

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, APRIL 13, 2021**

**SUPERVISORS PRESENT:**

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

**STAFF:**

Craig T. McAnally, Township Manager  
Jamie Worman, Assistant Township Manager  
Carole Culbreth, Assistant Secretary  
Neil Stein, Esq., Solicitor  
Paul Kenny, Police Chief  
Fred Zollers, Public Works Director  
Chad Dixson, Traffic Engineer  
Jim Hersh, Gilmore Associates

**Call to Order and Pledge of Allegiance**

The Chairman called the meeting to order at 7:04 p.m. virtually on Zoom and led those in attendance in the pledge of allegiance.

**BUSINESS AND FINANCE**

**Receipt of Minutes: March 23, 2021**

The Board of Supervisors received the March 23, 2021 meeting minutes. The Chairman asked if there were any comments. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to approve the March 23, 2021 meeting minutes. The motion passed 5 - 0.

**Receipt of Invoice History: February, 2021**

The Board of Supervisors received the Invoice History for February, 2021 in the amount of \$1,171,138.93. The Chairman asked if there were any comments. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to approve the Invoice History for February, 2021 in the amount of \$1,171,138.93. The motion passed 5 - 0.

## OTHER BUSINESS

### **Resolution No. 2021 – 08: Disposition of Records**

Mr. McAnally stated Resolution No. 2021 – 08: Disposition of Records coincides with E-Cycle Shredding Day, May 15, 2021. The records will be disposed of according to the schedules and procedures set forth in the Municipal Records Manual approved on December 16, 2008 and as amended March 28, 2019. Ms. Hunsicker made a motion, seconded by Ms. Duckett to adopt Resolution No. 2021 – 08: Disposition of Records. The motion passed 5 – 0.

### **Ordinance No. 526: Police Act 57**

Mr. Stein stated the purpose of Ordinance No. 526 is to incorporate Act 57 into the Police Department's Hiring Procedures as set forth in Chapter 244, §244.01 of the Lower Gwynedd Township Code. He stated the ordinance is intended to provide police departments with information regarding an officer's prior work history to make reasoned hiring decisions; and prevent officers with disciplinary issues from moving to another department to find employment without disclosure of the officer's history. Chief Kenny reviewed Ordinance No. 526: Police Act 57 and stated it is a good law for hiring police officers. The Chairman asked if there were any questions. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to adopt Ordinance No. 526: Police Act 57. The motion passed 5 – 0.

### **Ordinance No. 527: Verizon Cable**

Mr. McAnally stated Ordinance No. 527: Verizon Cable is a franchise agreement negotiated by the Montgomery County Consortium of Communities. The agreement is a five year term with a 5% rate. He stated the previous agreement with Verizon Cable was a 12 year agreement and in 2020 the Township received \$281,000. He stated the Township should receive \$280,000 in 2021. The Chairman asked if there were any questions. There were none. Ms. Hunsicker made a motion, seconded by Ms. McNeely to adopt Ordinance No. 527: Verizon Cable. The motion passed 5 – 0.

### **2021 Road Program**

Mr. Hersh stated bids for two 2021 road program contracts were opened on March 18, 2021. He stated 1) 2021 Lower Gwynedd Township Milling and Paving Program Bid Award Recommendation is Innovative Construction Services, Inc. in the amount of \$180,938.15; 2) 2021 Lower Gwynedd Township: Ultra-Thin Bonded Wearing Course Bid Award Recommendation is Asphalt Maintenance Solutions, Inc. for all items in the base bid in the amount of \$205,202.77. Ms. McNeely questioned the Ultra-Thin Bonded Wearing Course lifetime. Mr. Hersh said conservatively 7 – 10 years. Ms. McNeely asked which roads get which treatments. Mr. Hersh stated it depends on the existing conditions of the road. Ms. Duckett asked when Alternate 1 and 2 will be completed. Mr. Hersh stated Alternate 1 is three feet of widening on Rotelle Drive which can be completed by the Public Works Department more economically; and Alternate 2 Pen Ambler Parking Lot needs more discussion with the consultant working on the close out of that project. The Chairman asked if there were any questions. There were none. Ms. McNeely made a motion, seconded by Ms. Duckett to award the 2021 Lower Gwynedd Township Milling and Paving Program to Innovative Construction Services, Inc. in the amount of \$180,938.15. The motion passed 5 – 0. Ms. Hunsicker made a motion,

seconded by Mr. Brandt to award the 2021 Lower Gwynedd Township Ultra-thin Bonded Wearing Course to Asphalt Maintenance Solutions, Inc. in the amount of \$205,202.77. The motion passed 5 - 0.

### **Pike Fest Update**

The Chairman stated last year because of COVID the Township did not have Pike Fest. He stated he does not want to have a super spreader event. Mr. Brandt stated with the progress on COVID with vaccines and with what the country has been through people need to get together. He stated he will commit to working with the Park and Recreation Director and all five supervisors to help out. Ms. McNeely stated the Park and Recreation Subcommittee made a decision back in February that it was not safe this year and decided not to go forward with the Pike Fest. Ms. Hunsicker stated it would be difficult to create that event in such a short time. She did question why the summer concerts and summer camps were removed from the Spring Newsletter. Ms. Duckett stated she appreciates that everyone has COVID fatigue, but we are still in a pandemic and should prioritize safety. Mr. Brandt stated this is an outdoor event. Ms. Duckett replied it's a cost benefit analysis, and the cost is too great. She stated we cannot mandate wearing mask and the preparations are impossible to accomplish by October. Mr. Brandt said he would like to have something as a celebration. Ms. Duckett made a motion, seconded by Ms. McNeely to forego the Pike Fest for 2021 as we understand it to be. The motion passed 5 - 0. The Chairman replied to Ms. Hunsicker's question regarding the removal of the summer concerts and summer camps from the Spring Newsletter, stating that the draft Spring Newsletter had a deadline; and the Park and Recreation subcommittee for similar reasons as the Pike Fest could not allow the Summer Concert Series and the Summer Camps to be included and he instructed staff to pull those from the Spring Newsletter. Ms. Hunsicker asked the Park and Recreation subcommittee to reconsider the Summer Concerts due to the ability to social distance in the park. Ms. Duckett stated the Summer Concerts are moving forward. Ms. Hunsicker said she is happy the Summer Concert Series is being held. The Chairman asked for comments. Kathy Morris, Chair of the Park and Recreation Board, stated she and Sandi Feight-Hicks had a discussion on the summer concerts and camp and determined that in the past the Park and Recreation Board never had to get approval of the Board of Supervisors, but going forward we will do that, and we can do the Summer concerts safely. She stated Pike Fest is a separate committee, but she will put that on the Park and Recreation agenda for next week's meeting. Resident Margaret Hawkins stated a change needs to be made regarding three board members being aware of the newsletter change, and two board members were not. She hopes that when a significant change is made all five board members should be aware of the change. There were no further comments. The Chairman stated that Mr. Brandt established the committee system, and those committees are responsible for making recommendations to the Board. He stated in this particular case with the deadline of the newsletter the timeline is not always available. The Chairman thanked Ms. Hawkins for her comment.

### **Cedarbrook Sewer Pipe Repair Proposal**

Mr. Hersh stated during Public Works routine sewer inspections leaks were found seeping into ground water through the sanitary manhole interceptor that runs through the Cedarbrook Country Club. He stated he solicited three proposals and Gilmore & Associates, Inc. recommends the low bid from Sewer Specialty Services Company, Inc. to repair the Cedarbrook Country Club Sewer Pipe in the amount of \$4,350 based on 50 gallons of grout. The Chairman asked for comments. There were none. Mr. Brandt made a motion, seconded by Ms. Hunsicker to approve the Cedarbrook Sewer Pipe

Repair Proposal from Sewer Specialty Services Company, Inc. in the amount of \$4,350. The motion passed 5 - 0.

**Acceptance of Proposal from McGrath Consulting**

Mr. McAnally stated the proposal is for headhunter services for a full-time Human Resources professional for Lower Gwynedd Township. He stated he, Ms. Worman and the Administration Committee met with Ms. Roseann McGrath to discuss the full-time Human Resources position. The Chairman asked for comments. There were none. Ms. Hunsicker made a motion, seconded by Mr. Brandt to accept the proposal from McGrath Consulting in the amount of \$125 an hour for approximately forty hours. The motion carried 5 - 0. Ms. McNeely asked for the timing of the consultant. Mr. McAnally stated we should have a new hire by June.

**Park and Recreation Board Volunteer Appointment**

Ms. Duckett stated the Park and Recreation Subcommittee interviewed four candidates. Ms. Duckett stated Vernon Davis is very qualified for the position. He is a school administrator, has a great background in sports, is new to the community, and is interested in getting involved in the community. She stated he is our recommendation for the Park and Recreation Board vacancy. Ms. Hunsicker stated we had great applications. She asked to be informed of recommendations before a public meeting. Ms. Hunsicker made a motion, seconded by Ms. McNeely to appoint Vernon Davis to the Park and Recreation Board. The motion passed 5 - 0. Ms.

**PUBLIC COMMENTS**

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

**MANAGER'S REPORT**

**Report from the Manager - Municipal activities, projects**

Mr. McAnally gave an update on the PECO Energy Assessment Report requested by Ms. Duckett last month. He stated PECO was impressed with the high efficiency of the Township's usage. He stated he can share the report in this week's Manager's Report.

Mr. McAnally stated he will be attending APM's virtual conference on May 24 and 25, 2021, and a small reception on May 25 for the smaller committees. He will not be at the May 25<sup>th</sup> meeting; Ms. Worman will be at that meeting.

**SUPERVISORS COMMENTS**

Mr. Brandt thanked the Supervisors for the discussion tonight on having an event in October, and is happy the Park and Recreation Board will continue to look into different possibilities. He would like to have something by the end of the year.

Board of Supervisors Minutes

April 13, 2021

Ms. Hunsicker stated she likes Kathy Morris's idea of beefing up the first concert of the Concert Series to make it a strong concert series. She stated we can add elements of the Pike Fest to the first concert. She asked the Chairman about the new park signs.

Mr. McAnally stated we need a vote to purchase the new park signs.

The Chairman asked for a discussion on the new park signs which were table. Ms. Hunsicker stated Mitch Kulp is ready to purchase and install the new park signs. Ms. Hunsicker made a motion, seconded by Mr. Brandt to authorize the purchase of three new carved PVC park signs for Penllyn Woods, Ingersoll Park, and Treweyrn Farm Trails with an estimate of \$8,500. The motion passed 5 – 0.

Ms. McNeely asked when Lower Gwynedd will be receiving the stimulus payment from the Federal Government. She asked for a presentation to the Board when the stimulus payment is received. Mr. McAnally stated he has not received an update, but the money is distributed to the State, then the County, and then the Township, and it must be used by a certain date for infrastructure work (i.e. Ambler's Water System Upgrade Project \$250,000). Ms. McNeely asked if we can use it toward the firehouse. She also questioned if the ambulance service will be independently receiving funds. Mr. McAnally stated he will check on those two items.

Ms. Duckett reminded everyone to monitor their speed. She stated be mindful because children are back to school and many more people are walking. She stated Ambler Borough is considering moving forward with a complete street program including driving safely and enhanced enforcement.

Mr. Brandt asked for more police enforcement at Knight's Road when the elementary school lets out, because of the number of children who walk to school.

The Chairman stated we are almost through COVID, and we need to tough it out for a couple more months.

There being no further questions or comments, the meeting was adjourned at 8:35 p.m. until the next Regular Meeting scheduled on April 27, 2021 at the Lower Gwynedd Township Building.

Respectfully submitted,

Carole Culbreth  
Assistant Secretary