

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
ORGANIZATION MEETING  
FRIDAY, JANUARY 6, 2023**

**SUPERVISORS PRESENT:**

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

**STAFF:**

Jamie Worman, Assistant Township Manager  
Neil Stein, Esq., Solicitor  
Michelle Farzetta, Administrative Assistant

**Call to Order and Pledge of Allegiance**

Ms. Duckett called the meeting to order at 6:00 p.m. in-person and virtually on Zoom and led those in attendance in the pledge of allegiance.

**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. 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 asked for nominations for the position of Vice-Chair of the Board of Supervisors. Ms. Martin made a motion, seconded by Ms. Duckett, to name Mr. Twersky as Vice-Chair of the Board of Supervisors. The motion passed 5 - 0.

**Township Appointments**

Ms. Duckett asked for a single motion on the appointments below listed on page one of the agenda, numbers 1 through 15. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve the following appointments. Motion passed 5-0.

Appointment of Township Manager/Secretary/Treasurer – Mimi Gleason

Appointment of Assistant Township Manager/ Assistant Treasurer/ Assistant Secretary –  
Jamie Worman

Appointment of Solicitor – Kaplin Stewart

Appointment of Conflict Attorney – Tom Speers, Speers Law

Appointment of Labor Counsel – Eckert Seamans

Appointment of Zoning Hearing Board Solicitor – Joseph Kuhls, Kuhls Law, PLLC

Appointment of Township Engineer – Gilmore & Associates, Inc.

Appointment of Conflict Township Engineer - CKS Engineers

Appointment of Traffic Engineer – McMahan, A Bowman Company

Appointment of Third-Party Building Inspector – Keystone Municipal Services

Appointment of Zoning Officer – Steven Ware, Keystone Municipal Services

Appointment of Assistant Zoning Officer – Jamie Worman

Appointment of Open Records Officer (non-police) – Michelle Farzetta

Appointment of Open Records Officer for Police – Mike Gargan

Appointment of Lower Gwynedd representative to Ambler Wastewater Treatment Plant  
– Fred Zollers

Ms. Duckett then asked for one motion to approve items 16-21 on page two of the agenda.  
Ms. Duckett made a motion, seconded by Mr. Twersky, motion passed 5-0 for the following  
appointments:

Appointment of Chief Administration Officer for Pension Plans – Mimi Gleason

Appointment of Certified Public Account to audit the 2022 Financials – BBD, LLP

Appointment of Fire Marshal and Assistant Fire Marshal

Fire Marshal - Al Comly, Jr.

Asst. Fire Marshal - Matthew J. Traynor, North Penn Fire Co. -

Appointment of Emergency Management Coordinator – Frank Baxter

Appointment of Wissahickon Clean Water Partnership Representative – Jamie Worman

Appointment of Delegates to Montgomery County Tax Collection Committee – Mimi Gleason, Jamie Worman

For the Board’s delegate for the PSATS convention, Ms. Martin said that she would be the delegate and Ms. Duckett would be the alternate. Ms. Duckett made the motion, seconded by Ms. Hunsicker. Motion passed 5-0.

**Nominations for Commissions and Boards**

Ms. Duckett moved on to Nominations for Commissions and Boards. She asked that one motion be done for items 1-9 on the organization meeting agenda, as follows:

**Planning Commission**, 4-year term- Reappoint Danielle Porecca

**Resolution #2023-01 Zoning Hearing Board**, 3-year term – Hank Stoebenau as alternate member

**Park & Recreation Board**, 5-year term – reappoint Leola Hubbard, Rea Monaghan

**Vacancy Board**, 1-year term – reappoint Joyce Pickles

**Environmental Advisory Council**, 3-year term – reappoint Mark Schafer, Marianne Grey

**Appointment of chair in compliance with ordinance-** Mark Schafer and Lisa Brown- Co-Chairs

**Veterans Committee**, 1-year term – reappoint Dick Target, Stephen Yusem, Esq., William Wanger, Esq., Joel Mayor

**Fall Fest**, 1-year term – appoint Hilary Goodman, Natalie Melograno, Natalie Cormier, Diane Morgan, Kelly Swope, Jennifer Green, Chuck Green, Morgan High, Kathy Morris

**Liaison to Community Ambulance Assn. of Ambler**, 1-year term – George Weldon  
**Human Relations Commission**

**Appointment of Chair in compliance with ordinance-** Christine Lamar

Ms. McNeely asked for confirmation that all those being re-appointed were contacted. Ms. Farzetta confirmed that all parties were contacted. Ms. Duckett made a motion, seconded by Ms. McNeely. Motion passed 5-0.

**Historical Advisory Committee** – reappoint Joe Langella to a full 3-year term, appointment to fill a vacancy- Fawn Ostriak

Ms. Duckett stated that the Historic Committee has one re-appointment and one vacancy to fill. Ms. Martin made a motion to reappoint Joe Langella to a full 3-year term and appoint

Fawn Ostriak to the vacant position. Ms. Ostriak was interviewed previously, however not chosen due to limited space. Ms. Martin reached out and Ms. Ostriak is interested in serving. Ms. Duckett seconded the motion to appoint Ms. Ostriak and to re-appoint Mr. Langella. Motion passed 5-0.

### **Business and Schedules for 2023**

#### **Resolution No. #2023-01- Zoning Hearing Board appointment**

Ms. Duckett made a motion, seconded by Ms. Hunsicker to appoint Hank Stoebenau to the Zoning Hearing Board, as an alternate member. Motion passed 5-0.

#### **Resolution No. #2023-02- Establishing approved depositories**

Ms. Duckett made a motion to approve Resolution #2023-02 establishing bank depositories. Ms. Hunsicker seconded the motion. Motion passed 5-0.

#### **Resolution No. #2023-03: Establishing 2023 Holiday for non-uniformed employees**

Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve Resolution #2023-03 establishing holidays for non-uniformed employees. Motion passed 5-0.

#### **Resolution No. #2023-04: Approving the execution and signing of payroll between regular meetings for the year 2023**

Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve Resolution # 2023-04 approving the execution and signing of payroll between meetings for 2023. Motion passed 5-0.

#### **Resolution No. #2023-05: Approving 2023 Fee Schedule**

Ms. Duckett made a motion, seconded by Mr. Twersky, to approve Resolution #2023-05 approving the 2023 fee schedule. Motion passed 5-0.

#### **Approval of the amount of the surety bond for the Township Manager/Treasurer: \$3,000.000 (no change in amount)**

Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the surety bond for the Township Manager/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 stated that the Board of Supervisor meetings will be held on the second and fourth Wednesday during January to March and then return to Tuesdays in April. All other boards and commissions meeting dates are included on this schedule. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve the meeting dates. Motion passed 5-0.

**PUBLIC COMMENTS**

There was no comment from the public.

**SUPERVISORS COMMENTS**

Ms. Hunsicker wished everyone a Happy New Year.

Ms. McNeely had no comment.

Ms. Martin congratulated the Chair and Vice Chair.

Mr. Twersky wished everyone a Happy New Year.

Ms. Duckett shared information regarding a Martin Luther King event at Bethlehem Baptist Church on January 15<sup>th</sup> in recognition of the upcoming holiday.

There being no further questions or comments, Ms. Duckett made a motion, seconded by Ms. McNeely to adjourn at 6:12 p.m. until the next regular meeting scheduled for January 25, 2023.

Respectfully submitted,

*Michelle Farzetta*

Michelle Farzetta

Administrative Assistant