

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, JULY 26, 2022**

SUPERVISORS PRESENT:

Danielle A. Duckett, Chairman
Michael Twersky, Vice Chair
Janine Martin
Kathleen Hunsicker
Tessie McNeely

STAFF:

Mimi Gleason, Interim Township Manager
Jamie Worman, Assistant Township Manager
Michelle Farzetta, Assistant Secretary -Via Zoom
Neil Stein, Esq., Solicitor
Paul Kenny, Police Chief
Edward Brown, Gilmore Associates Township Engineer
Chad Dixon, McMahan Traffic Engineer- Via Zoom
Fred Zollers, Director Public Works
Chuck Wilson, Finance Director

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:10 p.m. at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

ANNOUNCEMENTS AND PRESENTATIONS

Ms. Duckett stated that there were executive sessions held on July 6th, 7th, 20th and today the 26th to discuss personnel matters.

Certificate of Recognition: Parks and Recreation Director, Sandi Feight and Parks Superintendent, Mitch Kulp

Ms. Duckett made a motion to table this item until the August BOS meeting due to a scheduling conflict. This motion was seconded by Ms. Hunsicker. Motion passed 5-0.

Lower Gwynedd Police Department - Community Response Unit Presentation

The police department has created the Community Response Unit (CRU) since hiring four new police officers. Chief Kenny has assigned Officer Rogge and Officer Henry (Towny) to the CRU. Officer Towny announced some of the upcoming events, such as the Kona Ice Event in August. Some upcoming activities will be senior scam presentations, safe cam, safety car seat checks and a safety town at the Ambler YMCA to discuss bike safety. There will also be events with both the Ambler and North Penn Boys and Girls Club. The CRU will be handling traffic complaints and filling in as the SRO if Officer Sanborn is not available. Officer Kenny stated that once the new officers have completed training, one more officer will be added to the CRU. This program is intended to focus on the young and the elderly daily. They are looking to create a contact list and are asking HOA's and businesses to send contact information to lgpdcru@lowergwynedd.org. This will allow them to email the contacts with

event information. This unit is for fun events, but also to help make a difference in the community. Ms. Martin asked how events will be advertised. Officer Kenny stated that they will be working with Ms. Worman to get these events out to the public.

GENERAL BUSINESS

Authorization to Advertise Ordinance to Prohibit Parking on Roberts Road

Ms. Duckett stated that we are addressing the parking issue on Roberts Road from Fairland Village. A letter was sent to residents of Roberts Road, and the residents have requested that "No Parking" signs be posted for all times of the day. They do not want the signs to have restricted times. Ms. Duckett stated that Mr. Twersky has been working with the business owner across the street to correct this problem. Ms. McNeely is concerned this will cause the problem to be passed onto another street. Ms. Duckett replied that there is the possibility that this could happen, but Mr. Twersky has worked with the businesses across the street and the homeowners to try and avoid this. Officer Kenny replied that if this happened then we will look at this, but we have to look at the safety first. Katrina Sullivan, 901 Roberts Road, came on behalf of the neighbors. She questioned when the signs would be posted. Ms. Duckett explained that we first have to advertise the ordinance, then in August the BOS will approve it and the signs will go up following the approval. Mr. Twersky made a motion to authorize the advertisement of an ordinance to prohibit parking on Roberts Road, Ms. Hunsicker seconded the motion. Motion passed 5-0.

Ordinance #531- Consideration of Ordinance to Install Traffic Control Signage Prohibiting Access to Ambler Yards from Brookside Ave

Ms. Duckett stated that we have advertised and are now looking to approve the installation of traffic control signage prohibiting access to Ambler Yards via Brookside Avenue. Ms. McNeely stated that we have come up with a great solution, but wanted to know if we received any feedback from residents. Officer Kenny stated all feedback has been positive. John Alejnikov, 435 Houston Road, asked if the Township could please watch the traffic and left turn on Houston to Spring Garden. It is a difficult turn to make. Ms. Duckett assured him we would keep an eye on this. Ms. McNeely asked Officer Kenny if this would have any effect on bike riders and kids walking to school. Officer Kenny replied that the signs should have no effect on children going to school. The only issue could be that Google maps typically takes drivers down Brookside Ave. Drivers will have to learn a new route. Ms. Martin asked if Ambler Yards has been notified of the signs. Officer Kenny replied yes and they have made all necessary people aware. Ms. Duckett asked Mr. Dixon if a traffic count could be conducted on Houston and Spring Garden to monitor the left turn. Mr. Dixon said it is possible if we wanted to move forward with it. Ms. Hunsicker made a motion, seconded by Ms. McNeely to approve Ordinance #531 authorizing the installation of traffic control signage prohibiting access to Ambler Yard via Brookside Avenue. Motion passed 5-0.

Ordinance #532- Consideration of Ordinance to Amend the Lower Gwynedd Township Code by Creating a New Chapter "Historical Advisory Committee"

Ms. Duckett stated that we are creating a new chapter in the Township code for the Historic Advisory Committee. We are looking for the committee to establish the history and heritage of the township. Mr. Twersky is hoping the committee will help to let us understand better what is historic. Ms.

July 26, 2022

Martin replied that is a priority. Ms. Martin made a motion, seconded by Ms. Hunsicker to approve Ordinance #532 establishing a Historical Advisory Committee. Motion passed 5-0.

Consider Motion to Accept Resignation of the Township Manger, Craig McAnally, and Authorize the Township Solicitor to Prepare Severance Agreement

Ms. Hunsicker stated she would like to see a resignation letter and a severance agreement before approving anything. Mr. Stein replied that he can confirm the receipt of the letter and agreed with Mr. McAnally's lawyer that it will not be released until there is a signed severance agreement. Ms. Hunsicker asked how we can approve this right now? The agreement in executive session was to agree upon his severance before accepting his resignation. Ms. Duckett said we are authorizing Mr. Stein to prepare the severance agreement. Ms. Hunsicker asked how close are we to getting this done? Mr. Stein stated that it is 99.5% complete. He is in communication with Mr. McAnally's lawyer to get this completed. Mr. Twersky made a motion, seconded by Ms. Martin to accept the resignation of the Township Manager, Craig McAnally and to authorize the Township Solicitor to prepare a severance agreement. Motion passed 5-0.

Consider Resolution #2022-19 to Appoint Mimi Gleason to Serve as Interim Township Manager and Board Secretary, Treasurer, Pension Fund Administrator and Assistant Zoning Officer

Ms. Duckett asked for a motion to approve resolution #2022-19. Ms. Hunsicker made a motion, seconded by Mr. Twersky to approve this resolution appointing Mimi Gleason as Interim Township Manager, Board Secretary, Treasurer, Pension Fund Administrator, and Assistant Zoning Officer. Motion passed 5-0.

Consideration to Enter into Agreement with the Meyner Center to Conduct Search for Permanent Township Manager

Ms. Duckett stated that the Supervisors all received information regarding how the process with the Meyner Center of Lafayette College will work. Nicole Beckett from the Meyner Center spoke about the process and the center. Ms. Beckett stated that the Meyner Center was created several years ago to provide assistance to all levels of government. She explained that they assist municipalities in municipal service studies, operations and financial analysis, labor contract negotiation, strategic plan preparation, and executive search for management personnel. Ms. Beckett is a practitioner and has worked in local government for 20 years. Ms. McNeely asked how wide of a net they will cast? Ms. Beckett replied that they share the database in a 7-8 county area. Ms. McNeely questioned if the BOS needs to set a salary and benefit expense. Ms. Beckett explained that the first step is the logistics meeting where this will be discussed. Ms. Hunsicker wanted confirmation that they would be working with the whole board. Ms. Beckett said she will work with whoever the BOS would want. Daniel Steinman, 800 Norristown Road, stated that the whole board should be included in the search. Mr. Twersky made a motion, seconded by Ms. Hunsicker to enter into an agreement with the Meyer Center to conduct a search for the next Township Manager. Motion passed 5-0. Ms. McNeely asked that we have an executive session soon to discuss the advertising and how this process will work.

Authorization to Sell a 2018 Ford F-150 Super Crew 4WD Pickup Truck

July 26, 2022

Ms. Duckett stated that after review the public works director has asked for this to be tabled until August to see if there is a better recommendation for the use of this truck. Ms. Duckett made a motion, seconded by Mr. Twersky to table this agenda item. Motion passed 5-0.

Receipt of Minutes: June 28, 2022

The BOS received the June 28, 2022 meeting minutes. There were no comments.

Mr. Twersky made a motion, seconded by Ms. Martin to approve the June 28, 2022 meeting minutes. The motion passed 5-0.

Receipt of Invoice History: June 2022

The BOS received the Invoice history for June 2022 totaling \$754,420.83. There were no questions from the BOS. Mr. Duckett made a motion to accept the invoice history for June 2022, seconded by Ms. Martin. Motion passed 5-0.

Receipt of YTD and Balance Sheets- January 2022 through March 2022

The BOS received the reports. Ms. McNeely asked if the increase in business privilege tax is because we hired E-Collect? Mr. Wilson replied that they have collected one so far for a couple thousand dollars. Mr. Wilson, stated that we are in good shape with our revenues. We are exceeding prior year, except for the mercantile tax. Overall, revenues are good. Ms. Duckett made a motion, seconded by Ms. Hunsicker to accept the YTD and Balance sheets for January through March 2022. Motion passed 5-0

BUILDING AND ZONING

Resolution #2022-20 Conditional Land Development Waiver for the Wissahickon School District for Conversion of Natatorium at Middle School (#22-03WLD-WSD Middle School Natatorium Repurposing Project)

The Wissahickon school District gave an overview of the project. The same team that worked on the new natatorium are working on this project. Jerry Moore and Wade Coleman where present. They showed pictures of the plans for this project and explained the importance and need to convert this area into six new classrooms. Currently the area is being used as storage, but classrooms would be a better use of the space. Ms. McNeely asked what is happening to the open space above the classrooms. Mr. Coleman said there was talk about making a second floor, but it was not going to work, as it would not be cost effective. Mr. Twersky made a motion, seconded by Ms. Hunsicker to grant a conditional land development waiver for the Wissahickon School District. Motion passed 5-0.

COMMITTEE REPORTS

Environmental Advisory Council

Ms. Martin reported that there will be a public meeting on September 29 between the BOS and the EAC to outline some of their priorities and initiatives. It will be a good time to hear from the public and the EAC to see gather everyone's thoughts.

Parks and Recreation Board

Ms. Hunsicker stated that she missed the last meeting, but knows that the new member was welcomed. Ms. Martin stated that they discussed more partnerships within the community, such as Ambler Yards, SHIP and the Ambler YMCA. After a meeting with Executive Director, the Ambler YMCA has offered to lend us their facilities and staff should we ever need them for an event.

Historical Advisory Committee

Ms. Martin stated the meetings will be advertised and the public will be invited. Ms. McNeely stated that PSAT magazine had an article about the 250PA Birthday and thought that featuring Penllyn would be a good idea. Ms. Martin stated that the meetings will be held the third Thursday of each month, via zoom and in person.

PUBLIC COMMENT

Karen Detwiler and Leslie Vargas, 667 Tennis Avenue, spoke about their neighbor running a business in an A1 residential area and they are starting to encroach on their property. They want the business moved and property restored. The business is located at 669 Tennis Avenue. This was brought to the Zoning departments attention in 2017. A picture was shared showing the property with his trucks on their property. Ms. Duckett stated that they will make sure to have follow up on this.

Dan Steinman, 800 Norristown Road, questioned if there was any update on the Farmers Market? Mr. Twersky stated that they needed signage relief, but they withdrew their request. Ms. Duckett stated last she heard he was looking for vendors. He also questioned how long the township has owned the Ingersoll house. Mr. Twersky responded, about 20 years. He asked if there have been any real plans for the house? Mr. Twersky replied no. Mr. Steinman asked if we ever looked at the financial costs to keep it before we put money into roofing it? Would it be better to just knock it down? Mr. Twersky stated that we are looking to see if it has any historical value. The Historic Committee is looking into it and hope to have some answers in the next 6 months. Ms. Martin stated that it is a priority of the historic committee.

MANAGER'S REPORT

Ms. Gleason thanked the BOS for the opportunity to serve Lower Gwynedd Township. She provided grant news, reporting that we did not get the Montgomery County Pandemic Recovery Fund Grant for Ingersoll Park Stormwater. However, we did get the Green Light Go Grant for the traffic signal upgrade at the intersection of Norristown Road and Tennis Avenue for the full amount requested. While Lower Gwynedd Township was not successful getting the Montco PRF Grant the Wissahickon Clean Watershed Partnership was. They received one and half million dollars for water quality improvements that will help with the MS4 and TMDL requirements that need to be reported. Work on the Ingersoll house is scheduled to begin on Monday on the roof. PECO has decided to move the poles on Norristown Road. McMahon will be out to mark the locations. Ms. Duckett asked if the poles would affect the arborvitae sound barrier. Mr. Dixon, said it should not have any affect. Microphones are on order, so hopefully they will be here soon.

SUPERVISORS COMMENTS

Ms. McNeely, I know the public works has vacancies, but I have trees in my circle with branches that look brittle and am concerned about the trees. Would like them to be taken care of. She has requested this once already.

Board of Supervisors Minutes

July 26, 2022

Ms. Hunsicker, being that Mr. Stein told us the severance agreement is 99.5% complete, we should have an executive session to close this up. I regretfully accept Mr. McAnally's resignation and thank him for his 20 plus years of service. He completed many projects, great relationship with staff and police department. You will be missed.

Ms. Martin will echo those comments and thank Craig for his service.

Mr. Twersky thanked Craig as well, and welcomes Mimi as we transition to a new manager.

Ms. Duckett thanked Craig for his service and work. She welcomed Mimi and thanked her for her help.

Ms. Duckett made a motion to adjourn the meeting, seconded by Ms. Hunsicker. Meeting was adjourned at 8:22pm.

Respectfully submitted,

Michelle Farzetta
Assistant Secretary