

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, JANUARY 10, 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
Neil Stein, Esq., Solicitor
Paul Kenny, Police Chief
Michelle Farzetta, Assistant Secretary

Call to Order and Pledge of Allegiance

The Chairman called the hybrid meeting to order at 7:00 p.m. at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance. The Chairman stated the Board of Supervisors met in an Executive Session before the meeting regarding a real estate matter.

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

BUSINESS AND FINANCE

Receipt of Minutes: December 14, 2021

The Board of Supervisors received the December 14, 2021 meeting minutes. There were no comments. Ms. Hunsicker made a motion, seconded by Ms. McNeely to approve the December 14, 2021 meeting minutes. The motion passed 3-0. Mr. Twersky and Ms. Martin both abstained from the vote, as they were not sworn in at the time of the meeting.

Receipt of Invoice History: November 2021

The Board of Supervisors received the Invoice History for November 2021 in the amount of \$544,147.70. There were no comments. Mr. Twersky made a motion, seconded by Ms. Hunsicker to approve the Invoice History for November 2021. The motion passed 5-0.

Receipt of Year-to-Date Budget Report and Balance Sheet: November 2021

Ms. Duckett asked if all the Supervisors reviewed the information and if there were any questions/comments. There were no comments. Ms. Hunsicker made a motion to approve the YTD Report and Balance Sheet for November 2021. Ms. McNeely seconded the motion and the motion passed 5-0.

OTHER BUSINESS

Nomination and Appointment of the open seat on Vacancy Board

Ms. Duckett stated that we received one application and asked the supervisors if they had reviewed and/or had questions. Ms. Duckett then asked for a motion to approve Joyce Pickles to the Vacancy Board. Ms. McNeely made the motion and Mr. Twersky seconded the motion. Motion passed 5-0.

Nomination and Appointment of the one open seat on the Environmental Advisory Committee

Ms. Duckett stated that the EAC operates differently than other committees. There are by-laws that need to be followed. The by-laws provide for associate members and a few of these members have expressed interest in the open position. There are 3 volunteer applications. Mr. McAnally, confirmed that the board needs to appoint the chairman for the EAC. It is done annually. Co- chairs were assigned over the summer, due to the resignation of Rea Monaghan. Ms. Duckett stated that she recommends tabling this item in order to review the applications. Ms. Duckett asked if the EAC has to make a recommendation. Mark Schafer was on the meeting to respond. He confirmed that all of the applicants are all associate members in good standing and would like the board to review. Regarding the Chair position, currently both him and Lisa brown work as equal partners, but he is willing to let Lisa have the title. Mr. Twersky asked if anyone had spoken to Ms. Nunn about being on both the Planning Commission and the EAC. Mr. Schafer confirmed that Ms. Nunn would be able to continue both roles and be a full member of the EAC. Ms. Duckett asked if they were at 5 or 7 members. He stated, with one dropping out, they currently at 6 members. Mr. Schafer informed the board that they are on a staggered 3-year term.

Ms. Duckett moved to table this appointment until all board members have had time to review the applications. Ms. Martin seconded. The motion passed 5 -0. Ms. Hunsicker made a motion to amend the agenda to appoint the chair and vice chair of the EAC. Mr. Twersky seconded the motion. Motion passed 5-0. Mr. Twersky made a motion to appoint Mark Schafer as vice chair and Lisa Brown as chair to the EAC. Ms. Hunsicker seconded the motion. The motion passed 5-0.

Nomination and Appointments to the Pike Fest

Ms. Duckett stated at the reorganization meeting several individuals were appointed to the committee, but still many applicants were interested. Ms. Duckett named those interested in volunteering- Geraldine Canalley, Natalie Cormier, Diane Morgan, Debra Schaeffer, Colleen Schaffer, Kelly Swoop, and Carrie McCollum. Ms. Duckett asked for a motion to approve the seven applicants to the Pike Fest committee. Ms. Duckett stated that there is a lot of work that needs to go into planning the Pike fest, so we need to start now in order to have it run smoothly in the fall. Mr. Twersky made a motion to appoint the slate of candidates to the Pike Fest Committee. Ms. Martin seconded the motion. Ms. Hunsicker asked that the names be given to the board prior to the meeting so they have time to review. Ms. Hunsicker stated she is unfamiliar with 4 of the 7 names and is hesitant to appoint individuals whom she has not seen their applications. Ms. Duckett stated moving forward she would make sure information was provided well in advance. Motion passed 5-0.

Nomination and Appointment of the open seat as liaison to Community Ambulance Association of Ambler

Ms. Duckett stated that at this time there are no applicants. Ms. Duckett made a plea to the public asking if anyone was interested to please apply. She informed the public that the application is on the township website and there is no deadline. Resident, Debra Schaeffer, asked for a description of the job.

Ms. Duckett explained the responsibilities and stated that no EMS experience was necessary, but it might be helpful. Ms. Duckett made a motion to table this appointment. Ms. Hunsicker seconded the motion. Motion carried 5-0. Ms. Duckett made a request that the volunteer applications be available to complete and submit online.

Authorize the establishment of a Historic Committee for Lower Gwynedd Township

Ms. Duckett explained that the committee will be created to foster awareness of the community. Ms. Duckett would like to resurrect this committee. Ms. Duckett made a plea for volunteers. Ms. Hunsicker asked that there be two board members assigned as a liaison on sub-committees. Mr. Twersky confirmed that feeling. Ms. Duckett stated that this had already been done and was sent to the board members via email. Ms. Martin made the motion to establish this committee. Ms. McNeely seconded the motion. Motion carried 5-0.

Ms. Hunsicker stated that she has reached out to Joe Langella to ask him to lend his talents to us. Ms. Martin also knows this applicant and will reach out to him.

Authorize the establishment of a Bethlehem Pike Revitalization Committee for Lower Gwynedd Township

Ms. Duckett advised the BOS about the revitalization of Bethlehem Pike. She stated that the committee would report to the BOS. Mr. Twersky made the motion to establish this committee. Ms. Martin seconded the motion. Motion passed 5-0. Volunteers will submit their applications.

Authorize Purchase of computer upgrades (2 laptops and 1 workstation)

Ms. Worman requested authorization to purchase two laptops and one workstation as allocated in the 2022 budget. She explained that the original allocation was for three laptops but since that time an existing laptop was repurposed. The laptops are for the Recreation Director and Detective and the workstation replacement is for the evidence room in the police department. The total is \$5,688.77. Mr. Twersky asks if this is under budget by \$1,840.00. Mr. McAnally asks that since this is under budget, he would like to request a new tablet be purchased for a board member at the cost of \$1,500.00. Mr. Stein stated that the change of the tablet required an amendment to the agenda. A motion was made to purchase the laptops by Ms. Hunsicker and seconded by Ms. McNeely. Motion passed 5-0. Ms. Martin made a motion to amend the agenda to purchase the tablet. Mr. Twersky, seconded the motion. Motion passed 5-0.

Authorize hosting the Paper Shredding and E-Cycle Day on April 9, 2022 from 8:00am to noon

Ms. Worman explained the shredding event scheduled for April 9, 2022. The same vendors will be used as in previous years and the cost will be the same as previous years. Mr. Twersky talked about this event and how it is worthwhile for the community. Ms. Duckett stated that there may be some local officials who we could partner with. Ms. Worman replied that the Township is willing to work with the other elected officials. Ms. Hunsicker made a motion to approve the Paper Shredding and E-Cycle Day. Mr. Twersky seconded the motion. Motion passed 5-0.

Follow-up reminder about the Citizens Request Portal recently launched

Ms. Worman stated that the portal is up and running. She shared the website and showed the BOS how the portal works. She explained how a work order is generated and assigned to the appropriate department. She stated that there are still a few kinks to work out. Ms. Worman confirmed that some residents have started using the portal. Ms. Duckett stated that she was pleased the portal is up and working, but wants to make sure the public knows it is up and working. Ms. Duckett asked if photos could be attached and if the resident can track any updates. Ms. Martin asked if the residents receive updates on their request. Ms. Worman stated that the resident would receive communication that there has been a status change. Ms. Hunsicker asked if the BOS could receive a monthly report to see how it is being used. Ms. Worman confirmed that this could be done.

There was a comment from the public. Ms. Schaeffer thanked everyone for the Citizens Request Portal and asked if there was a way for the public to be made aware of it. She suggested maybe on the township sign, as there were not many people on the meeting. Ms. Worman stated that it could be put in the newsletter or perhaps an email blast, as the sign would be difficult.

Ms. Duckett requested that board members bring back monthly sub-committee reports detailing what each committee is doing and what is going on, if there are any issues or concerns, so these items can be addressed at the board meetings. Ms. McNeely stated this was a terrific idea, but noted that updates may be every two months for some committees depending on how often they meet. Ms. Duckett understood. She just wants the board members to hear from each other and share any updates, it does not have to be long, just what is going on within the committees.

PUBLIC COMMENTS

The Chairman opened the meeting for public comment for items not on the agenda.

Joyce Keller, 1098 Morris Road, Blue Bell stated she is not a resident, but drives through Lower Gwynedd on a regular basis. Ms. Keller had a question about Penllyn Pike and Wister Avenue. She asked if we could look into making it a 3-way stop as there are blind spots and it is dangerous. Chief Kenny stated that Penllyn Pike is a county road and Wister Avenue is a township road. Chief Kenny stated that he would contact the county. He believes that accident data would be needed to see if a 3-way stop would be possible. He will hopefully have an answer at the next meeting.

MANAGER'S REPORT

Mr. McAnally welcomed Michelle Farzetta, as the Administrative Assistant. He also informed the Board of PSATs registration starting tomorrow, January 11, 2022. He asked that the BOS let him know if anyone was interested in attending. Mr. McAnally reminded everyone that next Monday, January 17th, offices are closed for the Martin Luther King Holiday.

SUPERVISORS COMMENTS

Ms. Hunsicker welcomed Michelle. She then asked how this hybrid setup was authorized. Mr. Stein stated that it meets the requirements under the Sunshine Act. As long as the building is open and there is supervision. Mr. Twersky stated that as long as everyone could be heard and seen it could be held in a hybrid format.

Mr. Twersky welcomed Michelle and told everyone to stay warm.

Ms. McNeely had no comments.

Ms. Martin welcomed Michelle. Ms. Martin then asked if Ms. Worman could show how to get to the public site and access the volunteer application. Ms. Worman demonstrated how to navigate the site. Ms. Worman stated that she is working on being able to submit the applications from the website and not in person.

Ms. Duckett confirmed with Ms. Worman that the website will be updated for all committees needing volunteers. She then thanked all volunteers for their help.

The meeting was adjourned at 7:55pm.

Respectfully submitted,

Michelle Farzetta
Assistant Secretary