

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, AUGUST 23, 2022**

SUPERVISORS:

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

STAFF:

Mimi Gleason, Interim Township Manager
Jamie Worman, Assistant Township Manager
Michelle Farzetta, Assistant Secretary
Neil Stein, Esq., Solicitor
Mike Gargan, Police Lieutenant
James Hersh, Gilmore Associates Township Engineer
Chad Dixon, McMahan Traffic Engineer
Fred Zollers, Director Public Works
Chuck Wilson, Finance Director
Paul Kenny, Police Chief (via zoom)

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:04 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

Announcement – The Board of Supervisors met in Executive Session on July 29, August 10th and prior to tonight’s meeting to discuss personnel, real estate and legal matters.

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

Ms. Duckett recognized Mitch Kulp, Parks Superintendent, with a citation from both Representative Liz Hanbidge and Senator Maria Collett for being the recipient of the Pennsylvania Recreation and Park Society’s Good Job Award. Mr. Kulp then thanked all his coworkers for their help on a daily basis and the Board of Supervisors for the recognition.

Ms. Duckett then recognized Sandi Feight, Parks and Recreation Director, with a citation from both Representative Hanbidge and Senator Collett for her work on the interactive trail maps. Sandi then thanked all of her coworkers and committees she works with that help her on a regular basis.

Promotion and swearing in of Officer Gerald Hunt to Sergeant

Lieutenant Gargan explained that in October of 2021, the Lower Gwynedd Police Department administered an examination for the open position of Sergeant. The candidates who finished at the top of the process were Shawn Sweeney and Gerry Hunt. Officer Sweeney was promoted to the position of Sergeant in January of 2022. With the creation of the new Community Response Unit (CRU) and the movement of Sgt. Rogge to the new unit, there is now an opening for a Patrol

Sergeant. Officer Hunt has been with Lower Gwynedd Township for 15 years. Officer Hunt was sworn in by Ms. Duckett

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)

No Comments were made by the public.

BUILDING AND ZONING

GMU-St. Charles Seminary Land Development Project Presentation

Ms. Christen Pionzio, Esquire of HRMML gave the presentation. This project was introduced in January of 2021 to the BOS. This project will take up roughly 15-16 acres of Gwynedd Mercy University's 160 acres. It will be located in the back corner. The final plan was presented to the Planning Commission and was unanimously recommended for approval. An existing residence hall will be utilized as part of the proposed plan and will house roughly 100 students, 6 priests and up to 150 seminarians. A new student life center building with a chapel will be constructed. There will be a total of 84 staff at any time in the student life facility. There will be a total of 266 parking spots and a heavily planted six-foot berm, used as a buffer for neighbors. All residents within 500 feet have been notified and a neighbors meeting was held to answer any questions. Ms. Pionzio presented a review letter with a list of requested waivers that she read through and explained. She also presented everyone with pictures of the plantings for the berms. Ms. Pionzio discussed the tree removal waiver request. They will be removing 950 trees and planting 150 on their 15 acres. They looked around the whole campus and are able to replant an additional 200 on Gwynedd Mercy's campus. However, they will be short 600 trees. They are suggesting a donation that could be used to plant the additional trees throughout the township.

Ms. McNeely stated that the replacement trees should be native. She would like them to reassess as 75% of the plantings are not native. We need to maintain our status as a Bird Town and Tree City. We need to continue to build our canopy.

Mr. Steve Ricci, 1332 E. Meetinghouse Rd., attended on his mother's behalf. She lives alone in a house behind where the proposed gym will be. Mr. Ricci wanted clarification on the word "relocation" as he thought that the seminary was being put on the former Siemens's property that Gwynedd Mercy recently sold. Ms. Pionzio clarified relocation refers to the seminary moving from its current location in Lower Merion. He has concerns over the height of the buildings, distance to the residential houses and would like a 10-foot fence put up at the berms. Ms. Pionzio stated that there is 150 feet from the buildings to the property line, the buildings will be under 45 feet in height and no fences were proposed for this project. Mr. Ricci is also concerned about the impervious surface. It was explained to him that there will be a basin in front of the gym and an existing basin that will be expanded. The water will drain towards University Drive. Mr. Ricci also questioned the height of the trees, and was told that they will be eight-foot trees on the berm.

Rusty Beardsley, 1301 East Meetinghouse Rd., stated that he is on the Planning Commission. He feels the berm is sufficient. Tall thick trees were to be planted that would not attract deer and help with any visual issues. That is the reason for the selection of the trees listed. The Planning Commission met twice to discuss this situation.

Susan Brereton, 1318 E. Meetinghouse Rd., asked about lighting. The area around her house is great for star gazing and would like to make sure the lighting from the parking lot does not affect this. Ms. Pionzio responded that the lighting will be 14 feet high, shielded and pointing down, so there should be no issue.

Ms. McNeely asked if there was any talk about using best practices, using sustainable supplies and/or any energy reduction measure, such as solar panels. The architect, John Klover, responded that due to budget concerns these are not an option.

Ms. Pionzio stated she will be contacting Mr. Stein to review the waiver items for a resolution and will be back in September for approvals.

Resolution #2022-21 Amended Plan Approval- Joell Subdivision

The property at 1112 Wissahickon Avenue was approved for a minor subdivision by Resolution #2019-11 on May 14, 2019. The property was subdivided into two lots, one containing the main house and one containing the existing garage. This resolution is for an amended final plan approval, as the previous plan had conflicting language as to when the existing garage had to be demolished. This amended Resolution #2022-21 clarifies the Applicant's obligations. Ms. Hunsicker made a motion, seconded by Ms. Martin to approve Resolution #2022-21 granting amended plan approval to the Joell Subdivision. Motion passed 4-0.

Update on ZHB Application for 734 Meadowcreek Circle

The property owner at 734 Meadowcreek Circle filed a Zoning Hearing Board application requesting a special exception to permit a two-car garage/pool house that exceeds the permitted height for accessory buildings of 14-feet/one-story. The proposed structure is 22 ft/two-stories. Concerns were raised by the B&Z Subcommittee over the proposed second driveway access from Dager Road and a recommendation was made for the BOS to consider formally opposing the application. Mr. Stein reported that since that time, the applicant removed the second driveway access and submitted an updated plan to the Township reflecting this change. The BOS agreed that there was no need to send Mr. Stein to the hearing to formally oppose the application. Ms. Martin made a motion to not send the Township Solicitor to oppose the ZHB application, seconded by Ms. Hunsicker. Motion passed 4-0.

GENERAL BUSINESS

Consideration of Ordinance #533-Roberts Road Parking Restriction

Ms. Duckett reviewed proposed Ordinance #533, an ordinance restricting parking on Roberts Road. Ms. Martin questioned if there has been any change with the parking situation on Roberts Road since the owner of Fairlands Village made changes to the parking allocation on his lot. Ms. Martin questioned if this ordinance was still necessary if the problem seems to be resolved. Ms. Duckett questioned if the ordinance was enforceable if the signs were not posted. Mr. Stein said the signs would need to be posted in order to enforce the ordinance. Discussion about holding off on posting the signs ensued. Ms. McNeely suggested tabling the ordinance in order to determine if the restriction was still necessary and if it was something the residents still wanted on Roberts Road. Ms. Hunsicker added that if the ordinance is passed than the signs need to be posted and the ordinance needs to be enforced. Ms. McNeely made a motion to table this agenda item. The motion was not seconded, motion failed. Ms. Hunsicker made a motion, seconded by Ms. Martin, to pass Ordinance #533 restricting parking on Roberts Road. The motion passed 4-0. Ms. Gleason asked for approval to

have Public Works install the No Parking signs once they were received. Ms. Duckett gave her consent.

Consideration of Comprehensive Plan Proposals

Ms. Duckett reported that the Township received a total of three bids for an updated Comprehensive Plan. While they all propose similar services, staff is recommending the services of the Montgomery County Planning Commission (MCPC) for \$38,934. Staff is also recommending that the MCPC modify their proposal to include the social media outreach and survey data collection components included in the two other proposals from Urban Research and Development Corporation and Gilmore Associates. Ms. Hunsicker asked if the MCPC were willing to add these components. Ms. Worman stated she was in contact with Eric Jarrell from the MCPC about these items, but wanted confirmation from the BOS that they wanted these components added before having him update the proposal. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the Comprehensive Plan Proposal from the MCPC in the amount of \$38,934.00, contingent upon the MCPC agreeing to add the social media and survey data collection components. Ms. Gleason asked for authorization to sign the agreement once it is completed. Motion passed 4-0.

Authorization to Advertise Revised Bid for Dager Road Improvements

Mr. Dixon, stated that Lower Gwynedd received a grant in the Spring of 2021 from the Montco 2040 Implementation Grant Program for \$61,400 for the pedestrian crossing project at Dager Road. Bids for the project were opened in May of 2022 and came in significantly higher than expected due to the rising cost of construction. After reviewing the bids, McMahon has identified that some of the work can be completed by our Public Works Department. Mr. Dixon is asking for authorization to re-advertise the revised bid, review them and make a recommendation this Fall. Ms. Duckett made a motion, seconded by Ms. Hunsicker to authorize the re-advertisement of bids for the pedestrian improvement project at Dager Road. Motion passed 4-0.

Ratification of Submission of RACP Grant Application for Public Works Building

The Township submitted an application for the RACP grant program on August 18th, 2022 seeking funding to construct a new public works garage. Ms. Gleason requested the BOS ratify the submission of the grant application and authorize her and Ms. Worman to execute all necessary documents. Ms. Duckett made a motion, seconded by Ms. Hunsicker to ratify the submission of the RACP grant application for a new public works garage and authorize Ms. Gleason and Ms. Worman to execute all necessary documents. Motion passed 4-0.

Authorize Advertisement of Stormwater Management Ordinance

The Department of Environmental Protection is requiring MS4's to adopt a stormwater management ordinance that is consistent with their 2022 model ordinance. Gilmore reviewed the new ordinance against the Township's current ordinance and is suggesting changes to bring Chapter 1241 into compliance. Gilmore supplied documentation with recommended edits for review. Ms. Duckett made a motion, seconded by Ms. McNeely to authorize advertisement of the proposed stormwater management ordinance. Motion passed 4-0.

Approval of Alcohol Waiver for Fall Fest on September 17, 2022

August 23, 2022

The Parks and Recreation Department will be holding a Fall Fest on September 17, 2022. They are asking for the BOS to waive Part Six, Section 612.01 of the Township Code, to permit the sale and consumption of alcohol from 11 a.m. to 5 p.m. for this event. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the waiver of alcohol for Fall Fest. Motion passed 4-0.

Authorization to Advertise Bid for Paving Parking Lot at Pen-Ambler Park

Gilmore and Associates requested authorization to advertise a bid for improvements to Pen-Ambler Park. These improvements would include reconstruction of the existing parking lot, regrading, asphalt trail repairs and new parking lot stripping. This bid would be advertised in early September with a bid opening on October 5, 2022. Recommendations will be presented to the board at the October 11 Supervisors meeting. Ms. Duckett made a motion, seconded by Ms. McNeely authorizing the advertisement of bids for paving the parking lot at Pen-Ambler Park. Motion passed 4-0.

Approval of Severance Agreement

Ms. Duckett made a motion to approve the negotiated severance agreement for Craig McAnally. Ms. Hunsicker seconded the motion. Motion passed 4-0.

Approval of Proposal for Pre-Employment Background Investigation

Ms. Duckett explained that Intercounty Investigations and Solutions, Inc. submitted a proposal for a pre-employment background investigation for the open position of Township Manager. The total cost for their service would be \$3,095. This background examination is designed to investigate and evaluate the applicants complete background history. Ms. Duckett made a motion, seconded by Ms. McNeely to approve the proposal from Intercounty Investigations and Solutions, Inc. in the amount of \$3,095.00. Motion passed 4-0.

Receipt of Invoice History - July 2022

The BOS received the Invoice History for July 2022 totaling \$377, 711.41. There were no questions from the BOS. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the receipt of the invoice history for July 2022. Motion passed 4-0.

Financials YTD and Balance Sheet - April to June 2022

The BOS received the YTD balance sheets for April through June 2022. Mr. Wilson reported that overall revenues were up over the prior year. He added that the financial reports will be back on track by the end of September. Ms. Duckett asked a question regarding the budget and hiring new officers. Mr. Wilson stated we budgeted for two officers, but hired four officers. However, the hiring was done mid-year so by the end of the year it will wash out. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the YTD financial reports and balance sheets for April-June 2022. Motion passed 4-0.

Approval of Minutes - July 26, 2022

The BOS received the July 26 meeting minutes. There were no comments or questions. Ms. Duckett made a motion, seconded Ms. McNeely to approve the July 26, meeting minutes. Motion passed 4-0.

COMMITTEE REPORTS

Updates on Township Commissions and Board Subcommittees from Supervisor Liaisons

Parks and Recreation – Ms. Martin stated that no meeting was held in August. The new water fountains are coming. Fall Fest will be held on September 17th. There will be many vendors thanks to our sponsors. Registration is open for the 5K run in the morning. Born to Run is helping to organize this event. Ms. McNeely asked about the pad for the solar charging station, is it down and ready for public use? Mr. Zollers replied that the pad is down, we just need to coordinate the delivery with the manufacturer to get them installed.

EAC – Ms. Martin stated that there will be a joint meeting with the BOS on September 29th. Ms. Worman stated that he will have a staff meeting with the EAC to review the details of the tree giveaway. All information will be available on September 1st to the public. They will also be reviewing the storm drain stenciling. Ms. Hunsicker asked if there will be an agenda for this meeting. Ms. Martin replied that they will be discussing items they want addressed and input on.

Historic Committee – Ms. Martin reported that they met at Ingersoll for the last meeting. It was still beautiful inside even though it has been sitting for a while. Ms. Martin has a writing about the Ingersoll family and their history she can share if anyone would like to read it. The BOS then discussed previous ghost sightings and how a paranormal person came in to investigate the home.

Ms. McNeely asked about the Bethlehem Pike Revitalization Committee. Ms. Duckett stated that it is still being looked at. Some of our ordinances need to be reviewed and possibly changed. She has started reaching out to volunteers, but we need to decide how we will be moving forward. The process is moving slowly.

STAFF UPDATES

Updates from staff on municipal activities and projects

Ms. Gleason addressed the tabled item to sell the former manager's pickup truck. The vehicle will be repurposed for the new Police CRU. Chief Kenny has found a sponsor that will donate a wrap on the truck. It will also be used by Parks and Recreation when needed.

Ms. McNeely had no comments.

Ms. Hunsicker thanked Maryann Noon for her many years of service. She also wanted to recognize Rich Miles as he is retiring after 25 years with the township. He is a wonderful person and a value to the township.

Ms. Martin congratulated Sandi Feight and Mitch Kulp on their recognition. She also congratulated Officer Hunt and reminded everyone about the Fall Fest on September 17th.

Ms. Duckett reminded everyone that school starts next week, so keep this in mind when traveling near the schools.

Ms. Duckett made a motion to adjourn the meeting, seconded by Ms. Martin. Meeting ended at 8:31pm.

Respectfully submitted,

Board of Supervisors Minutes
August 23, 2022

Michelle Farzetta
Assistant Secretary