

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, JUNE 28, 2022**

**SUPERVISORS PRESENT:**

Danielle A. Duckett, Chair  
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  
Stephanie Butler, McMahan Traffic Engineer  
Fred Zollers, Director Public Works

**Call to Order and Pledge of Allegiance**

The chair called the hybrid meeting to order at 7:04pm 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.

Ms. Duckett stated that there was an executive session held prior to the meeting regarding legal matters.

**BUSINESS AND FINANCE**

**Receipt of Minutes: May 24, 2022**

The BOS received the May 24, 2022 meeting minutes. There were no comments. Ms. McNeely made a motion, seconded by Mr. Twersky. Motion passed 4-0. Ms. Hunsicker abstained, as she was not in attendance at that meeting.

**Receipt of Invoice History: May 2022**

The BOS received the Invoice history for May 2022 totaling \$452,125.54. There were no questions from the board. Mr. Twersky made a motion, seconded by Ms. Hunsicker. Motion passed 5-0.

**Receipt of YTD and Balance Sheets- January 2022 through May 2022**

The BOS received communication earlier in the day that the YTD and Balance Sheets were not available, as the finance director has been dealing with a medical issue. Ms. Duckett stated that we will need to table this item. She also asked why it was taking so much time to receive this report. Mr. McAnally stated he does not know, but the finance director has not been dealing with the medical issue for five months. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to table this agenda item. Motion passed 5-0.

## OTHER BUSINESS

### **Authorization to Extend Employment Offer for a New Public Works Foreman**

Mr. Zollers stated that they have found a candidate, Matthew Gorman, to fill the position of Public Works Foreman. Mr. Gorman met with both Ms. Hunsicker and Mr. Twersky. They were impressed with his experience in both the public and private sector. They feel he would be a good fit in Public Works. Ms. Hunsicker made a motion to extend an employment offer, seconded by Ms. McNeely. Motion passed 5-0.

### **Appointment of New Member to the Parks and Recreation Board to Fill Vacant Position**

Ms. Martin stated that her and Ms. Hunsicker met with the candidates for the vacant position on the Parks and Recreation Board. Ms. Martin stated that it was so nice to see so many volunteers. After meeting with everyone, they have decided to appoint Ms. Morgan High. Ms. Martin explained that Ms. High has experience in event planning and uses the Township programs on a regular basis for her family. She works at the Franklin Institute and does all of their programming. Ms. Martin made a motion, seconded by Ms. Hunsicker. Motion passed 5-0.

### **Ordinance #530- Revised Police Hiring Procedures**

Ms. Duckett stated that this ordinance was discussed at the meeting on May 24, 2022. The ordinance will make Lower Gwynedd aware of any investigations regarding an officer prior to being hired. This Ordinance would remove the language "final and binding" as it relates to Act 57. Ms. Duckett made a motion, seconded by Mr. Twersky to approve Ordinance #530 amending the Police Hiring Procedures to remove the terminology "final and binding". Motion passed 5-0.

### **Acceptance of Proposal for IT Support for Township and Police**

Ms. Worman stated that we received four proposals from the computer/IT services RFP. After reviewing them our current provider, All Covered, is still the least expensive. All Covered has raised their rates, however, even with the increase they remain the most affordable at \$2,868.00 a month starting August 1, 2022. Ms. McNeely asked if the coverage is expanded. Ms. Worman replied that it is the same services we have been receiving, however, All Covered did an audit and discovered we were not being charged for our monthly visits. This new price includes the monthly visit. Ms. Worman also stated that we would like to look into a more robust disaster recovery program in the future. Ms. Worman is recommending we stay with All Covered, as they already know our building and systems. Ms. Hunsicker made a motion, seconded by Ms. McNeely to accept the proposal for computer/IT services from All Covered. Motion passed 5-0.

### **Consideration of the Proposal by the MCPC to Update the LGT Comprehensive Plan**

Ms. Duckett stated that this item was on a previous agenda, but tabled due to Ms. Hunsicker's absence. Ms. Hunsicker stated redoing the comprehensive plan is a big project and would like for us to see what other expertise are out there for us. She is not saying that the MCPC can't do it, but it would be prudent of us to see what others would offer. Ms. Hunsicker is objecting to the process of receiving proposals. Ms. McNeely agrees with Ms. Hunsicker and wonders if it wouldn't benefit us to receive more quotes. Mr. Twersky replied that we did receive another quote from Gilmore. MCPC is subsidized, so is it a good idea to pay more for the same work? Ms. Duckett explained the process she went through with the MCPC. It will take 18 months to create the plan and the MCPC will help

us to implement the plan. The MCPC will also help us align with other municipalities around us. Ms. Duckett would like to get the process started as our current plan is outdated. After more discussion amongst the BOS, it was decided that the township will reach out to one more company, in the private sector, to receive a proposal. The BOS would like to have this proposal by the August BOS Meeting. Ms. Duckett asked if July would be possible. Mr. McAnally said he will reach out and try for August. Ms. McNeely made a motion to table this item until we have one more proposal from a private entity, seconded by Ms. Hunsicker. Motion passed 5-0.

### **Consideration of Proposal for Replacement of Roof at Ingersoll House and Barn**

Mr. Hersh stated that we received two quotes for the roof replacement at Ingersoll. He had the quote broken down into three categories, the house, \$35,950 the barn, \$60,740 and both the house and barn \$96,690. Gilmore is recommending that Jim Miller Roofing and Sheet Metal do the work. Ms. McNeely wanted to know if this included the gutters as she does not see that on the quote. Mr. Zollers stated that the gutters on the house are fine, but the barn will be replaced. Mr. Twersky asked if anyone had been in the house, checking on it and asked for an update on the racoon issue. Mr. Zollers replied that all openings have been sealed off where they could possibly enter. They have also set traps. However, there could be some in the walls. Mr. Twersky asked if there is a way to address this before sealing up the roof. Mr. Zollers replied that he can check with the exterminator, but the activity would probably cause any remaining critters to leave. The house is checked inside periodically, as well. Ms. Duckett asked for his recommendation. Mr. Zollers replied to replace both. The barn roof has rot and is in need of replacement. If we are keeping the house then the roof should be replaced. The BOS also discussed having the structure of the house checked, to make sure it is sound and safe. Mr. Zollers stated in the short term the house is fine. Melinda Wolff, 930 Ridgeview Lane, stated that there should be a structural analysis to determine the future of the house. She also asked if it would be possible for solar panels to be put on the homes in the future. Mr. Twersky stated that the historical committee is looking to see if the house could be considered historical. If it is, then we would not be able to consider this. Ms. Duckett asked if we have looked into anyone doing a structural analysis of the house and barn. Mr. McAnally replied no. Mr. Twersky made a motion to replace the roof at the Ingersoll house and barn, seconded by Ms. McNeely. Motion passed 5-0.

### **Authorization Advertisement of Historic Advisory Committee Ordinance**

Ms. Martin stated that the Historical Committee has met and came up with a proposed ordinance. They are looking for approval to advertise today and then consider the ordinance at the July 26 meeting. Ms. Hunsicker stated that this is a good community building committee. Ms. Wolff, 930 Ridgeview Lane, asked if this ordinance would make the historical committee a government committee. Ms. Hunsicker replied, yes it would. Ms. Hunsicker made a motion, seconded by Ms. Martin to authorize advertisement of the Historic Advisory Committee Ordinance. Motion passed 5-0.

### **Authorization to Purchase Eight Water Stations to Upgrade Existing Stations at Various Parks**

Mr. McAnally stated that we are looking to replace the water fountains at various parks. We are looking for four at Penllyn Woods, two at Penllyn Park, one at Pen-Ambler Park and one at Oxford Park. These are water filling stations. The township was looking to make this upgrade before Covid. The fountains were not on last summer (due to covid restrictions), but now this summer we are permitted. There could be some additional costs for fittings and concrete work. The total budgeted

amount for this project is \$37,500. Ms. McNeely asked for confirmation that they would be handicapped accessible. Ms. Martin asked why no fountain at Ingersoll Park? Mr. McAnally stated there are no fountains at that park currently. Ms. Duckett confirmed we are just replacing existing fountains, not installing new ones. Park and Recreation Board Chair Kathy Morris, stated that some of the current fountains aren't even working, so this project is more than an upgrade. Ms. Martin made a motion, seconded by Ms. Hunsicker to authorize the purchase of eight water stations. Motion passed 5-0.

**Authorize Submission and Matching Funds for the 2022 ARLE Grant for Upgrades to Traffic Signal at Trewellyn Ave and Penlyn Blue Bell Pike**

Stephanie Butler from McMahan Associates stated that PennDOT has recommended reducing the scope of the project, as the original amount was for \$463,000. The ARLE Grant is typically for a lesser amount. The recommended grant request would be for \$270,595 with a local match of \$27,000, which will cover the engineering and permitting portion of the project. Ms. Butler stated that they recommend pursuing the Green Light Go program for the remaining work at the intersection. Ms. Hunsicker stated that we have used these grants in the past for upgrades. Mr. Twersky asked if we budgeted for the match. Mr. McAnally stated that it would be in the budget for 2023, that is when the project would be completed and the grant funded. Ms. Martin wanted to know if we were working with ECON on this. Mr. McAnally replied that McMahan is submitting the paperwork, but they are working with ECON on this. Ms. Melinda Wolff, 930 Ridgeview Lane, asked for confirmation that this project does not include the intersection of Norristown Road and Tennis Ave. Ms. Butler confirmed that it does not. We need to fit projects with programs that are available to be awarded. Ms. Hunsicker made a motion, seconded by Mr. Twersky to authorize submission of a grant application under the ARLE program. Motion passed 5-0.

**Authorization to Accept a Stormwater Maintenance Agreement between Lower Gwynedd Township and Montgomery County for Improvements on Sumneytown Pike**

Ms. Butler stated that this agreement is part of the county permitting project. This agreement is for the intersection of Sumneytown Pike, Norristown Road and Bethlehem Pike. At this time PennDOT has not commented on the need for a storm water agreement on the Norristown Rd portion. Mr. Twersky made a motion, seconded by Ms. Hunsicker accept the stormwater maintenance agreement. Motion passed 5-0.

**Resolution #2022-18: Authorization for Lower Gwynedd Township to be Sponsorship Applicant for a PA DCED Multimodal Transportation Fund (MTF) Grant for Gwynedd Friends Meeting to Install a Bus Shelter and Walking Paths at 1717 Sumneytown Pike**

Miss Duckett said we have been working with the members of Gwynedd Friends for the opportunity for a bus shelter to be installed on the Gwynedd Friends portion of Sumneytown Pike across from the William Penn Inn. The total grant funds will be \$132,166. The township understands that Gwynedd Friends will contribute the required matching funds. Ms. Martin explained that currently people have to stand in the street while waiting for a bus, which is dangerous. There will also be a crosswalk added to help with crossing the busy road. Gwynedd Friends headed this program and is working with both William Penn and Foulkeways. Mason Barnett, from Gwynedd Friends stated that the crosswalk will be installed by PennDOT. It will connect directly to the bus shelter. Ms. Martin made

a motion, seconded by Ms. Hunsicker to approve Resolution #2022-18 authorizing the submittal of a grant application on behalf of Gwynedd Friends. Motion passed 5-0.

Ms. Hunsicker asked a representative from Foulkeways about the property purchased for the North Penn Fire Station to do training. A memo was sent from Bill Durbin about this purchase. A representative stated that a stone structure was removed and the property was acquired by Foulkeways. The plan is to clean that area up and make it much nicer.

**Authorization to Advertise Restrictive Turn Movements at Brookside and Penn-Ambler Road**

Ms. Duckett stated that Brookside Avenue has a speeding and cut through issue. Cars are using Brookside to access Ambler Yards. Police Chief Kenny is suggesting signage be posted in the neighborhood that will cease traffic from utilizing Brookside Avenue. He is suggesting two traffic signs stating “must turn left or right”, two “double arrow” signs and two “no thru traffic to Ambler yards” signs. Chief Kenny sent letters out to all the Brookside residents asking for feedback. All residents were in support of this decision. He only received concern from one resident on Francis Avenue stating that MapQuest tends to take people through Brookside to access Ambler Yards. Chief Kenny suggested some enforcement for cut through traffic. At this time, we are looking for a motion to advertise the restrictive turn movements. Ms. Duckett made a motion, seconded by Ms. McNeely. Motion passed 5-0.

**Authorize Purchase of Four New Bird Town Signs in Addition to the Two Signs Provided to Update Our Existing Bird Town Signage**

Lisa Brown, from the EAC, stated that the National Audubon Society had relinquished its ownership of the Bird Town Program to the PA Audubon Council. The two existing signs need to be replaced free of charge, but the EAC would like to purchase four additional signs at \$55 each. Ms. McNeely made a motion, seconded by Ms. Hunsicker to authorize the purchase of the bird town signs. Motion passed 5-0.

**Resolution # 2022-17 Clean Energy Resolution**

Ms. Duckett reviewed the resolution that the EAC developed on June 14, 2022. Some modifications have been made identifying benchmarks and historic significance of establishing this. Ms. Hunsicker had comments regarding the “Whereas” statements. She agrees that the township should make a commitment to clean energy, but we don’t need a group to tell us to continue, we can do this in a tailored way. She questioned if these goals are attainable and at what sacrifice. She added that this seems arbitrary and we have unsettled conclusions. Ms. McNeely stated that the science is settled and climate warming is happening. The evidence is overwhelming. We are all trying to meet the same goals and should have been done 30 years ago. Melinda Wolff, 930 Ridgeview Lane, asked if some of the “Whereas” comments could be removed. Ms. Wolff also stated that these are aspirational goals for the whole community, not just the township. Kathy Morris, PRB Chair, asked how this would fit into the comprehensive plan. Ms. Duckett replied that this would become part of the plan and we would be told how to make this transition possible. Ms. McNeely responded that it should be in the plan, but it is for the whole township, governed by individuals in the community. It is the goal of the EAC to do the right thing and give the community the tools necessary to make this happen. Lisa Brown, of the EAC, emphasized the roll of including efficiency and the EAC can help citizens and businesses do this. We are not looking to have people spend large sums of money to make these

June 28, 2022

changes. A motion was made by Mr. Twersky, seconded by Ms. Martin to approve Resolution #2022-17. The motion passed 4-1. (Ayes- McNeely, Duckett, Twersky, Martin. Nays- Hunsicker)

**Authorization for Storm Drain Marking Event on October 22, 2022 form 9:30-12:30 by the EAC and Purchase of Materials for the Event**

Rea Monaghan, from the EAC, sent out a correspondence regarding supplies needed for the Storm Drain Marking Event on October 22, 2022 with a rain date of the 23<sup>rd</sup>. The supplies needed will not exceed \$75. Ms. Duckett stated she will adjust the price to not exceed \$100. A motion was made by Ms. McNeely, seconded by Ms. Hunsicker authorizing the purchase of the storm drain materials. Motion passed 5-0.

**Authorization to Accept Two Sun Bolt Charging Stations at the Locations Recommended by Both PRB and EAC**

Ms. Duckett stated that Sun Bolt is generously donating two solar charging stations. One will go to Oxford Park and the second will go to Ingersoll. These charging stations can be used to charge phones and other electronic devices. They are solar, so no electricity is needed, however, we will need to complete a maintenance agreement. Melinda Wolff, 930 Ridgeview Lane, thanked Sun Bolt for this donation. Ms. McNeely made a motion, seconded by Ms. Hunsicker to approve the recommendation for the solar charging stations. Motion passed 5-0.

**Authorization to Accept the Change in Mileage Rate by the IRS to \$0.625 Per Mile Starting July 1, 2022 to end of 2022**

The IRS is increasing the mileage rate for the remainder of 2022 from 58.5 cents to 62.5 cents per mile. This increase is due to the recent increase in fuel prices. Ms. McNeely made a motion, seconded by Ms. Hunsicker to accept the mileage rate change. Motion passed 5-0.

**COMMITTEE REPORTS**

All Committee's gave updates throughout the evening, as they related to agenda items.

**PUBLIC COMMENT**

No public comments were made.

**MANAGER'S REPORT**

Mr. McAnally stated that Pike Restaurant has been knocked down to make way for the new Goddard School. He reminded everyone that the Kiwanis carnival starts tonight, and the fireworks will be Friday evening. Mr. McAnally stated that he will be advertising for two new Public Works laborers, due to resignations. Mr. McAnally said the EAC will be doing another ramp clean up on July 16 and that the Township building will be closed on Monday for the July 4<sup>th</sup> Holiday.

**SUPERVISORS COMMENTS**

Ms. McNeely stated she is pleased with the work that was accomplished tonight.

Ms. Hunsicker told everyone to enjoy their holiday.

Ms. Martin and Mr. Twersky had no comment.

Ms. Duckett thanked those who attended the Juneteenth celebration. Rain date for fireworks is the 2<sup>nd</sup>.

Board of Supervisors Minutes

June 28, 2022

Ms. Duckett made a motion to adjourn the meeting, seconded by Ms. Hunsicker. Meeting was adjourned at 9:06.

Respectfully submitted,

Michelle Farzetta

Assistant Secretary