARMOUR & SONS ELECTRIC, INC.	TRAFFIC SIGNAL TECH	240.00
01433 - 010	STREET SIGNS	100606	01/20/2023	H. A. WEIGAND, INC.	SIGNS	289.00
01433 - 360	TRAFFIC SIGNAL UTILITIES	100626	01/20/2023	PECO ENERGY	PECO TRAFFIC SIGNALS	367.99
01434 - 360	STREET LIGHT UTILITIES		01/20/2023	PECO ENERGY	PECO CHURCHES	35.90
01434 - 360	STREET LIGHT UTILITIES	100680	01/25/2023	PECO ENERGY	PECO RED STONE LANE	9.74
01434 - 360	STREET LIGHT UTILITIES		01/25/2023	PECO ENERGY	PECO LGT	214.20
01436 - 245	STORM SEWER & DRAIN SUPPLIES	100608	01/20/2023	HIGHWAY MATERIALS, INC.	ASPHALT	98.64
01436 - 245	STORM SEWER & DRAIN SUPPLIES		01/20/2023	HIGHWAY MATERIALS, INC.	STONE	165.00
01436 - 245	STORM SEWER & DRAIN SUPPLIES		01/20/2023	HIGHWAY MATERIALS, INC.	ASPHALT	367.39
01436 - 245	STORM SEWER & DRAIN SUPPLIES	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	39.97
01437 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	1,839.91
01437 - 200	MECHANIC/SHOP SUPPLIES	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	101.81
01437 - 200	MECHANIC/SHOP SUPPLIES	100639	01/20/2023	SAFETY-KLEEN SYSTEMS, INC.	FILTER RECYCLE	359.43
01437 - 261	REPAIR TOOLS AND MACH	100599	01/20/2023	ELLIOTT AUTO SUPPLY CO., INC.	AUTO PARTS/SUPPLIES	111.95
01437 - 261	REPAIR TOOLS AND MACH	100659	01/25/2023	AUTO PLUS-DOYLESTOWN	HYDRAULIC FLUID	187.44

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01437 - 261	REPAIR TOOLS AND MACH	100665	01/25/2023	COMMPATHS, LLC	ANTENNA REPAIR	83.00
01437 - 261	REPAIR TOOLS AND MACH	100684	01/25/2023	GT&E, LLC	OIL FILTER	10.97
01437 - 261	REPAIR TOOLS AND MACH	100677	01/25/2023	NYCO CORPORATION	TAPE/HOSE/SLEEVE	105.81
01438 - 245	HIGHWAY MAINT SUPPLIES	100608	01/20/2023	HIGHWAY MATERIALS, INC.	ASPHALT	126.22
01438 - 245	HIGHWAY MAINT SUPPLIES	100671	01/25/2023	JNA MATERIALS, LLC	COLD PATCH	216.05
01461 - 001	CONSERVATION EXPENSE	100661	01/25/2023	BATTERY SOLUTIONS, LLC	BATTERY RECYCLING	109.95
01461 - 001	CONSERVATION EXPENSE		01/25/2023	BATTERY SOLUTIONS, LLC		109.95
01461 - 001	CONSERVATION EXPENSE		01/25/2023	BATTERY SOLUTIONS, LLC	BATTTERY RECYCLING	219.90
01486 - 351	LIABILITY-DVIT	100597	01/20/2023	DELAWARE VALLEY PROPERTY & LIABILITY	JAN 2023 PROP/LIAB/DIS INS	13,112.00
01486 - 354	WORKER'S COMPENSATION	100666	01/25/2023	DELAWARE VALLEY WORKERS'	JAN 2023 WC	4,298.94
TOTAL						264,167.73
02 - STREET LIGHT FUND						
02434 - 371	R/M PEN AMBLER DISTRICT	100626	01/20/2023	PECO ENERGY	PECO PENN AMBLER DISTRICT	193.23
02434 - 372	R/M PENLLYN DISTRICT		01/20/2023	PECO ENERGY	PECO VILLAGE OF PENLLYN	181.82
02434 - 373	R/M TREWELLYN ESTATE DISTRICT		01/20/2023	PECO ENERGY	PECO TREWELLYN ESTATES	44.28
02434 - 374	R/M WOODED POND DISTRICT		01/20/2023	PECO ENERGY	PECO MCKEAN RD/WOODED POND	9.11
02434 - 375	R/M FOXFIELD RESERVE DISTRICT		01/20/2023	PECO ENERGY	PECO FOXFIELD RESERVE	42.29
02434 - 376	R/M POLO CLUB DISTRICT		01/20/2023	PECO ENERGY	PECO HUNT SEAT DRIVE	43.77
02434 - 376	R/M POLO CLUB DISTRICT	100667	01/25/2023	DENNEY ELECTRIC SUPPLY	LIGHT BASE	74.21
02434 - 377	R/M BETHLEHEM DISTRICT	100626	01/20/2023	PECO ENERGY	PECO STREET LIGHT DISTRICT	221.60
02434 - 378	R/M CEDAR HILL EST DISTRICT	100680	01/25/2023	PECO ENERGY	PECO ESTATES OF CEDAR HILL	45.83
02434 - 379	R/M GWYNEDD RESERVE DISTRICT		01/25/2023	PECO ENERGY	PECO WARREN RD/GWYNEDD RESER	9.12
02434 - 380	R/M GWYNN CREST DISTRICT	100626	01/20/2023	PECO ENERGY	PECO GWYN CREST	35.56
02434 - 381	R/M WALNUT FARMS DISTRICT	100680	01/25/2023	PECO ENERGY	PECO WALNUT FARM RD	34.94
02434 - 382	R/M GWYNN OAKS DISTRICT		01/25/2023	PECO ENERGY	PECO LGT	9.12

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FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
02434 - 383	R/M WISTER WOOD DISTRICT	100626	01/20/2023	PECO ENERGY	PECO WISTER WOODS/GWYNEDD AV	6.64
TOTAL						951.52
05 - RECREATION FUND						
05367 - 900	TICKET SALE COMMISSION	100673	01/25/2023	LOWER GWYNEDD TOWNSHIP	PETTY CASH FOR P & R	75.00
05437 - 370	REPAIR TOOLS & MACHINERY	100599	01/20/2023	ELLIOTT AUTO SUPPLY CO., INC.	AUTO PARTS/SUPPLIES	303.28
05437 - 370	REPAIR TOOLS & MACHINERY	100605	01/20/2023	GLENSIDE LAWN & GARDEN	AIR FILTER CLEANER	32.94
05437 - 370	REPAIR TOOLS & MACHINERY	100616	01/20/2023	MODERN HANDLING EQUIPMENT COMPANY	PAINT	45.16
05437 - 370	REPAIR TOOLS & MACHINERY		01/20/2023	MODERN HANDLING EQUIPMENT COMPANY	PIVOT PIN	70.40
05451 - 153	DISABLITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	170.77
05451 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	3,200.52
05451 - 200	OFFICE SUPPLIES	100678	01/25/2023	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	8.79
05451 - 200	OFFICE SUPPLIES		01/25/2023	ODP BUSINESS SOLUTIONS, LLC		10.94
05451 - 200	OFFICE SUPPLIES		01/25/2023	ODP BUSINESS SOLUTIONS, LLC		72.98
05451 - 200	OFFICE SUPPLIES	100679	01/25/2023	OFFICE BASICS INC		27.48
05451 - 320	COMMUNICATION	100651	01/20/2023	VERIZON	PHONE CHARGES	134.53
05451 - 320	COMMUNICATION	100696	01/25/2023	VERIZON WIRELESS		66.44
05451 - 340	ADVERTISING & PRINTING	474	01/06/2023	MASTERCARD	MASTER CARD	17.50
05451 - 420	DUES, SUB & MEMBERSHIPS	100618	01/20/2023	NATIONAL RECREATION AND PARK ASSOCIA	NRPA DUES SFH	180.00
05451 - 420	DUES, SUB & MEMBERSHIPS	100624	01/20/2023	PA RECREATION & PARK	PRPS DUES SFH	120.00
05453 - 300	EVENTS/ACTIVITIES	474	01/06/2023	MASTERCARD	MASTER CARD	63.59
05454 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	285.40
05454 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	3,200.52
05454 - 320	COMMUNICATION	100696	01/25/2023	VERIZON WIRELESS	PHONE CHARGES	41.25
05454 - 361	UTILITIES	100626	01/20/2023	PECO ENERGY	PECO 409R OLD PENLLYN PIKE	17.78
05454 - 361	UTILITIES		01/20/2023	PECO ENERGY	PECO CAMBRIDGE DR/WELSH RD	33.71

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FOR CHECKS DATED FROM 1/1/2023 TO 1/31/2023						
05454 - 361	UTILITIES	100626	01/20/2023	PECO ENERGY	PECO PENLLYN PLAYGROUND	42.85
05454 - 361	UTILITIES		01/20/2023	PECO ENERGY	PECO WISTER AVENUE	63.34
05454 - 361	UTILITIES		01/20/2023	PECO ENERGY	PECO 409 OLD PENLLYN PIKE	236.22
05454 - 361	UTILITIES	100680	01/25/2023	PECO ENERGY	PECO WISTER AVE	30.70
05454 - 361	UTILITIES		01/25/2023	PECO ENERGY	PECO PENLLYN PARK/GWYNEDD AVI	99.59
05454 - 361	UTILITIES		01/25/2023	PECO ENERGY	PECO PENLLYN WOODS	1,918.04
05454 - 372	MATERIALS & SUPPLIES PARKS	100609	01/20/2023	HOME DEPOT CREDIT SERVICES	BUILDING SUPPLIES/TOOLS	130.80
05454 - 420	DUES & MEMBERSHIPS	100625	01/20/2023	PA RECREATION & PARK	PRPS DUES MK	120.00
05454 - 720	REPAIRS & IMPROVEMENT	474	01/06/2023	MASTERCARD	MASTER CARD	23.00
05454 - 720	REPAIRS & IMPROVEMENT	100602	01/20/2023	G. M. DECK & SONS	NYLON COUPLES	2.58
05454 - 720	REPAIRS & IMPROVEMENT	100652	01/20/2023	VICTORY GARDEN'S, INC.	DUMP CHARGES	20.00
05486 - 351	LIABILITY INS. CONTRIB.	100597	01/20/2023	DELAWARE VALLEY PROPERTY & LIABILITY	JAN 2023 PROP/LIAB/DIS INS	937.00
05486 - 354	WORKER'S COMPENSATION	100666	01/25/2023	DELAWARE VALLEY WORKERS'	JAN 2023 WC	1,984.13
TOTAL						13,787.23
08 - SEWER FUND						
08402 - 310	FINANCIAL SERVICES	100586	01/20/2023	BBD, LP	AUDIT SERVICES	4,000.00
08402 - 310	FINANCIAL SERVICES	100649	01/20/2023	TYLER TECHNOLOGIES INC.	2023 MUNIS SUPPORT	6,288.99
08429 - 220	OPERATING SUPPLIES	100610	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	FIREWALL WARRANTY	218.40
08429 - 220	OPERATING SUPPLIES		01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER WARRANTY	511.99
08429 - 220	OPERATING SUPPLIES	100611	01/20/2023	KONICA MINOLTA BUSINESS SOLUTIONS US.	COMPUTER MAINTENANCE	628.64
08429 - 220	OPERATING SUPPLIES	100619	01/20/2023	NORTH WALES WATER AUTHORITY	PA ONE CALL	1,416.00
08429 - 220	OPERATING SUPPLIES	100623	01/20/2023	PA ONE CALL SYSTEM, INC.	PA ONE CALLS	251.35
08429 - 220	OPERATING SUPPLIES	100636	01/20/2023	RICOH USA INC	COPIER SERVICES	43.95
08429 - 320	COMMUNICATIONS	100651	01/20/2023	VERIZON	PHONE CHARGES	31.93
08429 - 320	COMMUNICATIONS	100695	01/25/2023	VERIZON		32.26

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08429 - 320	COMMUNICATIONS	100695	01/25/2023	VERIZON	PHONE CHARGES	34.77
08429 - 320	COMMUNICATIONS		01/25/2023	VERIZON		41.65
08429 - 320	COMMUNICATIONS		01/25/2023	VERIZON		41.65
08429 - 320	COMMUNICATIONS		01/25/2023	VERIZON		49.06
08429 - 320	COMMUNICATIONS	100696	01/25/2023	VERIZON WIRELESS		233.27
08429 - 350	INSURANCE	100597	01/20/2023	DELAWARE VALLEY PROPERTY & LIABILITY	JAN 2023 PROP/LIAB/DIS INS	4,682.00
08429 - 360	PUBLIC UTILITY SERVICES	100626	01/20/2023	PECO ENERGY	PECO WELSH RD PUMP STATION	1,194.31
08429 - 360	PUBLIC UTILITY SERVICES	100680	01/25/2023	PECO ENERGY	PECO RAILROAD AVE/MATHERS RD	34.42
08429 - 360	PUBLIC UTILITY SERVICES		01/25/2023	PECO ENERGY	PECO STORAGE SHED	47.87
08429 - 371	REPAIR/MAINT PUMPING STATIONS	100596	01/20/2023	DECKMAN MOTOR & PUMP, INC.	REBUILD HYDROMATIC PUMP	4,733.00
08429 - 371	REPAIR/MAINT PUMPING STATIONS	100612	01/20/2023	LRM, INC.	METER CALIBRATION	720.00
08429 - 371	REPAIR/MAINT PUMPING STATIONS	100664	01/25/2023	BUCKS COUNTY WATER & SEWER AUTHORITY	BCWSA SERVICES	4,300.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100599	01/20/2023	ELLIOTT AUTO SUPPLY CO., INC.	AUTO PARTS/SUPPLIES	567.95
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100632	01/20/2023	GT&E, LLC	HYDRAULIC FLUID	73.09
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100620	01/20/2023	NYCO CORPORATION	BACK HOE HOSE	44.25
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100644	01/20/2023	STEPHEN DIGIOVANNI	LETTERING/GRPAHICS BACKHOE	220.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100659	01/25/2023	AUTO PLUS-DOYLESTOWN	HYDRAULIC FLUID	187.44
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100665	01/25/2023	COMMPATHS, LLC	ANTENNA REPAIR	83.00
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100684	01/25/2023	GT&E, LLC	OIL FILTER	10.97
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100677	01/25/2023	NYCO CORPORATION	TAPE/HOSE/SLEEVE	105.81
08429 - 373	REP/MNT VEHICLES, EQUIPMENT	100692	01/25/2023	STEPHENSON EQUIPMENT INC.	LIFTING BRACES	264.87
08429 - 450	CONTRACTED SERVICES	100583	01/20/2023	ALLEN J. FEDEZKO	PEST CONTROL	262.50
08486 - 354	WORKER'S COMPENSATN CNTRB	100666	01/25/2023	DELAWARE VALLEY WORKERS'	JAN 2023 WC	330.68
08487 - 153	DISABILITY & LIFE INS.	100642	01/20/2023	STANDARD INSURANCE COMPANY	DEC 2022 DIS INS	584.51

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08487 - 156	HEALTH INSURANCE	100598	01/20/2023	DELAWARE VALLEY HEALTH TRUST	JAN 2023 HEALTH INS	8,302.17
					TOTAL	40,572.75
09 - SEWER CAPITAL RESERVE						
09439 - 000	INFRASTRUCTURE REBUILDING	100688	01/25/2023	SEWER SPECIALTY SERVICES CO., INC.	SEWER TELEVISIONING PROJECT	29,844.50
					TOTAL	29,844.50
31 - STORMWATER MANAGEMENT						
31446 - 001	COMPLIANCE REQUIREMENTS	100592	01/20/2023	COMMONWEALTH OF PENNSYLVANIA	NPDES PERMIT FEE	2,500.00
					TOTAL	2,500.00
61 - OPEB FUND						
61487 - 100	OPEB PENSION BENEFIT	100604	01/20/2023	GARY O'CONNOR	POST RETIREMENT MEDICAL BENEFIT	200.00
61487 - 100	OPEB PENSION BENEFIT	100635	01/20/2023	REX WILKINSON		453.26
61487 - 100	OPEB PENSION BENEFIT	100653	01/20/2023	WALTER WEST		200.00
61487 - 100	OPEB PENSION BENEFIT	100668	01/25/2023	GARY O'CONNOR		200.00
					TOTAL	1,053.26
					GRAND TOTAL:	352,876.99



Statement

Account Name:	BILLING ACCOUNT 030522	Card Number:	xxxx-xxxx-xxxx-0522
Company Name:	LOWER GWYNEDD TOWNSHIP	Account Limit:	\$ 20,000.00
Employee ID:	772190000032397	Available Credit:	\$ 19,376.29
Statement Date (MM/DD/YYYY):	12/27/2022	Currency:	U.S. DOLLAR
Payment Due Date (MM/DD/YYYY):	01/23/2023		

Statement Summary:

Report any items which do not agree with your records within 30 days of the statement date.

Previous Balance:	\$ 1,399.75
Payments:	\$ -1,399.75
Adjustments:	\$ 0.00
Net Purchases:	\$ 623.71
Cash Advance:	\$ 0.00
Fees:	\$ 0.00
Other Charges:	\$ 0.00
New Account Balance:	\$ 623.71

Transaction Summary:

Trans Date	Posting Date Trans ID	Description	Pre-Tax Amount Auth #	Total Tax	Trans Amount
Card Number xxxx-xxxx-xxxx-0522 BILLING ACCOUNT 030522					
12/05	12/05 450416035	AUTOMATIC PYMT RECEIVED	\$ -1,399.75	\$ 0.00	\$ -1,399.75

TOTAL CREDITS	xxxx-xxxx-xxxx-0522	\$ -1,399.75
TOTAL DEBITS	xxxx-xxxx-xxxx-0522	\$ 0.00

Card Number xxxx-xxxx-xxxx-6350 FEIGHT-HICKS, SANDI L

12/11	12/12 451596735	AMZN MKTP US EG6TM7DJ3 AMZN.COM/BILL WA <i>05453.300</i>	\$ 59.99 096880	\$ 3.60	\$ 63.59 ✓
12/11	12/12 451596737	AMZN MKTP US J60Q57I33 AMZN.COM/BILL WA <i>05453.300</i>	\$ 29.99 072980	\$ 1.80	\$ 31.79 ✓
12/11	12/12 451596736	AMZN MKTP US IW1669HV3 AMZN.COM/BILL WA <i>05453.300</i>	\$ 29.99 024626	\$ 1.80	\$ 31.79 ✓
12/12	12/13 451981017	AMZN MKTP US AMZN.COM/BILL WA <i>05453.300</i>	\$ -29.99	\$ -1.80	\$ -31.79 ✓
12/14	12/15 452249099	AMZN MKTP US AMZN.COM/BILL WA <i>05453.300</i>	\$ -29.99	\$ -1.80	\$ -31.79 ✓

TOTAL CREDITS	xxxx-xxxx-xxxx-6350	\$ -63.58
TOTAL DEBITS	xxxx-xxxx-xxxx-6350	\$ 127.17

Card Number xxxx-xxxx-xxxx-4975 WORMAN, JAMIE P.

11/29	11/30 449950341	ACCO BRANDS DIRECT 800-5655396 IL <i>01400.220</i>	\$ -40.00	\$ 0.00	\$ -40.00
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12/01	12/01	ONLINE JOB ADS INDEED AUSTIN TX		\$ 330.00	\$ 19.80 (e)	
	450138892		01401.340	075301		
12/16	12/19	GIANT 6510 SPRING HOUSE PA		\$ 31.92	\$ 1.92	\$ 33.84 ✓
	452675595		01400.220	073961		
12/20	12/21	COMMONWEALTH FINANCE A 7177873405 PA		\$ 94.34	\$ 5.66 (e)	\$ 100.00 ✓
	453083169		08404.310	004604		
12/21	12/22	EIG CONSTANTCONTACT.CO 855-2295506 MA	05451.340 #17.50	\$ 70.00	\$ 0.00	\$ 70.00 ✓
	453307764		01400.316 #52.50	069678		

TOTAL CREDITS xxxx-xxxx-xxxx-4975 \$ -40.00
 TOTAL DEBITS xxxx-xxxx-xxxx-4975 \$ 553.64

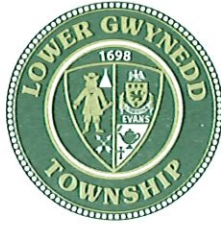
513.64

Card Number xxxx-xxxx-xxxx-3833 ZOLLERS, FRED

12/07	12/08	GIANT 6510 SPRING HOUSE PA		\$ 12.74	\$ 0.76 (e)	\$ 13.50 ✓
	451252912		01401.200	030407		
12/07	12/08	STAPLES 00100818 NORTH WALES PA		\$ 9.98	\$ 0.00	\$ 9.98 ✓
	451252911		01400.220	069825		
12/08	12/09	LOWES #01669 LANSDALE PA		\$ 23.00	\$ 0.00	\$ 23.00 ✓
	451466957		05454.720	018348		

TOTAL CREDITS xxxx-xxxx-xxxx-3833 \$ 0.00
 TOTAL DEBITS xxxx-xxxx-xxxx-3833 \$ 46.48

VENDOR #	NAME	ADDRESS	CITY	ST	ZIP
3899	HBI LLC	1755 OAK LANE	QUAKERTOWN	PA	18951
3900	LOWER GWYNEDD TOWNSHIP				
3901	CEDAR HILL DEVELOPMENT GROUP, LLC	632 GERMANTOWN PIKE	LAFAYETTE HILL	PA	19444
3902	727 NORRISTOWN ROAD, LP	3 VILLAGE ROAD	HORSHAM	PA	19044
3903	DESANTIS HOMES, LLC	515 GWYNEDD AVENUE	BLUE BELL	PA	19422
3904	JOSEPH MAIALE	PO BOX 463	GWYNEDD VALLEY	PA	19437
3905	PHILADELPHIA THEOLOGICAL SEMINARY	100 EAST WYNNEWOOD ROAD	WYNNEWOOD	PA	19096
3906	DECKS LANDSCAPING	320 KNIGHT ROAD	AMBLER	PA	19002
3907	HLM INC.		ROCKLEDGE	PA	19046



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Finance Memorandum

www.lowergwynedd.org

Date: March 3, 2023

To: Mimi Gleason, Interim Township Manager

From: Finance Department

Re: January 2023 Financial Statements

Attached are the Township's January 2023 YTD Budget Report and Balance Sheet.

The following are some highlights we wish to bring to your attention:

- The Finance Department has been working diligently preparing documents for the Township Auditors. I am happy to report that we are well ahead compared to last year and should be able to get the auditors most of the document they requested in the next week. The Auditors have completed their first two days of field work.
- We have submitted all of the 2022 payroll information requested by the Township Actuaries which is needed for them to complete their statements which will be made part of the Township's overall financial report.
- We have been working closely with MUNIS on the update for the MUNIUS Software program. Forms migration is now complete and we are now working on clearing up what MUNIS/Tyler Systems terms DIA issues. These are minor database errors/glitches and although they do not impact our normal processing or the accuracy of the financial statements, they need to be cleared before we can go live with the newer MUNIS version. MUNIS/Tyler Systems is scheduled to run tests on the system March 20th and 21st and a go live date of June 9th is planned. This is a very time-consuming process, but once completed it will pay great dividends as the new systems promises to be more efficient than the old.
- Accruals for 2022 Tax revenues have been booked and will appear as "Taxes Receivable" on the attached Balance Sheets for each Fund (See accounts beginning with XX 140-XXX)
- All 2021 Audit Journals have been posted to the Township's financial statements for Funds 01 through 35.
- In preparation for this year's audit, it has come to our attention that our AR balance does not reconcile with the balance held by Buck County Water and Sewer. We have made progress on the reconciliation of these two balances but much more work is needed. The work is very tedious but we have been able to identify where the reports do not match. We will be working





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with BCWSA over the next month to move the project forward. I will report on our progress in the next and future Finance Reports.

- All cash account reconciliations are current.
- 01-310-100 Real Estate Transfer Taxes collected in January totaled \$46,057.55 compared to \$88,795.52 last January. This revenue source is unpredictable from month to month and at this time we believe the full budgeted amount of \$650,000 will be collected.
- 01-310-210 Earned Income Taxes collected in January totaled \$219,207.68 compared to \$188,738.61 last year the same period.
- Subdivision and Land Development activity was minimal in January.
- All other Revenues and Expenditures for January were consistent with previous years.



**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
WEDNESDAY, FEBRUARY 22, 2023**

SUPERVISORS:

Danielle A. Duckett, Chairman
Michael Twersky, Vice Chair
Janine Martin
Kathleen Hunsicker
Tessie McNeely

STAFF:

Mimi Gleason, Interim Township Manager
Jamie Worman, Assistant Township Manager
Michelle Farzetta, Assistant Secretary
Neil Stein, Esq., Solicitor
Fred Zollers, Director Public Works
Mike Gargan, Police Lieutenant

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:02 p.m. 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 met in executive session prior to tonight's meeting to discuss matters of personnel, real estate and litigation.

PUBLIC COMMENTS

There were no public comments

GENERAL BUSINESS

Approval of trail easement from Gwynedd Mercy University

Ms. Worman explained that the township is acting as the applicant on behalf of Gwynedd Mercy University (GMU) for submission of a Montco 2040 Grant application with the contingency that public access to the campus trail system be formalized with an easement agreement. GMU has provided an agreement that is under Mr. Steins review. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve this agreement pending any changes Mr. Stein may have. Motion passed 5-0.

Resolution 2023-07 Authorization to submit Montco 2040 Grant for Gwynedd Mercy University

Ms. Worman explained that Resolution #2023-07 will authorize the township staff to submit a grant application on behalf of Gwynedd Mercy University (GMU). The Montco 2040 Grant is for a proposed project that will extend the Lower Gwynedd trail system from Sumneytown Pike to the GMU stadium area. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve Resolution #2023-07. Motion passed 5-0.

Approval of 3-year commitment for health insurance

The township is transitioning from a PPO insurance plan to a high deductible health plan (HDHP) for all non-uniformed staff. Delaware Valley Health Trust is requiring a two-year commitment to offset the time they have spent getting everyone set up with the new plan and the health savings accounts. This commitment will last through December 31, 2025. Staff has asked for a rate cap in return for this commitment. Ms. Duckett made a motion, seconded by Ms. McNeely to execute the two-year commitment. Motion passed 5-0.

Approval of minutes - February 8, 2023

The BOS received the minutes from the February 8, 2023 meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. McNeely to approve the February 8th, 2023, meeting minutes. Motion passed 4-0. (Ms. Hunsicker abstained as she was not present for the meeting)

COMMITTEE REPORTS

Parks and Recreation - Ms. Martin stated that they discussed summer camp registration and the master plan/strategic plan for the parks. The subcommittee also met with Gilmore and had a productive meeting discussing the plan. Other topics during the regular meeting were Little League opening day on April 15th, tennis/pickle ball camp and science explorers. Ms. Hunsicker mentioned that Parks and Recreation is still looking for counselors for the camp program. Last summer camp had to be cancelled, due to lack of staffing and we do not want that to happen again.

Fall Fest - Fall fest will be held on September 23 from 12-5 on Houston Road. Information for vendors and sponsors will be posted on the website very soon.

Historic Advisory Committee - Ms. Martin stated that they discussed their priorities for the year and policies and procedures for historical markers. Mr. Twersky asked when they will be coming to the BOS with a plan for Ingersoll. Ms. Martin explained the committee has been gathering information and insight into the property's history, as well as professional input from inspectors and realtors. Ms. Hunsicker asked about the historical markers, particularly in Penllyn. Ms. Martin explained that right now the committee is working on a process, using the state regulations as a guide. Once that is done then they will be able to better determine where markers could be put.

STAFF UPDATES

Ms. Worman stated that the Northern Montgomery County Recycling Commission met and reorganized. They are looking to extend invitations to join the commission to other communities. They are also looking at the recycling ordinance and tonnage reports. Residential waste is weighted more than commercial, so they are looking to see if the trash picked up at apartment complexes is being reported as residential or commercial. They are also looking at formalizing their grant programs for area school districts that offer recycling programs.

Ms. Gleason mentioned that there will be a meeting on Friday with Republic Services regarding the trash contract. There is an option for 2 one-year extensions, so they are meeting to see what Republics thoughts are. If we decide not to extend the contract, we will need to begin preparing to go out to bid.

SUPERVISORS COMMENTS

There were no comments from the supervisors.

Board of Supervisors Minutes

February 22, 2023

Adjournment

Ms. Duckett made a motion to adjourn at 7:30 pm seconded by Ms. Hunsicker. Motion passed 5-0.

Respectfully submitted,

Michelle Farzetta

Administrative Assistant