

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, SEPTEMBER 27, 2022**

SUPERVISORS:

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
Neil Stein, Esq., Solicitor
Chad Dixon, McMahan Traffic Engineer
Fred Zollers, Director Public Works
Chuck Wilson, Finance Director
Paul Kenny, Police Chief

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:01 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

Appointments to the Lower Gwynedd Township Human Relations Commission

Ms. Duckett stated that she would like to make a motion to table this item. There were more applicants that applied over the past weekend. She would like to give them a chance to interview for the position. Ms. Martin seconded the motion to table the agenda item. Motion passed 5-0.

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)

There were no comments from the public.

BUILDING AND ZONING

Ms. Duckett announced that there was a last-minute addition to the agenda. St. Charles Seminary has asked to be added to the agenda. Ms. Duckett made a motion to amend the agenda, seconded by Ms. Hunsicker. Motion passed 5-0.

Resolution #2022-24- Granting Conditional Preliminary/Final Land Development Approval for St. Charles Borromeo Seminary

Ms. Christin Pionzio, Esquire, attended on behalf of St. Charles. The BOS asked for a few minutes to review the new agreement, as they just received it before the meeting. Mr. Stein asked Ms. Pionzio if her client has accepted all the terms. Ms. Pionzio confirmed acceptance. Ms. McNeely asked if any changes had been made to the landscaping plan, as she previously pointed out that the trees being replanted

were not all native. Ms. Pionzio replied that after reviewing the landscaping plan with the Landscape Architect, he confirmed that the proposed plantings do meet the requirements as proposed. Ms. Duckett asked for clarification on the information provided in part 1 (c) of the resolution. Ms. Pionzio stated that after walking the Gwynedd Mercy campus they are able to replant 350 of the 950 replacement trees. All trees will be 3-inch caliper trees. Ms. Duckett asked if any thoughts were given to planting larger trees. Ms. Pionzio stated that the landscape architect does not recommend that as larger trees. Mr. Twersky made a motion, seconded by Ms. Hunsicker to approve Resolution #2022-24 granting conditional preliminary/final approval of the St. Charles Seminary Land Development. Motion passed 5-0.

GENERAL BUSINESS

Approval of the Lower Gwynedd Township Parks and Recreation Strategic Plan

Jim Hersh, from Gilmore presented the Parks and Recreation Strategic Plan at the April 26 BOS. The plan was revised as per the recommendations of the BOS and PRB. The PRB recommended the plan for final approval by the BOS. Mr. Twersky commented that pickle ball should be a priority. Ms. McNeely asked that it be more than restriping a tennis court, it needs its own space. Ms. Hunsicker made a motion, seconded by Ms. Martin to approve the Lower Gwynedd Township Parks and Recreation Strategic Plan. Motion passed 5-0.

Approval to Submit PA Commission on Crime & Delinquency Grant Application for Crime Prevention Equipment

Chief Kenny is seeking authorization to submit a grant application to the PA Commission on Crime and Delinquency for equipment and digital tools for the police departments crime prevention activities in the amount of \$97,408. Ms. Duckett made a motion authorizing the submission of a grant application in this amount to the PCCD. Ms. Martin seconded the motion. Motion passed 5-0.

Approval to Submit PennDOT Traffic Signal Technologies Grant Application for Signal Upgrades

Ms. Duckett made a motion to authorize the submission of a grant application for the upgrade of two traffic signals along Welsh Road at Evans Road and Darden Drive/Gwynedd Crossings entrance in the amount of \$254,720. The upgrade will integrate the signals into PennDOT's platform. Mr. Twersky seconded the motion. Motion passed 5-0.

Resolution #2022-22 Revised MTF Grant Amount for Gwynedd Friends

At the June 28th meeting, the BOS approved Resolution# 2022-18 authorizing the submission of a grant application to install a bus shelter and walkway at the intersection of 202 and Sumneytown Pike. After reviewing the application, DCED determined that there was a discrepancy with the cost estimate and the cost of the project is actually \$172,882 rather than \$147,882 with a \$25,000 match from Gwynedd Friends. A revised grant application is required. Ms. Duckett made a motion, seconded by Ms. Martin to approve Resolution #2022-22 modifying the project cost for the Gwynedd Friends Bus Shelter project. Motion passed 5-0.

Resolution #2022-23 Technical Specifications for Traffic Signals

Ms. Duckett made a motion to approve Resolution #2022-23 adopting technical specifications for traffic signals throughout the township. The specifications will provide design engineers and traffic signal contractors standards for furnishing and installing traffic signals, signs and pavement marking within the

township. Mr. Twersky asked if these specifications are required by the state. Mr. Dixon replied that they are not required, but strongly encouraged. Ms. Hunsicker seconded the motion. Motion passed 5-0.

Authorization for Advertisement for Amendment to Solicitation Ordinance

Ms. Duckett made a motion to authorize the advertisement of an amendment to the solicitation ordinance that would include an option for a resident to register on a “no solicitation” list that will be provided when a solicitation permit is issued. Ms. Hunsicker seconded the motion. Motion passed 5-0.

Financials YTD and Balance Sheet - August 2022

Mr. Wilson reviewed the Financial Statements for August 2022. The YTD revenue over expenses was \$1,120,977 compared to \$677,768 for the same period in 2021. Overall, revenues increased by \$1,440,885 from 2021. Overall expenditures increased by \$997,676 from 2021 due to budgeted transfers to other funds increasing by \$1 million from 2021. Overall, operating expenditures are within the ranges expected compared to the budget points at this time of year.

Approval of Minutes - September 13, 2022 and September 21, 2022

The BOS received the minutes for the September 13th regular meeting. Ms. Duckett made a motion, seconded by Mr. Twersky to approve the September 13th minutes. Motion passed 5-0.

The BOS received the meeting minutes from the Town Hall that was held at Gwynedd Estates on September 21st. Ms. Duckett made a motion to approve the minutes contingent on the date listed in the header being corrected. Ms. Hunsicker seconded the motion. Motion passed 5-0.

COMMITTEE REPORTS

Parks and Recreation-Ms. Martin stated that the picnic table solar charging station for Ingersoll Park was installed today and is ready for use. At the September 20th meeting they discussed the strategic plan for the parks, reviewed the Fall Fest activities and discussed improvements. They also discussed some events for the fall and winter. Overall, the Fall Fest was a success with a great turnout and wonderful weather.

Historic Committee- Ms. Duckett stated that Matt Metcalf was assigned as Chair and Gloria Jones was assigned as Vice Chair. She stated that Ingersoll and the McCormick House are going to be their focal points right now. They have already toured Ingersoll and will be scheduling a meeting to tour the McCormick house next. They also discussed the difference between being a Commission and a Committee. They will be looking into some grant funding.

EAC- Ms. McNeely stated the joint meeting will be held on September 29th. The effort to put the medallions on the storm drains and signs on the creeks is moving forward. They would like to publicize that the headwaters start in Lower Gwynedd. They also worked on the agenda for the Joint meeting with the BOS.

STAFF UPDATES

Updates From Staff on Municipal Activities and Projects

Ms. Worman stated that there will be a zoom meeting with the MCPC on October 5th to outline the first steps for the Comprehensive Plan. A committee will need to be put together with many opportunities

for public input. Ms. Worman suggested that since the revitalization of Bethlehem Pike will be a major component of the comp plan that it might be beneficial to reach out to the individuals who expressed an interest in the Bethlehem Revitalization Committee be contacted to see if they have an interest in serving on this committee first. Mr. Twersky asked how many members would be on this committee. Ms. Worman was unsure but would look into it.

Ms. Worman also gave an update on the tree giveaway scheduled for the upcoming weekend. All the trees are reserved. Employees from Public Works and the Police Department will be assisting along with a number of volunteers.

Mr. Zollers reported that the Ingersoll House chimney is not in good condition. The roofing contractor did a temporary fix with a strap to make it safe. Ms. Duckett asked if they could give an estimate to get it repaired and asked if it is safe for the winter. Mr. Zollers said he will reach out to them, but we might need a mason. The straps should hold for the winter, but we will need to do something next year. Chief Kenny announced some events for the CRU. On October 29th from 1-3 there will be a Cider with the Cops at Giant and then later in the day at the YMCA. They will be distributing safety supplies for Halloween on October 27th in partnership with the Wissahickon HSA Trunk or Treat.

Ms. Gleason announced that we were awarded the Greenways Trail Grant for a master planning study of Oxford Park and Pen-Ambler Park in the amount of \$75,000.

Mr. Wilson announced that we will be switching over to a new payroll system next week. He has had several calls and trainings to make sure there are no problems when payroll runs next week. The new system will allow employees to use an app to access their information. The plan is to go paperless, as the paystubs can be accessed on the app making things more efficient. Mr. Twersky asked that all employees receive some form of communication letting them know about the changes in an effort to head off any possible problems.

SUPERVISOR COMMENTS

Ms. McNeely asked what was being done with the rescue funds we received. Ms. Gleason replied that we received 1.2 million dollars. These funds will be discussed at the Budget meeting on October 17th. The plan is to discuss capital projects that evening.

Ms. Martin thanked everyone who helped with the fall fest. She also told all volunteer applicants that even if they are not chosen for a position, there are other opportunities to help.

Mr. Twersky stated that the fall fest was remarkable, all ages enjoyed themselves. Great job to those that planned it.

Ms. Duckett stated that she was up early for the 5K and enjoyed seeing all the participants. She then thanked the EMS, Committee members, Public Works and Sandi Feight. She also thanked the Philly Phanatic for attending.

Ms. Duckett made a motion to adjourn, seconded by Ms. Martin. Motion passed 5-0. Meeting adjourned at 7:50 p.m.

Board of Supervisors Minutes
September 27, 2022

Respectfully Submitted,

Michelle Farzetta
Assistant Secretary