

# LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS REGULAR PUBLIC MEETING

Tuesday, May 14, 2024, 7:00 p.m.



To join the meeting via Zoom:

<https://us02web.zoom.us/j/87656545182?pwd=OCT5TVdJb0RPVpZnN21YWGdTTHl0dz09>

Call #: 1-646-876-9923

Meeting ID: 876 5654 5182 Passcode: 690355

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## CALL TO ORDER AND PLEDGE OF ALLEGIANCE

### ANNOUNCEMENTS AND PRESENTATIONS

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel and received an educational presentation from the Solicitor.

### PUBLIC COMMENTS

Citizen comments, concerns, questions for items not on the agenda  
(Comments on agenda items will be taken when those items are discussed by the Board)

### GENERAL BUSINESS

1. Consideration of Ordinance #546 amending Title IV, Street and Sidewalk Areas, of the Township Code to add regulations regarding driveways, sidewalk and curb construction and repair, and road opening permits and restoration
2. Resolution 2024-17 Adopting Road Restoration Specifications
3. Resolution 2024-18 Supporting Upper Dublin Township's TCDI grant application to DVRPC for a multi-municipal Green Ribbon Trail Safety and Access Improvement Plan
4. Approval of contract with Access Security Corporation for replacement of the Township Building access control system through Costars
5. Approval of intergovernmental agreement with Wissahickon School District for enforcement of the Bus Patrol System
6. Approval of Invoice Report
7. Approval of minutes - April 30, 2024

### SUPERVISOR LIAISON REPORTS

Questions about Volunteer Commission Meeting Highlights

## STAFF UPDATES

Updates from staff on municipal activities and projects

## SUPERVISORS COMMENTS

Comments or questions from the Board of Supervisors

## Adjournment

### UPCOMING MEETING DATES\*

HUMAN RELATIONS COMMISSION	THURS	07/11/2024	7:00 P.M.
BOARD OF SUPERVISORS	TUES	05/28/2024	7:00 P.M.
ENVIRONMENTAL ADVISORY COUNCIL	WED	06/12/2024	7:00 P.M.
ZONING HEARING BOARD	MON	06/17/2024	6:00 P.M.
PARKS AND RECREATION	MON	05/21/2024	6:00 P.M.
PLANNING COMMISSION	WED	05/15/2024	7:00 P.M.

\*Please check the Township website to confirm meeting dates and times.



## MEMORANDUM

**ATTN:** Board of Supervisors  
**DATE:** Friday, May 10, 2024  
**FROM:** Jamie P. Worman, Assistant Township Manager *Jamie Worman*  
**SUBJ:** Proposed Driveway Ordinance & Restoration Specifications Resolution

A public hearing is scheduled during the regular meeting of the BOS on May 14, 2024, to consider Ordinance #546 amending the Lower Gwynedd Township Code creating a new chapter that establishes permitting requirements, construction standards, roadway drainage requirements, maintenance, restoration, repair, and other regulations pertaining to driveways, sidewalks, and streets. A specific set of roadway restoration specifications developed by the Township Engineer is also included in the BOS packet and is listed on the agenda for approval as Resolution #2024-17.

***Staff recommends the BOS approve both Ordinance #546 and Resolution #2024-17 establishing necessary requirements and standards for driveways, curbs, sidewalks, and roadways.***

***Motion #1- Motion to approve Ordinance #546 pertaining to driveway, curbs, sidewalks and roadways requirements.***

***Motion #2- Motion to approve Resolution #2024-17 adopting construction and restoration specifications for driveways, curbs, sidewalks and roadways within Lower Gwynedd Township.***

**LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA  
BOARD OF SUPERVISORS**

**ORDINANCE NO. \_\_\_\_\_**

**AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF LOWER GWYNEDD TOWNSHIP, BY REPLACING PART TEN, TITLE FOUR, CHAPTER 1044, WITH A NEW CHAPTER 1044, AND FURTHER AMENDING PART TEN, TITLE FOUR, TO ESTABLISH STANDARDS FOR THE CONSTRUCTION, MAINTENANCE, RESTORATION AND REPAIR OF ROADS, DRIVEWAYS, SIDEWALKS AND STREETS.**

**WHEREAS**, § 1506 of the Second Class Township Code, Act of May 1, 1993, P. L. 103, No. 69, as amended by the Act of November 9, 1995, P. L. 350, No. 60, found at 53 P. S. § 66506, entitled "General Powers," authorizes the Lower Gwynedd Township Board of Supervisors ("**Board**") to make and adopt ordinances necessary for the proper management, care and control of Lower Gwynedd Township (the "**Township**"), and the maintenance of the health and welfare of the Township and its citizens; and

**WHEREAS**, § 1527 of the Second Class Township Code, found at 53 P. S. § 66527, entitled "Public Safety", *inter alia*, authorizes the Board to adopt ordinances to secure the safety of persons or property within the Township; and

**NOW, THEREFORE, BE IT ORDAINED AND ENACTED** by the Board of Supervisors of Lower Gwynedd Township, and it is hereby ordained and enacted by the authority of the same, to wit:

**SECTION ONE.** The Lower Gwynedd Township Code (the "**Code**"), Part Ten, Title Four: Street and Sidewalk Areas, Chapter 1044, entitled "Driveways," shall be amended by deleting the entirety of Chapter 1044 and substituting in its place the following:

*§ 1044.01. **Short Title.** This Part will be known and hereinafter referred to as the "Lower Gwynedd Township Driveway Ordinance."*

*§ 1044.02. **Definitions.** For the purposes of this Part, the following, terms shall have meanings ascribed thereto as follows:*

***APPLICANT.** An applicant for a Permit.*

***BOARD.** The Board of Supervisors of Lower Gwynedd Township or its designated representative(s).*



**CONTRACTOR.** *The party, person firm, partnership, and/or corporation who or which installs a driveway, including all agents, officers, or employees of said party, person, firm, partnership and/or corporation.*

**DRIVEWAY.** *Any area of land designated or to be used as a means of ingress and/or egress for either vehicles and/or pedestrian traffic from a public road to a piece, parcel, or tract of land.*

**OWNER.** *The owner of the tract of land upon which the driveway is located.*

**PENNDOT.** *The Department of Transportation of the Commonwealth of Pennsylvania and any successor agency.*

**PERMIT.** *A permit issued by the Township to signify approval of the driveway connection.*

**PERSON.** *Any individual or individuals, partnership, company, association, society, corporation or other group or entity.*

**PUBLIC ROAD.** *Any road, street, alley, or public thoroughfare whether actually maintained by the Township as part of its road system or whether shown on a subdivision or land development plan and intended to be offered or dedicated to the Township in the future as part of its road system.*

**REPAIR.** *The demolition or removal of a portion of an existing curb or sidewalk and relaying the same with new material.*

**RIGHT-OF-WAY.** *The total width, including the cartway, of a road.*

**SALDO.** *The Lower Gwynedd Township Subdivision and Land Development Ordinance of 1976, as amended.*

**TOWNSHIP.** *The Township of Lower Gwynedd, Montgomery County, Pennsylvania.*

**§ 1044.03. Permit Required.**

A. *No person, owner and/or contractor shall hereafter install, initiate any work, or allow the installation or initiation of any work toward the installation of a driveway without first obtaining a permit from the Township.*

*B. Any driveway intersecting with a state-owned road shall require a driveway permit from PENNDOT.*

*C. Any driveway intersecting with a county-owned road shall require a driveway permit from Montgomery County.*

**§ 1044.04. Construction Standards.**

*A. All driveways shall be constructed in conformance with the following standards:*

*(1) Residential Driveways. A minimum of eight inch (8") stone base course and a two and one-half inch (2½") bituminous course or equal paving approved by the Township.*

*(2) High Density Residential, Commercial and Industrial Driveways. A minimum of four inches (4") 2A modified aggregate, and six inches reinforced concrete; or a minimum of eight inches (6") 2A modified aggregate plus four and one-half inches (4.5") "base course", plus one and one-half inches (1½") "Superpave," 9.5mm Superpave wearing course top.*

*(3) Stone Driveways. Consisting of a minimum of six inches (6") of 2A or 2RC modified aggregate are permitted, for low density residential driveways, providing that first fifteen feet (15') measured from edge of the paved cartway of the public road is constructed to standards in Subsection A(1) above for the required type of driveway.*

*B. For any residential corner property fronting on an arterial or collector street, there shall be a minimum distance of one hundred feet (100') feet between the centerline of the driveway and the edge of the cartway of the street intersection. Such minimum distance shall be increased to two hundred feet (200') for a nonresidential or multi-family corner property.*

*C. For any corner property fronting on a local street, there shall be a minimum distance of forty feet (40') between the centerline of the driveway and the edge of the cartway of the street intersection.*

*D. The sight distance for all driveways shall comply with the requirements for state highways prescribed by PENNDOT as codified at 67 Pa. Code § 441.8, and amendments and addenda thereto.*

*E. To ensure adequate visibility, the entire frontage of the lot shall be graded to a slope of two percent (2%) to the right-of-way line.*

*F. Driveways shall have a minimum width of ten feet (10') for single-family dwellings and sixteen feet (16') for shared driveways; however, in any case, the maximum width shall not exceed twenty-four feet (24'). For non-residential driveways, minimum widths and turning radii shall be provided in accordance with PENNDOT standards; provided, however, that the Township may require greater widths based upon expected traffic volumes, expected vehicle sizes and/or the addition of turning lanes. Median islands shall be provided as determined by the Township.*

*G. All driveways shall be separated from any property line by a planting strip of not less than three feet (3') in width and from all fire hydrants a distance of five feet (5').*

*H. Driveway profiles shall conform to the slope guidelines in accordance with PENNDOT criteria.*

*I. In any zoning district permitting residential use, driveway access onto a major roadway shall be prohibited, unless frontage does not exist to a street of lesser classification. If a property has more than one street frontage, access shall be taken to the lower classification of street or road. Section 1230.39(d) of SALDO shall also be applicable to driveways.*

*J. Driveways shall be protected with a clear sight triangle. Two (2) apexes of the triangle shall be located in both directions along the street centerline, seventy-five feet (75') from a point where the centerline of a driveway and the street intersect. The vertex of the triangle shall be located along the centerline of the driveway and five feet (5') from the property or street right of way. No permanent obstructions and/or plant materials over three (3) feet in height shall be placed within the clear sight triangle.*

**§ 1044.05. Roadway Drainage.**

*A. All driveways shall be constructed in a manner that will not impede or divert the normal flow of surface drainage. At the point where any driveway adjoins a public road the driveway shall have the same degree of slope as the existing shoulder and in no case less than one inch (1") per foot of drop, with the low point in line with the existing gutter line. Drainage pipes shall not be used in connection with the construction of any driveway unless prior written approval is obtained from the Township.*

*B. The Township may require that stormwater runoff calculations be submitted in order to determine the amount of additional stormwater that will be discharged onto a public road. If the Township determines that the additional stormwater runoff will create an adverse condition for existing facilities, the Township may refuse a permit until appropriate measures are taken to eliminate such adverse condition.*

*C. All driveways shall be constructed in a manner which shall prevent mud, stones, and other debris from being deposited on the right of way of any public road.*

**§ 1044.06. Number of Driveways Per Lot.**

*A. Each lot improved with a residence shall have no more than one (1) driveway. A “horseshoe” driveway configuration on a single-family residential lot shall constitute one (1) driveway. Each lot improved with a non-residential use, including multi-family use, shall have no more than two (2) driveways. If a property has more than one frontage, access must be taken to the street or road of lower classification.*

*B. The Board may require the use of shared driveways, where possible, to minimize access points along existing and proposed roadways and access drives.*

**§ 1044.07. Application, Plan and Approval Procedures.**

*A. Any person, owner and/or contractor shall, prior to obtaining a driveway permit, file an application, on an application form supplied by the Township, reflecting and showing the location of the driveway relative to the premises and designating the course, grade, structure, materials, and drainage facilities, if any, involved in the construction of the driveway.*

*B. The Township shall review the application and shall determine if the proposed method of constructing or making said connection, as reflected on the application, will:*

*(1) minimize the adverse impact of stormwater runoff or surface drainage resulting from said connection;*

*(2) not cause damage to the road to which the driveway is to be connected; and*

(3) *not create or increase hazardous driving conditions for those persons using the road to which the driveway is to be connected.*

*C. If found satisfactory by the Township, the permit will be issued or caused to be issued by Township Staff. If the plan is found deficient, or if in the opinion of the Township the plan could be improved so as to:*

(1) *minimize the adverse effect of stormwater runoff;*

(2) *lessen drainage to the public road to which the driveway is connected; or*

(3) *lessen hazardous driving conditions on the road to which the driveway is to be connected (including provisions for a clear sight triangle), the Township shall, by written communication, notify the applicant of the changes to be made. The applicant shall immediately make such changes and return the revised plan to the Township. When such plan is in acceptable form and approved by the Township, the permit will be issued.*

**§ 1044.08. Dedication of Roads to the Township.** *All driveways along private roads, including roads in new subdivisions, shall conform to this Chapter before the Township will accept dedication of the road as a public road of the Township.*

**§ 1044.09. Fees and Costs for Processing Application.** *Such fees shall accompany the application as the Board shall prescribe from time to time, and shall be accompanied by an inspection escrow, if deemed necessary by the Township.*

**§ 1044.10. Notification and Inspection Prior to Paving.** *All construction in any way incidental to the installation of the driveway shall be performed in strict conformance with the approved plans. After the proposed driveway has been stoned in, but before the driveway has been blacktopped, the person to whom the permit has been issued shall notify the Township. The driveway shall not be blacktopped until the stoned-in area has been inspected and approved by the Township or its designated representative.*

*§ 1044.11. **Penalties.** Any owner, person and/or contractor who or which shall violate any of the provisions of this Part shall, upon conviction thereof in an action brought before a magisterial district judge in the manner provided for the enforcement of summary offenses under the Pennsylvania Rules of Criminal Procedure, shall be sentenced to pay a fine of not more than One Thousand Dollars (\$1,000.00) plus costs and, in default of payment of said fine and costs, to a term of imprisonment not to exceed ninety (90) days. Each day that a violation of this Part continues or each section of this Part which shall be found to have been violated shall constitute a separate offense. All fines collected for the violation of this Part shall be paid to the Treasurer of the Township and may be used in any manner by the Township.*

**SECTION TWO.** The Lower Gwynedd Township Code, Part Ten, Title Four: Street and Sidewalk Areas, shall be amended by adding a new Chapter 1045, entitled “Sidewalk and Curb Construction and Repair,” to read as follows:

*§ 1045.01. **Authority to lay out and establish location of sidewalks and curbs.** The Township Board of Supervisors shall, by resolution, from time to time lay out and establish the location for sidewalks and/or curbs along cartways of the streets in the Township as it shall deem advisable in the furtherance of the general welfare of the Township.*

*§ 1045.02. **Construction and repair required.** The Township may require owners of property abutting on any street, including state highways, to construct, pave, repave, and repair the sidewalk, curb, and gutter along such property, at such grades and under such regulations as may be prescribed by the Township Engineer.*

*§ 1045.03. **Conformity to line and grade.** All sidewalks, curbs and gutters shall be constructed, paved, repaved, or repaired, upon the line and grade obtained by the property owner from the Township Engineer.*

*§ 1045.04. **Notice to do work.** Notice to construct, pave, repave and repair sidewalks, curbs or gutters shall be given by registered or certified mail to abutting property owners, and such owners shall have thirty (30) days to comply with said notice in conformity with any construction specifications prescribed by the Township Engineer.*

*§ 1045.05. **Inspection.** At any time during the performance of the required work, the Township Engineer may inspect the work to determine whether construction specifications are being observed.*

*§ 1045.06. Township may do work and collect costs. Upon the failure of any property owner to construct, pave, repave or maintain any sidewalk, curb, or gutter in compliance with notice to do so, the Township may do the same or cause the same to be done, and may levy the cost of its work on such owner as a property lien to be collected in the manner provided by law.*

*§ 1045.07. Emergency repairs. Where in the opinion of the Township Engineer a dangerous condition exists that can be repaired by an expenditure of Five Hundred Dollars (\$500) or less, the Township shall send such property owner notice by registered or certified mail stating emergency repairs are required. Upon failure of such owner to comply with the notice within forty-eight (48) hours after receiving it, the Township may make emergency repairs, and levy cost of its work on such owner as a property lien to be collected in the manner provided by law.*

*§ 1045.08. Duty to keep sidewalks, curbs, and gutters in good repair. Every owner of property within Lower Gwynedd Township shall at all times keep in good repair all sidewalks, curbs and gutter abutting said property. Every property owner shall keep the street, sidewalk, curb, and gutter on his or her property free of vegetation growth.*

*§ 1045.09. Construction and repair by owner without notice from Township. Any property owner, upon his own initiative and without notice from any Township authority, may construct, reconstruct or repair a sidewalk and/or curb in front of or along his property; provided, such owner shall first make application to the Township Manager and shall conform to the requirements of this article as to line and grade and shall also conform to any specifications for sidewalk repair and construction adopted by resolution of the Township Board of Supervisors, including, but not limited to those set forth in Chapter 1230, Subdivision and Land Development. Said property owner shall, within two (2) days after completion of the work, notify the Township Manager.*

**SECTION THREE.** The Lower Gwynedd Township Code, Part Ten, Title Four: Street and Sidewalk Areas, shall be amended by adding the following new sections to Chapter 1040, entitled “Streets,” to read as follows:

*§ 1040.03. Restrictions for street surfaces less than five years old. No permit shall be issued which would allow any excavation or opening in a paved and improved street surface, or in the right-of-way adjacent to the street surface, if such activity in the right-of-way would impair the street surface, of any paved and improved street surface that is less than five (5) years old. In the event the Township does issue a permit, the applicant shall agree to the Township Road Restoration Standard set forth in § 1040.04.*

*§ 1040.04. Restoration Work Performed. All restoration work shall be performed in accordance with any specifications for roadway restoration adopted by resolution of the Township Board of Supervisors, including, but not limited to those set forth in Chapter 1230, Subdivision and Land Development. Township specifications.*

**SECTION FOUR.** Nothing in this Ordinance or in the Code of the Township of Lower Gwynedd, as hereby amended, shall be construed to affect any suit or proceedings in any Court, any rights acquired or liability incurred, any permit issued, or any cause of causes of action existing prior to the adoption of this Ordinance.

**SECTION FIVE.** All parts and provisions of Chapter Ten, Title Four not specifically affected by the above amendments and modifications, shall remain in full force and effect.

**SECTION SIX.** The provisions of this Ordinance are severable, and if any section, sentence, clause, part, or provision thereof shall be held illegal, invalid, or unconstitutional by any Court of competent jurisdiction, such decision of this court shall not affect or impair the remaining sections, sentences, clauses, parts, or provisions of this ordinance. It is hereby declared to be the intent of the Board of Supervisors that this Ordinance would have been adopted if such illegal, invalid, or unconstitutional section, sentence, clause, part, or provision had not been included herein.

**SECTION SEVEN.** This Ordinance shall take affect and be in force from and after its approval as required by law.

**ENACTED AND ORDAINED BY THE LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

**ATTEST:**

**LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP MANAGER**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**



**LOWER GWYNEDD TOWNSHIP  
MONTGOMERY COUNTY, PENNSYLVANIA  
BOARD OF SUPERVISORS**

RESOLUTION NO. \_\_\_\_\_

***A RESOLUTION OF THE BOARD OF SUPERVISORS OF LOWER GWYNEDD TOWNSHIP,  
MONTGOMERY COUNTY, PENNSYLVANIA, ADOPTING AND APPROVING CERTAIN  
SPECIFICATIONS FOR THE CONSTRUCTION AND REPAIR OF SIDEWALK AND CURB; REPEALING  
ANY OTHER INCONSISTENT RESOLUTIONS AND PROVIDING FOR AN EFFECTIVE DATE.***

**WHEREAS**, § 1506 of the Second Class Township Code, Act of May 1, 1993, P. L. 103, No. 69, as amended by the Act of November 9, 1995, P. L. 350, No. 60, found at 53 P. S. § 66506, entitled "General Powers," authorizes the Lower Gwynedd Township Board of Supervisors ("**Board**") to make and adopt ordinances necessary for the proper management, care and control of Lower Gwynedd Township (the "**Township**"), and the maintenance of the health and welfare of the Township and its citizens; and

**WHEREAS**, § 1527 of the Second Class Township Code, found at 53 P. S. § 66527, entitled "Public Safety", inter alia, authorizes the Board to adopt ordinances to secure the safety of persons or property within the Township; and

**WHEREAS**, the Board of Supervisors has on this date, enacted an ordinance to amend the Township Code (the "**Code**") to establish standards for the construction, maintenance, restoration and repair of roads, driveways, sidewalks, and streets (the "**Ordinance**"), and wherein the Ordinance provides for street and roadway restoration work to be performed in accordance with specifications adopted by Board resolution; and

**NOW THEREFORE, BE IT RESOLVED**, as follows:

1. The Specifications for street and roadway restoration, attached hereto as **Exhibit "A"** ("**Specifications**") are hereby **ADOPTED** and **APPROVED** for use as specified in the Code.
2. This Resolution supersedes and repeals any prior rule or regulation, formal or informal, related to the subject matter of this Resolution.
3. This Resolution shall be effective immediately.

**ADOPTED**, as a Resolution by the Lower Gwynedd Township Board of Supervisors this 14<sup>th</sup> day of May, 2024.

**ATTEST:**

***LOWER GWYNEDD TOWNSHIP  
BOARD OF SUPERVISORS***

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP MANAGER**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**

**EXHIBIT "A"**  
**SPECIFICATIONS FOR ROADWAY RESTORATION**  
**ATTACHED**

## GENERAL CONSTRUCTION CRITERIA

1. UNLESS OTHERWISE STATED, ALL CONSTRUCTION OR MATERIAL STANDARDS NOT SPECIFICALLY SHOWN OR REFERRED TO HEREIN SHALL COMPLY WITH THE PROVISIONS OF PENNSYLVANIA DEPARTMENT OF TRANSPORTATION PUBLICATION 408, PUBLICATION 72 (STANDARDS FOR ROADWAY CONSTRUCTION – RC STANDARDS), PENNSYLVANIA CODE, TITLE 67, CHAPTER 441 (ACCESS TO AND OCCUPANCY OF HIGHWAYS BY DRIVEWAYS AND LOCAL ROADS), OR ANY OTHER APPLICABLE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION SPECIFICATION. DEVIATION FROM ANY STANDARD SPECIFIED IN THE ORDINANCE OR STATED HEREIN, SHALL BE APPROVED BY TOWNSHIP BOARD OF SUPERVISORS AND THE TOWNSHIP ENGINEER.

2. ALL CONCRETE UTILIZED IN THE CONSTRUCTION OF APPROVED STRUCTURES/FACILITIES SHALL, AS A MINIMUM BE PENNDOT CLASS "A" (3,300 PSI – 28 DAY COMPRESSIVE STRENGTH), UNLESS MORE STRINGENT STANDARDS ARE SPECIFIED ELSEWHERE ON THE CONSTRUCTION DETAILS OR IN PENNDOT PUBLICATIONS 408 AND/OR 72.

3. ALL APPLICABLE PROPOSED STRUCTURES AND FACILITIES SHALL COMPLY WITH THE AMERICANS WITH DISABILITIES ACT, "ACCESSIBILITY GUIDELINES FOR BUILDINGS AND FACILITIES".

## ***GENERAL CONSTRUCTION CRITERIA***

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



**GILMORE & ASSOCIATES, INC.**  
**ENGINEERING & CONSULTING SERVICES**

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[www.gilmore-assoc.com](http://www.gilmore-assoc.com)

DATE:

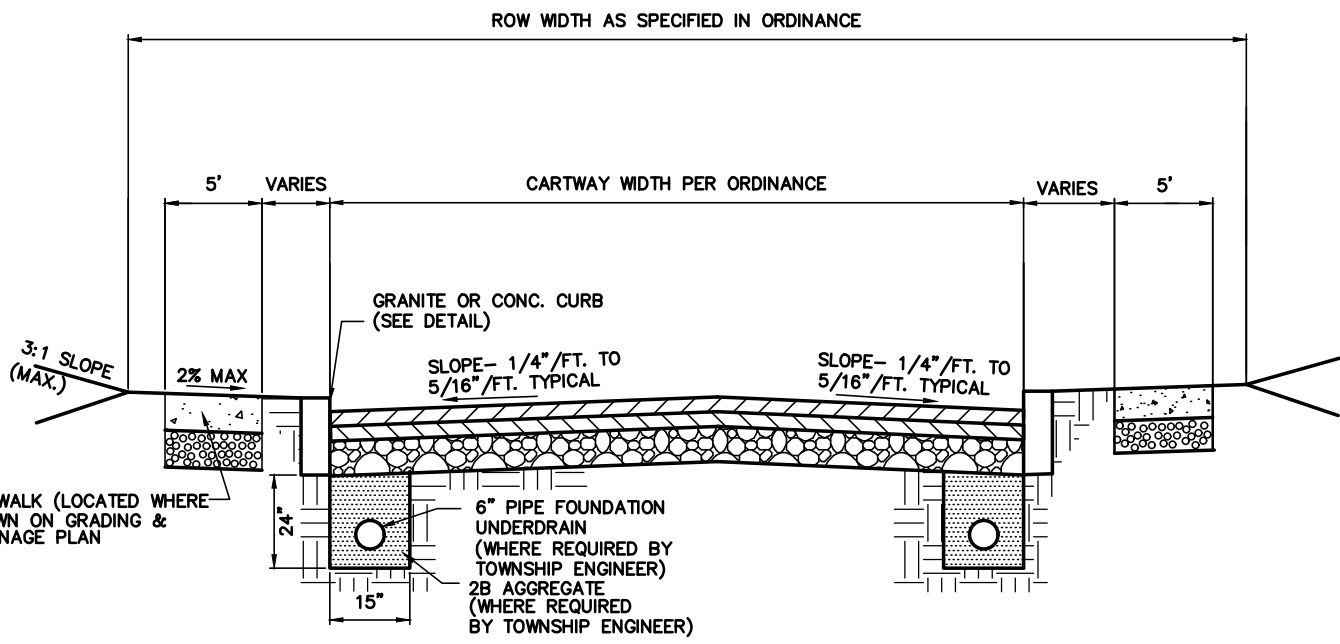
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## TYPICAL ROADWAY

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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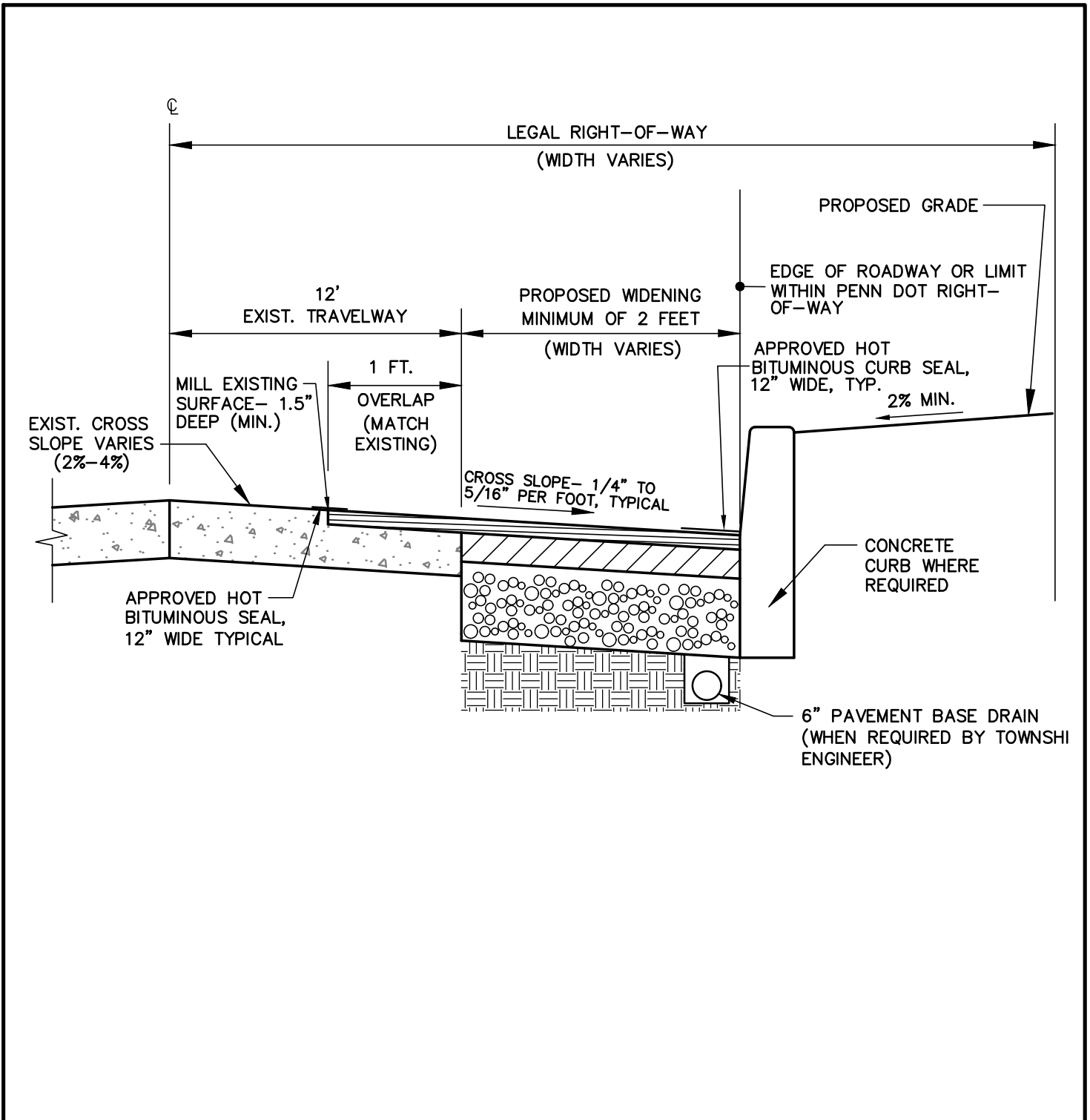
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## TYPICAL ROAD WIDENING SECTION

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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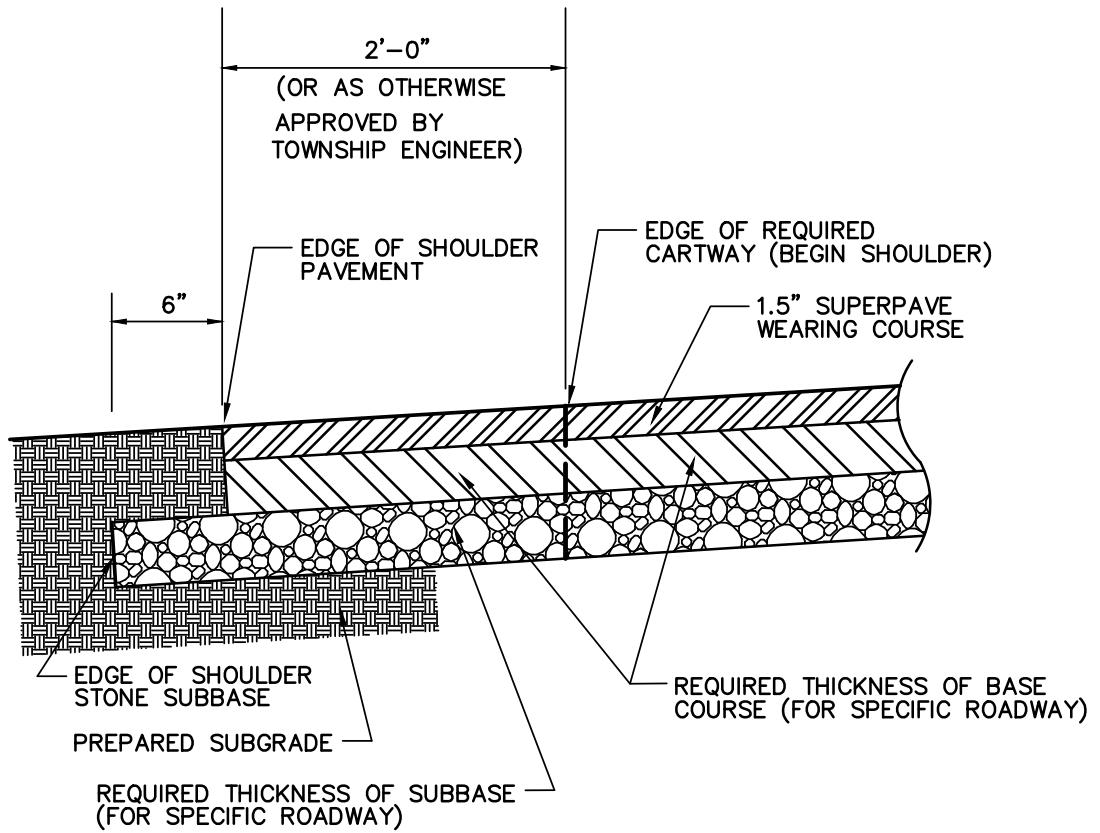
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## *PAVED SHOULDER*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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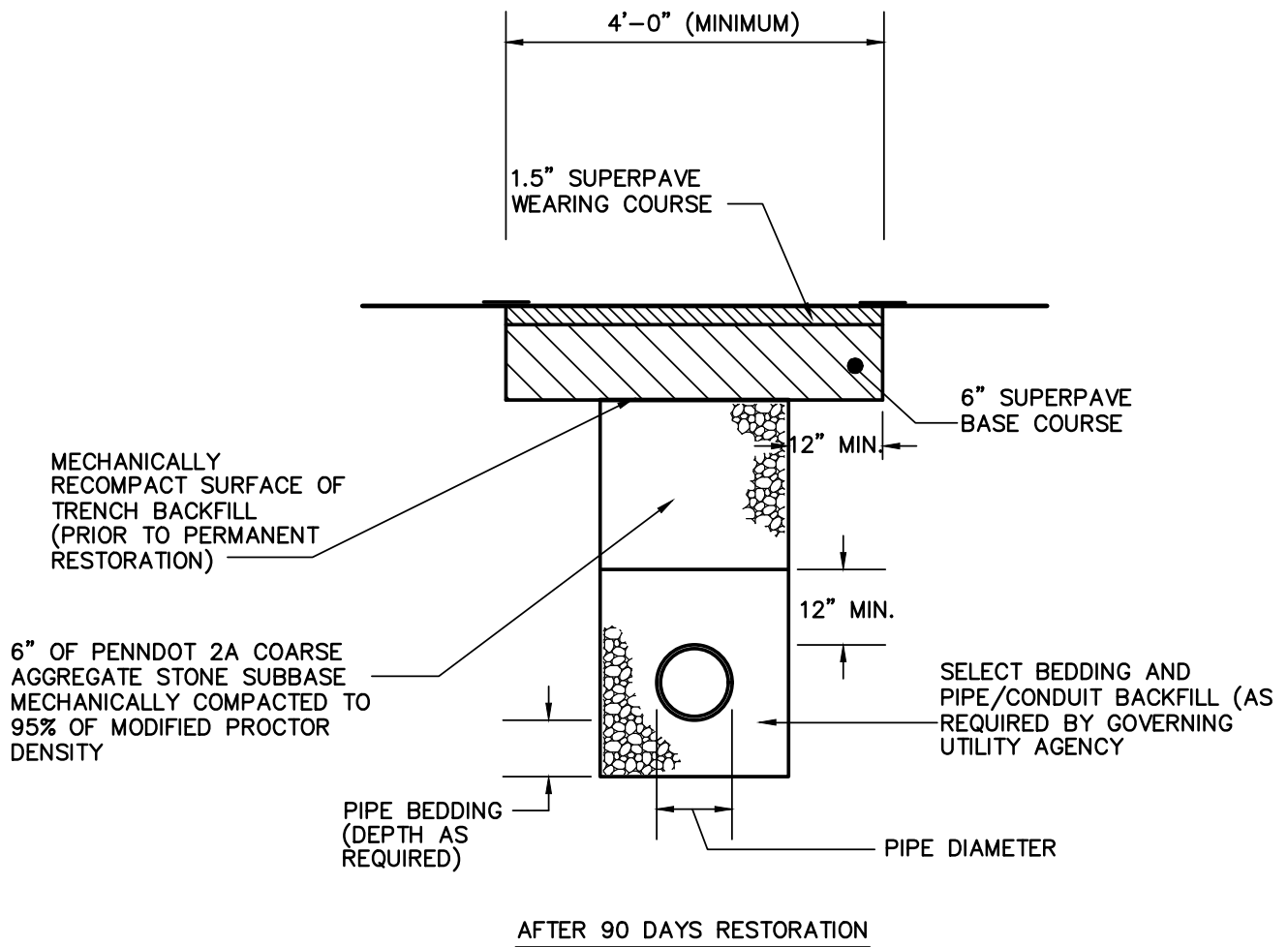
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- ① BEFORE 90 DAYS, ROADS SHALL BE TEMPORARILY RESTORED WITH 2A COARSE AGGREGATE AND 2" OF PENNDOT SUPERPAVE BINDER COURSE (TO GRADE) AND ALLOWED TO SETTLE 90 DAYS PRIOR TO PERMANENT RESTORATION, AS SHOWN ON ABOVE. PERMANENT RESTORATION OF TRENCHES SHALL BE COMPLETED ONLY AFTER APPROVAL BY THE TOWNSHIP ENGINEER.
- ② RETAINED SUITABLE MATERIAL MAY BE USED AS BACKFILL FOR TRENCHES IN TOWNSHIP RIGHT-OF-WAY (OUTSIDE OF CARTWAY) WHEN MORE THAN THREE (3) FEET FROM EDGE OF EXISTING CARTWAY, CURB, AND/OR SIDEWALK.
- ③ MINIMUM WIDTH OF ALL RESTORATION SHALL BE FOUR (4) FEET.
- ④ COLD PATCH SHALL BE APPLIED ON ALL TRENCH RESTORATIONS (PRIOR TO 90 DAYS) WHEN B.C.B./ SUPERPAVE BINDER COURSE ARE NOT AVAILABLE DUE TO WEATHER CONDITIONS.

## ***UTILITY TRENCH RESTORATION IN PAVED AREAS***

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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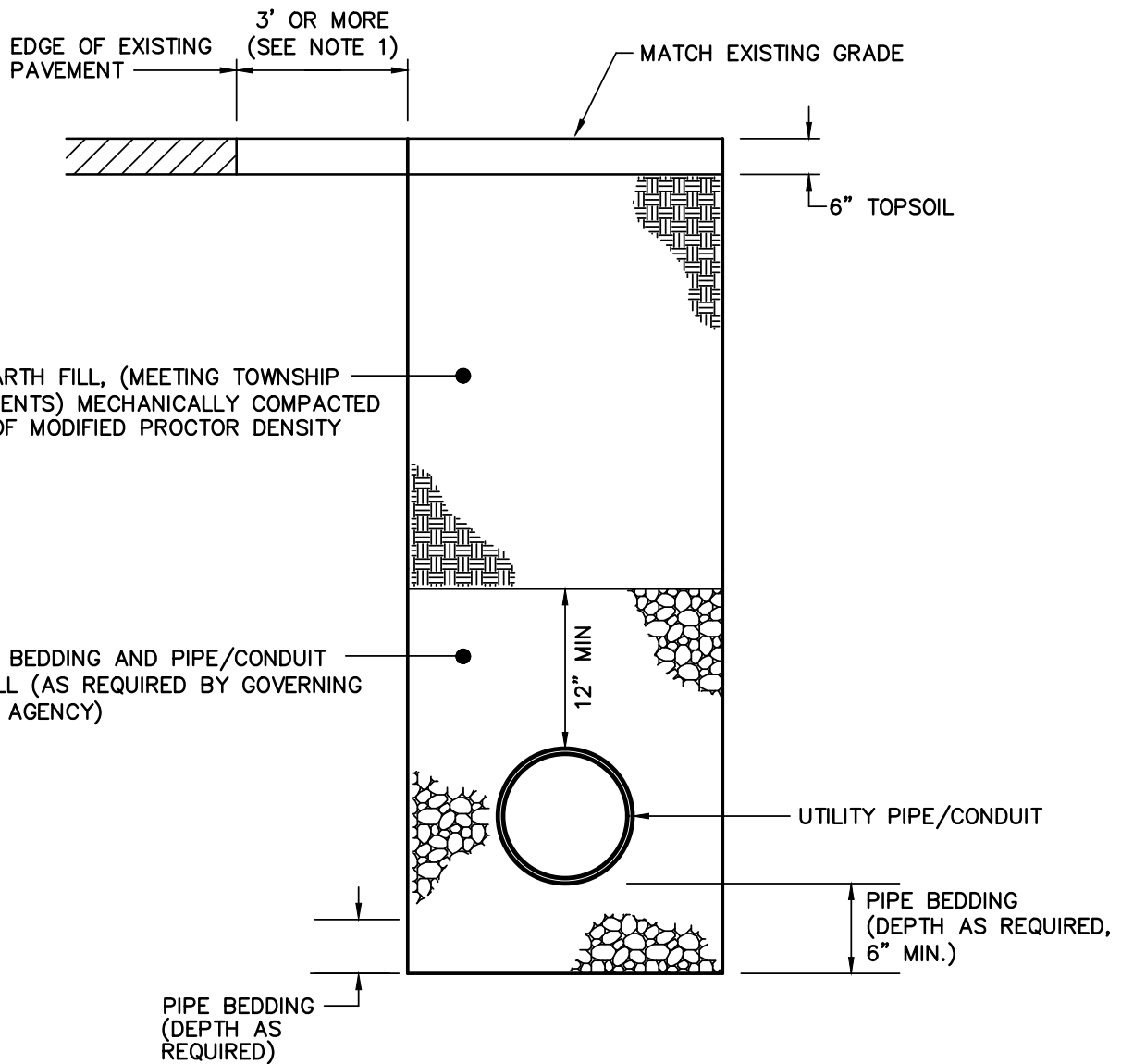
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LAST REVISED:

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**NOTES:**

1. TRENCH OPENINGS LESS THAN 3' FROM THE EDGE OF AN EXISTING PAVED SURFACE SHALL BE BACKFILLED WITH A 2A COARSE AGGREGATE MECHANICALLY TAMPED IN 8" LAYERS.

## *UTILITY TRENCH RESTORATION IN UNPAVED AREAS*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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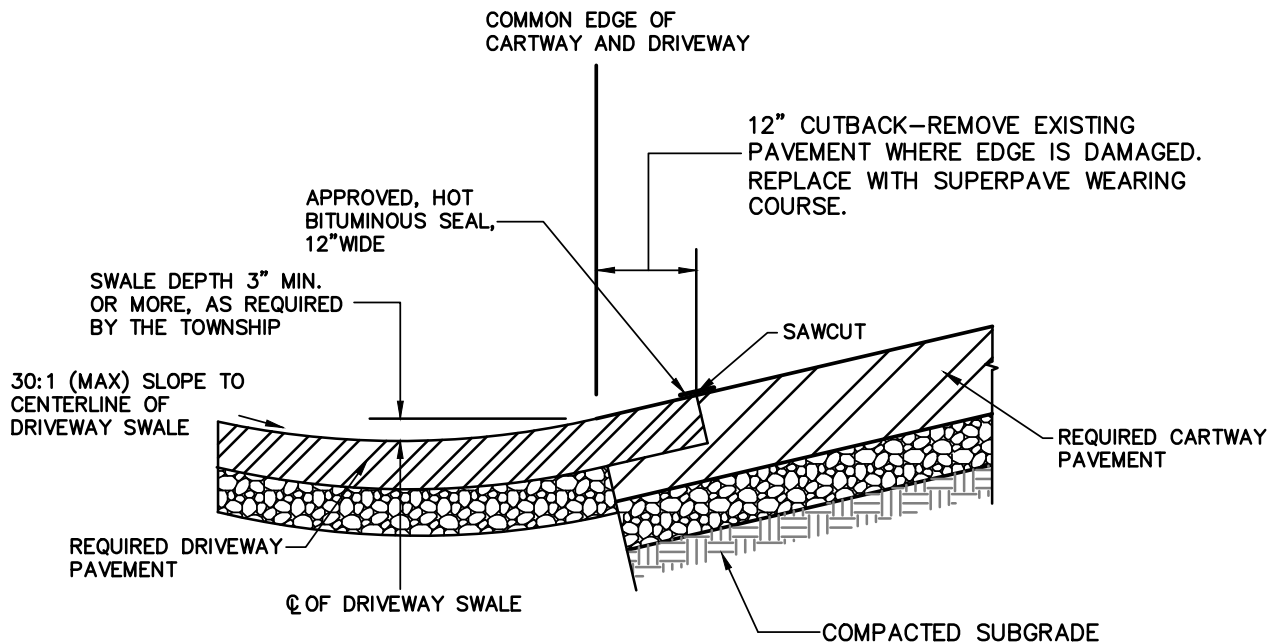
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NOTES:

- ① ALL DRIVEWAYS SHALL BE CONSTRUCTED WITH A DRIVEWAY SWALE (MINIMUM DEPTH OF 3") UNLESS OTHERWISE REQUIRED BY HORSHAM TOWNSHIP. ADDITIONAL SWALE DEPTH MAY BE REQUIRED WHERE WARRANTED BY EXISTING DRAINAGE CONDITIONS.
- ② A DRIVEWAY CULVERT SHALL BE REQUIRED WHERE CONSTRUCTION CRITERIA, NOTED ABOVE, CANNOT BE MET AND WHERE WARRANTED BY EXISTING DRAINAGE CONDITIONS. ALL DRIVEWAY CULVERTS SHALL MEET TOWNSHIP ORDINANCE STANDARDS AND ARE SUBJECT TO REVIEW AND APPROVAL BY THE TOWNSHIP ENGINEER.
- ③ UNDER NO CIRCUMSTANCES SHALL DRIVEWAYS IMPEDE OR ALTER EXISTING ROADSIDE DRAINAGE CHARACTERISTICS

## *STREET/DRIVEWAY JUNCTION*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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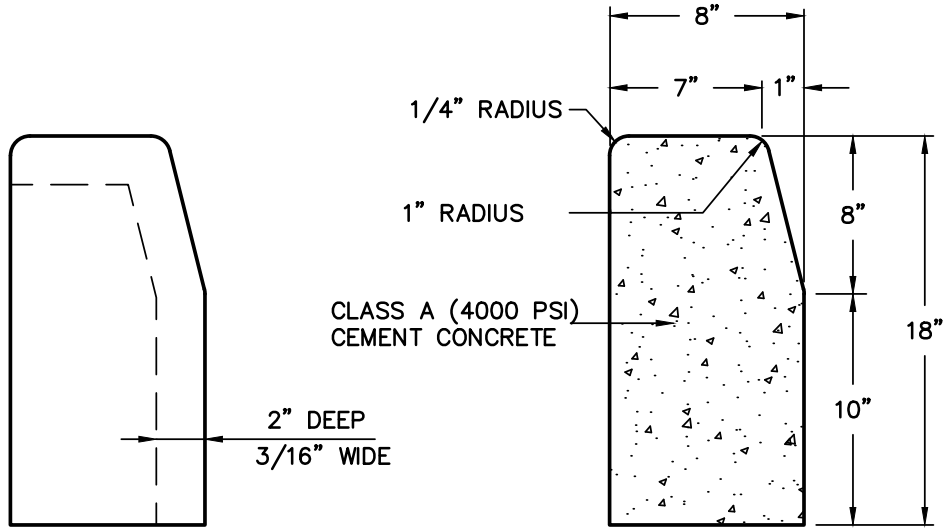
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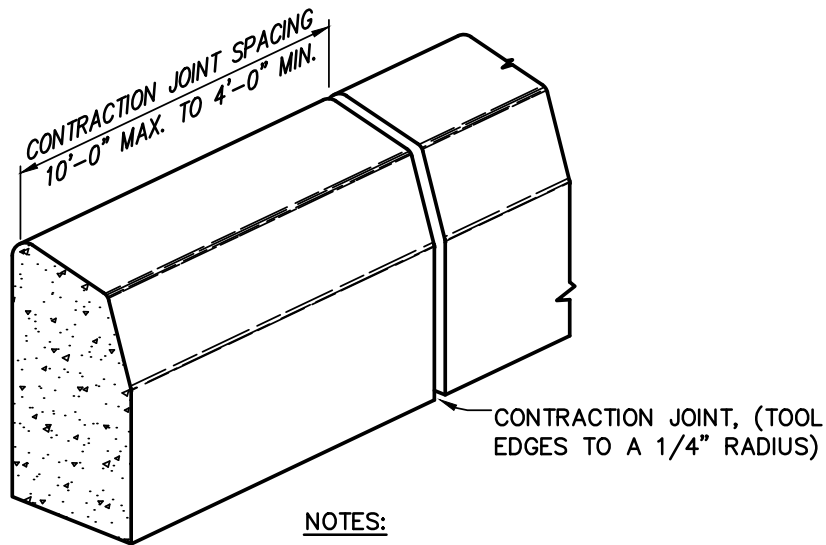
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DETAIL A  
CONTRACTION JOINT

TYPICAL  
CROSS SECTION



NOTES:

1. PLACE 3/4" PREMOLDED EXPANSION JOINT MATERIAL EVERY 50 FEET (MAX) AND AT ALL DRIVEWAYS (DEPRESSED CURB CUTS), INLETS AND CURB RADII
2. DOWEL PIN CURB WHERE CURB ABUTS INLET HOODS

## *CONCRETE CURB DETAIL*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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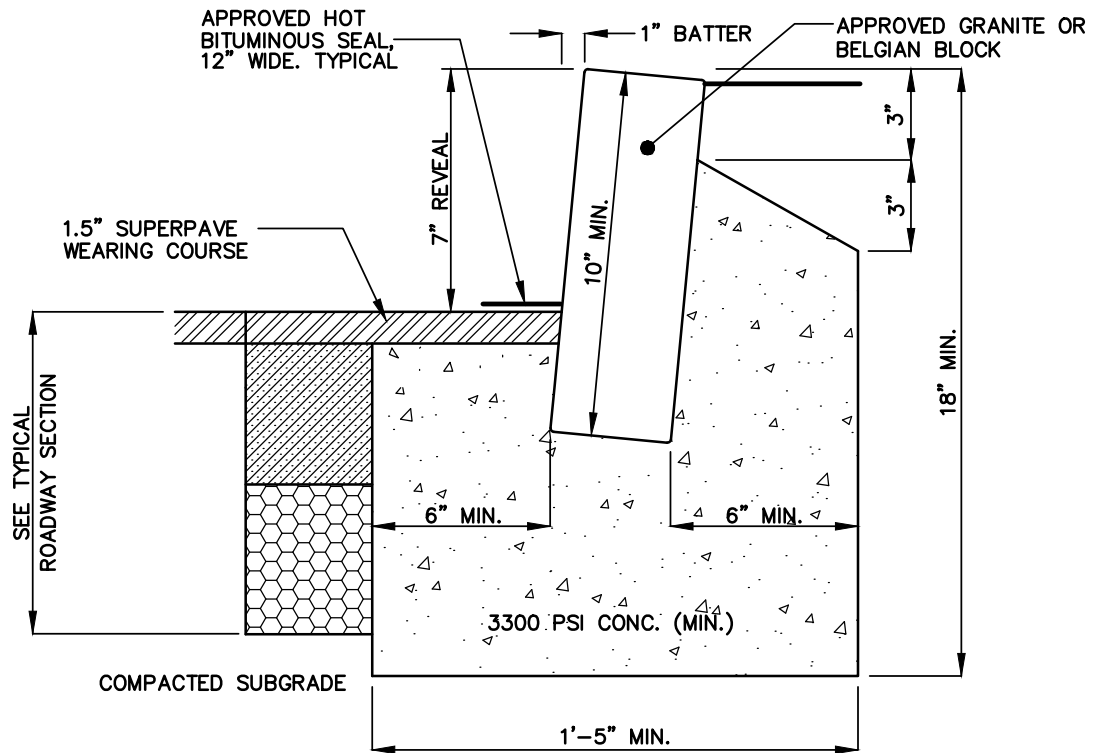
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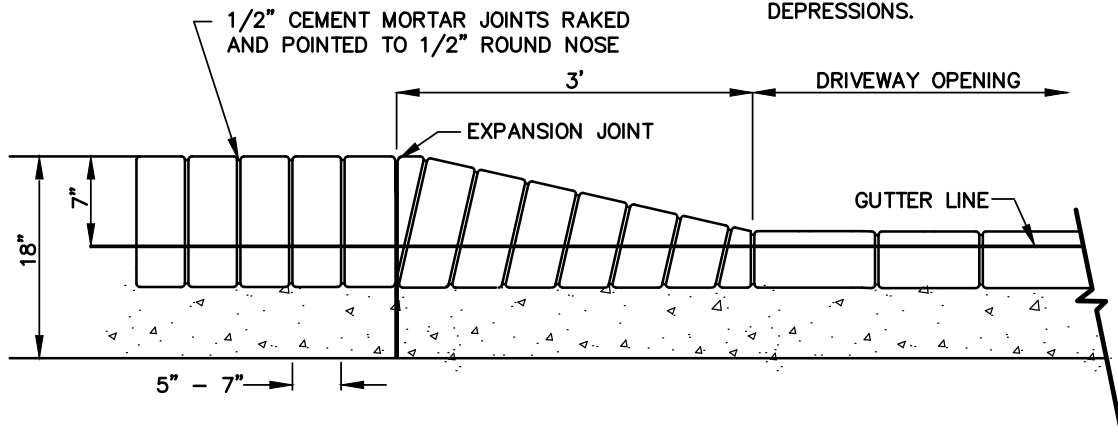
8



**SECTION VIEW**

**NOTES:**

1. TO BE USED ONLY WHERE APPROVED BY TOWNSHIP BOARD OF SUPERVISORS.
2. JOINTS NOT TO EXCEED 1/2" IN WIDTH.
3. EXPANSION JOINTS EVERY 50', AT THE P.C. AND P.T. OF CURVES AND AT DRIVEWAY DEPRESSIONS.
4. 10" BLOCK MAY BE USED IN CURB DEPRESSIONS.



## *BELGIAN BLOCK CURB DETAIL*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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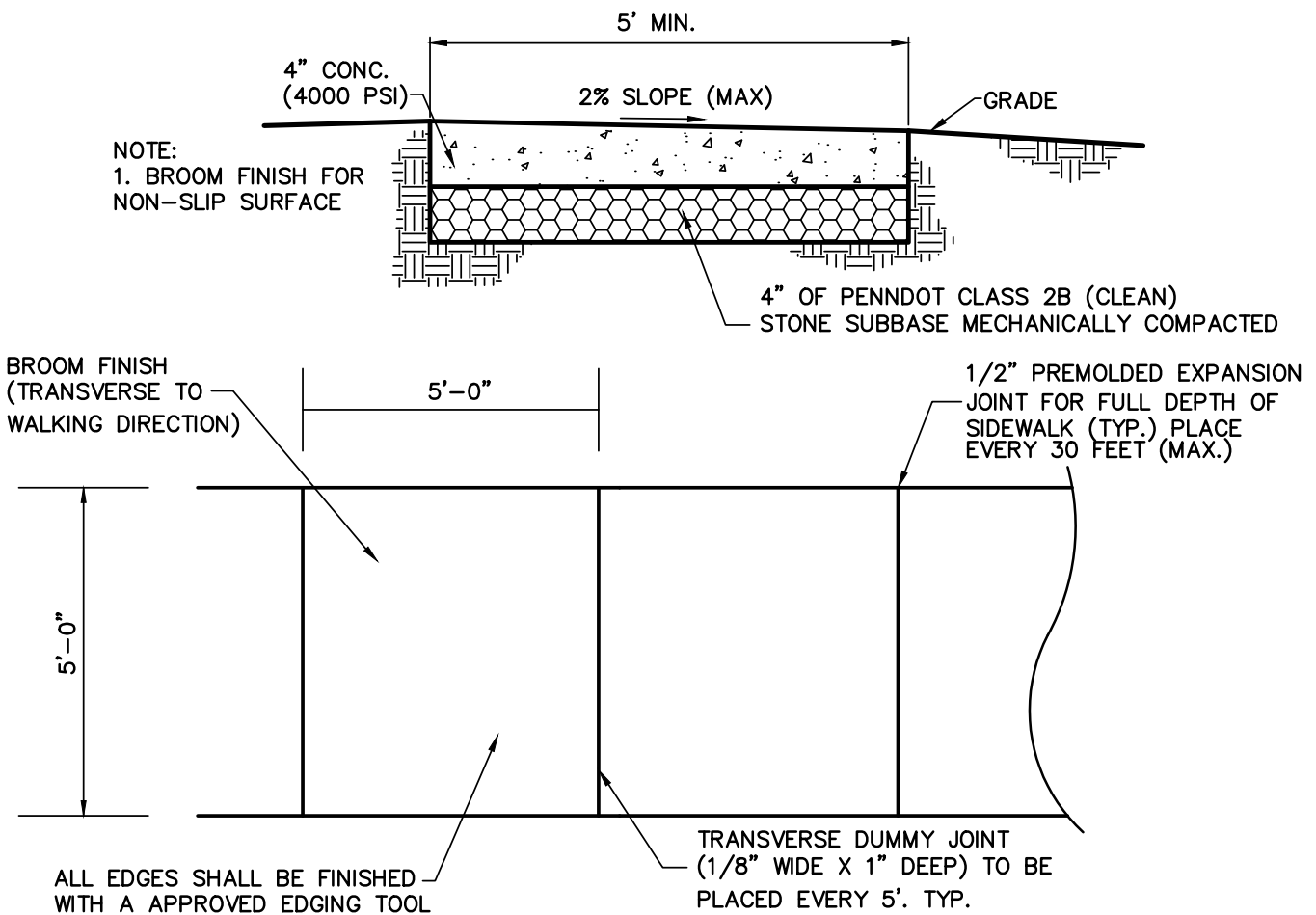
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**DRAWING No:**

9



- ① 1/2" PREMOLDED EXPANSION JOINTS TO BE PLACED EVERY 24 FEET OR 25 FEET (MAX.) WHERE SIDEWALKS ARE REQUIRED TO BE 5 FEET WIDE. AND AT ALL LOCATIONS WHERE EXISTING PAVEMENT OR SIDEWALK MEETS PROPOSED SIDEWALK, WHERE SIDEWALK ABUTS CURB OR OTHER SIMILAR STRUCTURES, AND WHERE SIDEWALK TRANSITIONS FROM 4" THICK TO 6" THICK (DRIVEWAY APRONS, ETC.)
- ② WITH ALL PROPOSED SIDEWALK, A NON-SLIP SURFACE TEXTURE SHALL BE BROOMED TRANSVERSE TO THE SLOPE OF THE SIDEWALK.

## TYPICAL SIDEWALK DETAIL

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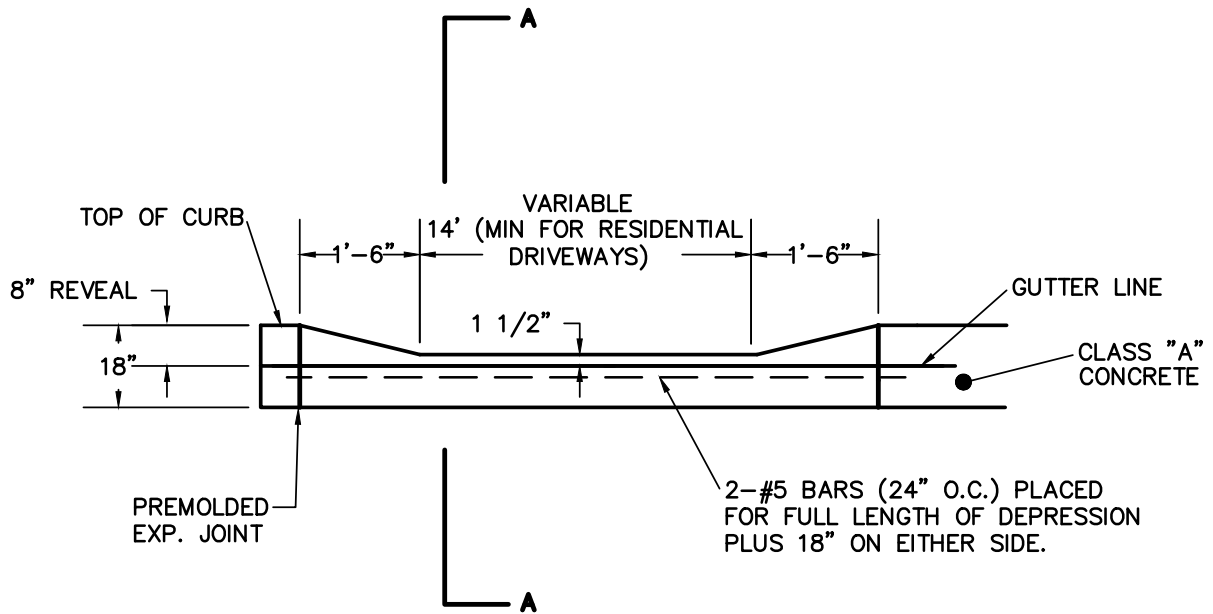
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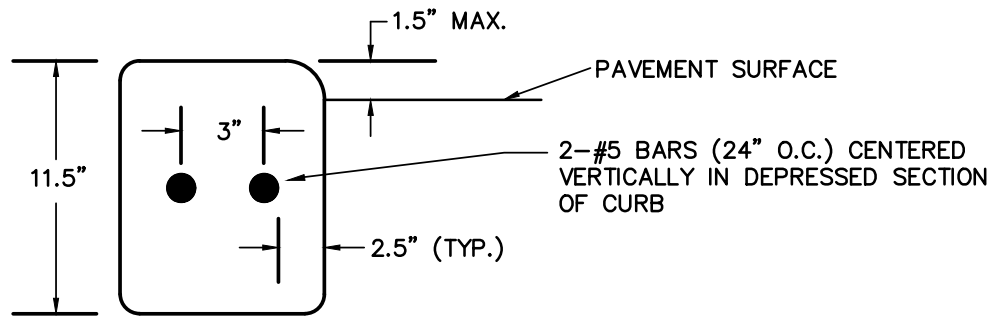
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10



**SECTION A**



**DEPRESSED CURB**

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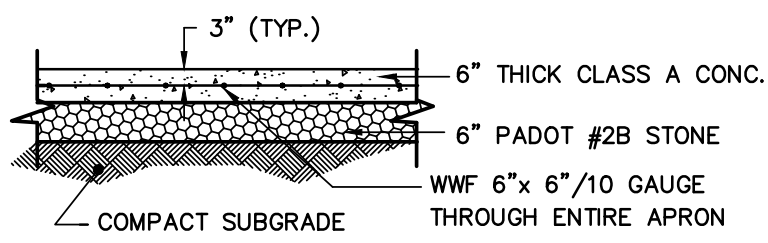
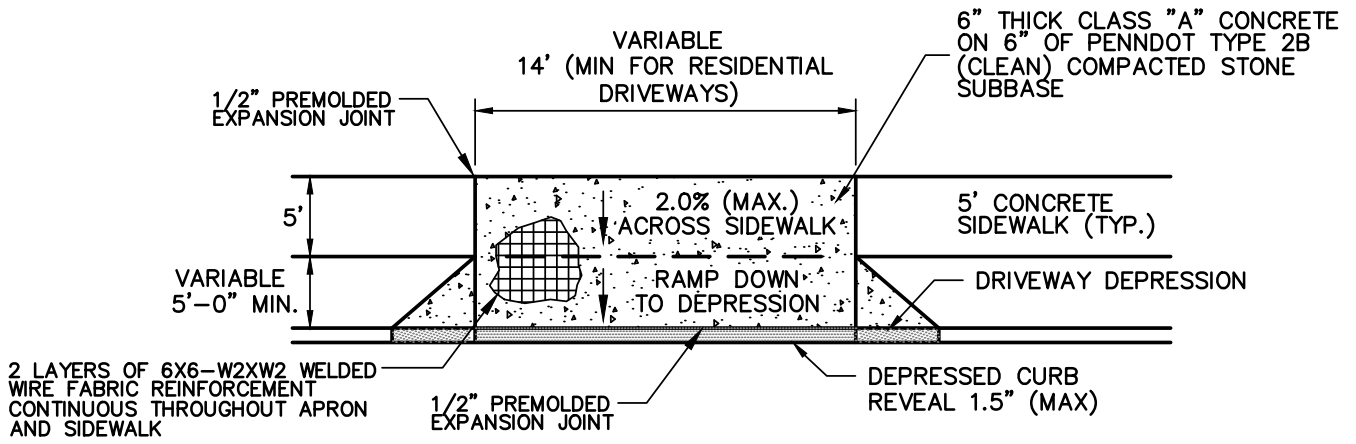
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## DRIVEWAY APRON DETAIL

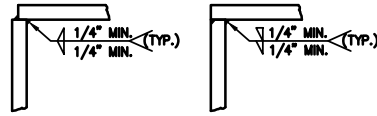
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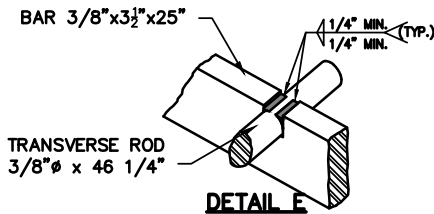
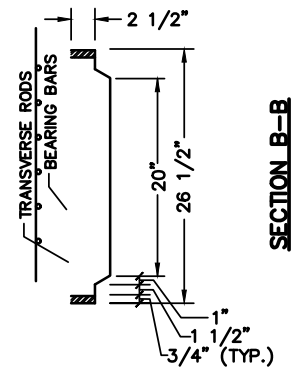
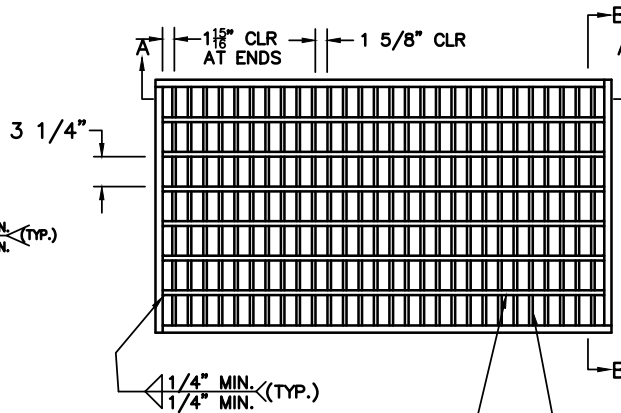
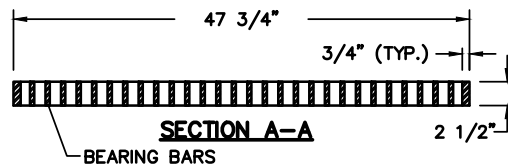
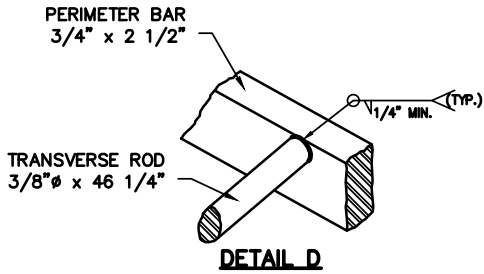
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**TYPICAL CORNER DETAILS**



6 TRANSVERSE RODS  
AT 3 5/8" C. TO C.  
3/8"  $\phi$  x 46 1/4" ROD (TYP.)

22 BEARING BARS  
AT 2" C. TO C.  
3/8" x 3 1/2" x 25" BAR (TYP.)

# STORM SEWER INLET GRATE (STRUCTURAL STEEL-BICYCLE SAFE)

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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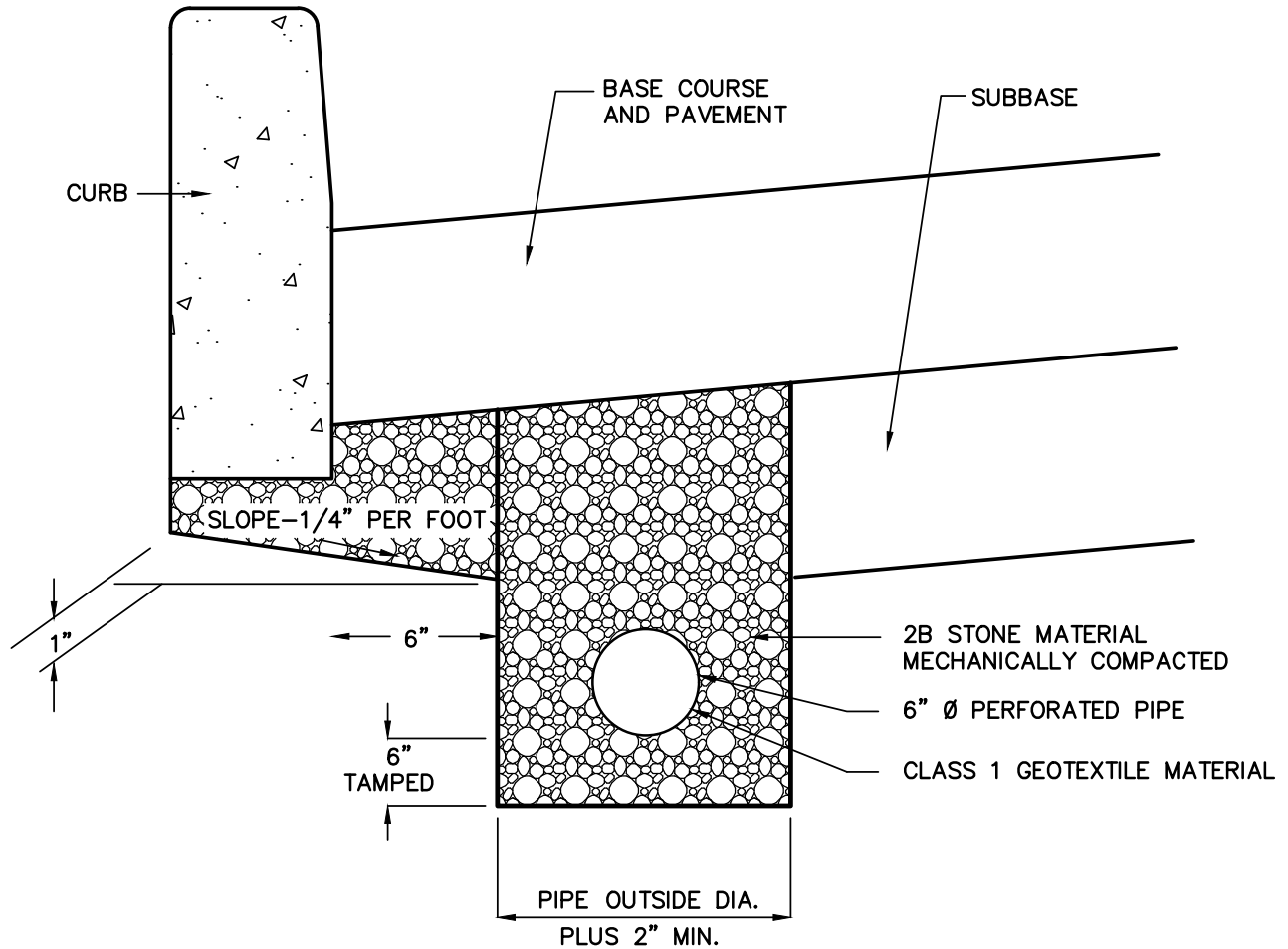
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13



**NOTES:**

1. TO BE PROVIDED WHERE DIRECTED BY TOWNSHIP ENGINEER.
2. UNDERDRAIN MUST DISCHARGE TO AN INLET.

## *ROAD UNDERDRAIN*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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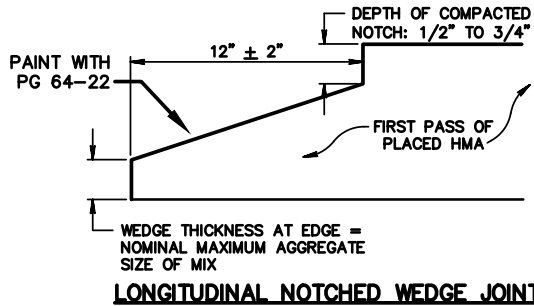
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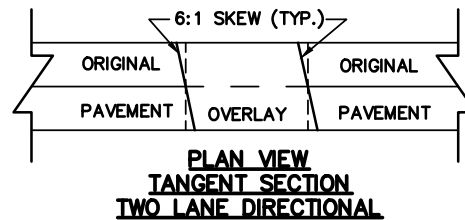
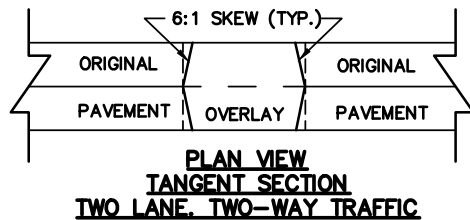
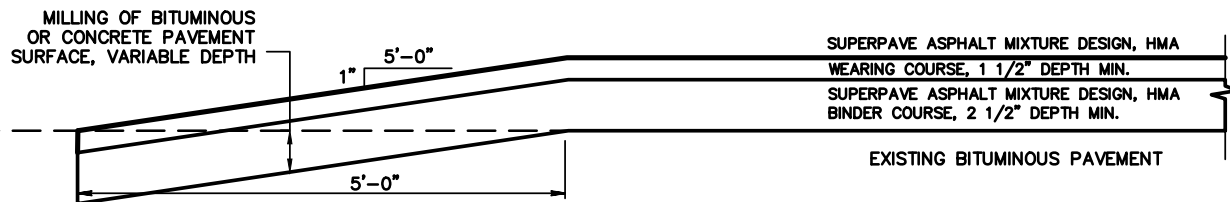
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FUNCTIONAL CLASSIFICATION	SLOPE 'M' (MAXIMUM)	PAVING NOTCH 'L' (MINIMUM)
INTERSTATE AND OTHER LIMITED ACCESS FREEWAYS	1' IN 50'	50 FT
ARTERIALS >45 MPH (SEE NOTE 2)	1' IN 30'	30 FT
ARTERIALS ≤45 MPH (SEE NOTE 2)	1' IN 25'	25 FT
COLLECTORS AND LOCAL ROADS	1' IN 25'	25 FT
CROSS STREETS (SEE NOTE 1)	1' IN 12"	1 FT
DRIVEWAYS	1' IN 12"	NO NOTCH



**NOTES:**

1. USE HIGHER APPROPRIATE CRITERIA IF A CROSS STREET HAS A FUNCTIONAL CLASSIFICATION OF COLLECTORS AND LOCAL ROADS OR HIGHER.
2. USE 85TH PERCENTILE SPEED, IF AVAILABLE. OTHERWISE USE THE POSTED SPEED.
3. PLACE EDGE FLUSH WITH EXISTING PAVEMENT AND SEAL AS SPECIFIED IN PUBLICATION 408, SECTION 409.3(k)3.

# OVERLAY TRANSITION WITH PAVING NOTCH ON BITUMINOUS PAVEMENT

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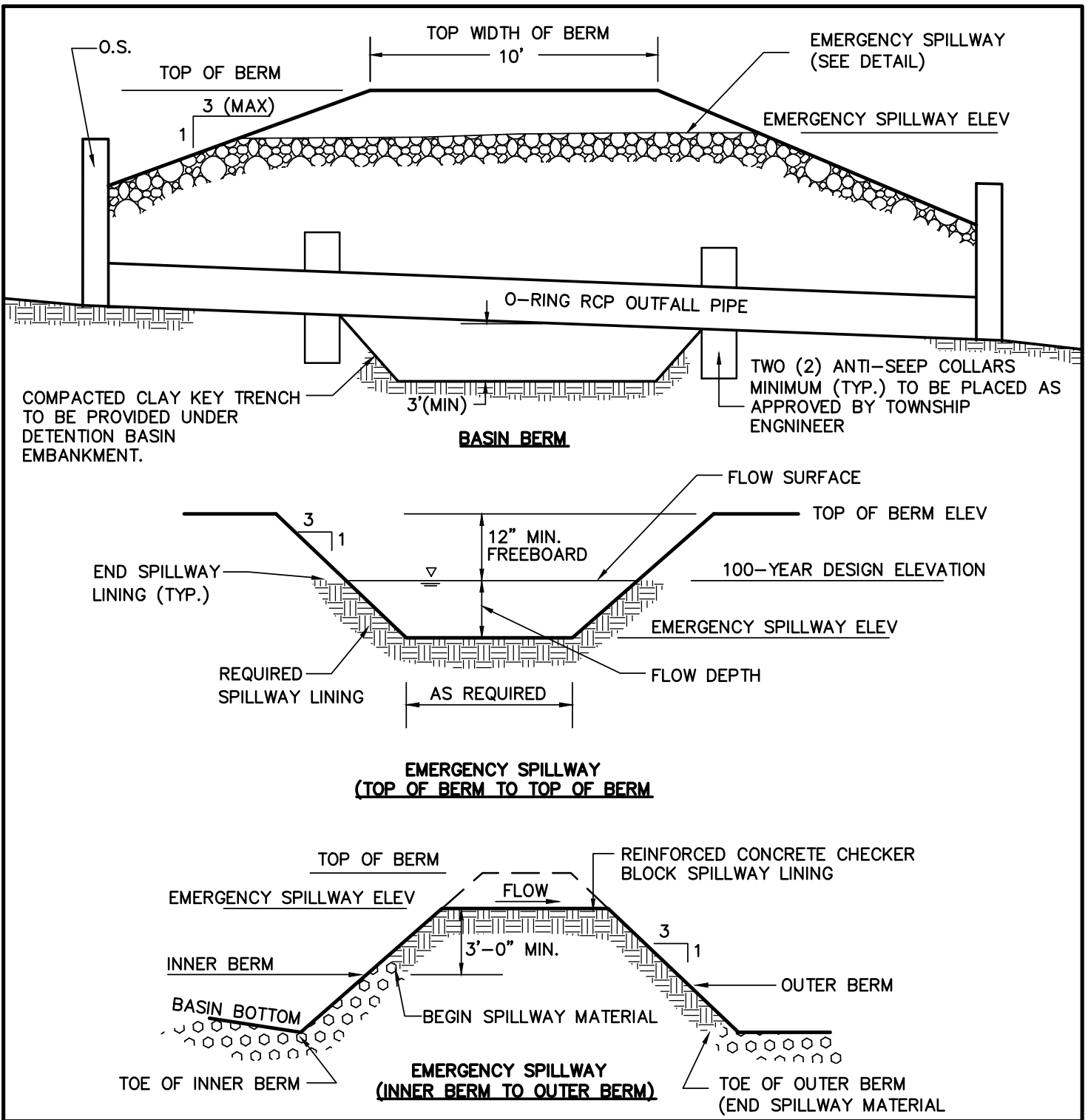
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## TYPICAL DETENTION BASIN SECTIONS

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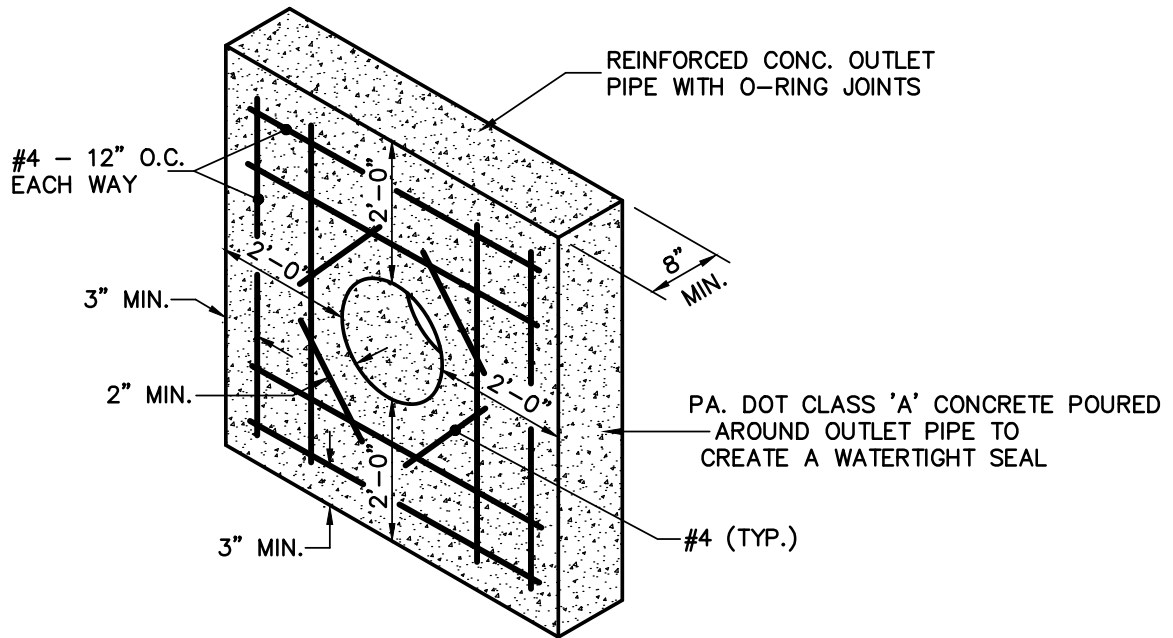
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## *ANTI-SEEP COLLAR*

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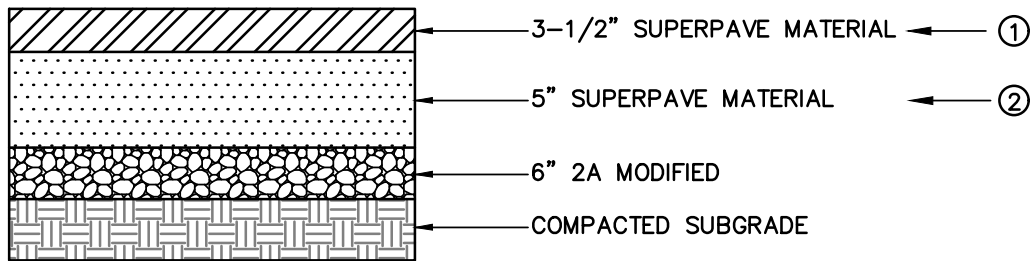
1/17/2024

LAST REVISED:

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DRAWING No:

17



- ① 1.5" OF 9.5 MM, PG64-22 WEARING COURSE (0.3 TO 3.0 MILLION ESALS, SRL-H) ON 2" OF 19 MM, PG64-22 BINDER COURSE. (ESAL-EQUIVALENT SINGLE AXLE LOAD; VALUES MUST BE DETERMINED FOR SPECIFIC ROADWAY).
- ② 25 MM, PG 64-22 BASE COURSE
- ③ ALL NEW PAVING MUST BE SUPERPAVE. TACK COAT MUST BE USED.

**MAJOR & INTERCOMMUNITY ROAD SECTION**

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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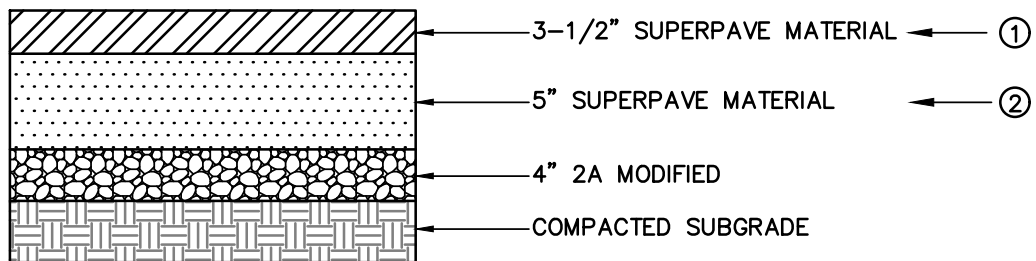
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LAST REVISED:

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18



- ① 1.5" OF 9.5 MM, PG64-22 WEARING COURSE (0.3 TO 3.0 MILLION ESALS, SRL-H) ON 2" OF 19 MM, PG64-22 BINDER COURSE. (ESAL-EQUIVALENT SINGLE AXLE LOAD; VALUES MUST BE DETERMINED FOR SPECIFIC ROADWAY).
- ② 25 MM, PG 64-22 BASE COURSE
- ③ ALL NEW PAVING MUST BE SUPERPAVE. TACK COAT MUST BE USED.

## *SECONDARY ROAD SECTION*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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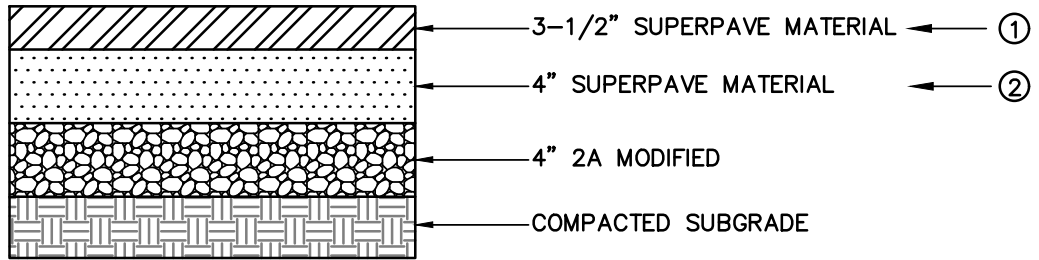
1/17/2024

LAST REVISED:

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DRAWING No:

19



- ① 1.5" INCHES OF 9.5 MM, PG64-22 WEARING COURSE (0.3 TO 3.0 MILLION ESALS, SRL-H) ON 2" OF 19 MM, PG64-22 BINDER COURSE.
- ② 25 MM, PG 64-22 BASE COURSE
- ③ ALL NEW PAVING MUST BE SUPERPAVE. TACK COAT MUST BE USED.

## *RESIDENTIAL ROAD SECTION*

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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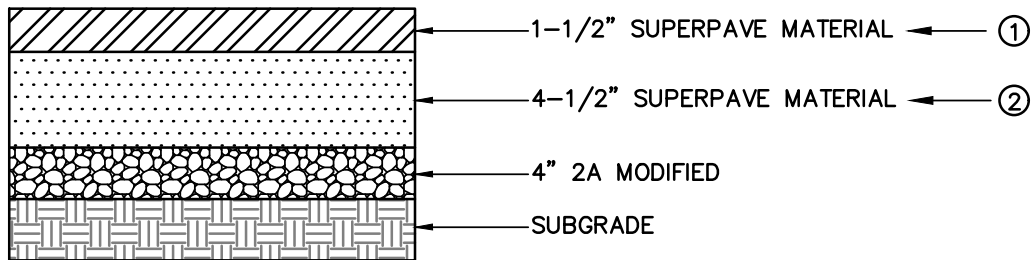
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LAST REVISED:

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DRAWING No:

20



- ① 1.5" OF 9.5 MM, PG64-22 WEARING COURSE (0.3 TO 3.0 MILLION ESALS, SRL-H)
- ② 25 MM, PG 64-22 BASE COURSE
- ③ ALL NEW PAVING MUST BE SUPERPAVE. TACK COAT MUST BE USED.

***NONRESIDENTIAL DRIVEWAY & PARKING AREAS SECTION***

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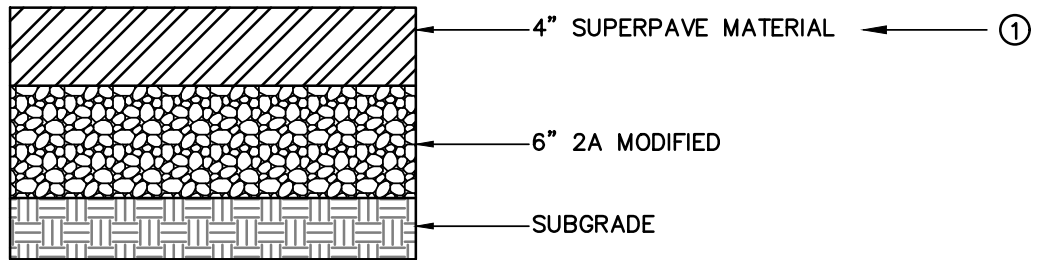
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DRAWING No:

21



- ① 1.5" OF 9.5 MM, PG64-22 WEARING COURSE (0.3 TO 3.0 MILLION ESALS, SRL-H) ON 2.5" OF 19 MM, PG64-22 BINDER COURSE.
- ② ALL NEW PAVING MUST BE SUPERPAVE. TACK COAT MUST BE USED.

**RESIDENTIAL DRIVEWAYS &  
PARKING AREAS SECTION**

LOWER GWYNEDD TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA



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DATE: 1/17/2024	LAST REVISED: -	DRAWING No: 22
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## Memorandum

To: Board of Supervisors

From: Sandi Feight-Hicks, Recreation Director  
Mimi Gleason, Township Manager

Date: May 6, 2024

Re: Wissahickon Trails Green Ribbon Trail Road Crossings

---

The Green Ribbon Trail is a 12.6-mile nature trail maintained by Wissahickon Trails that travels through seven municipalities, including Lower Gwynedd, into Philadelphia County to Forbidden Drive. Pedestrians need to cross roadways to navigate this trail. At the start of the year, Upper Dublin Township began working with Wissahickon Trails to look at those crossings in Upper Dublin. The project then morphed to look at all the roadway crossings along the trail.

As a result, Upper Dublin has submitted a grant application to the Delaware Valley Regional Planning Commission for a multi-municipal Safety and Access Plan for the Green Ribbon Trail, with the goals of:

- improving trail crossing safety
- improving access from the trail to adjacent parks/open spaces/neighborhoods
- improving access to public transportation train stations and bus stops
- increasing awareness of the trail's existence

Lower Gwynedd has two road crossings on the Green Ribbon Trail:

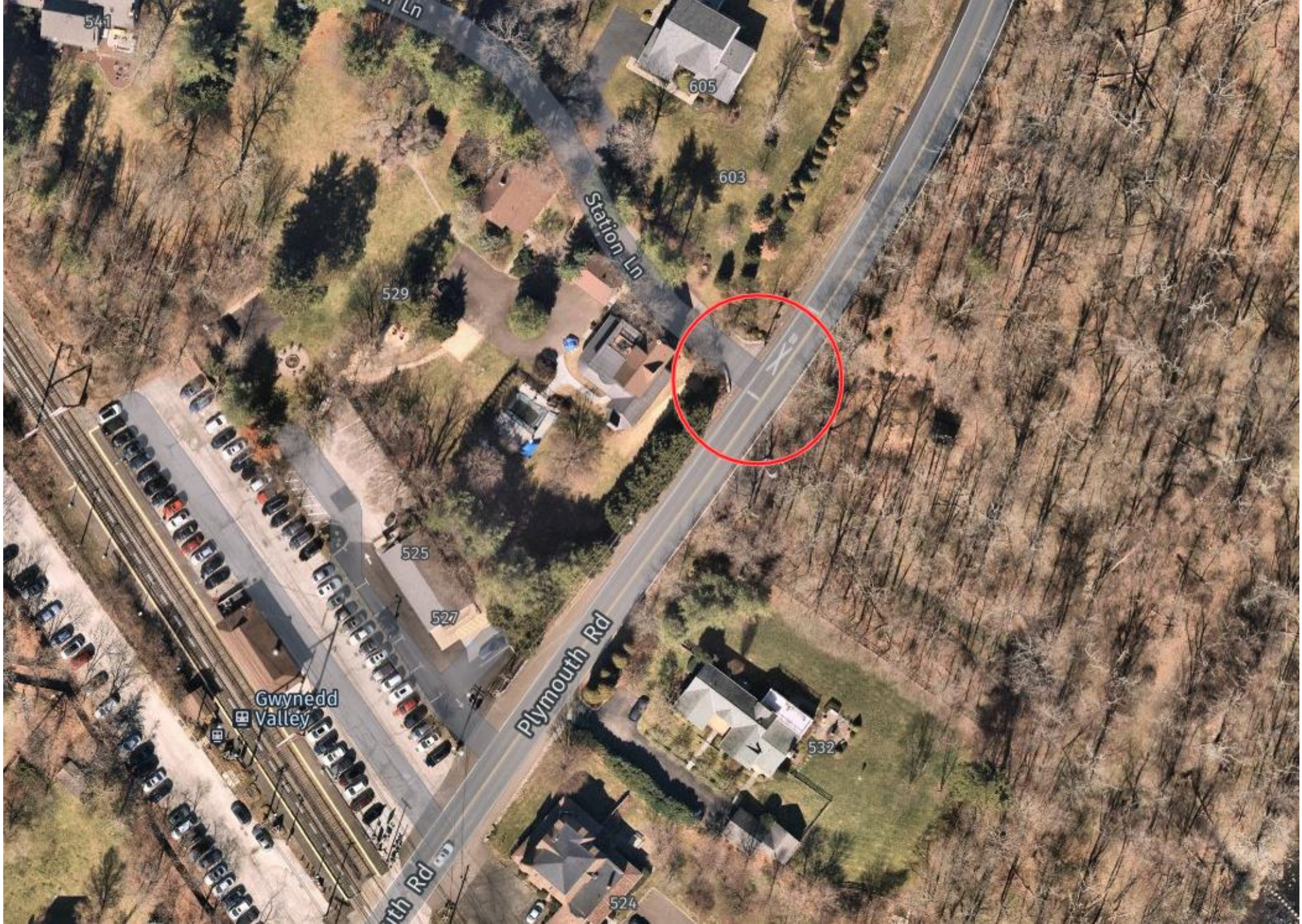
- Plymouth Rd and Station Lane (a private driveway): The plan will examine trail crossing safety improvements and develop a formal connection to the Gwynedd Valley SEPTA Station & Post Office via Plymouth Road, which also is a Septa planning goal. (See attached aerial)
- Penllyn Pike/Old Penllyn Pike/Trewellyn Avenue by Township Line Road: The new plan will examine trail crossing improvements. (See attached aerial)

For each crossing in the plan there will be:

- Assessment for:
  - rectangular rapid flashing beacons
  - sidewalk, truncated dome (detectable warning system), signage (trail & roadway), crossing paint
  - trail realignment
- Preliminary Cost Estimates (individually, several phased & as one)
- Preliminary Sketch

The estimated cost for the plan is \$70,000. All that Upper Dublin Township is asking Lower Gwynedd for is approval of the resolution included in the packet.











**LOWER GWYNEDD TOWNSHIP BOARD  
OF SUPERVISORS  
COUNTY OF MONTGOMERY, COMMONWEALTH OF PENNSYLVANIA**

**RESOLUTION # 2024-18**

**WHEREAS**, Wissahickon Trails maintains the 12.6 mile Green Ribbon Trail that traverses seven municipalities, including Lower Gwynedd Township, and is a valuable community amenity; and

**WHEREAS**, Upper Dublin Township has submitted a Transportation and Community Development Initiative (TCDI) grant application to the Delaware Valley Regional Planning Commission (DVRPC) for a Green Ribbon Trail Safety and Access Plan; and

**WHEREAS**, Lower Gwynedd Township supports the proposed plan and grant application from DVRPC; and

**WHEREAS**, Lower Gwynedd Township understands that DVRPC will provide project management and oversight for the grant and advise on the qualifications-based procurement process, if required, contract directly with a consultant chosen through a fair and open procurement process on behalf of Upper Dublin Township;

**NOW, THEREFORE, BE IT RESOLVED**, that the Lower Gwynedd Township Board of Supervisors supports the proposed Green Ribbon Trail Safety and Access Plan and the TCDI grant application, and will provide information and staff support for the assessments of the trail crossings in Lower Gwynedd Township.

**RESOLVED AND ENACTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

Attest: \_\_\_\_\_  
Mimi Gleason  
Township Manager

By: \_\_\_\_\_  
Danielle Duckett, Chair  
Board of Supervisors



## MEMORANDUM

**ATTN:** Board of Supervisors  
**DATE:** Friday, May 10, 2024  
**FROM:** Michelle Farzetta, Office Manager  
**SUBJ:** Access Control System

***Recommended action: Approve the proposal for an upgraded Access Control System for the township building.***

Our current access control system, Keri, is no longer supported by Valley Forge Lock as it is outdated. There are repairs needed to the system that would require an entire system upgrade. We have worked with Public Works to obtain a proposal for a new system. The new S2 Security Access System will offer web-hosted access control from any computer on the company network, eliminating the need for a dedicated server. The total cost for this upgrade will be \$36,112.00.

There will be 19 doors converted to the new system as part of this proposal. All existing card readers will be replaced on each door. The new readers will have the added benefit of using mobile phone credentials if we are interested. There will be no fee for this service for the first year, however if we wish to continue this service there will be an annual fee of \$600.

Access Security Corporation will install the new system. They are recommending the installation of new cable with door contacts and REX motions. This will allow all the doors to have door contacts installed. This will allow us to see if a door is held open for an extended period, forced open or opened with a key bypass. The fee for this enhancement is \$27,822.00.

The total cost for the upgrade with the installation of the new cable and door contacts is \$63,934. ASC and this service is on Costars, which replaces the bidding process.



March 25, 2024

Clint Snyder  
Lower Gwynedd Township  
1130 North Bethlehem Pike  
Spring House, PA 19477

**Re: Access Control System Upgrade**

Dear Clint,

Access Security is pleased to have the opportunity to submit our proposal for your review. The information provided herein is our response to your request for a proposal to upgrade the existing Card Access Control System.

We are in compliance with your requirements and have an established track record of installing and maintaining similar systems as well as meeting strict time schedules and budget requirements.

Our bid proposal has been organized to address the technical requirements identified in our meeting.

Please contact me if you have any questions regarding our proposal or any of the supporting documentation.

**Costars: 040-E23-206**

Sincerely,

Daniel Cogan  
President  
Access Security Corp.

## S2 Access Control System

Access Security as part of this proposal will install an IP network based card access control system. The manufacturer selected for this system is S2 Security who offers a web-hosted access control system that allows you to access the system software from any computer on the company network with approved log in.

S2 offers a unique open architecture, highly scalable, IP network security solution that can scale from 2 to over 4000 doors. S2 uses a 100% web-based user interface and offers a base product that provides 10 concurrent users with no software to install on any workstations or PCs. The easy to use browser based software makes your access control system efficient and cost effective. The S2 system eliminates the need for dedicated servers, virus software, and constant windows updates.

The S2 system offers the following key benefits:

- Secure appliance server using solid state memory (3 to 5 years of longer life over standard hard drives)
- Uses embedded Linux OS and Apache web server
- Automatically schedule backups to FTP or NAS storage location

S2 requires **NO Windows Server to maintain or update**, providing a significant cost savings over traditional card access software packages that require a dedicated windows PC or server. The S2 system is an appliance which eliminates traditional IT expenses for maintaining a server.

The doors listed below will be converted to the new Lenel/S2 Netbox system as part of the proposal. Also since the existing system is proprietary the existing card readers will be replaced on each to the doors. The new readers will also have the added benefit of using mobile credentials. Mobile credentials can be provided as any time in the future for an additional cost.

Door 1: Lobby Door

Door 2: Police Lobby Door

Door 3: Township Admin Door

Door 4: Garage Interior Door

Door 5: Garage Exterior Door

Door 6: Men's Locker Door

Door 7: Hall Door

Door 8: Patrol Entrance Door

Door 9: Patrol Exit Door

Door 10: Squad Room Interior Door

Door 11: Squad Room Hall Door

Door 12: Evidence Room Interior Door

Door 13: Evidence Room Hall Door

Door 14: Cell Block Exit Door

Door 15: Cell Block Entrance Door

Door 16: Evidence Locker Door

Door 17: Public Works Door #1

Door 18: Public Works Door #2

Door 19: Public Works Door #3

## Scope of Work

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### OPTIONAL:

As an option Access Security will provide new cable to all of the card access doors. This will allow the doors to have door contacts installed and request to exit motion sensors. This will benefit the reporting coming out of the system. The door contacts will allow the township to see if the door is held open for an extended period of time or forced open (or opened by a key bypass). Either of these event can also trigger an alarm condition both locally at the door and email of the condition.

This option can also be done in the future if the option is not taken as part of the original project.

\* Access Security has provide Prevailing Wage labor rates for this project since it is over the \$25,000 threshold.

Costars: 040-E23-206



# Maintenance and Support Services

## Our Approach to Service

By purchasing a security system, you are investing in technology to help automate your security operations and lower your operating costs. We recognize that your system is an “automation” system and, as a result, have designed our Service Department accordingly, with the primary focus on minimizing system downtime.

As part of our scope of work, Access Security will perform maintenance on all components of your system using our own certified technical resources. We have developed our own in-house expertise to increase our ability to resolve problems quickly, independent of a manufacturer's representative, which may be located in a remote part of the country. We are your local single point of responsibility. Our approach to system documentation is second to none. Our documentation includes as built CAD drawings and detailed spreadsheets that all of technicians to support any size system.

## Technical Resources

To meet your service needs, we have equipped our Service Department with the following technical resources:

**In-house Technical Work Force.** Over the years, we have developed and nurtured a group of technical personnel who are trained in servicing Integrated Security Systems. We continually train our personnel to keep them current in the best techniques to service our systems.

**Spare Parts Inventory.** To provide quick service, we maintain an extensive inventory of loaner replacement equipment. This enables us to bring your system online without waiting for replacement parts from our suppliers, who may be located in remote parts of the country.



# Blue Diamond Customer Protection Plan

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## Schedule of Service

<b>Availability:</b>	Seven days a week, 24 hours a day.
<b>Response Time Range:</b>	Two to Four working hours following receipt of a service call. An authorized person must place the call.
<b>Response Status:</b>	Priority Response
<b>Defect Correctable Response Time:</b>	Defective equipment will be replaced with loaner equipment from our Service Pool. Resolution of the problem will be within 24 hours following the receipt of a service call.
<b>Parts Coverage:</b>	All parts are covered as part of this plan.
<b>Labor Coverage:</b>	All labor is covered under this plan.
<b>Instant Loaner:</b>	We maintain a service pool of loaner equipment specifically designed to support our Full Service Plan clients. <u>If our field technicians are not able to repair a piece of faulty equipment at your location, then we will replace it with a loaner, keeping your system up and running.</u> The defective equipment will be repaired at our facility, and returned to your site accordingly.
<b>Items Not Covered:</b>	This includes damage caused by misuse, abuse, accident, disaster, fire, flood, water, wind, lightning, and Acts of God. In addition, items designed to fail in order to protect the equipment, such as power and/or lightning suppressors, are also not covered by this plan.
<b>Preventative Maintenance:</b>	Provided Annually



# Bill of Materials

## Access Control System Upgrade

QTY	Manufacturer	Part #	Description
1	S2 Security	S2-EXT-32-RM	Extreme Controller - 32reader
2	LifeSafety Power	LSFPO150-B100C8D8E4M	Access Control Enclosure and Power Supply
1	LifeSafety Power	LSFPO75-D8PE2M	Access Control Enclosure & Power Supply Mercury
6	PowerSonic	PS1272	12 Volt 7.2 AH Battery
2	S2 Security	S2-LNL-X2220	LP1502 2 Reader Intelligent Controller
8	S2 Security	S2-LNL-1320-S3	2 Reader Interface Module
19	S2 Security	S2-LNL-R11320-05TB	BlueDiamond Multi-Tech Single Gang Mount Reader



# System Investment Summary

Our price for the system outlined in the proposal is as follows:

Base System Investment

As Per above Bill of Materials (*initial for approval*):

Access Control System Upgrade	\$36,112.00	_____
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**Recommended System Enhancements:** (*Initial Option for approval*)

New Wiring with Door Contacts and REX Motions	\$27,822.00	additional	_____
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Blue Diamond Service Agreement	\$395.00	per month	_____
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**Please specify the quantity of each:**

ISO Smart DESFire EV2 Proximity Cards (Glossy PVC):	\$5.50	each	_____
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Smart DESFire EV2 Proximity Keytag:	\$7.00	each	_____
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**NOTE:** Payment Terms - 40% Deposit, and balance Net 30 days (see next page)

All Applicable Taxes are in addition to the above prices .

Prices are valid for 30 days from date on this proposal.

# Terms and Conditions

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The following Terms and Conditions are part of our Proposal.

## **Sales & Service Agreement**

Access Security's Sales & Service Agreement, attached, is hereby included as a part of this proposal.

## **Deposit**

Forty Percent (40%) of Total Installation Price.

## **Progress Payments (Only for projects extending over 30 days)**

Customer to be billed for materials ordered and labor completed for this specific project by the 25th of the month. All progress invoices will be paid 10 days from the date of the invoice. Delayed or late payment may delay the project, and work may stop, until the outstanding balance has been resolved.

## **Final Payment**

Payment is due with the following terms: Net 30 from substantial completion or first beneficial use of the system. All overdue payments are subject to 1.5% monthly service charge from date of invoice. Late payments of invoices will void material and labor warranty and all service requests will be held until payment is received. All material and equipment remains the property of Access Security Corp. until final payment has been received. Any and all legal fees required to collect outstanding balance will be added to the final payment.

## **Delivery**

To be established based upon mutually acceptable dates.

## **Re-Stocking Fee**

Any order or part of an order that is cancelled by the customer is subject to a 25% restocking fee, of the total amount cancelled.

## **Network Setup**

Access Security Corp. is only responsible for configuring the network settings of its own devices. All other network settings and components required to complete communication over the client's network is the responsibility of the client. All additional time required to complete communication between devices due to customer's network issues will be billed (at standard hourly rates) in addition to the system price. The client agrees that it will not hold Access Security Corp. responsible for disruptions in network service and will not withhold payment due to client network connection issues.

# Owner Provided Items

The customer will be responsible for providing the following before and during installation of the system(s) by Access Security Corp.:

## **Power**

At our designated locations, regulated, clean 110VAC power and an isolated ground connected to the cold water building entry or equivalent.

## **Equipment Installation**

Provision of space for mounting our electronic equipment. The space must have an operating environment suitable for the specified equipment.

## **Governmental Fees and Taxes**

Sales and user taxes, permits and fees to the appropriate governmental authority.

## **Documentation**

As-Built drawings, and other detailed engineering. These can be provided as an above contract item.

## **Lightning Protection**

Although our equipment includes the original manufacturer's standard lightning and power protection, there is no guarantee provided against damage due to either of these sources. Additional protection is available and may be desirable.

## **Parking Area**

Parking must be provided for 2 full size vans during the time of installation. If parking can not be provided it will be billed as an additional cost for the project.

## **Equipment Storage Area**

Provide a secure location in which all equipment for the job can be stored while the installation is in progress.

## **LAN Connections or Telephone Jacks**

Provide the appropriate number of jacks at specified locations for connection of devices to the Local Area Network or telephone system.

## **Data Entry**

Owner is responsible for all data entry required to complete system operation. This includes but is not limited to setting up of user records, photo ID's, and basic system controls. This service can be provided by Access Security Corp. at an additional cost to the system price, but is not included in the base price.

## **De-installation and Relocation of Equipment**

Patching and/or repair/painting of holes exposed after the removal of existing equipment.



# Warranty Conditions

We warrant this installation to the original purchaser to be free from defects in material and workmanship under normal use during the warranty period. This period will be as follows:

## Materials

Products will be repaired or replaced, at our option, without charge for a period of 1 year for all security system products.

## Labor

Products will be repaired or replaced at our option without charge for a period of 1 year from completion of work.

Labor to correct warranty problems is provided during normal business hours.

Monday - Friday 9:00am to 5:00pm

## Clarification

Consumable items such as batteries, will be warranted in accordance with the original manufacturer's warranty only. Devices including, but not limited to, fuses and/or power and/or lightning transient protectors/suppressors, which are designed to fail in order to protect the security system equipment(s) are not included in the warranty.

The warranty will not apply to any product or installation which has been misused, abused, or altered.

*THE ONLY WARRANTY PROVIDED BY ACCESS SECURITY IS THE LIMITED WARRANTY STATED ABOVE WHICH SHALL NOT EXTEND BEYOND THE PERIOD STATED ABOVE. ACCESS SECURITY MAKES NO OTHER WARRANTIES, EXPRESSED, IMPLIED, OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. NO RESPONSIBILITY IS ASSUMED FOR ANY INCIDENTAL OR CONSEQUENTIAL DAMAGES EVEN IF ACCESS SECURITY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.*

*THIS WARRANTY WILL BE VOIDED IF, DURING THE WARRANTY PERIOD, THE PURCHASER CONNECTS TO OR INTERCONNECTS WITH SUBSEQUENT TO THE INITIAL INSTALLATION, DEVICES NOT SUPPLIED OR INSTALLED BY ACCESS SECURITY. THE WARRANTY WILL ALSO BE VOIDED IF WARRANTED EQUIPMENT IS SERVICED BY A NON-ACCESS SECURITY AUTHORIZED ORGANIZATION.*

*THE WARRANTY OR SERVICE CONTRACT PERIOD SHALL COMMENCE WHEN CUSTOMER HAS BENEFICIAL USE OF THE SYSTEM, OR COMPLETION OF SYSTEM INSTALLATION, WHICHEVER OCCURS FIRST.*

This proposal is subject to final acceptance by both parties stated below.

## ATTACHMENTS

Proposal

Appendices

Sales and Service Agreement

# Proposal Acceptance

The specifications, conditions, prices, and Sales and Service Agreement (attached) presented in this proposal are accepted as indicated by the signatures below. Access Security Corp. is authorized to perform the project as specified within this proposal, with payment made as outlined in the System Investment section of this document.

**ACCEPTED BY:**

**Lower Gwynedd Township:**

Authorized  
Signature: \_\_\_\_\_

Printed  
Name, Title: \_\_\_\_\_

Date: \_\_\_\_\_

**Access Security Corporation:**

Authorized  
Signature: Daniel E. Cogan President

Printed  
Name, Title: \_\_\_\_\_

Date: \_\_\_\_\_





# Sales and Service Agreement

1. **SERVICES:** Access Security Corporation shall install, service, and warranty the system(s) as designed by ASC and approved by Customer, in accordance with ASC's Proposal (attached).
2. **INSTALLATION CHARGES:** The Customer agrees to pay ASC, its agents or assigns, the installation charge and, if applicable, the maintenance, and/or lease charge as listed in the Proposal, subject to the terms and conditions as listed in the Proposal and Sales and Service Agreement .
3. **INSTALLATION, MAINTENANCE, SERVICE:** Customer hereby authorizes and empowers ASC to perform or cause to be performed the work necessary to fulfill the terms of this Agreement, including but not limited to installation, maintenance, inspection, testing, and repair of the systems on its premises. Such work shall be performed in a workmanlike manner in accordance with ASC's standard practices and shall be completed in accordance with a mutually agreed upon schedule, unless stated otherwise in the Proposal. The obligation of ASC to provide service related to the maintenance of the system pertains solely to the items specified in the Bill of Materials as listed in the Proposal. ASC is not obligated to maintain, repair, service, replace, operate or assure the operation of any device, system, or property belonging to Customer or to any third party to which such specified systems or components are attached, unless specifically agreed upon in the Proposal. In order to protect Customer from losses resulting from, damage to, or destruction of ASC systems, Customer shall include such systems in the coverage provided in its liability and fire insurance policies. ASC will provide service availability in accordance with the coverage requirements listed in the Proposal and defined under "coverage type" while the equipment is located on the premises upon which it was installed. The service to be provided is intended to keep the equipment in, or restore the equipment to, good working order. Unscheduled, on-call remedial maintenance, is also to be provided by ASC under this Agreement as necessary. Service provided by ASC under this Agreement does not assure against, nor does ASC assume any liability for, interruptions in operation of the equipment covered by this Agreement. When covered by our Full Service Agreement, the service also includes preventative maintenance based upon the specific needs of the individual equipment as determined by ASC .
4. **ACCESS:** ASC's technicians shall have full and free access upon their arrival to the equipment covered under this Agreement to provide service thereon .
5. **OWNERSHIP:** For existing installations, the Customer represents that it is the owner of the equipment to be serviced under this Agreement, or, if not the owner, has authority from the owner to include such equipment under this Agreement .
6. **DELAYS - INTERRUPTION OF SERVICE:** ASC shall not be liable for any delays, however caused, or for interruptions of service caused by strikes, riots, floods, acts of God, loss of communication and or other signal transmission lines, or by any event beyond the control of ASC. ASC will not be required to furnish service to Customer while such interruption shall continue.
7. **TERM OF AGREEMENT: RENEWALS:** The term of this agreement shall be for a period of five years. This agreement shall renew annually thereafter under the same terms and conditions, unless either party gives written notice to the other by certified mail, return receipt requested, of their intention not to renew the contract at least 90 days prior to the expiration of any term.
8. **INCREASES OF MONTHLY CHARGE:** After the expiration of one year from the date hereof ASC shall be permitted once per year to increase the monthly charges by an amount not to exceed five percent each year and Subscriber agrees to pay such increase as invoiced.
9. **EQUIPMENT COVERED:** Refer to Proposal or Schedule "A," as applicable.
10. **EXCLUSIONS:** Services to be provided by ASC pursuant to this Agreement do not include and ASC shall not be liable for :
  - a) Repair of damage or increase in service time caused by failure to continually provide a suitable operating environment with all facilities as prescribed by ASC and/or the equipment manufacturer, including, but not limited to, the failure to provide, or the failure of, adequate and regulated electrical power, air conditioning or humidity control; or such special requirements as contained in Rider "A" or the Proposal hereto.
  - b) Repair of damage or increase in service time caused by use of the equipment for other than the ordinary use for which the equipment was designed or purpose for which it was intended.
  - c) Repair of damage, replacement parts (due to other than normal wear) or repetitive service calls caused by the use of unauthorized supplies or equipment.
  - d) Repair of damage or increase in service time caused by: accident, disaster, which shall include, but not be limited to, fire, flood, water, wind and lightning; transportation, neglect or misuse, alterations, which shall include, but not be limited to, any deviation from ASC's physical, mechanical or electrical machine design; attachments, which are defined as the mechanical, electrical or electronic interconnecting to non-ASC equipment and devices not supplied by ASC.
  - e) In the event that the equipment covered by this agreement becomes worn out due to the normal wear and tear, or becomes obsolete (end of life and no longer manufactured) or outdated due to advances in technology, ASC will submit to the Customer a cost estimate for replacement of the equipment.
  - f) ASC shall not be responsible for providing maintenance service on any equipment that is not listed in Schedule A, which includes pre-existing cables and connections unless specifically identified in Schedule A .
  - g) Electrical work external to the equipment or accessories furnished by ASC .



# Sales and Service Agreement

11. **ADDITIONAL CHARGES:** Unless otherwise specified in the Proposal, service charges for the system are based upon coverage as specified in the "hours of operation." Service performed outside this window, or as a result of the failure of the Customer to adhere to the requirements as specified by either the manufacturer or outside the scope of the Agreement, shall be chargeable at ASC's prevailing rates. Customer shall not tamper with, adjust, alter, move, remove, or otherwise interfere with equipment without ASC's specific permission, nor permit the same by other Contractors. Any work performed by ASC to correct Customer's breach of the foregoing obligation shall be corrected and paid for by Customer at ASC's prevailing rates. Remedial maintenance due to Acts of God or events beyond the control of ASC shall be corrected by ASC and paid for by Customer in accordance with ASC's prevailing rates.

12. **TESTING OF SYSTEM:** The parties hereto agree that the equipment, once installed, is in the exclusive possession and control of the Subscriber, and it is Subscriber's sole responsibility to test the operation of the equipment and to notify ASC if any equipment is in need of repair. ASC shall not be required to service the equipment unless it has received notice from Subscriber, and upon such notice, ASC shall, during the warranty period or if service has been contracted under this agreement, service the equipment to the best of its ability within 36 hours, exclusive of Saturday, Sunday and legal holidays, during the business hours of 9 a.m. and 5 p.m. Subscriber agrees to test and inspect the equipment and to advise ASC of any defect, error or omission in the equipment. In the event Subscriber complies with the terms of this agreement and ASC fails to repair the equipment within 36 hours after notice is given, excluding Saturdays, Sundays, and legal holidays, Subscriber agrees to send notice that the equipment is in need of repair to ASC, in writing, by certified or registered mail, return receipt requested, and Subscriber shall not be responsible for payments due while the equipment remains inoperable. In any lawsuit between the parties in which the condition or operation of the equipment is in issue, the Subscriber shall be precluded from raising the issue that the equipment was not operating unless the Subscriber can produce a post office certified or registered receipt signed by ASC, evidencing that service was requested by Subscriber.

13. **ALTERATION OF PREMISES FOR INSTALLATION:** ASC with prior written approval is authorized to make preparations such as drilling holes, driving nails, making attachments or doing any other thing necessary for the installation and service of the equipment, and ASC shall not be responsible for any condition created thereby as a result of such installation, service, or removal of the equipment, and Subscriber represents that the owner of the premises, if other than Subscriber, authorizes the installation of the equipment under the terms of this agreement.

14. **SUBSCRIBER RESPONSIBLE FOR FALSE ALARMS/PERMIT FEES:** Subscriber is responsible for all alarm permits and permit fees, agrees to file for and maintain any permits required by applicable law and indemnify or reimburse ASC for any fines relating to permits or false alarms. ASC shall have no liability for permit fees, false alarms, false alarm fines, fire response, any damage to personal or real property or personal injury caused by fire department response to alarm, whether false alarm or otherwise, or the refusal of the fire department to respond. In the event of termination of fire response by the fire department this contract shall nevertheless remain in full force and Subscriber shall remain liable for all payments provided for herein. Should ASC be required by existing or hereinafter enacted law to perform any service or furnish any material not specifically covered by the terms of this agreement Subscriber agrees to pay ASC for such service or material.

15. **INDEMNITY/WAIVER OF SUBROGATION RIGHTS/ASSIGNMENTS:** Subscriber agrees to and shall indemnify and hold harmless ASC, its employees, agents and subcontractors, from and against all claims, lawsuits, including those brought by third parties or Subscriber, including reasonable attorneys' fees and losses asserted against and alleged to be caused by ASC's performance, negligent performance, or failure to perform any obligation. Parties agree that there are no third party beneficiaries of this contract. Subscriber on its behalf and any insurance carrier waives any right of subrogation Subscriber's insurance carrier may otherwise have against ASC or ASC's subcontractors arising out of this agreement or the relation of the parties hereto. Subscriber shall not be permitted to assign this agreement without written consent of ASC. ASC shall have the right to assign this contract and shall be relieved of any obligations created herein upon such assignment.

16. **EXCULPATORY CLAUSE:** ASC and Subscriber agree that the equipment, once installed, becomes the personal property of the Subscriber; that the equipment is not permanently attached to the realty and shall not be deemed fixtures. Subscriber agrees that ASC is not an insurer and no insurance coverage is offered herein. The equipment is designed to reduce certain risks of loss, though ASC does not guarantee that no loss will occur. ASC is not assuming liability, and, therefore shall not be liable to Subscriber for any loss, personal injury or property damage sustained by Subscriber as a result of fire, smoke or water, equipment failure, or any other cause, whatsoever, regardless of whether or not such loss or damage was caused by or contributed to by ASC's negligent performance, failure to perform any obligation or strict products liability except that ASC will be responsible for any property damage or personal injury negligently caused by its employees while actually working on the premises. The parties do not intend for ASC to have any consequential damages arising by reason of failure of any security system or services. Subscriber releases ASC from any claims for contribution, indemnity or subrogation.

17. **INSURANCE:** Contractor shall, at all times during the term of this Agreement, maintain the following insurance coverage for itself and its employees and agents:

- a) Commercial general liability insurance coverage with a minimum of \$1,000,000 each occurrence, \$2,000,000 in the annual aggregate, applying to bodily injury, property damage, and liability assumed under any contract plus a five million (\$5,000,000) umbrella coverage. General liability insurance coverage may be satisfied by a combination of primary and excess or umbrella coverage.
- b) If applicable, Workers' Compensation and employer's liability for Contractor's legal and statutory obligations as required by the laws of the jurisdiction in which the services are performed, and Contractor shall waive its right of subrogation; Except as otherwise provided herein, neither party waives its rights (or the rights of its insurer) of subrogation.



# Sales and Service Agreement

The above coverage amounts shall be the actual indemnity coverage limit and shall not be reduced by any expense or costs of litigation including attorney's fees. In the event that such insurance is purchased on a "claims-made" basis, upon termination of this Agreement, Contractor shall either purchase extended reporting period endorsement ("tail") insurance coverage or continue the claims made policy for services rendered during the term of this Agreement in an amount equal to and otherwise upon the same terms identified herein.

Except for workers compensation insurance, all insurance required of Contractor shall not be cancelled with impact to this Agreement or not renewed without at least thirty (30) days advance written notice to Facility. CONTRACTOR SHALL PROVIDE CERTIFICATES EVIDENCING THE ABOVE COVERAGE(S). FACILITY SHALL HAVE THE RIGHT TO TERMINATE THIS AGREEMENT UPON WRITTEN NOTICE TO CONTRACTOR FOR ANY BREACH OF THIS SECTION. Contractor shall provide that no policy of insurance will be changed in a manner that would materially reduce the coverage provided to the facility without first giving facility at least 30 days written notice thereof.

18. LIMITATION OF LIABILITY: Subscriber agrees that should there arise any liability on the part of ASC as a result of ASC'S negligent performance to any degree, failure to perform any of ASC'S obligations, equipment failure or strict products liability, that ASC'S liability shall be limited to the sum of 5% of the sale price. If Subscriber wishes to increase ASC'S maximum amount of ASC'S limitation of liability, Subscriber may, as a matter of right, at any time, by entering into a supplemental contract, obtain a higher limit by paying an annual payment consonant with ASC'S increased liability. This shall not be construed as insurance coverage.

19. LEGAL ACTION: In the event ASC refers this contract to an attorney, to recover any amounts owed by Subscriber to ASC hereunder, the parties agree that the amount to be recovered, and any judgment to be entered, shall include interest at the rate of 1 1/2% per month from the date payment is due, and Subscriber shall pay ASC's legal fees. The parties waive trial by jury in any action between them. In any action commenced by ASC against Subscriber, Subscriber shall not be permitted to interpose any counterclaim. Any action by Subscriber against ASC must be commenced within one year of the accrual of the cause of action or shall be barred. All actions or proceedings against ASC must be based on the provisions of this agreement. Any other action that Subscriber may have or bring against ASC in respect to other services rendered in connection with this agreement shall be deemed to have merged in and be restricted to the terms and conditions of this agreement. Any action or dispute between the parties, including issues of arbitrability, shall, at the option of either party, be determined by arbitration administered by the Arbitration Services Inc., under its Commercial Arbitration Rules. Any service of process or papers in any action, proceeding, arbitration or proceeding to confirm an arbitration award or enforce a judgment of any court may be served by first class mail delivered by the U.S. Post Office or overnight carrier to addresses in this agreement. Subscriber submits to the jurisdiction of Pennsylvania and agrees that any litigation between the parties must be commenced and maintained exclusively in the State of Pennsylvania and in the County where ASC's principal place of business is located. In addition to the balance due for the purchase and installation of the equipment and any extras, the parties agree that due to the nature of the services to be provided by ASC, the payments to be made by subscriber for the term of this agreement are an integral part of ASC's anticipated profits and in the event of subscriber's breach of this agreement it would be difficult if not impossible to reasonably estimate ASC's actual damages. Therefore, in the event of subscriber's default of this agreement subscriber shall pay to Alarm Company 80% of the balance due for the term of this agreement as liquidated damages. ASC may, without prior notice, suspend or terminate its services in event of Subscriber's default in performance of this agreement and shall be permitted to terminate all its services under this agreement without relieving Subscriber of any obligation herein.

20. ASC'S RIGHT TO SUBCONTRACT SPECIAL SERVICES: Subscriber agrees that ASC is authorized and permitted to subcontract these services to be provided by ASC to third parties who may be independent of ASC, and that ASC shall not be liable for any loss or damage sustained by Subscriber by reason of fire, theft, burglary or any other cause whatsoever caused by the negligence of third parties and that Subscriber appoints ASC to act as Subscriber's agent with respect to such third parties, except that ASC shall not obligate Subscriber to make any payments to such third parties. ASC shall be permitted to assign this contract and upon such assignment shall have no further obligation hereunder. Subscriber acknowledges, that this agreement, and particularly those paragraphs relating to ASC's disclaimer of warranties, exemption from liability, even for its negligence, limitation of liability and indemnification, inure to the benefit of and are applicable to any assignee, subcontractors and communication centers of ASC.

21. FULL AGREEMENT/SEVERABILITY/ CONFLICTING DOCUMENTS. This agreement constitutes the full understanding of the parties and may not be amended or modified or canceled except in writing signed by both parties, except ASC will comply with requirements regarding items of protection provided for in this agreement imposed by Authority Having Jurisdiction. Should there arise any conflict between this agreement and Subscriber's purchase order or other document, this agreement will govern, whether such purchase order or document is prior to or subsequent to this agreement. Should any provision of this agreement be deemed void, all other provisions will remain in effect.

22. SUCCESSORS: The Agreement is not assignable by Customer except upon the written consent of ASC, which consent will not unreasonably be withheld.

23. ENTIRE AGREEMENT: This Agreement is to govern the providing of services by ASC to Customer as described herein. Nothing in this Agreement is to be construed as creating a lease or a leasehold agreement between the parties. This Agreement is not binding unless approved in writing by an authorized representative of ASC. If approval is not obtained, the only liability of ASC shall be to return to Customer the amount, if any, paid to ASC upon the signing of the Agreement by its Sales Representative. This writing, together with any individually signed acceptance of Proposals, rider, other attachments pertaining to this Agreement is intended by the parties as the final expression of their agreement with respect to the subject matter contained herein and also as the complete and exclusive statement of the terms and such Agreement, notwithstanding any prior, contemporaneous or subsequent purchase order or other document relating to said subject matter. There is no course of dealing or usage of the trade what would supplement or conflict with its terms. This Agreement may only be amended in writing signed by both parties.



# LOWER GWYNEDD TOWNSHIP POLICE DEPARTMENT

1130 N Bethlehem Pk • P.O. Box 625 • Spring House • PA • 19477-0625  
Office: (215) 646-5303 **EMERGENCIES: 911** Fax: (215) 646-8096

Chief Paul Kenny



## Board of Supervisors

**Date:** May 10, 2024

**From:** Chief Paul Kenny

**Subj:** Agreement with the Wissahickon School District

On February 6, 2023, the District's Board of School Directors approved an agreement with BusPatrol America, LLC to provide a stop arm signal arm enforcement system on each bus for the purpose of enforcing violations, which prohibits the driver of a vehicle from meeting or overtaking any school bus stopped on a highway or trafficway flashing its red signal lights.

For any violation captured by the BusPatrol System that occurs within the boundaries of Lower Gwynedd Township, the Lower Gwynedd Police Department shall have primary authority to enforce the civil violation of 75 Pa.C.S.A. §3345

***Recommended action: The Police department recommends that the BOS enter into the intergovernmental agreement with the Wissahickon Board of School Directors granting the Lower Gwynedd Police Department the authority to civilly fine violators of 75 Pa.C.S.A. §3345 within Lower Gwynedd's jurisdiction that is captured by BusPatrol America LLC***

## INTERGOVERNMENTAL AGREEMENT

**THIS INTERGOVERNMENTAL AGREEMENT (“Agreement”)** is entered into by and between the **WISSAHICKON SCHOOL DISTRICT**, with its offices located at 601 Knight Road, Ambler, PA, 19002 (the “**District**”).

**AND**

**LOWER GWYNEDD TOWNSHIP**, with its principal offices located at 1130 N. Bethlehem Pike, Springhouse, PA 19477, which has established the Lower Gwynedd Township Police Department (“**Law Enforcement Agency**”).

### BACKGROUND

**WHEREAS**, at its regularly scheduled meeting held on February 6, 2023, the District’s Board of School Directors approved an agreement with BusPatrol America, LLC to provide a stop arm signal arm enforcement system on each bus pursuant to 75 Pa.C.S.A. §3345.1(g), for the purpose of enforcing violations of 75 Pa.C.S.A. §3345, which prohibits the driver of a vehicle from meeting or overtaking any school bus stopped on a highway or trafficway flashing its red signal lights (the “**BusPatrol Agreement**”); and

**WHEREAS**, 75 Pa.C.S.A. §3345.1(g)(3) requires the District to enter an intergovernmental agreement with the Law Enforcement Agency before enforcing violations of 75 Pa.C.S.A. §3345 captured using an automated stop signal arm enforcement system (the “**BusPatrol System**”) through the issuance of a civil penalty; and

**WHEREAS**, the District and Law Enforcement Agency mutually desire to enter into such an intergovernmental agreement pursuant to 75 Pa.C.S.A. §3345.1(g)(3).

**NOW THEREFORE**, intending to be legally bound hereby, the parties agree as follows:

1. **Authority/Jurisdiction to Enforce Violations.**

A. For any violation of 75 Pa.C.S.A. §3345 captured by the BusPatrol System that occurs within the boundaries of Lower Gwynedd Township, Law Enforcement Agency shall have primary authority/jurisdiction to enforce the violation and the Pennsylvania State Police shall have secondary authority/jurisdiction.

B. For any violation of 75 Pa.C.S.A. §3345 captured by the BusPatrol System that occurs in any area that does not have its own local police department, the District, itself or through delegation to its stop arm signal arm enforcement system vendor, may request the Pennsylvania State Police to review the evidence package and enforce the violation.

The Pennsylvania State Police shall also have the authority/jurisdiction to enforce a violation that is witnessed by an officer of the Pennsylvania State Police.

C. Law Enforcement Agency has the authority/jurisdiction to enforce a violation of 75 Pa.C.S.A. §3345 if a police officer witnesses the violation or as otherwise provided by applicable law.

2. **Responsibilities of Law Enforcement Agency.** The law enforcement agency enforcing a civil violation of 75 Pa.C.S.A. §3345 captured by the BusPatrol System shall adhere to the requirements of 75 Pa.C.S.A. §3345.1, as well as any other applicable laws or rules of procedure. As part of its responsibilities, the Law Enforcement Agency enforcing the violation shall:

A. Review and, if appropriate, swear to or affirm the evidence certificate and package identified in 75 Pa.C.S.A. §3345.1(d).

B. Adhere to 75 Pa.C.S.A. §3345.1(e)(2)(i), (e)(2)(ii), and (e)(2)(iii) regarding the use and disclosure of information relating to violations.

C. Pursuant to 75 Pa.C.S.A. §3345.1(h.2):

(1) Review submitted evidence to determine if a violation under this section occurred and electronically certify the notice of violation.

(2) Notify the school entity, or the system administrator on the school entity's behalf, of the electronic certification of the notice of violation related to the primary police department's capacity to view and authorize the notice.

(3) Restrict the review of submitted evidence under paragraph (1) to an individual who is a police officer.

D. Appear as needed at proceedings held pursuant to 75 Pa.C.S.A. §3345.1(I.4).

E. Adhere to the requirements of 75 Pa.C.S.A. §3345.1(c)(4) that the civil violation shall not:

(i) be deemed a criminal conviction;

(ii) be made part of the operating record of the individual upon whom the penalty is imposed under section 1535 (relating to schedule of convictions and points);

(iii) be the subject of merit rating for insurance purposes; or

(iv) authorize imposition of surcharge points in the provision of motor vehicle insurance coverage.

3. **Responsibilities of the District.** The District shall work with BusPatrol to meet all requirements imposed on the District and BusPatrol pursuant to 75 Pa.C.S.A. §3345.1. As part of its responsibilities, the District shall:

A. Coordinate with BusPatrol to provide the law enforcement agency enforcing the violation with written documentation that the side stop signal arm enforcement system was operating correctly at the time of the alleged violation and a copy of any video evidence of the alleged violation.

B. Coordinate with Bus Patrol to provide all required information to the law enforcement agency pursuant to 75 Pa.C.S.A. §3345(h).

C. Coordinate with BusPatrol to provide the law enforcement agency enforcing the violation with all information required for Law Enforcement Agency to fulfill its duties under 75 Pa.C.S.A. §3345.1(h.2).

D. Coordinate with BusPatrol to facilitate distribution of collected fines per 75 Pa.C.S.A. §3345.1(C)(1).

4. **Criminal Proceedings.** 75 Pa.C.S.A. §3345.1(c)(3) provides that the vehicle operator shall not be liable for the civil penalty if the operator is also criminally convicted of the same violation under 75 Pa.C.S.A. §3345. Therefore, the Law Enforcement Agency agrees that a vehicle operator's first offenses for a violation of 75 Pa.C.S.A. §3345 shall be enforced as a civil penalty only pursuant to 75 Pa.C.S.A. §3345.1. Any subsequent offenses by the same operator may, at law enforcement's discretion, be enforced through a civil penalty or through criminal proceedings.

5. **Term & Termination.** This Agreement shall remain in effect so long as the BusPatrol Agreement remains in effect and shall automatically terminate upon the expiration of the term, or the termination of, the BusPatrol Agreement. This Agreement may be terminated by either party, in whole or in part, with or without cause, on thirty (30) days prior written notice to the other party.

6. **Amendments.** This Agreement may be amended, modified, or waived only by written agreement signed by the all of the parties hereto.

***SIGNATURES APPEAR ON THE FOLLOWING PAGE***

**WISSAHICKON SCHOOL DISTRICT**

**ATTEST/WITNESS:**

\_\_\_\_\_  
Name: Wade Coleman  
Title: Business Administrator  
  
Date: \_\_\_\_\_, 2024

\_\_\_\_\_  
Name:  
Title:

**LOWER GWYNEDD TOWNSHIP**

**ATTEST/WITNESS:**

By: \_\_\_\_\_  
**DANIELLE A. DUCKETT, CHAIRPERSON**  
**BOARD OF SUPERVISORS**

\_\_\_\_\_  
**MIMI GLEASON, TOWNSHIP MANAGER**



PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
18 21ST CENTURY MEDIA NEWSPAPER, LLC	166313	05/02/24	68045		102892	P	05/14/24	01414 340	ADVERTISNG/PRINTNG/BINDNG	203.02
	INVOICE:	2593686/2593682								
VENDOR TOTALS				10,507.04	YTD INVOICED			12,426.26	YTD PAID	203.02
3787 ADVANCED ELECTRICAL CONTRACTORS, INC.	166383	05/02/24	68115		102893	P	05/14/24	01434 370	ST.LIGHT REPAIRS, MAINTEN	1,029.65
	INVOICE:	39716								
VENDOR TOTALS				1,029.65	YTD INVOICED			1,029.65	YTD PAID	1,029.65
837 ALBERT M. COMLY, JR.	166336	05/02/24	68068		102894	P	05/14/24	01413 312	FIRE SAFETY INSPECTOR	600.00
	INVOICE:	050124								
VENDOR TOTALS				3,112.50	YTD INVOICED			4,732.50	YTD PAID	600.00
3883 AMAZON CAPITAL SERVICES, INC.	166398	05/02/24	68130		102895	P	05/14/24	01410 220	OPERATING SUPPLIES	646.60
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01410 200	SUPPLIES	15.98	
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01414 200	OFFICE SUPPLIES	133.54	
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01410 480	PUBLIC PROGRAMS	54.00	
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	53.99	
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01410 370	VEHICLE MAINTENANCE	59.99	
	INVOICE:	1MTX-DYPY-HXNY								
166398	05/02/24	68130		102895	P	05/14/24	01410 220	OPERATING SUPPLIES	133.95	
	INVOICE:	1MTX-DYPY-HXNY								
166399	05/02/24	68131		102895	P	05/14/24	01410 220	OPERATING SUPPLIES	126.00	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	05454 220	OPERATING SUPPLIES BLDGS	97.98	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01409 220	SUPPLIES	281.94	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	257.91	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	32.95	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01410 200	SUPPLIES	91.78	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01430 220	HWY MAINT-GEN SERV/SUPPLS	89.99	
	INVOICE:	1WXY-HV1T-WXQP								
166399	05/02/24	68131		102895	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	-8.37	
	INVOICE:	1WXY-HV1T-WXQP								

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		6,562.95 YTD INVOICED			7,158.91 YTD PAID			2,068.23		
142 AMBLER COAL	BUILDING SUPPLY									
166390	05/02/24 68122				102896	P	05/14/24	01430	220	HWY MAINT-GEN SERV/SUPPLS 50.00
	INVOICE: 245-313598 043024									
166390	05/02/24 68122				102896	P	05/14/24	08429	372	REP/MNT MANHOLES & LINES 351.99
	INVOICE: 245-313598 043024									
VENDOR TOTALS		841.40 YTD INVOICED			841.40 YTD PAID			401.99		
2091 ARAMSCO, INC.										
166346	05/02/24 68078				102897	P	05/14/24	01409	220	SUPPLIES 288.18
	INVOICE: S6434027.001									
166347	05/02/24 68079				102897	P	05/14/24	01409	220	SUPPLIES 412.28
	INVOICE: S6404734.001									
VENDOR TOTALS		1,746.64 YTD INVOICED			1,874.14 YTD PAID			700.46		
3210 ARMOUR & SONS ELECTRIC, INC.										
166366	05/02/24 68098				102898	P	05/14/24	01433	000	TRAFFIC SIGNALS 316.00
	INVOICE: 910039060									
166367	05/02/24 68099				102898	P	05/14/24	01433	000	TRAFFIC SIGNALS 283.40
	INVOICE: 910039028									
166368	05/02/24 68100				102898	P	05/14/24	01433	000	TRAFFIC SIGNALS 290.55
	INVOICE: 910038798									
166369	05/02/24 68101				102898	P	05/14/24	01433	000	TRAFFIC SIGNALS 227.28
	INVOICE: 910038797									
VENDOR TOTALS		2,244.83 YTD INVOICED			2,244.83 YTD PAID			1,117.23		
3435 AVANTI UNLIMITED, INC.										
166372	05/02/24 68104				102899	P	05/14/24	08429	373	REP/MNT VEHICLES, EQUIPME 79.50
	INVOICE: 3801									
166372	05/02/24 68104				102899	P	05/14/24	01437	261	REPAIR TOOLS AND MACH 79.50
	INVOICE: 3801									
VENDOR TOTALS		2,622.20 YTD INVOICED			50,941.17 YTD PAID			159.00		
500 BERGEY'S, INC.										
166329	05/02/24 68061				102900	P	05/14/24	01410	370	VEHICLE MAINTENANCE 1,565.23
	INVOICE: 043024									
166329	05/02/24 68061				102900	P	05/14/24	01437	261	REPAIR TOOLS AND MACH 28.84
	INVOICE: 043024									
166329	05/02/24 68061				102900	P	05/14/24	08429	373	REP/MNT VEHICLES, EQUIPME 12.96
	INVOICE: 043024									
VENDOR TOTALS		8,948.55 YTD INVOICED			8,998.06 YTD PAID			1,607.03		
617 BOROUGH OF AMBLER										
166332	05/02/24 68064				102901	P	05/14/24	08429	730	TREATMENT PLANT CAPITAL P 22,693.47



PAID INVOICES REPORT

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TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
INVOICE: 043024										
VENDOR TOTALS		332,457.67 YTD INVOICED						461,040.53 YTD PAID		22,693.47
1116 BOWMAN CONSULTING GROUP, LTD.	166339	05/02/24	68071		102902	P	05/14/24	01433 200	TRAFFIC PAINT	262.50
INVOICE: 374607 - 2										
VENDOR TOTALS		62,866.47 YTD INVOICED						90,838.93 YTD PAID		262.50
3838 BRIGHTVIEW HOLDINGS, INC.	166384	05/02/24	68116		102903	P	05/14/24	05454 450	CONTRACTED SERVICES	5,759.00
INVOICE: 8894705										
166384		05/02/24	68116		102903	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	1,770.00
INVOICE: 8894705										
166384		05/02/24	68116		102903	P	05/14/24	31446 450	CONTRACTED SERVICES	604.00
INVOICE: 8894705										
VENDOR TOTALS		24,066.01 YTD INVOICED						24,066.01 YTD PAID		8,133.00
4028 BUCKSTAFF PUBLIC SAFETY, INC.	166388	05/02/24	68120		102904	P	05/14/24	01410 238	UNIFORMS	270.45
INVOICE: 508596										
VENDOR TOTALS		270.45 YTD INVOICED						270.45 YTD PAID		270.45
449 CBIZ BENEFITS & INSURANCE SERVICES, INC.	166322	05/02/24	68054		102905	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	371.00
INVOICE: 10173820										
166323		05/02/24	68055		102905	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	5,557.05
INVOICE: 10173821										
166324		05/02/24	68056		102905	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	5,774.35
INVOICE: 10173822										
VENDOR TOTALS		11,702.40 YTD INVOICED						11,702.40 YTD PAID		11,702.40
3614 DEJANA TRUCK & UTILITY EQUIPMENT CO., LLC	166378	05/02/24	68110		102906	P	05/14/24	01432 262	WINTER MAINT EQUIPMENT	145.19
INVOICE: PAP5965										
VENDOR TOTALS		1,630.86 YTD INVOICED						1,630.86 YTD PAID		145.19
2880 DELAWARE VALLEY MUNICIPAL MGMT. ASSOC.	166354	05/02/24	68086		102907	P	05/14/24	01410 153	DISABILITY & LIFE INS.	1,396.00
INVOICE: DISAB22-LGWYN1										
VENDOR TOTALS		1,396.00 YTD INVOICED						1,396.00 YTD PAID		1,396.00
2402 DELAWARE VALLEY HEALTH TRUST	166348	05/02/24	68080		102908	P	05/14/24	01400 156	HEALTH INSURANCE	9,022.36
INVOICE: 26995										

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
166348		05/02/24	68080		102908	P	05/14/24	01401 156	HEALTH INSURANCE	2,902.72
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01402 156	HEALTH INSURANCE	2,206.14
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01409 156	HEALTH INSURANCE	1,656.15
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01410 156	HEALTH INSURANCE	32,450.85
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01414 156	HEALTH INSURANCE	3,515.18
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01430 156	HEALTH INSURANCE	6,888.29
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	01437 156	HEALTH INSURANCE	697.06
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	05451 156	HEALTH INSURANCE	4,416.43
	INVOICE:	26995								
166348		05/02/24	68080		102908	P	05/14/24	08487 156	HEALTH INSURANCE	5,064.98
	INVOICE:	26995								
VENDOR TOTALS			335,717.24	YTD INVOICED				335,717.24	YTD PAID	68,820.16
4012	EC FENCE & IRON WORKS, INC.									
166401		05/09/24	68133		1009	M	05/14/24	30401 900	EXPENDITURES - ARPA FUNDS	185,015.91
	INVOICE:	APPLICATION #3								
VENDOR TOTALS			310,980.00	YTD INVOICED				310,980.00	YTD PAID	185,015.91
3048	ELLIOTT AUTO SUPPLY CO., INC.									
166391		05/02/24	68123		102909	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	308.15
	INVOICE:	PA557940 050124								
166391		05/02/24	68123		102909	P	05/14/24	08429 373	REP/MNT VEHICLES, EQUIPME	308.15
	INVOICE:	PA557940 050124								
166391		05/02/24	68123		102909	P	05/14/24	01410 370	VEHICLE MAINTENANCE	716.61
	INVOICE:	PA557940 050124								
VENDOR TOTALS			4,169.37	YTD INVOICED				5,402.31	YTD PAID	1,332.91
2747	FEDEX									
166351		05/02/24	68083		102910	P	05/14/24	01402 310	PROFESSIONAL SERVICES	5.94
	INVOICE:	9-670-20593								
VENDOR TOTALS			214.86	YTD INVOICED				294.00	YTD PAID	5.94
3922	FISHERS TRUE VALUE HARDWARE INC.									
166385		05/02/24	68117		102911	P	05/14/24	01430 320	COMMUNICATION	26.07
	INVOICE:	465302 043024								
VENDOR TOTALS			71.20	YTD INVOICED				79.29	YTD PAID	26.07
3175	FLOUNDERS COMMUNICATIONS									
166363		05/02/24	68095		102912	P	05/14/24	01409 320	TELEPHONE	89.00



PAID INVOICES REPORT

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TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	INVOICE:	183379	US20							
166364		05/02/24	68096		102912	P	05/14/24	01409 320	TELEPHONE	352.50
	INVOICE:	182915	US20							
166365		05/02/24	68097		102912	P	05/14/24	01409 320	TELEPHONE	127.65
	INVOICE:	564661								
VENDOR TOTALS		4,484.10 YTD INVOICED						4,566.60 YTD PAID		569.15
490	GALLS, LLC									
166325		05/02/24	68057		102913	P	05/14/24	01410 238	UNIFORMS	169.98
	INVOICE:	027660572								
166326		05/02/24	68058		102913	P	05/14/24	01410 238	UNIFORMS	-149.99
	INVOICE:	027636145								
166327		05/02/24	68059		102913	P	05/14/24	01410 238	UNIFORMS	-160.00
	INVOICE:	027636143								
166328		05/02/24	68060		102913	P	05/14/24	01410 238	UNIFORMS	154.98
	INVOICE:	027562471								
166394		05/02/24	68126		102913	P	05/14/24	01410 238	UNIFORMS	164.99
	INVOICE:	027476429								
166395		05/02/24	68127		102913	P	05/14/24	01410 238	UNIFORMS	132.30
	INVOICE:	027356795								
166396		05/02/24	68128		102913	P	05/14/24	01410 238	UNIFORMS	152.67
	INVOICE:	027362745								
VENDOR TOTALS		914.81 YTD INVOICED						1,024.79 YTD PAID		464.93
548	GARY O'CONNOR									
166330		05/02/24	68062		102914	P	05/14/24	01410 158	POST-RETIREMENT HEALTH BE	200.00
	INVOICE:	050124								
VENDOR TOTALS		1,000.00 YTD INVOICED						1,000.00 YTD PAID		200.00
1191	GEORGE ALLEN PORTABLE TOILETS, INC.									
166340		05/02/24	68072		102915	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	126.00
	INVOICE:	I221882								
VENDOR TOTALS		2,207.00 YTD INVOICED						2,207.00 YTD PAID		126.00
1619	GILMORE & ASSOCIATES									
166344		05/02/24	68076		102916	P	05/14/24	01408 310	PROFESSIONAL SERVICES	10,691.39
	INVOICE:	APRIL 15, 2024								
166344		05/02/24	68076		102916	P	05/14/24	01414 313	PROF SERV- ENGINEERING	5,929.25
	INVOICE:	APRIL 15, 2024								
166344		05/02/24	68076		102916	P	05/14/24	09439 000	INFRASTRUCTURE REBUILDING	2,484.58
	INVOICE:	APRIL 15, 2024								
166344		05/02/24	68076		102916	P	05/14/24	30439 300	PROFESSIONAL SERVICES	2,248.48
	INVOICE:	APRIL 15, 2024								
166344		05/02/24	68076		102916	P	05/14/24	30439 721	OLD BETHLEHEM PIKE CULVER	1,524.81
	INVOICE:	APRIL 15, 2024								
166344		05/02/24	68076		102916	P	05/14/24	30439 722	PEDESTRIAN BRIDGES	1,172.50
	INVOICE:	APRIL 15, 2024								

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
	166344	05/02/24	68076		102916	P	05/14/24	30454 600	PARK IMPROVEMENTS	4,592.80
	INVOICE:	APRIL 15, 2024								
	166344	05/02/24	68076		102916	P	05/14/24	31446 001	COMPLIANCE REQUIREMENTS	5,428.14
	INVOICE:	APRIL 15, 2024								
	166344	05/02/24	68076		102916	P	05/14/24	01147 000	LEGAL&ENGINEER	23,569.60
	INVOICE:	APRIL 15, 2024								
	VENDOR TOTALS		226,232.92	YTD INVOICED				303,413.02	YTD PAID	57,641.55
1954	GROFF TRACTOR & EQUIPMENT, INC.									
	166345	05/02/24	68077		102917	P	05/14/24	08429 373	REP/MNT VEHICLES, EQUIPME	71.39
	INVOICE:	PS0539585-2								
	166345	05/02/24	68077		102917	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	71.38
	INVOICE:	PS0539585-2								
	VENDOR TOTALS		369.59	YTD INVOICED				2,120.47	YTD PAID	142.77
146	H. A. WEIGAND, INC.									
	166317	05/02/24	68049		102918	P	05/14/24	01433 010	STREET SIGNS	85.00
	INVOICE:	123692								
	VENDOR TOTALS		1,873.50	YTD INVOICED				1,873.50	YTD PAID	85.00
3613	HEALTH MATS COMPANY									
	166377	05/02/24	68109		102919	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	71.35
	INVOICE:	14530								
	VENDOR TOTALS		285.40	YTD INVOICED				356.75	YTD PAID	71.35
380	HIGHWAY MATERIALS, INC.									
	166321	05/02/24	68053		102920	P	05/14/24	01438 245	HIGHWAY MAINT SUPPLIES	47.09
	INVOICE:	373411								
	VENDOR TOTALS		800.13	YTD INVOICED				1,591.96	YTD PAID	47.09
4026	IHAB G & SUZETTE GIRGIS									
	166386	05/02/24	68118		102921	P	05/14/24	01301 100	CURRENT REAL ESTATE TAXES	366.75
	INVOICE:	0580824								
	VENDOR TOTALS		366.75	YTD INVOICED				366.75	YTD PAID	366.75
1515	JAMES D. MORRISSEY INC.									
	166400	05/07/24	68132		102952	P	05/14/24	33433 200	MULTIMODAL PHASE 2 EXPENS	289,473.73
	INVOICE:	APPLICATION #5								
	VENDOR TOTALS		528,022.96	YTD INVOICED				528,022.96	YTD PAID	289,473.73
3323	JOSEPH P. GROARKE									
	166392	05/02/24	68124		102922	P	05/14/24	01414 311	PROF SERV- UCC INSPECTING	1,591.00
	INVOICE:	050924								



PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		6,475.00 YTD INVOICED						8,177.00 YTD PAID		1,591.00
3358	KEYSTONE MUNICIPAL SERVICES, INC.									
	166371	05/02/24	68103		102923	P	05/14/24	01414 311	PROF SERV- UCC INSPECTING	7,227.00
	INVOICE:	37304								
VENDOR TOTALS		52,760.75 YTD INVOICED						73,894.25 YTD PAID		7,227.00
1287	KONICA MINOLTA BUSINESS SOLUTIONS USA, INC.									
	166341	05/02/24	68073		102924	P	05/14/24	01401 370	REPAIRS & MAINTENANCE	67.00
	INVOICE:	110015036								
	166342	05/02/24	68074		102924	P	05/14/24	01401 370	REPAIRS & MAINTENANCE	1,542.48
	INVOICE:	1097394								
	166342	05/02/24	68074		102924	P	05/14/24	01410 450	CONTRACTED SERVICES	1,542.48
	INVOICE:	1097394								
	166342	05/02/24	68074		102924	P	05/14/24	08429 220	OPERATING SUPPLIES	771.23
	INVOICE:	1097394								
VENDOR TOTALS		37,215.06 YTD INVOICED						43,623.49 YTD PAID		3,923.19
12	LOWER GWYNEDD TOWNSHIP									
	166312	05/02/24	68044		102925	P	05/14/24	01410 220	OPERATING SUPPLIES	78.23
	INVOICE:	05072024								
	166312	05/02/24	68044		102925	P	05/14/24	01400 220	OPERATING SUPPLIES	105.92
	INVOICE:	05072024								
VENDOR TOTALS		184.15 YTD INVOICED						184.15 YTD PAID		184.15
3646	MCDONALD UNIFORM COMPANY, INC.									
	166379	05/02/24	68111		102926	P	05/14/24	01410 238	UNIFORMS	160.49
	INVOICE:	227751								
	166380	05/02/24	68112		102926	P	05/14/24	01410 238	UNIFORMS	617.94
	INVOICE:	230556								
	166381	05/02/24	68113		102926	P	05/14/24	01410 238	UNIFORMS	18.89
	INVOICE:	228936-01								
VENDOR TOTALS		16,264.70 YTD INVOICED						19,126.83 YTD PAID		797.32
140	NORTH WALES WATER AUTHORITY									
	166315	05/02/24	68047		102927	P	05/14/24	08429 220	OPERATING SUPPLIES	11,160.00
	INVOICE:	SALES0002373								
	166316	05/02/24	68048		102928	P	05/14/24	08429 220	OPERATING SUPPLIES	1,332.25
	INVOICE:	SALES0002380								
VENDOR TOTALS		34,890.68 YTD INVOICED						38,265.93 YTD PAID		12,492.25
3218	OPTIMUM CONTROLS CORPORATION									
	166370	05/02/24	68102		102929	P	05/14/24	08429 371	REPAIR/MAINT PUMPING STAT	917.40
	INVOICE:	046809								

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		917.40 YTD INVOICED						1,012.40 YTD PAID		917.40
3700 PA TURNPIKE TOLL BY PLATE	166382	05/02/24	68114		102930	P	05/14/24	01410 220	OPERATING SUPPLIES	5.00
		INVOICE: 131960339								
VENDOR TOTALS		159.40 YTD INVOICED						172.00 YTD PAID		5.00
665 PAUL B. MOYER & SONS	166333	05/02/24	68065		102931	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	89.44
		INVOICE: 6020561								
166334		05/02/24	68066		102931	P	05/14/24	01430 260	SMALL TOOLS/MINOR EQUIPMT	399.99
		INVOICE: 6020206								
VENDOR TOTALS		1,019.04 YTD INVOICED						1,084.03 YTD PAID		489.43
5 PECO - PAYMENT PROCESSING	166302	05/01/24	68034		102932	P	05/14/24	02434 383	R/M WISTER WOOD DISTRICT	6.19
		INVOICE: 3397391222 050124								
166303		05/02/24	68035		102932	P	05/14/24	02434 374	R/M WOODDED POND DISTRICT	7.55
		INVOICE: 2658111222 050224								
166304		05/02/24	68036		102932	P	05/14/24	01434 360	STREET LIGHT UTILITIES	24.31
		INVOICE: 8230313000 050224								
166305		05/02/24	68037		102932	P	05/14/24	05454 361	UTILITIES	27.91
		INVOICE: 8666762000 050224								
166306		05/02/24	68038		102932	P	05/14/24	02434 376	R/M POLO CLUB DISTRICT	28.39
		INVOICE: 3840077000 050224								
166307		05/02/24	68039		102932	P	05/14/24	02434 375	R/M FOXFIELD RESERVE DIST	33.20
		INVOICE: 4934981222 050224								
166308		05/02/24	68040		102932	P	05/14/24	02434 377	R/M BETHLEHEM DISTRICT	151.85
		INVOICE: 9909383000 050224								
166309		05/02/24	68041		102932	P	05/14/24	02434 372	R/M PENLLYN DISTRICT	158.58
		INVOICE: 3931524000 050224								
166310		05/02/24	68042		102932	P	05/14/24	02434 371	R/M PEN AMBLER DISTRICT	208.19
		INVOICE: 8029443000 050224								
166311		05/02/24	68043		102932	P	05/14/24	01433 360	TRAFFIC SIGNAL UTILITIES	319.96
		INVOICE: 669267000 050224								
166393		05/02/24	68125		102932	P	05/14/24	02434 380	R/M GWYNN CREST DISTRICT	26.54
		INVOICE: 7712968000 050324								
VENDOR TOTALS		27,413.71 YTD INVOICED						40,442.68 YTD PAID		992.67
2798 PENN DETROIT DIESEL ALLISON. LLC	166352	05/02/24	68084		102933	P	05/14/24	08429 371	REPAIR/MAINT PUMPING STAT	764.30
		INVOICE: 4604736								
166353		05/02/24	68085		102933	P	05/14/24	08429 371	REPAIR/MAINT PUMPING STAT	915.50
		INVOICE: 4604735								
VENDOR TOTALS		3,229.80 YTD INVOICED						4,942.42 YTD PAID		1,679.80



PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
3174 PETROLEUM TRADERS CORPORATION	166359	05/02/24	68091		102934	P	05/14/24	01430 374	FUEL/ GASOLINE/ DIESEL	202.10
	INVOICE: 1982997									
	166361	05/02/24	68093		102934	P	05/14/24	01410 374	FUEL/ GASOLINE/ DIESEL	895.22
	INVOICE: 1983295									
	166362	05/02/24	68094		102934	P	05/14/24	01410 374	FUEL/ GASOLINE/ DIESEL	1,184.79
	INVOICE: 1985219									
VENDOR TOTALS			22,212.28	YTD INVOICED				26,171.61	YTD PAID	2,282.11
2919 PFM ASSET MANAGEMENT LLC	166358	05/02/24	68090		102935	P	05/14/24	01402 311	PROFESSIONAL SERVICES-NON	1,079.92
	INVOICE: 14220742									
	166358	05/02/24	68090		102935	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	3,355.38
	INVOICE: 14220742									
VENDOR TOTALS			12,938.50	YTD INVOICED				21,667.14	YTD PAID	4,435.30
4027 PITNEY BOWES BANK INC. PURCHASE POWER	166387	05/02/24	68119		102936	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	320.31
	INVOICE: 8000-9090-1106-5302									
VENDOR TOTALS			320.31	YTD INVOICED				320.31	YTD PAID	320.31
336 PSATS	166320	05/02/24	68052		102937	P	05/14/24	01400 460	MEETINGS/CONFERENCES	159.00
	INVOICE: INV-145397-G2X5									
VENDOR TOTALS			2,616.00	YTD INVOICED				2,616.00	YTD PAID	159.00
172 REX WILKINSON	166318	05/02/24	68050		102938	P	05/14/24	01410 158	POST-RETIREMENT HEALTH BE	445.45
	INVOICE: 050124									
VENDOR TOTALS			2,227.25	YTD INVOICED				2,227.25	YTD PAID	445.45
1081 ROBERT E. LITTLE INC.	166337	05/02/24	68069		102939	P	05/14/24	05437 370	REPAIR TOOLS & MACHINERY	138.49
	INVOICE: 04-1094460									
	166338	05/02/24	68070		102939	P	05/14/24	08429 373	REP/MNT VEHICLES, EQUIPME	10.86
	INVOICE: 04-1093177									
	166338	05/02/24	68070		102939	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	10.86
	INVOICE: 04-1093177									
VENDOR TOTALS			13,908.15	YTD INVOICED				13,908.15	YTD PAID	160.21
2460 SANG CHUL LEE	166349	05/02/24	68081		102940	P	05/14/24	01410 239	UNIFORM CLEANING	226.55
	INVOICE: 2826									

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		578.15 YTD INVOICED			640.10 YTD PAID					226.55
226 SHERWIN-WILLIAMS COMPANY	166319	05/02/24	68051		102941	P	05/14/24	01433 200	TRAFFIC PAINT	26.98
		INVOICE: 4257-4								
VENDOR TOTALS		10,073.41 YTD INVOICED			10,073.41 YTD PAID					26.98
573 STANDARD INSURANCE COMPANY	166331	05/02/24	68063		102942	P	05/14/24	01400 153	DISABILITY & LIFE INS.	91.75
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01401 153	DISABLITY & LIFE INS.	622.46	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01402 153	DISABILITY & LIFE INS.	250.68	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01409 153	DISABLITY & LIFE INS.	86.05	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01410 153	DISABILITY & LIFE INS.	3,660.53	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01414 153	DISABILITY & LIFE INS.	248.32	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	01430 153	DISABLITY & LIFE INS.	761.25	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	05451 153	DISABLITY & LIFE INS.	132.78	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	05454 153	DISABILITY & LIFE INS.	28.68	
		INVOICE: 006359470001 050124								
166331	05/02/24	68063		102942	P	05/14/24	08487 153	DISABILITY & LIFE INS.	488.75	
		INVOICE: 006359470001 050124								
VENDOR TOTALS		30,748.58 YTD INVOICED			30,748.58 YTD PAID					6,371.25
3733 STAPLES	166397	05/02/24	68129		102943	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	238.42
		INVOICE: 8073680075								
VENDOR TOTALS		1,656.97 YTD INVOICED			2,280.83 YTD PAID					238.42
759 THE FRAME CELLAR	166335	05/02/24	68067		102944	P	05/14/24	01400 220	OPERATING SUPPLIES	133.93
		INVOICE: 16586								
VENDOR TOTALS		133.93 YTD INVOICED			133.93 YTD PAID					133.93
3554 TOM TRENWITH	166373	05/02/24	68105		102945	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	700.00
		INVOICE: 94911								
166374	05/02/24	68106		102945	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	350.00	
		INVOICE: 8395275								



PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION	
VENDOR TOTALS		1,050.00 YTD INVOICED			1,050.00 YTD PAID			1,050.00		
1347 U.S. MUNICIPAL SUPPLY INC.	166343	05/02/24	68075		102946	P	05/14/24	08429 373	REP/MNT VEHICLES, EQUIPME	424.25
	INVOICE:	6218811								
	166343	05/02/24	68075		102946	P	05/14/24	01437 261	REPAIR TOOLS AND MACH	424.25
	INVOICE:	6218811								
VENDOR TOTALS		7,298.92 YTD INVOICED			7,379.69 YTD PAID			848.50		
2906 US BANK	166355	05/02/24	68087		102947	P	05/14/24	01402 311	PROFESSIONAL SERVICES-NON	167.82
	INVOICE:	14236078								
	166356	05/02/24	68088		102947	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	439.28
	INVOICE:	14238604								
	166357	05/02/24	68089		102947	P	05/14/24	01410 311	PROF. SERVICES - PENSION,	107.37
	INVOICE:	14238202								
VENDOR TOTALS		2,108.92 YTD INVOICED			3,464.77 YTD PAID			714.47		
40 VERIZON	166314	05/02/24	68046		102948	P	05/14/24	05451 320	COMMUNICATION	144.62
	INVOICE:	2156461633	042424							
VENDOR TOTALS		2,938.56 YTD INVOICED			3,684.83 YTD PAID			144.62		
3565 W.B. MASON COMPANY	166375	05/02/24	68107		102949	P	05/14/24	01414 200	OFFICE SUPPLIES	60.01
	INVOICE:	246241362								
	166375	05/02/24	68107		102949	P	05/14/24	01401 200	SUPPLIES-OFFICE SUPPLIES	7.99
	INVOICE:	246241362								
	166376	05/02/24	68108		102949	P	05/14/24	01409 220	SUPPLIES	194.02
	INVOICE:	245939636								
VENDOR TOTALS		1,941.55 YTD INVOICED			1,959.96 YTD PAID			262.02		
4029 WEAVER COMPANIES, INC.	166389	05/02/24	68121		102950	P	05/14/24	01409 370	REPAIRS & MAINTENANCE	2,325.00
	INVOICE:	188304								
VENDOR TOTALS		2,325.00 YTD INVOICED			2,325.00 YTD PAID			2,325.00		
2511 WEST PUBLISHING CORPORATION	166350	05/02/24	68082		102951	P	05/14/24	30410 705	POLICE PCCD GRANT EXP	150.00
	INVOICE:	850152706								
VENDOR TOTALS		750.00 YTD INVOICED			1,050.00 YTD PAID			150.00		
									REPORT TOTALS	707,472.26

PAID INVOICES REPORT

WARRANT: 051424

TO FISCAL 2024/05 01/01/2024 TO 12/31/2024

VENDOR NAME	DOCUMENT	INV DATE	VOUCHER	PO	CHECK NO	T	CHK DATE	GL ACCOUNT	GL ACCOUNT DESCRIPTION
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	COUNT	AMOUNT
TOTAL PRINTED CHECKS	61	522,456.35
TOTAL MANUAL CHECKS	1	185,015.91

\*\* END OF REPORT - Generated by Mary Trocino \*\*

**LOWER GWYNEDD TOWNSHIP  
SUPERVISOR LIAISON REPORT OF  
VOLUNTEER COMMISSION MEETING HIGHLIGHTS**

Board/Commission	Environmental Advisory Council
Members/Terms	5-7 residents, 3-year terms appointed by the BOS
Meeting Schedule	2 <sup>nd</sup> Wednesday of each month, 7:00 pm
Supervisor Liaison(s)	Tessie McNeely, Danielle Duckett
Staff Liaison	Sandi Feight-Hicks
Minute Taker	Sandi Feight-Hicks

**MEETING HIGHLIGHTS**

Meeting Date	Wednesday, May 8, 2024
<b>Decisions/Recommendations</b>	
It is to be noted that the full EAC was not present and out of respect for those not present listing and prioritizing the Long Range Plan items would be done at a future meeting.	
<b>Major Discussion Items</b>	
<ul style="list-style-type: none"> <li>• A review of the Long Range Plan, members asked for clarification on some items, who would be responsible for tasks.</li> <li>• Program Planning Handbook for the EAC as a quick reference guide for the members for how events and programs were organized and implemented.</li> <li>• Staff reviewed the updated EAC pages on the website.</li> <li>• Update on the Pollinator/Rain Garden at Penllyn Woods to be relocated for facility maintenance at Penllyn Woods to improve drainage.</li> </ul>	

Next Meeting	Wednesday, June 12, 2024
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NOTE: This form notes significant highlights from a public board or commission meeting; it does not supplement or replace the official minutes of the meeting. Minutes are posted on the Township's website on the "Meetings" page. This form is included in the Board of Supervisor's meeting packet, which also is posted on the "Meetings" page.