# LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS REGULAR MEETING TUESDAY, APRIL 10, 2018

SUPERVISORS PRESENT:

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

ABSENT:

Kathleen Hunsicker, Chair

STAFF:

Craig T. McAnally, Township Manager Jamie Worman, Assistant Township Manager Carole Culbreth, Assistant Secretary James J. Garrity, Esq., Solicitor Paul Kenny, Police Chief Steve Wiesner, Finance Director

## Call to Order and Pledge of Allegiance

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

#### **BUSINESS & FINANCE**

Receipt of Meeting Minutes: March 13, 2018

March 27, 2018

The Board of Supervisors received the March 13, 2018 and March 27, 2018 Meeting minutes. Mr. Brandt made a motion, seconded by Mr. Grey to approve the March 13, 2018 and March 27, 2018 Meeting minutes. The motion carried 4 - 0.

## Receipt of Invoice History by General Ledger Account for February, 2018

The Board of Supervisors received the Invoice History by General Ledger Account for February, 2018 in the amount of \$2,005,801.84. Mr. Wiesner stated there was an error on page 12 which was listed as principal instead of interest; and also on page 13 listed as interest instead of principal. He noted it has since been corrected and accurately presented. Dr. Booth asked about the ARLE Adaptive Traffic Signal Grant. Mr. McAnally stated the Township received the ARLE Traffic Signal Grant which includes five intersections adaptive signals (Bethlehem Pike & Moore Drive; Bethlehem Pike & Penllyn Pike; Sumneytown Pike & Bethlehem Pike; Norristown Road & McKean Road; Sumneytown & Wellington Drive.) He stated we applied for the first reimbursement. Mr. Grey made a motion, seconded by Mr. Brandt to approve the Invoice History by General Ledger Account for February, 2018 in the amount of \$2,005,801.84. The motion carried 4 – 0.

# Receipt of Year-to-Date Budget Report and Balance Sheet for February, 2018

The Board of Supervisors received the Year-to-Date Budget Report and Balance Sheet for February, 2018. The Vice-Chair asked if there were any questions or comments. There were none. Mr. Brandt made a motion, seconded by Mr. Grey to approve the Year-to-Date Budget Report and Balance Sheet for February, 2018. The motion carried 4 - 0.

#### **PUBLIC COMMENTS**

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

#### OTHER BUSINESS

### Rain Garden Bids

Mr. McAnally stated three proposals were submitted for the Basin & Rain Garden Naturalization Project and reviewed by Gilmore & Associates. He stated the low bidder was Realty Landscaping Corporation. Mr. McAnally stated Gilmore recommends that the contract for the Basin & Rain Garden Naturalization Project be awarded to Realty Landscaping Corporation for all items included in the Base Bid in the amount of \$15,216.05. Mr. Grey asked if the EAC has seen the project. Mr. McAnally stated Ms. Monaghan has seen the project. Mr. Grey made a motion, seconded by Mr. Brandt to award the bid for the Basin & Rain Garden Naturalization Project in the amount of \$15,216.05. The motion carried 4 – 0.

# Munis Upgrade

Mr. Grey stated Mr. McAnally and Mr. Wiesner discussed the new Munis software and server upgrades. Mr. Wiesner stated All Covered's proposal provides for two Microsoft SQL Server Standard Core, eight Microsoft Windows Server 2016 Standard licenses, and 28 Microsoft Windows Server 2016 Licenses plus time and materials for a total amount of \$9,208. He requested the Board approve a cost not to exceed \$12,000 to cover any 2018 price increases. Mr. Grey made a motion, seconded by Mr. Paccione to approve the Munis upgrade for a total not to exceed \$12,000. The motion carried 4 – 0.

### **Public Works Vehicle Color**

Mr. DeStefano reported over the past few years when purchasing vehicles for the public works department, we have encountered problems with matching the green color of public works vehicles. He stated there is also an upcharge for the green paint and a delay in scheduling these vehicles. Mr. DeStefano recommended transitioning to silver with black reflective stripe and door seals. Mr. Brandt agreed if there is a cost savings. Mr. Grey made a motion, seconded by Mr. Brandt to approve the silver and black for new township vehicles. The motion carried 4 – 0.

# Purchase of a 4 WD Utility/Plow Truck

Mr. DeStefano asked the Board to authorize the purchase of a 2018 Ford F350 4WD Utility/Plow Truck to be utilized by the public works department. He stated the 2018 capital budget allocated \$62,000 for the purchase of the 2018 Ford F350 4WD Utility/Plow Truck. Mr. DeStefano stated this vehicle will replace the 2007 GMC 2500 with over 105,000 miles. Mr. Grey made a motion, seconded by Mr. Brandt

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to authorize the purchase of the 2018 Ford F350 4WD Utility/Plow Truck in the amount of \$59,265; and approve the advertisement and sale of the 2007 GMC through Municibid. The motion carried 4 – 0.

#### **MANAGER'S REPORT**

Report from the Manager – Municipal activities, projects

Mr. McAnally stated the E-Cycle and Shredding Event is Saturday, April 14 from 8 to 12. He noted this event is for township residents only.

Mr. McAnally stated the PSATS Convention is April 22 to 25. He stated the Township will be sending five attendees.

# SUPERVISORS/STAFF COMMENTS

Mr. Brandt asked Chief Kenny to discuss the *Mock Teen Bedroom, Can you find the stash!* Which will be held on Thursday, April 19<sup>th</sup>. Chief Kenny stated the event is for parents only and will be held at the Wissahickon High School Auditorium and underwritten by the Kiwanis Club of Ambler.

Mr. Brandt wished everyone a Happy Spring.

Mr. Grey suggested filming the Mock Teen Bedroom, Can you find the stash!

Dr. Booth stated the Pike Fest will be held on September 15 from 10 to 4. He stated the Lower Gwynedd Business Association is holding an open house at Whole Foods on April 11<sup>th</sup> from 4 to 5:30.

There being no further questions or comments, the meeting was adjourned at 7:55 p.m. until the next Regular Meeting scheduled on April 24, 2018 at the Lower Gwynedd Township Building.

Respectfully submitted,

Carole Culbreth Assistant Secretary