

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, JULY 23, 2019**

**SUPERVISORS PRESENT:**

Kathleen Hunsicker, Chair  
Dr. J. Richard Booth, Vice-Chair  
Edward J. Brandt  
Mark Grey

**ABSENT:**

Stephen Paccione

**STAFF:**

Craig T. McAnally, Township Manager  
Carole Culbreth, Assistant Secretary  
James J. Garrity, Esq., Solicitor  
Paul Kenny, Police Chief  
Mike DeStefano, Public Works Director  
Steve Wiesner, Finance Director

**Call to Order and Pledge of Allegiance**

The Chair called the meeting to order at 7:10 p.m. in the Lower Gwynedd Township Municipal Building and led those in attendance in the pledge of allegiance. The Chair stated the Board of Supervisors met in an Executive Session before the meeting on real estate matters. She stated Supervisor Stephen Paccione is not attending tonight because he is on vacation.

**Beth Sanborn Rank and Title Change**

Chief Paul Kenny stated Officer Beth Sanborn has been with the Township for 22 years. He stated he is requesting a change in rank and title of Officer Beth Sanborn to that of detective in recognition of her evolving duties that have become investigatory in nature and her exemplary job performance. Chief Kenny stated there will be no change in her duties as the uniformed School Resource Officer at Wissahickon. Detective Beth Sanborn was sworn in by Judge Leonard.

**BUSINESS & FINANCE**

**Barbacane Thornton Annual Audit & Financial Report**

Mr. Steven Kutsuflakis, Barbacane, Thornton & Company LLP, provided the results of the Annual Audit, December 31, 2018. He stated the General Fund balance increased by \$910 thousand which includes transfers out of \$1.353 million mostly to the capital reserve and debt service funds. He stated total revenue was higher in 2018 by \$857 thousand; mostly in the area of EIT collections. Mr. Kutsuflakis stated total expenditures remained flat from year to year. He stated the amended budget anticipated an increase to fund balance of \$1.081 million; actual results were an increase in fund balance of \$910 thousand. He stated the total net position increased by \$760 thousand from the prior year. Mr. Kutsuflakis stated the Sewer Fund increase in operating revenues outpaced the increase in operating

expenses in 2018. He stated the Police Pension is 82% funded; and the Non-Uniformed Pension is 95% funded. Mr. Brandt made a motion, seconded by Mr. Grey to accept the Barbacane, Thornton Annual Audit & Financial Report. The motion carried 4 - 0. Mr. Brandt thanked Mr. Wiesner and Mr. Kutsuflaskis for putting together the good report.

**Receipt of Meeting Minutes: June 25, 2019**

The Board of Supervisors received the June 25, 2019 Meeting minutes. Ms. Hunsicker asked if there were any corrections or comments. She stated the date of the fireworks on page 3 should read July 3, 2019. There were no other corrections. Dr. Booth made a motion, seconded by Mr. Grey to approve the June 25, 2019 Meeting minutes. The motion carried 4 - 0.

**Receipt of Invoice History for June, 2019**

The Board of Supervisors received the Invoice History for June, 2019 in the amount of \$2,413,889.72. Dr. Booth made a motion, seconded by Mr. Grey to approve the June, 2019 in the amount \$2,413,889.72. The motion carried 4 - 0.

**Receipt of June, 2019 Budget Report and Mid-Year Review**

The Board of Supervisors received the June, 2019 Budget Report and Mid-Year Review. Mr. Grey made a motion, seconded by Dr. Booth to approve the June, 2019 Budget Report and Mid-Year Review. The motion carried 4 - 0.

**PUBLIC COMMENTS**

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

Carol Jones, asked when the roads in the Penllyn Community will be paved. Mr. DeStefano replied that the paving project is three weeks behind due to the weather; however, it will be completed this summer.

There were no other comments.

**OTHER BUSINESS**

**Resolution No. 2019 - 13: Authorize Signature on PennDOT Agreement**

Mr. McAnally stated the above resolution is authorization for the Township Manager to sign the Intelligent Transportation Systems - Cooperative Agreement S.R. 0202 Section 65S. Mr. Brandt made a motion, seconded by Dr. Booth to adopt Resolution No. 2019 - 13: Authorize Signature on PennDOT Agreement. The motion carried 4 - 0.

**Authorize Sale of Equipment on Municibid**

Ms. Hunsicker stated the Public Works Department request permission to sell the following three items:

- 1994 International Landscape Trailer – Barry Kehl - \$800.00
- 2009 GMC Truck & Plow – Brock Brenize - \$15,200.00
- Fiberglass Truck Cap – Matt Kistler - \$101.00

Mr. Brandt made a motion, seconded by Dr. Booth to accept the bids as recommended by Mike DeStefano, Public Works Director. The motion carried 4 – 0.

**Quote for Paving Oxford Park**

Ms. Hunsicker stated the Public Works Department received three estimates to have the repair, paving and striping of the parking lot at Oxford Park. Mr. DeStefano asked that the low bidder Tedesco & Silvestera Paving Inc. (\$12,775.00) be awarded the project. Mr. Grey made a motion, seconded by Mr. Brandt to award Tedesco & Silvestera Paving Inc. the Oxford Park paving project in the amount of \$12,775.00. The motion carried 4 – 0.

**Authorization for Manager to attend ICMA Conference**

Mr. McAnally asked for authorization to attend the ICMA Conference in October. He stated this year the conference will be held in Nashville on October 19 – 23, 2019. Mr. Brandt made a motion, seconded by Mr. Grey to authorize the Manager to attend the ICMA Conference on October 19 – 23, 2019 in Nashville. The motion carried 4 – 0.

**MANAGER’S REPORT**

Report from the Manager – Municipal activities, projects

Mr. McAnally stated he will be on vacation on July 26 – August 6, 2019.

There being no further questions or comments, the meeting was adjourned at 8:20 p.m. until the next Regular Meeting scheduled on August 27, 2019 at the Lower Gwynedd Township Building.

Respectfully submitted,

Carole Culbreth  
Assistant Secretary