

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
MONDAY, FEBRUARY 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
Fred Zollers, Public Works Director
Jim Hersh, Gilmore Associates, Township Engineer
Chad Dixson, McMahan Associates, Traffic Engineer

Call to Order and Pledge of Allegiance

The Chair 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.

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

Presentation by Coleen Terry, President of Econ Partners, Inc and Consideration of Proposal to Identify Funding Sources for Eligible Projects

Ms. Terry joined the meeting via zoom. She is the President of ECON Partners, Inc., located in Radnor, PA. Econ Partners is an economic consulting firm that operates on public funding. Econ's proposal is to identify eligible projects and coordinate possible grants to help fund these projects throughout Lower Gwynedd. ECON will complete all required application materials and submit them in a timely manner. Currently, they work with agencies both public and private and have relationships with multiple state agencies. They deal with additional state agencies such as EDA, FEMA and DCED. Ms. Duckett thanked Ms. Terry for her presentation and asked the BOS if they had any questions. Ms. McNeely asked if there is a fee for service or if the fee is dependent upon an award of a grant. She also asked for statistics on the rate of success. Ms. Duckett stated it is a consulting agreement, as seen in the Manager's Report. Ms. Terry stated that it sometimes takes multiple submissions to be awarded, but they typically have a 92-93% success rate. If the funding is not awarded then they will review and try to identify why. Ms. McNeely also asked if there were other sources of funding they go after. Ms. Terry replied that they generally just go after public funding. Ms. Hunsicker stated that currently both the Township Manager

and Assistant Manager complete all the grant work and have good relationships with the legislators. She asked what value ECON would add to what we currently have in place, as \$48,000 is a big number to budget for these services. Ms. Terry stated that this will free up the managers' time, there are aspects of programs that the township may not know, ECON can spend additional time on the grants to get them ready, and they may have knowledge sooner as to available grants. Ms. Hunsicker also asked what other municipalities are currently clients of theirs. Ms. Terry named Springfield, Borough of Oxford, Wyomissing, West Whiteland, City of Coatesville, Cumberland County and West Nottingham.

Mr. Dan Steinman, 800 Norristown Road, asked if the organization was a 501C3. Ms. Terry said they are an "S" corporation for profit. He also asked how the township would be billed. Ms. Terry stated that this proposal is a monthly retainer with unlimited hours.

Ms. Duckett asked for a motion to move forward with using ECON to complete the township grant work. There was then a conversation amongst the BOS regarding ECON. Some felt that we should look into other companies that may offer similar services. The grant spreadsheet, sent out a few weeks ago, was referenced showing the grants applied for over the past 5 years and which were awarded. Some feel that there would be better success if ECON was brought on board. Ms. Duckett stated that there are many dollars available right now since the pandemic. She explained that the township could be missing opportunities, as the Comprehensive Plan is outdated. It was confirmed that each grant would require a resolution from the BOS. Ms. Duckett added that the township can give 30 days' notice if we choose to cancel their services. Mr. Gregory Harth, 230 Mathers Road from Harth Builders, stated that this would be a good investment for the township and should be an easy decision. He is a business owner in the township and feels there is a lot of cash out there that can be taken advantage of. Mr. Twersky made a motion to approve the ECON Partners, Inc. proposal for grant writing services. Ms. Hunsicker requested that a contingency be added to the motion that the BOS will monitor the services of ECON every 3 months. Ms. McNeely seconded the motion. Motion was passed 5-0 with the contingency that BOS monitor ECON's success every 3 months.

BUSINESS AND FINANCE

Receipt of Minutes: February 14, 2022

The Board of Supervisors received the February 14, 2022 meeting minutes. There were no comments. Ms. McNeely made a motion, seconded by Ms. Hunsicker to approve the February 14, 2022 meeting minutes. The motion passed 5-0.

Receipt of Invoice History: January 2022

The Board of Supervisors received the January 2022 Invoice History. There were no comments. Ms. McNeely made a motion, seconded by Ms. Hunsicker to approve the January 2022 Invoice History. The motion passed 5-0.

Consideration of Proposal for E-Collect to Perform Auditing of BPT in LGT

Ms. Duckett stated that this topic has been talked about in previous meetings. Additional informational meetings and clarification on questions has also been provided. Ms. McNeely wanted to know if E-Collect would also look into other bills, such as utility bills. Mr. Twersky stated that E-Collect only looks into BPT. Mr. Twersky asked if the amendment had been made to Berkheimer's

agreement. Mr. Stein stated that he is working with Berkheimer to make the amendment to the current contract. Mr. Twersky made a motion to approve the proposal from E-Collect. Ms. Martin seconded the motion, assuming that the changes are made with Berkheimer. Motion passed 5-0.

BUILDING AND ZONING

Request for Additional Waiver of Sidewalk for the Goddard School

Elena Baylarian, Esquire from Timoney Knox came to request a waiver for sidewalk at the Goddard School. She stated that she has had conversations with the Township Engineer and Traffic Engineer and has received all required approvals from them. Mr. Twersky questioned the sketch plan and the radius for the turn shown on the drawing. It was explained that the driveway opening will stay the same as it is currently. Mr. Goldstein, owner of the property, joined Ms. Baylarian to clarify the crosswalk, as well. It was also confirmed that there would be lighting across the property. A motion was made by Ms. Hunsicker to approve the waiver request for additional sidewalk at the Goddard School. Ms. McNeely seconded the motion. Motion passed 5-0.

Request to Authorize Advertisement of Addendum to Sign Ordinance for March 14, 2022

Ms. Duckett explained that the Lower Gwynedd Little League (LGLL) is looking to put up signs in the outfield along the wall. These signs will provide opportunities to raise funding. She requested a motion to approve the advertisement for this addendum.

Ms. Lynn Smith, 507 Hobby Horse, wanted to know what kind of signs these were going to be, would they be electronic? Mr. Twersky explained they are similar to some of the signs that are already there and would be up about 9 months out of the year, as the baseball season is more than just the spring now. Ms. Smith expressed her concern that these signs would litter the neighborhood and change the nature of the neighborhood. She also wanted to know if the objective of putting up these signs was to lower the cost for the kids to play. Mr. Twersky explained that the money will be used to help them complete some projects, such as restrooms for the fields.

Ms. Debra Schaffer, 823 Penllyn Pike, asked if these signs were similar to the ones at the high school. Ms. Hunsicker explained that the signs would be uniform and the same color to what is already there.

Ms. Gloria Jones, 1007 Pershing Road, stated that her sons were in the LGLL, but some consideration should be given to the fact that a neighborhood was there first. More consideration should be given before deciding what types of signs are put in. They should not be overwhelmed in the summer time by Little League baseball. Mr. Twersky said all the signs will be facing inwards towards home plate. As for the content, the First Amendment does not allow us to regulate content, just shape and size. However, the LGLL will use their best discretion when choosing what kinds of signs to put up. She replied that this answers her questions, but it does not address her concern about the impact on the neighborhood.

A motion was made by Ms. Hunsicker, seconded by Ms. Martin to authorize the advertisement of the addendum to the Sign Ordinance. Motion passed 5-0.

OTHER BUSINESS

Brookside Avenue Resident Request for Updates on Flood Study

Ms. Duckett asked Mr. Hersh for an update on the Flood Study. Mr. Hersh mentioned that when he last gave an update in January, he was waiting on FEMA data. The FEMA information has since been received, and he has taken a look at the information and is working on a survey and hoping to have it complete by the end of April. The goal is to have an update in April. They are looking to determine the source of the flooding. They want to get the full scope of the existing situation and identify the pinch points. He believes it is coming from various locations. Ms. Duckett stated that residents on Francis and other surrounding streets have been impacted and wants to make sure these streets would be included. The end goal is to make sure that any projects will make a significant improvement to the flooding. Mr. Twersky confirmed that once we have the data, we will then need to suggest the solutions and those that are economically feasible will be pursued. Mr. Hersh stated there will be solutions, but it will be a matter of finding those that are affordable.

Mr. William Murray, 413 Brookside Ave., spoke during public comment and read a memo the neighbors of Brookside had written. They are directly impacted every time it rains and they want a say in the process. Ms. Duckett stated that most likely it is not just one specific location causing the issue, but a history of development around the area over the past 10-20 years that has caused the flooding problem. She confirmed that they will be a part of the conversation.

Ms. Cynthia Best, 420 Brookside Ave., asked that during the study we please look at the cement bridge at the top of the street. She has been there for 40 years and feels that this bridge could be part of a simple solution. The township cleans up debris from the bridge when it rains, but it is dangerous. Ms. Duckett clarified that she is referring to the bridge connected to the property on Marion Ave. Ms. Duckett shared that there has been correspondence with these owners, that the bridge is against our zoning ordinance, but have not moved forward with any kind of removal as they want that to complete the study first.

Consideration of Resolution #2022-07 to Submit Local Shares Grant Application for the Rehabilitation of Old Bethlehem Pike Culvert

Ms. Duckett asked Mr. McAnally to explain this share grant that has been made available. Mr. McAnally stated that the grant spreadsheet mentioned earlier was put together by Ms. Worman. They are looking to rehab the Old Bethlehem Pike Culvert with this grant from DCED. This is a resolution for us to submit this grant application for \$786,000. Mr. Twersky asked if this number is still accurate as the costs of materials have gone up. Mr. McAnally stated that the cost is still accurate. Ms. Martin asked if we had a match. Mr. McAnally stated that this grant does not have a match. Ms. Duckett asked if there were any additional questions. A motion was made by Mr. Twersky, seconded by Ms. Martin to approve Resolution #2022-07 to submit a Local Shares Grant application. Motion passed 5-0.

Consideration of Resolution #2022-08 to submit Montco 2040 Application for Installation of Pedestrian Bridge on Western Side of Bethlehem Pike Across Stream

Ms. Duckett asked Mr. McAnally to explain this grant, as well. Mr. McAnally said this is a similar grant, the max is \$200,000 with a 20% match, but we are looking at offering a 30% match for the grant. The township received a Montco 20/40 Grant for this project in 2020 but the funding will only cover the bridge and sidewalk connection on the east side (north-bound) of Bethlehem Pike. This grant we are now looking at is for the west side of Bethlehem Pike (south-bound) across the street from Wawa. Ms. McNeely asked if she could see some kind of drawing or dimensions for this bridge. Mr. McAnally stated that this bridge will be exactly like the one that is currently being built on the other side. Ms. McNeely wants to make sure that it is wide enough for two people to walk across. It was confirmed that yes, this would be possible. Mr. McAnally said we could get a diagram and picture from a similar bridge in this week's Managers Report. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to approve Resolution 2022-08 to submit a Montco 20/40 Grant application. Motion passed 5-0.

Consideration of Penn E&R Proposal for 901 Sumneytown Pike to Provide Additional Sampling and Final ACT II Closeout Report

Mr. McAnally explained that this is across the street in the new shopping center by Arpeggio. The township used to own this property, but it was sold in 2017 to the Springhouse Village Association. The agreement was that we would take care of cleanup of the parcel and this is the last stage, hopefully. The Township submitted in March 2020 what we thought was the final report, but DEP came back and asked us to do a soil vapor sample of three locations. The proposal before the BOS tonight is for \$14,900.00 from Penn E&R to do these soil vapor samples. This has to be done at two different times. It is similar to a radon test in a home. They will submit the results to DEP and are confident that this should be the end. Ms. Duckett asked if this was included in the budget. Mr. McAnally confirmed that it is under general engineering, as this has been going on for a while. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to approve the Penn E&R proposal in the amount of \$14,900.00 for the Final Act II Closeout Report. Motion passed 5-0.

Request to advertise RFP's for Roofs and Gutters at Ingersol House and Barn (1120 Old Bethlehem Pike) and McCormick House (409 Old Penllyn Pike)

Mr. McAnally stated that this project is in the budget and staff would like to get moving on this and seek bids. Both properties are in need of roofs and the McCormick house needs gutters. Ms. Duckett asked if there was any cost associated with this RFP. Mr. McAnally said we are looking to list them separately with the option to possibly eliminate one job if necessary. Even though there could be other repairs to the McCormick house per the proposed park projects, something does need to be done to the house, as there is water damage. Ms. McNeely asked if the McCormick house is empty. Mr. McAnally replied that the residence is, not the barn. Mr. McAnally said he will list the RFP with three different line items. Ms. Martin asked if we could possibly look at maybe patching the roof at McCormick as opposed to replacing the whole thing as there could be other changes being made. A motion was made by Mr. Twersky, seconded by Ms. Hunsicker to authorize the advertisement for RFPs for the roof and gutter replacements at the Ingersoll and McCormick properties. Motion passed 5-0.

Consideration of Gilmore Proposal for Lower Gwynedd Strategic Park Planning Project

Mr. Hersh went over the proposal from Gilmore that addresses the 5 parks in Lower Gwynedd Township. He is suggesting site visits and interviews with key people including Parks and Rec, Mr. McAnally, and subcommittee members. He explained that they would review all existing facilities and

make a summary of the uses in the parks and updates that could be made. He added that we're looking at a project time line of 4-6 weeks and a price of \$10,000. Ms. Duckett asked if this could be done in four weeks. Mr. Hersh said the site visit and interviews are the first step and could be done at the same time. The sooner we decide who should attend and when, the sooner the plan can be made. Ms. McNeely wanted to know if this project could be paid for with grant money. Mr. Twersky said we would need to wait and see what the plan is and what grants are available at that time. It could be summer before we have any definite plans. A motion was made by Ms. McNeely, seconded by Ms. Hunsicker to approve the Gilmore Strategic Park Planning Project Proposal in the amount of \$10,000.00. Motion passed 5-0.

Request to Authorize Advertisement for Summer Camp Help

Ms. Duckett went over the job description for summer camp help. She asked how many employees we are looking to hire. Mr. McAnally stated that it is dependent on the enrollment in the camp. A motion was made by Ms. Hunsicker, seconded by Ms. Martin to authorize the advertisement for summer camp help. Motion passed 5-0.

Request to Authorize Advertisement for Seasonal Summer Help in Public Works

Ms. Duckett stated that this is the advertisement that was tabled from last meeting. She asked about the age requirement. Ms. Worman confirmed that the age was at least 16, as they need to be able to drive. Mr. McAnally noted that there are two employees needed. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to authorize the advertisement of seasonal summer help in the Public Works Department. Motion passed 5-0.

Consideration to Purchase Trash Can Lids in Parks and Rototiller for Public Works

Ms. Duckett read the proposal for the replacement of 40 trash can lids for the parks at a total of \$4,340.00. Ms. Hunsicker made a motion, seconded by Ms. McNeely to purchase the 40 lids. Motion passed 5-0.

Ms. Duckett read the proposal for the purchase of a rototiller. Mr. Zollers explained that historically we rented a rototiller, now we will own one. A motion was made by Ms. McNeely, seconded by Ms. Hunsicker to authorize the purchase of a rototiller in the amount of \$2,404.64. Motion passed 5-0.

Consideration to Accept Dedication for Sewer Line at 100 Dekalb Pike

Ms. Worman stated that the township needs to accept the dedicated sewer line installed at 100 Dekalb Pike and allow neighboring property at 1621 Township Line Road to connect. The Sewer Solicitor wanted the motion to include *"motion to approve conditioned upon all professional services costs being reimbursed to the Township from the maintenance escrow and the tapping fee reimbursement due to the owner, with the remaining balance (after fees are paid) refunded to the owner."* She explained that we have a maintenance escrow established for this project. We will pay off anything else due with this money and anything left over will be returned to the owner at 100 Dekalb Pike. Ms. Duckett did not see this language. Ms. Worman stated that this language was sent over from the Solicitor and just needed to be included in the motion. Mr. Stein asked if Mr. Ferrandino had signed these documents yet. Ms. Worman said yes, and he had them notarized. A motion was made by Ms. Hunsicker, seconded by Ms. McNeely to accept the dedication of the sewer line at 100 Dekalb Pike with the condition language prepared by the Sewer Solicitor. Motion passed 5-0.

COMMITTEE REPORTS

Park and Rec Committee Update

Ms. Martin stated that they have only discussed the sign ordinance and the park proposal that they are excited to start. In the near future, Sandi from Parks and Rec, will be debuting an interactive trail map. This will help the residents have better use of the trail system. She will be demonstrating this soon. Ms. Hunsicker wanted to make sure that everyone was aware that members of the Parks and Rec Subcommittee could be appointed to the group to assess the playgrounds with Gilmore. They just have not pinpointed a person yet.

Ms. McNeely mentioned that the Energy Subcommittee for the EAC met and they will have their second meeting soon. She is putting out a plea for others to join and get involved. They are looking at energy conservation for the township. They can contact Melinda Wolfe if they are interested. Ms. Duckett mentioned that they could actually just apply online and complete a volunteer application. Ms. McNeely said they do not have to be an associate member for a subcommittee.

Ms. Duckett mentioned there has been discussion about the Pike Fest, but they are not yet ready to make a large announcement. She confirmed this with Ms. Martin, who is leading this committee, who stated details will be coming soon. It is going to be exciting.

PUBLIC COMMENT

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

Dan Steinman, 800 Norristown Rd, Springhouse asked about the Term Limit Ordinance that was advertised and if it had been tabled. Ms. Duckett stated that it is not on the agenda for tonight. He can make any comments though. He questioned the approach to this. He wanted to know if there has been any public call for changing this. It affects everyone in the Township both those that want to seek and retain office. Ms. Duckett stated that the reason it is not on the agenda is to allow time for the public to give their input and give their perspective.

Carmina Taylor, former resident of Lower Gwynedd, wanted to give an update about the request for signage in Penllyn. She has applied for the Historic Committee, she has joined the Historical Society, and she also received quotes on the signage for Penllyn. She would like guidance on how to move forward. She is ready to move forward and has not heard anything. Ms. Martin stated that the public had until today to apply for the committees. The board will be looking at applications and then conduct interviews, and appoint people. So, the next steps would be, whether she is on the committee or not, to bring her information to them and they will then bring it to the board. Carmina said thank you, she just wanted to go on record that she was following up.

Gloria Jones, 1007 Pershing Road, would like the historical truth of Penllyn and Penllyn Village to be inclusive and should not be erased. Signs should be put up identifying this as a historic district. She wants to make sure whatever is done should be valid and well researched. She understands that a Historic Committee is being created again and hopes that something will happen with this. Ms. Duckett stated that the intent of the Historic Committee is to address areas like this.

Ms. Duckett then wanted to show an update to the website and demonstrate how taxes can be paid online. Ms. Worman walked everyone through the steps to get to the tax collector page and access the online payment button. The button redirects you to a simple online form that can be completed. Residents can pay by both credit card and e-check. There is a 50 cent charge if you pay with your checking account. This is an added service for our community. Natalie Cormier, Tax Collector, joined the conversation and clarified that it is 50 cents with an e-check, but 2% if you use a credit card. She also instructed the public not to use dashes when entering a parcel number.

Lynn Smith, 507 Hobby Horse, asked that the 2% fee for using a credit card to pay your taxes be clearly marked. It should be bold, so no one is surprised by the charge.

Ms. Duckett then wanted to give an update on a concern from January regarding Wister Road and concerns with the traffic patterns. Mr. Dixon stated they spoke with County Roads and Bridges. They agree with the concern. A solution would be to put in a multi-way stop or potentially other improvements. Any changes to traffic control would need an ordinance from the township. A traffic study must be completed by the township at its own expense. Mc Mahon is currently working on a proposal for this study and will present it to the BOS at the first meeting in March.

MANAGER'S REPORT

Report from the Manager - Municipal activities, projects

Mr. McAnally wanted to recognize Ken Bright, former Police Chief and Supervisor for his 40 years of service. Officer Bright passed away last week. Mr. McAnally wanted to recognize his life and contribution to the township.

SUPERVISORS COMMENTS

Ms. McNeely had no comment.

Ms. Hunsicker wanted to confirm that the meeting would remain on Mondays for the month of March and then move to Tuesdays in April.

Ms. Martin had no comment.

Mr. Twersky had no comment.

Ms. Duckett said thank you to everyone and said we will do better with the length of the meetings moving forward.

Mr. Twersky made motion to adjourn the meeting, seconded by Ms. Martin. Meeting was adjourned at 8:54pm.

Respectfully submitted,

Michelle Farzetta
Assistant Secretary