

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
MONDAY, JANUARY 5, 2026**

**SUPERVISORS' PRESENT:**

Danielle A. Duckett, Chair  
Michael Twersky, Vice Chair  
Janine Martin  
Jimmy Chong  
Andrea Brockway

**STAFF:**

Mimi Gleason, Township Manager  
Jamie Worman, Assistant Township Manager  
Neil Stein, Esq., Solicitor  
Michelle Farzetta, Office Manager  
Melinda Haldeman, Finance Director  
Fred Zollers, Public Works Director  
Paul Kenny, Police Chief  
Jim Hersh, Gilmore, Township Engineer  
Chad Dixon, Bowman, Traffic Engineer

**Call to Order and Pledge of Allegiance**

Ms. Duckett called the meeting to order at 7:00 p.m. in-person and virtually on Zoom and led those in attendance in the pledge of allegiance.

**Swearing In Ceremony with the Honorable Daniel G. Ronca, Judge of the Montgomery County Court of Common Pleas**

Danielle Duckett, Andrea Brockway – Township Supervisors  
Cathleen Pagano, Emily Vanneman – Elected Auditors  
Natalie Cormier – Elected Tax Collector

**Nominations for the position of Chair of the Board of Supervisors**

Solicitor Neil Stein accepted nominations for the position of Chair of the Board of Supervisors (BOS). Mr. Twersky made a motion, seconded by Ms. Martin to appoint Ms. Duckett as Chair of the Board of Supervisors. The motion passed 5-0.

**Nominations for the position of Vice Chair of the Board of Supervisors**

Ms. Duckett assumed the Chairmanship and nominated Mr. Twersky for the position of Vice Chair of the BOS. Ms. Duckett made a motion, seconded by Mr. Chong, to name Mr. Twersky as Vice-Chair of the Board of Supervisors. The motion passed 5 - 0.

**Administrative Appointments**

Ms. Duckett asked for a single motion on the appointments listed below on page one of the agenda, numbers 1 through 14. Ms. Duckett made a motion, seconded by Mr.

Twersky, to approve the following appointments. Motion passed 5-0.

1. Township Manager / Secretary / Assistant Treasurer – extend contract to Mimi Gleason through 2027
2. Assistant Township Manager / Assistant Secretary – Jamie Worman
3. Treasurer – Melinda Haldeman
4. Zoning Officer – Jamie Worman
5. Assistant Zoning Officers – Mimi Gleason, Patty Sexton-Furber
6. Open Records Officer for Administration – Michelle Farzetta
7. Open Records Officer for Police – Mike Gargan
8. Lower Gwynedd representative to Ambler Wastewater Treatment Plant – Fred Zollers
9. Chief Administrator for Pension Plans – Mimi Gleason
10. Fire Marshal – Al Comly
11. Emergency Management Coordinator – John Farrell
12. Wissahickon Clean Water Partnership Representatives – Primary: Jamie Worman; Alternate: Mimi Gleason
13. Montgomery County Tax Collection Committee Delegates – Melinda Haldeman, Mimi Gleason
14. Board of Supervisors Delegate for PSATS Convention – Andrea Brockway

### **Consultant Appointments**

Ms. Duckett asked for one motion to approve items 1-8, Consultant Appointments, on page two of the agenda. Ms. Duckett made a motion, seconded by Mr. Twersky, motion passed 5-0 for the following appointments.

1. Township Solicitor – Neil Stein, Kaplin Stewart
2. Labor Counsel – Eckert Seamans
3. Zoning Hearing Board Solicitor – Joseph Kuhls, Kuhls Law LLC
4. Township/Sewer Engineer – Gilmore & Associates, Inc.
5. Conflict Township Engineer – CKS Engineers, Inc.
6. Traffic Engineer – Bowman Consulting Group, Ltd
7. Third-Party Building Inspector – ARRO Consulting, Inc.
8. Certified Public Accountant to audit the 2025 financials – Zelenkofske Axelrod LLC

### **Board and Commission Appointments**

Ms. Duckett made one motion for items 1-10 under Board and Commission

Appointments on page two of the agenda. This was seconded by Mr. Twersky. Motion passed 5-0 for the following appointments:

1. Resolution #2026-01: Zoning Hearing Board, 3-year term, required by MPC to be appointed by resolution – reappoint E. Van Rieker to term ending 12/31/2028, and confirm continuation of other members for the remainder of their terms
2. Planning Commission, 4-year term – reappoint Craig Melagrano and appoint Robert Sawyer to terms ending 12/31/2029
3. Pension Investment Advisory Committee, 4-year term – reappoint James Morris to a term ending 12/31/2029
4. Human Relations Commission, 3-year term – reappoint Tina Martin to a term ending 12/31/2028
5. Historic Committee, 1 year term – reappoint Gloria Jones and Joe Langella
6. Fall Fest, 1-year term – reappoint Natalie Melograno, Natalie Cormier, Diane Morgan, Kelly Swope, and Kathy Morris
7. Veterans Committee, 1-year term – reappoint Dick Target, Steve Yusem, and Joel Mayer
8. Chair of Vacancy Board, 1-year term – reappoint Joyce Pickles
9. Liaison to Community Ambulance Assn. of Ambler, 1-year term – reappoint George Weldon
10. Wissahickon Valley Public Library Board of Trustees, 3-year term – reappoint Linda Kennedy to a term ending 12/31/2028

### **Business and Schedules for 2026**

#### **Resolution #2026-02: Establishing 2026 holidays for non-uniformed employees**

Ms. Duckett made a motion to approve Resolution #2026-02 establishing the 2026 holidays for non-uniformed employees. Ms. Martin seconded the motion. Motion passed 5-0.

#### **Resolution #2026-03: Establishing approved depositories**

Ms. Duckett made a motion to approve Resolution #2026-03 establishing bank depositories. Ms. Martin seconded the motion. Motion passed 5-0.

#### **Resolution #2026-04: Approving the execution and payment of payroll and specified invoices between regular meetings**

Ms. Duckett made a motion, seconded by Ms. Martin, to approve Resolution #2026-04 approving the execution and signing of payroll between meetings for 2026. Motion passed 5-0.

#### **Resolution #2026-05: Approving the 2026 fee schedule**

Ms. Duckett made a motion, seconded by Ms. Brockway, to approve Resolution #2026-05 approving the 2026 fee schedule. Motion passed 5-0.

**Approval of the amount of the surety bond for the Township Manager (as required by the Lower Gwynedd Code §230.05) and Treasurer (as required by the PA Second-Class Township Code §702): \$3,000,000 (no change in amount)**

Ms. Duckett made a motion, seconded by Mr. Chong, to approve the surety bond for the Township Manager and Treasurer in the amount of \$3,000,000. Motion passed 5-0.

**Establishment of meeting dates for the Board of Supervisors and appointed boards and commissions**

Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the meeting dates for the Board of Supervisors and appointed boards and commissions in accordance with the proposed schedule. Motion passed 5-0.

**REGULAR PUBLIC MEETING**

**Public Comments**

There were no comments from the public

**General Business**

**Approval of invoice report for January 5, 2026**

The BOS received the invoice report for checks dated January 5, 2026, totaling \$90,142.68. There were no questions or comments. Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the invoices dated January 5, 2026. Motion passed 5-0.

**Approval of minutes - December 9, 2025**

The BOS received the minutes from the December 9, BOS meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Martin to approve the meeting minutes. Motion passed 4-0. (Ms. Brockway abstained)

**Supervisors Comments**

Ms. Martin congratulated all those who were elected and sworn in this evening.

Mr. Chong echoed those comments and said 2026 will be a great year!

Ms. Brockway thanked everyone and said she is excited about her new role.

Mr. Twersky congratulated everyone and said he is looking forward to continuing to serve and making a difference.

Ms. Duckett thanked everyone for electing her to another six-year term. She is looking forward to continuing to help and support the community and her fellow supervisors.

**Adjournment**

Ms. Duckett made a motion, seconded by Mr. Twersky, to adjourn the meeting at 7:15pm. Motion passed 5-0.