

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, April 26, 2022**

**SUPERVISORS PRESENT:**

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

**STAFF:**

Craig T. McAnally, Township Manager  
Jamie Worman, Assistant Township Manager  
Michelle Farzetta, Assistant Secretary  
Neil Stein, Esq., Solicitor  
Paul Kenny, Police Chief  
James Hersh, Gilmore Associates Township Engineer  
Chad Dixon, McMahan Traffic Engineer  
Fred Zollers, Director Public Works

**Call to Order and Pledge of Allegiance**

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

Announcement: Tonight's Board of Supervisors Meeting is being video recorded.

**BUSINESS AND FINANCE**

**Receipt of Minutes: March 28, 2022**

The Board of Supervisors received the March 28, 2022 meeting minutes. There were no comments. Ms. Hunsicker made a motion, seconded by Ms. McNeely to approve the March 28, 2022 meeting minutes. The motion passed 5-0.

**Receipt of Invoice History: March 2022**

The Board of Supervisors received the Invoice history for March 2022 totaling \$930,620.19. There were no questions from the board. Mr. Twersky made a motion, seconded by Ms. Hunsicker to approve the invoice history for March 2022. Motion passed 5-0.

**Receipt of December 2021 Balance Report and YTD Budget Report**

The Board of Supervisors received the 2021 Balance Report and YTD Budget for December 2021. Ms. Duckett stated that our revenue increased and our expenditures went down. Mr. Twersky noted that

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the revenues were up because of the property transfer tax. We cannot count on that every year, so we need to be mindful of this when doing the budget for next year. Ms. Duckett also mentioned that we had higher expenditures for snow removal this year. Ms. Hunsicker made a motion, seconded by Mr. Twersky to approve the Balance Report and YTD Budget Report for December 2021. Motion passed 5-0.

## OTHER BUSINESS

### **Gilmore Presentation – Parks and Recreation DRAFT Strategic Plan**

Jim Hersh presented a strategic plan for all of our parks. The objective of this plan was to analyze the conditions, needs and desires. These would then be prioritized for each park. When creating the plan, they kept in mind the need for ADA compliance and inclusivity where possible. Our playground equipment is 15-20 years old, therefore replacement of the playgrounds will be needed in the coming years. Emily Paskewicz from Gilmore went through each park individually and discussed next steps.

For Oxford Park the focus is on the playground, as replacement parts are no longer available for that equipment. They are recommending replacing and expanding the play area to include all ages and turning the tot lot into a picnic grove. The next suggestion was to potentially stripe the existing basketball court for pickleball. Ms. Duckett thought that Oxford Park was not a good park for pickleball, what changed? After discussion with those that toured the parks, they determined that Oxford would be one of the easiest ones to retrofit. They also took into consideration the parks proximity to neighborhoods and concerns of noise; this would be the better choice. Mr. Twersky asked where the closest homes were. Mr. Hersh stated that there were no yards backing up to this area. Open space would be between the pickleball court and the homes. Ms. McNeely asked about parking. Ms. Paskewicz stated that for now it should be sufficient as most will play pickleball during the day and concerts are held at night. Mr. Hersh stated that there is a trail system around the park where residents can enter the park and there is also an area where a spur could be added at Cambridge and Tanglewood along the trail to help with parking.

For Penllyn Woods the focus will be on upgrading the backstops at the ball fields, infrastructure items and a sensory garden. Gilmore also suggests repairing and/or replacing the pavilions and installing some sensory play equipment for children and adding some native woodland restoration plantings including canopy trees and shrubs. Ms. Martin clarified that the sensory garden would be along the board walk, not in an isolated place. Mr. Twersky asked if the sensory garden could be moved up to a higher priority as we do not have anything like that in any of our parks. Ms. Paskewicz stated that having this moved up was discussed at the Parks and Rec meeting. Ms. Duckett asked if there was any recommendation for the existing community building. Ms. Paskewicz responded that it could be used for additional programming, such as STEAM programming or environmental programs for both youth and adult. Ms. McNeely asked if there was any structural work recommended. Ms. Paskewicz responded that there were no recommendations for this.

For Penllyn Park we are looking at general amenity and infrastructure upgrades. There is a swing set with rust on it that would become a higher priority for replacement. We also are looking at redesigning the fencing at the ballparks and replacing and repairing the pavilion based on how the posts were installed. Ms. Duckett asked if there was a way to make the pavilions ADA compliant, as the tables are currently bolted to the ground. Ms. Paskewicz replied that if the township should decide to replace the

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pavilion, then we could look at using tables and chairs that are able to be moved around. Ms. Duckett also asked about lighting at the pavilion and how they go on. Mr. McAnally responded that they are photocell.

For Ingersoll Park we are looking at basic infrastructure upgrades such as taller fencing, stormwater management and underground utilities. Mr. Twersky questioned the type of fencing. Ms. Paskewicz responded it would be the fencing around the outfield and netting could be added to keep balls from hitting cars on the road. In the past there was a problem with the netting coming down in snow and wind, so we would be looking at installing something that could come down from year to year. There was also discussion about installing restrooms. There are three options for this. One combining a restroom with the concession stand, two installing a free-standing prefab restroom or possibly using the McCormick House. Mr. Twersky asked for clarification on a prefab building. Mr. Hersh explained the process of prepping the area and then the building coming in pieces and being assembled onsite. Ms. McNeely mentioned she spoke with someone regarding a vault system. Mr. Hersh explained that with that system all waste is put into a holding tank that needs to be pumped out periodically. He does not recommend this. A sewer system can be installed along with two grinder pumps for the restrooms. Ms. McNeely then asked if it would be possible to have the building match other buildings in the township. Mr. Hersh stated this will be addressed during another agenda item this evening, regarding a grant application.

As for the McCormick House what can be done here will be dependent on whether or not the house is determined historic. Ms. Paskewicz provided a flow chart to explain what would happen depending on this study. If the house is not found to be historic then the township needs to determine if the house has community significance that would merit consideration for preservation. Mr. Twersky stated that since we own the whole parcel, he would prefer to see the township use the property for themselves, rather than renting or leasing. Ms. McNeely asked what the benefits would be to having the house be historical, Ms. Paskewicz explained while you would receive funding for the house, you would have restrictions on the types of repairs that can be done.

For Pen Ambler Park we are looking at re-grading the amphitheater seating area. The swing set would also need to be replaced in the next few years. They are also recommending installing a pergola and possibly a pavilion. Mr. Twersky asked about the possibility of installing a pickleball court at this park. Mr. Hersh explained that if we looked at a master plan it could be possible, but wind is an issue at this park. Ms. Duckett asked about expanding the playground area and adding more equipment. She also asked about lighting at the basketball courts as she would like to possibly bring tournaments to our area. Mr. Twersky stated that we probably would not be able to handle tournament as we do not have the parking. Mr. Hersh stated that he will add lighting to the basketball courts and with a master plan of that park you would see the playground areas get bigger. Ms. Duckett also asked that we please have a great big slide at one of the parks. Mr. Twersky confirmed that most of the funding for these projects would come from grants. Ms. McNeely asked about the type of surfaces on the playgrounds. Ms. Paskewicz and Mr. Hersh, both felt that using a poured in place surface is better than rubber chips. Maintenance has to be considered when making this decision.

Ms. Paskewicz concluded that the master plan is for Oxford Park to be a top priority followed by Pen Ambler Park. Resident Lisa Brown, 2 Pump House, wants to make sure water fountains and shade are

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available for the children. Ms. Paskewicz stated that water fountains are currently at all the parks. Debra Schaffer, 823 Penllyn Pike asked about pavers at Ingersoll and making the gravel paths into paved paths at Penllyn woods. She is concerned about stormwater runoff. Mr. Hersh stated that the trails are not as big of a concern regarding runoff as parking lots. However, they could look at some type of stormwater management on the trails if necessary.

**McMahon Update on the Traffic Evaluation at the Intersection of Penllyn Pike and Wister Avenue**

Mr. Dixon presented the results from the traffic study authorized in March, for a multi-way stop at the intersection of Wister Avenue and Penllyn Pike. The study looked at the intersection's vehicular volume, crash history and available sight distances, as well as, engineering judgement related to overall intersections operation and consistency. Typically, they look at a three-year period, however due to the pandemic they went back four years. Based on the results the intersection does not warrant a multi-way stop. Mr. Dixon made a few short-term recommendations for consideration. These recommendations include installing and relocating "Stop" signs, "Side Road" signs and "Stop Ahead" signs. Installing white shoulder lines and double yellow lines are also part of the short-term recommendations. Long-term recommendations were also given. These recommendations include the re-alignment of Penllyn Pike and Old Penllyn Pike, as well as re-grading the embankment area along the south side of Penllyn Pike to increase sight distance to the right for vehicles exiting Wister Ave onto Penllyn Pike. Mr. Dixon stated that we would want to seek grants to help pay for this type of work. Ms. Duckett asked how long would it take to hear back from the county if we choose to pursue this. Mr. Dixon stated we could submit the study to them after the meeting, based on prior experience it would take roughly 60 days to hear back from them.

**Resolution #2022-11 -Support for the Pennsylvania Commission for the United States Semi Quincentennial**

Ms. Duckett read Resolution 2022-11 stating that the purpose of this resolution was to support the Pennsylvania Commission in celebrating the 250<sup>th</sup> anniversary of the United States in 2026. There will be various programs, projects and events over the next 5 years to help inspire future leaders to celebrate all of Pennsylvania's contributions over the 250 years. Motion was made by Mr. Twersky seconded by Ms. Hunsicker to approve Resolution #2022-11 supporting the PA Commission for the United States Quincentennial. Motion passed 5-0.

**Resolution 2022- 12- Submission of Grant for Park Improvements at Ingersoll Park**

Ms. Duckett read Resolution 2002-12. This resolution is for the submission of the Coronavirus State and Local Fiscal Recovery (SLFRF) Grant for repairs and upgrades to Ingersoll Park in the amount of \$335,880. The scope of improvements and repairs had been discussed earlier in the meeting from Gilmore when they presented the strategic plan for the parks. Questions were asked by the BOS regarding where the cost estimate came from, if final decisions had already been made and how long for the project to be completed if and when the grant is awarded. Mr. Hersh stated he received quotes from the prefabricated contractor and a few quotes form sanitary sewer contractors they have worked with. The price is based on the biggest expense option which would be the combined restroom concession stand option. Plans can be changed if the BOS would want to go another way. We would then have approximately three years to complete the project. Mr. Twersky stated that a third party, such as the Little League should be contractually obligated to maintain their portion,

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should we do the combined concession stand restroom option. Ms. Hunsicker made a motion, seconded by Ms. Martin to approve Resolution 2022-12 authorizing the submission of a grant for the improvements at Ingersoll Park. Motion passed 5-0.

**Appointment of CAAA Liaison for Lower Gwynedd Township**

Ms. Hunsicker introduced Mr. George Weldon as her recommendation for the CAAA Liaison. Mr. Weldon was in attendance and thanked the board for the opportunity. Mr. Weldon has been a resident of Penllyn for many years. He is currently a dispatcher at Upper Dublin and a former volunteer driver for the Ambulance Association. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to appoint Mr. Weldon as the CAAA Liaison for Lower Gwynedd Township. Motion passed 5-0.

**Consideration of Cleaning Proposal from Alpat Complete Maintenance to Clean Penllyn Woods Building**

Mr. McAnally stated that Alpat Cleaners currently clean the township building. We have now asked them to add the cleaning of the Penllyn Woods building. They presented us with a proposal for \$650 a month/\$7,800 a year. Ms. Duckett asked if we had received any other proposals. Mr. McAnally stated no, as the schedule is erratic based on the season, so it is hard to find a cleaner willing to operate on that schedule. Mr. Twersky asked who would be responsible to make sure the work is getting done. Mr. McAnally said the Rich Miles, Building Maintenance, would be checking in on their work. Ms. McNeely asked if this would now allow for the use of restrooms during events at the park, they have not been able to be used over the past year. Mr. McAnally stated that the restrooms were not being utilized due to COVID protocols. The restrooms will now be open again, just as they were pre-Covid. Ms. Hunsicker made a motion, seconded by Ms. Martin to approve the cleaning proposal submitted by Alpat Complete Maintenance in the amount of \$650.00 per month. Motion passed 5-0.

**Request for Staff to Obtain Estimate(s) to Establish a Cost for Updating the Properties at 409 Old Penllyn Pike (McCormick) and 1105 Old Bethlehem Pike (Ingersoll)**

Ms. McNeely is interested in obtaining quotes for repairs to the Ingersoll House and the McCormick House. The EAC is interested in possibly using the Ingersoll House for the energy committee to provide events for the community. She would like to get an evaluation of the structural integrity and an idea of what it would cost to get the buildings to a point where they could be used. Ms. Duckett mentioned that both of these houses are currently projects that the historical committee are taking on. If the buildings are found to be historic then there would be limitations and restrictions on what improvements could be made. If they are found historic there could be funding available for repairs. There was discussion regarding the Ingersoll House property, relating to the size of the property and how the property could be used. The decision for now was to wait and see what happens with the historic committee and then move forward with any decisions regarding estimates for improvements.

**Authorization to Advertise Lower Gwynedd Proposed Anti-Discrimination Ordinance**

Ms. Duckett introduced the ordinance by reading the first paragraph. This ordinance will amend the code of Lower Gwynedd Township adding part sixteen to create a Human Relations Commission. Ms. Hunsicker stated that law regarding LGBT has shifted. The PA Human Relations Commission is currently considering amending the definition of sex to align with the Supreme Court's decision. It is at public comment and scheduled to end May 9<sup>th</sup> with a final rule at the end of June. This ordinance would not be necessary. The State has more power than a municipality. If there were to be a

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complaint all the township could do is a mediation. If they go through the Pa Humans Relations Commission, they have a more rigorous process. They can render a decision and order and can enforce a remedy. Mediation is good, but it is non-binding. This will not help a Lower Gwynedd resident as we cannot give them as much protections. The Pa Human Relations Commission can give them more success. Discussion continued among the BOS. Ms. Martin, Ms. Duckett and Mr. Twersky all stated that the ordinance does not prohibit and in fact requires the matter be sent to the PA Human Resource Commission if a settlement is not reached in mediation. They also discussed the fact that mediation can and often does result in an enforceable settlement. The PA Human Relations Commision rule that Ms. Hunsicker mentioned, even if adopted by the agency, has to be approved by oversight committees in the legislature; and emphasized that currently there is no express state or federal law providing the protections that are proposed in the ordinance. Therefore, Lower Gwynedd should move forward with letting our residents know they are welcomed, accepted and safe. Ms. Martin made a motion to advertise the proposed anti-discrimination ordinance, seconded by Mr. Twersky. Motion passed 4-1. (Ayes- Duckett, McNeely, Twersky, Martin. Nays- Hunsicker)

**Authorization to Advertise Retired Equipment from Police and Public Works Department for sale on Municibid**

Mr. Zollers asked for authorization to advertise the sale of and receive bids for retired items from the police department and public works. These items will be advertised on Municibid and the winning bids will be accepted at the May 24th Board of Supervisor meeting. The advertised items will be a 2015 Chevrolet Tahoe, 2013 Ford Explorer, 2004 Case Backhoe and some miscellaneous photography equipment from the police department. Mr. Twersky made a motion, seconded by Ms. McNeely to authorize the advertisement to sell retired equipment. Motion passed 5-0.

**Consideration for EAC to Purchase Seed Packets to Distribute at Community Events**

The EAC would like to Purchase 300 native plant seed packets to be distributed to residents at the EAC Earth Fest Event and the Pike Fest in the fall. The total cost with a 40% discount and tax-exempt form will be \$555.00. Ms. Hunsicker made a motion, seconded by Ms. McNeely to authorize the purchase of the seed packets. Motion passed 5-0.

**Consideration for EAC to Purchase Materials for Marking 60 Storm Drains Throughout the Township**

The EAC would like to purchase medallions for the storm drains. They are looking to purchase 60 medallions and four tubes of adhesive for a total of \$150 plus shipping. Ms. Hunsicker loves this idea and made a motion, seconded by Ms. McNeely to approve the purchase of storm drain medallions. Motion passed 5-0.

**Consideration for EAC to Engage in the Services of the Communication Solutions Group to Conduct a Survey on Environmental Priorities**

The EAC would like to conduct a survey to all resident using Communications Solution Group. This survey would help to shape the EAC's efforts over the years. The questions will focus on the residents' environmental concerns. They are looking to spend up to \$9000 of their budget. Mr. Twersky stated that he met with Lisa Brown, from the EAC along with Ms. Duckett. He feels that \$9000 is a lot of money to spend on a survey. There are many other initiatives that the EAC has and feels spending the money on those would be a better use of the money. Ms. Duckett would like the

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EAC to come up with a resolution regarding how we can reduce our carbon footprint and how to look for ways to conserve energy and use renewable energy as our source. Ms. McNeely suggested having open forums with the public that could serve the same purpose. This would allow the public to know what the EAC is looking to focus on. She feels the more communication with the public the better. Ms. Martin confirmed there are other initiatives that would be better to spend their money on. Ms. Duckett made a motion to table this survey, Mr. Twersky seconded the motion. Motion passed 5-0.

## **COMMITTEE REPORTS**

There were no reports to be made, as all the committees gave updates throughout the meeting as they pertained to agenda items.

## **PUBLIC COMMENT**

Karen McCreavy, 924 North Surrey Drive, is looking for an update on the brake retarder restriction on Route 202. She initially put in a request in May 2021. Mr. Dixon stated that a letter was submitted to PennDOT, but with the construction he recalls them stating there would not be a study completed until after the construction project was done. Mr. Dixon said it is a lengthy process with PennDOT, but he would follow up with them for an update. PennDOT has the final jurisdiction, as it is a state road.

Carmina Taylor is a former resident of Penllyn. She has come to the BOS previously about putting signs up in Penllyn to recognize its history. She applied to the Historic Committee and has a problem with the process the township takes when choosing volunteers for the committees. She filed a Right to Know request to inquire about the process and found that there really is no process just that it is preferred the volunteers be township residents. Carmina feels that she has been disrespected and anyone who takes the time to complete an application should be contacted and updated regularly during the process of appointing individuals. Ms. Martin responded to Carmina and assured her that she was not treated any differently than any other applicant. Ms. Martin took her suggestion about having a more formal process for selecting volunteers and said that is something we would have to look into. Once the meetings for the historical committee start, Carmina is welcome to attend, however right now they are still working on purposes and goals.

Rea Monaghan stated that she had also requested a brake retarder restriction four years ago on Sumneytown Pike. She asked if the township could connect the two emails so that PennDOT knows there are two people with the same request.

Cathy Pagano, 401 Brookside, thanked the board for the approval to advertise the Anti-Discrimination Ordinance. She also thanked Chief Kenny for always addressing her emails.

### **MANAGER'S REPORT**

Mr. McAnally stated that our audit started on Monday and he is hoping to have a report in about two weeks. Mr. McAnally reminded everyone about Administrative Professionals Day tomorrow and the staff will be going to lunch. Mr. McAnally then extended his condolences to former supervisor, Dr. Booth's family and friends on his passing.

### **SUPERVISORS COMMENTS**

Ms. McNeely commented that the stone bridge on Plymouth Road has been removed. The residents on the road were not given a lot of notice about this project and would have liked to be able to suggest a pedestrian bridge be included in this project. Ms. McNeely attended PSAT'S and spoke with a representative from PENNDOT regarding using Penn Connect to communicate with PennDOT regarding projects. Ms. McNeely wanted to know if it would be possible to have a liaison to assist with this communication. The gentleman at PSATS stated this is not possible. Mr. Dixon stated that the portion of Plymouth Rd that is being referred to is not owned by PennDOT, it is owned by the County.

Ms. Hunsicker echoed comments about Dr. Booth and thanked Ms. McNeely for representing the township at PSATS.

Ms. Martin also echoed the comments about Dr. Booth. She then announced that there is a vacancy on the Parks and Rec Board and we are currently accepting applications.

Mr. Twersky had no comment.

Ms. Duckett extended her sympathy to Dr. Booth's family.

Ms. Duckett made a motion to adjourn the meeting, seconded by Ms. Hunsicker. Meeting was adjourned at 9:40pm.

Respectfully submitted,

Michelle Farzetta  
Assistant Secretary