

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, MARCH 25, 2025**

SUPERVISORS PRESENT:

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

STAFF:

Mimi Gleason, Township Manager
Jamie Worman, Assistant Township Manager
Michelle Farzetta, Office Manager
Neil Stein, Esq., Solicitor
Paul Kenny, Police Chief
Fred Zollers, Director Public Works – via zoom
John Farrell, Project Manager/EMC – via zoom
Melinda Haldeman, Finance Director

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:02pm at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

ANNOUNCEMENTS AND PRESENTATIONS

Ms. Duckett stated that the Board of Supervisors (BOS) did not meet in executive session prior to tonight's meeting.

PUBLIC COMMENT

There were no comments from the public.

GENERAL BUSINESS

Consider appointments to the Environmental Advisory Council

The BOS Administration Committee interviewed candidates to fill positions on the Environmental Advisory Committee (EAC). They are recommending the appointment of Karleigh Burns to a three-year term, Robert Sawyer to two-year term and the re-appointment of Maureen Nunn to a three-year term. Ms. Duckett made a motion to appoint Ms. Burns, Ms. Nunn and Mr. Sawyer to the EAC. This motion was seconded by Mr. Chong. Motion passed 2-0. (Ms. McNeely, abstained.)

Consider approval of contribution for speaker at Wissahickon Trails/Audubon Center event on behalf of the Lower Gwynedd Township EAC

Wissahickon Trails is hosting a local author event and panel discussion on conservation at the John James Audubon Center on June 12th. They are looking for local EAC's to promote the event and to assist with the fees for the author. The Lower Gwynedd EAC is requesting \$300 to support and participate in the event, as doing so would support their long-range plan for building a stronger local environmental network. Participation would also qualify as a task under one of the six categories for our Bird Town status. Ms. Duckett made a motion, seconded by Mr. Chong, to approve the EAC's request for \$300 to partner with Wissahickon Trails for the event. Motion passed 3-0.

Consider authorizing the advertisement of an ordinance amendment adding intersections to the locations of stop signs in Chapter 458 of the Lower Gwynedd Township Code

A comprehensive study was conducted by the Police Department's Community Response Unit, in conjunction with our Traffic Engineer, to inventory stop signs throughout the township. This ordinance would align ensure that all stop signs are listed in the Township Code. Staff are recommending the BOS authorize the advertisement for the stop sign ordinance amendment with approval scheduled for the April 8, 2025, BOS meeting. Ms. Duckett made a motion, seconded by Mr. Chong, to approve the advertisement of the stop sign ordinance amendment. Motion passed 3-0.

Financial report – Review 2024 year in review and February 2025

Ms. Haldeman reviewed financial information for 2024, noting the figures are preliminary and unaudited. The 2024 audit is underway separately. She provided a summary of the operating funds, sewer funds, and capital funds. She also reviewed the construction projects still in progress. She highlighted the sale of the Ingersoll House, the bond issuance for the Public Works Garage and savings in insurance premiums. For 2025 Ms. Haldeman said we are early in the year and proceeding as expected.

Approval of Invoice Report – March 25, 2025

The BOS received the invoice report for checks dated March 25, 2025, totaling \$141,563.33. There were no questions or comments. Ms. Duckett made a motion, seconded by Mr. Chong, to approve the invoices dated March 25, 2025. Motion passed 3-0.

Township Engineer Report

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

Traffic Engineer Report

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

Approval of minutes – March 11, 2025

The BOS received the minutes from the March 11, 2025, BOS meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Mr. Chong, to approve the BOS minutes of March 11, 2025. Motion passed 3-0.

SUPERVISOR LIAISON REPORTS

The BOS received the Liaison reports for the Planning Commission, Environmental Advisory Council, the Human Relations Commission and the Parks and Recreation Board. There were no questions or comments.

STAFF UPDATES

Paul Kenny announced that Beth Charlton, the Police Secretary, will be retiring in April after 38 years of Service. There will be a retirement breakfast on April 7th in the morning to celebrate her.

Ms. Gleason announced that the townships has been recognized for the third year in a row as a Tree City.

Ms. Gleason then stated that Mr. Zollers has met with residents along Norristown Road regarding restoring the landscaping along the trail that was disrupted from the Spring House Intersection improvements. We will be using Capital Funds to pay for the landscaping.

Ms. Gleason mentioned that Ms. Farzetta is working on an RFP for an IT consultant. Our contract ends at the end of July with All Covered, our current IT consultant.

SUPERVISORS COMMENTS

The supervisors thanked Beth Charlton for her 38 years of service to Lower Gwynedd and the Police Station. They wished her the best in her retirement.

Adjournment

Ms. Duckett made a motion to adjourn the meeting at 7:28pm, seconded by Mr. Chong. Motion passed 3-0.

Respectfully submitted,

Michelle Farzetta

Michelle Farzetta
Office Manger