

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, MAY 27, 2025**

SUPERVISORS:

Danielle A. Duckett, Chairman
Michael Twersky, Vice Chair
Janine Martin
Tessie McNeely
Jimmy Chong

STAFF:

Mimi Gleason, Township Manager
Jamie Worman, Assistant Township Manager
Michelle Farzetta, Office Manager
Neil Stein, Esq., Solicitor
Fred Zollers, Director Public Works
Paul Kenny, Police Chief
Jim Hersh, Township Engineer, Gilmore
Chad Dixon, Traffic Engineer, Bowman Company
John Farrell, Project Manager/Emergency Management Coordinator
Melinda Haldeman, Finance Director

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:04 pm 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 (BOS) met in executive session prior to tonight's meeting to discuss matters of real estate related to the public works facility, personnel related to staffing, and potential litigation related to pensions, zoning, code enforcement, and emergency services.

PUBLIC COMMENTS

Maggie Fillinger, 1022 Tintern Drive, spoke regarding an unhoused individual residing behind the Giant Shopping Center. She has called police, but residents in the Reserve at Trewellyn have safety concerns and want to know if the property owner is aware of the situation. Chief Kenny relayed that the police are aware of the situation and have spoken with the man. He is no threat to the public, but the Chief will send an officer to talk to him. The BOS wanted to know if the property owner was aware of this person living on the property. Chief Kenny said he will make sure they know. Ms. Fillinger also asked about the panhandlers that are in the shopping center. Chief Kenny said the police need complaints to do something about them. He reminded everyone to call 911 with any concerns.

GENERAL BUSINESS

Review design of Ingersoll Park improvements to baseball fields and new concession stand

Mr. Hersh stated that he has been working with both staff and the Lower Gwynedd Little League (LGLL) to make the necessary improvements while staying within the budget. He provided a plan that included a paved seating area, landscaping, a picnic grove, five additional parking spots and a two-story concession stand with bathrooms, storage and a press box. Gorski Engineering will assist with the design and building. The projects will be put out for bid for construction through Gorski using The Interlocal Purchasing System (TIPS). The BOS had questions regarding the number of bathrooms, who would be responsible should an issue arise with them, and if they would be unisex. They feel that perhaps the storage could be moved elsewhere, so there could be more than 2 bathrooms. Mr. Hersh suggested keeping the storage area initially and adding the plumbing infrastructure. Then down the road after the new Public Works Facility is built, we could possibly move the storage elsewhere and add another bathroom. The Park Master Plan included separate batting cages and a bullpen area. LGLL did some fundraising this past year to install a combined bullpen/batting cage. The batting cage/bullpen structure will be funded by the LGLL. The remaining work will be paid primarily with grant funding that the Township received and a small amount of Township reserves. Most of the project will be constructed by the end of this year, so there will be no fall ball.

Provide feedback on draft Sidewalk and Trails Plan

Township staff, Gilmore, and Bowman have been working on a draft sidewalk and trail strategic plan. The draft was first presented to the BOS at the May 13th meeting. The BOS asked for some time to review the plan and provide feedback. Mr. Dixon reviewed pavement markings, signage, pedestrian warning signs and ADA compliance for trail crossings on roads. He stated that a feasibility study would need to be conducted for some areas to determine what would be needed. He explained that roads owned by the county or PennDOT would require approvals from them before any work could be completed.

Angela Ferraioli, 816 Plymouth Road, and Rea Monaghan, 920 Plymouth Road, had questions about sidewalk installation on Plymouth Road. They wanted to know if residents would be surveyed about potential issues and if a community meeting would be held. Ms. Duckett stated that when we get to that point, then yes residents would be included. Mr. Twersky stated that trails and sidewalks are typically determined when a development project is proposed and completed.

Leslie Katz, 23 Cadwalader Court, spoke about concerns with crossing Sumneytown Pike to the Trewellyn Trail and asked that this crossing become a priority.

Other residents asked if a crosswalk similar to the one at the YMCA could be installed. Mr. Twersky said that without a signalized intersection, he is not sure how much a crosswalk with flashers would help.

Ms. Duckett asked for the Sidewalk and Trail strategic plan to be posted on the website for public comment. All comments will be discussed at the June 24th BOS meeting.

Consider authorization to advertise bid for residential trash and recycling collection

The Township's residential trash and recycling collection contract expires on October 31, 2025. Staff have prepared the public bid and are seeking authorization to advertise. The bid opening is tentatively scheduled for June 17, 2025. The bid specification will remain the same, except for alternative options of one pick up per week with an option for a second trash receptacle, a low volume option, a senior citizen discount and an increase to the number of leaf waste or yard waste bags from 8 to 12. Ms. Worman said the base bid will be for the services we currently have, with the alternative options added based on resident feedback so that we will obtain pricing. We are anticipating a large increase in price, so we want to keep our options open. Ms. Duckett made a motion, seconded by Ms. McNeely, to approve the advertisement for the bid for residential trash and recycling collection. Motion passed 5-0.

Consider approval of the historical marker text for Gwynedd Corners

Ms. Martin stated that in February 2025 the HAC recommended several historical markers for approval but decided to do more research for the marker at Gwynedd Corners. The HAC has now completed the text and is asking for approval. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the text for the historical marker at Gwynedd Corners. Motion passed 5-0.

Consider authorization to issue RFP for building inspection services

Staff are looking for approval to prepare and issue a request for proposals (RFP) for third-party building inspection services. Resolution #2023-20 requires a review and selection process every five years for professional consultants. The RFP will be posted on the website and emailed to local companies who provide municipal inspection services. A recommendation will be made to the BOS at an upcoming meeting. Ms. Duckett made a motion, seconded by Ms. McNeely, to authorize staff to prepare and issue an RFP for third-party building inspection services. Motion passed 5-0.

Annual milling and road paving

Mr. Hersh reviewed the results of the bid opening.

a. Award bid for annual concrete curbing to Delaware Environmental Construction in the amount of \$108,810.00

The Township received eight bids for the concrete program for repair of crosswalks, upgrade of ADA ramps, and repair of concrete curbing and ramps. After reviewing the documents, Gilmore and Associates determined that Delaware Environmental Construction is the lowest bidder in the amount of \$108,810.00 and should be awarded the 2025 Lower Gwynedd Concrete Program project. Ms. Duckett made a motion, seconded by Ms. Martin, to award the concrete project to Delaware Environmental Construction in the amount of \$108,810.00. Motion passed 5-0.

b. Award bid for annual milling and paving program to Harris Blacktopping, Inc. in the amount of \$443,016.50

The Township received ten bids for milling and paving. Upon review of the documents, Harris Blacktopping, Inc., is the lowest bidder in the amount of \$443,016.50. Gilmore has worked with Harris Blacktopping before and is recommending them for the 2025 Lower Gwynedd Township Milling and Paving Program. Ms. Duckett made a motion, seconded by Mr. Twersky, to award the milling and paving project to Harris Blacktopping, Inc., in the amount of \$443,016.50. Motion passed 5-0.

c. Reject bids for ultra-thin friction course project

The Township received four bids for the ultra-thin bonded wearing course. After reviewing the bids and discussing the project timeline and budget with staff, Gilmore recommends that all bids for this project be rejected. Ms. Duckett made a motion, seconded by Mr. Twersky, to reject the bids for the 2025 Ultra-Thin Bonded Wearing Course Project. Motion passed 5-0.

Consider authorization to release estimated just compensation for 1201 Sumneytown Pike

Mr. Stein filed a Declaration of Taking on behalf of the Township in December of 2024 for a portion of 1201 Sumneytown Pike to be used as a future Public Works Garage. The property owner is requesting payment of the "Estimated Just Compensation". Ms. Duckett made a motion, seconded by Ms. McNeely, to authorize the Ms. Gleason and Ms. Haldeman to release the agreed upon "Estimate Just Compensation" at the time directed by Mr. Stein. Motion passed 5-0.

Consider approval of the contract to complete the Police Department's staffing and efficiency study

Chief Kenny will be retiring in the next few years. With an eye to succession planning, the Township issued an RFP for a firm to analyze the structure and operations of the police department compared to police departments of similar size, location and call volume. Sixteen firms submitted proposals. The proposals were narrowed down to four and interviews were conducted in May. The selection team is recommending CERTUS Public Safety Solutions, LLC. The company is made up of former police officers and reference checks were made. Ms. Duckett made a motion, seconded by Ms. McNeely, to accept the proposal from Certus Public Safety Solutions, LLC to complete a police department staffing and efficiency study. Motion passed 5-0.

Resolution #2025-10: Disposition of Records

Resolution #2025-10 Disposition of Records coincides with E-Cycle Shredding Day scheduled for June 7th. 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. Duckett made a motion, seconded by Mr. Twersky, to adopt Resolution #2025-10. The motion passed 5-0.

Financial report – April 2025

The BOS received the Financial Report for April of 2025. There were no questions or comments.

Approval of invoice report – May 27, 2025

The BOS received the invoice report for checks dated May 27, 2025, totaling \$339,956.19. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the invoices dated May 27, 2025. Motion passed 5-0.

Township Engineer Report – May 2025

Prior to the meeting, Mr. Hersh provided the Gilmore Engineers report for May of 2025. There were no questions or comments.

Traffic Engineer Report – May 2025

Prior to the meeting, Mr. Dixon provided Bowmans Project Status Report for May of 2025. There were no questions or comments.

Approval of minutes – May 13, 2025

The BOS received the meeting minutes from the May 13, 2025, BOS meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the minutes. Motion passed 5-0.

SUPERVISOR LIAISON REPORTS

There was no liaison reports provided.

STAFF UPDATES

Chief Kenny announced that Paul Miller's Law will go into effect June 5th. This law prohibits any handheld devices from being used while driving, including when stopped at a red light.

Mr. Zollers gave an update regarding suggestions and requests from the Penllyn Community Meeting. He said the inlets and pipes have been cleared on Township Line Road which will allow for conveyance of more stormwater away from properties. He spoke with the Public Works Director at Whitpain Township, and he is agreeable to working with Lower Gwynedd to allow for better direction of stormwater discharged onto Township Line Road. Mr. Hersh said he will be looking at the drainage pipes in Penllyn to see if they need to be upsized or extended in their locations as part of the Penllyn flood mitigation study. He expects to be ready to discuss recommendations from the study with the BOS in the fall. Mr. Zollers also gave an update regarding the paper streets in Penllyn, noting that he is still combing through records, but he knows that the Township plows two of the roads. Ms. Gleason asked Mr. Stein what the process would be to make the paper streets official. Mr. Stein stated that it would have to be done through an ordinance.

SUPERVISORS COMMENTS

Ms. McNeely thanked the staff for all their hard work.

Ms. Martin reminded everyone of the first summer concert of the season tomorrow evening.

Mr. Chong reminded everyone that this is the end of Asian Pacific Islander month and encouraged everyone to get out and support their businesses.

Mr. Twersky thanked everyone for pushing the Lower Gwynedd Little League project forward.

Ms. Duckett said we have accomplished a lot recently. She thanked staff and is grateful for all the work they do. Ms. Duckett also reminded everyone about the concert in the park and the shredding/e-cycle day on June 7th.

Adjournment

Ms. Duckett made a motion, seconded by Mr. Chong, to adjourn the meeting at 9:05pm. Motion passed 5-0.

Respectfully Submitted,

Michelle Farzetta
Office Manager