

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS  
REGULAR MEETING  
TUESDAY, APRIL 25, 2023**

**SUPERVISORS:**

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

**STAFF:**

Mimi Gleason, Township Manager  
Jamie Worman, Assistant Township Manager  
Michelle Farzetta, Administrative Assistant  
Neil Stein, Esq., Solicitor  
Fred Zollers, Director Public Works  
Paul Kenny, Police Chief  
Jim Hersh, Township Engineer, Gilmore  
Chad Dixson, Traffic Engineer, McMahan a Bowman Company  
Melinda Haldeman – Finance Director  
Steve Wiesner – Finance Consultant

**Call to Order and Pledge of Allegiance**

The Chair called the hybrid meeting to order at 7:02 pm at the Lower Gwynedd Township Building and virtually on Zoom and led those in attendance in the pledge of allegiance.

**ANNOUNCEMENTS AND PRESENTATIONS**

The Board of Supervisors met in executive session prior to tonight's meeting to discuss matters of personnel, real estate and litigation.

**PUBLIC COMMENTS**

There was no public comment.

**BUILDING AND ZONING**

**Resolution 2023-11 Preliminary/final land development approval for Gwynedd Mercy Academy High School**

Ms. Duckett made a motion to table this agenda item at Gwynedd Mercy High School's Request. This motion was seconded by Ms. Hunsicker. Motion passed 5-0.

**Discussion about purpose of cluster zoning requirements and potential amendments**

Mr. Hersh stated that cluster developments are typically built to preserve open space, minimize stormwater runoff into wetlands and streams and limit impervious surfaces. Cluster developments also have smaller lots, smaller setbacks, reduced energy consumption associated with less land disturbance and lower infrastructure construction and maintenance cost due to shorter roads, sidewalks, water and sewer lines. Mr. Hersh provided a color-coded zoning map to help the Board of Supervisors (BOS) identify areas within the township available for cluster developments. Ms.

April 25, 2023

Hunsicker stated that we do not have much open space left, so we need to preserve as much as we can. Do we want to require a developer to build cluster developments? Ms. Martin questioned if cluster developments are the best way to conserve open space. Are there other ways? After additional conversation among the BOS, it was decided that we need to revisit zoning in relation to cluster developments and review this as part of the Comprehensive Plan. We also need to take a deeper dive into each parcel and see what we want to preserve on each. Receiving input from a developer would also be beneficial.

**Discussion about proposed update to the traffic impact fee**

Mr. Dixon stated that we are looking to update the Traffic Impact Fee (TIF) to reflect the current construction costs. The current impact fee is \$2,285 per “new” weekday peak hour trip. The new TIF being proposed is \$3,865 per “new” afternoon peak hour trip. The Traffic Impact Fee Advisory Committee (TIFAC) have met twice and unanimously agree to move forward with the increase. An ordinance will be drafted and then proposed for advertisement in May.

**Consideration of an amendment to the Zoning Ordinance removing permit requirements for campaign signs (Public Hearing)**

Solicitor Neil Stein opened the hearing and submitted his exhibits for the record verifying that notification requirements were met. The proposed ordinance is to remove the permit requirements for campaign signs and delete the definition by amending Chapter 1292. The information provided was transcribed by a court reporter and will be available upon request. Ms. Duckett made a motion to approve the proposed ordinance seconded by Ms. McNeely. Motion passed 5-0.

**Approval of the Assignment & Assumption of Lower Gwynedd Township Subdivision and Land Development Agreement, Stormwater Facilities Maintenance and Operation Agreement, Permits and Approvals related to the 1323 Gypsy Hill Road Subdivision**

Mr. Stein stated that this property has changed hands multiple times. This alignment and assumption agreement will amend the land development and stormwater management agreements for 1323 Gypsy Hill Road Subdivision allowing EK Construction, LLC to assume responsibility and release Senate R.E. Holdings, LLC of all obligation. The necessary financial security has been posted by EK Construction, LLC. Ms. Duckett made a motion, seconded by Mr. Twersky, to approve the assignment and assumption agreement. Motion passed 5-0.

**GENERAL BUSINESS**

**Consider appointment of Mimi Gleason as Township Manager**

Ms. Gleason has agreed to stay on as the Township manager. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to appoint Ms. Gleason as Township Manager. Motion passed 5-0.

**Approval of contract for Mimi Gleason**

Ms. Gleason’s contract was provided to the BOS for review. Ms. Duckett made a motion to approve the contract, seconded by Ms. Hunsicker. Motion passed 5-0. Ms. Gleason stated that she is to be sworn in the next day by Ms. Farzetta.

**Approval of amended lease agreement with Wells Fargo Bank**

Wells Fargo asked to exercise the option to amend their lease for the next 5-year period, as well as the addition of two more 5-year options. The rent would increase by 2.5% each year. This lease

April 25, 2023

agreement would be good through 2039. Ms. Duckett made a motion, seconded by Mr. Twersky, to amend the lease agreement. Motion passed 5-0.

**Authorization for James D. Morrissey, Inc. to utilize the Township property located at 901 Sunneytown Pike (former Texaco Station) as a staging area for the Spring House Intersection Improvement for the duration of the project**

James D. Morrissey requested to use the vacant lot adjacent to the Southwest corner of Sunneytown Pike and North Bethlehem Pike as a staging area for the duration of the Springhouse Roadway improvement project. The time frame is estimated at approximately 300 days. The discussion among the BOS addressed concerns regarding the safety of that location, as there are no fences to keep people away from the equipment, making sure the area is restored back to its original condition upon completion of the project and the fact that this area is an entrance to the township and leaving the equipment and materials should not be the first thing people should see. They asked Mr. Dixon if it would be possible to find another area to house the equipment and materials. Mr. Dixon replied that he would contact Morrissey and see what they can do. There would be a punch list upon completion of the project that would address the area being restored to its original state. We also can work with Neil to address some of the concerns in the contract documents. The BOS said if there are no other options, then they would reconsider.

**Award bid for annual milling and paving program to James D. Morrissey, Inc. in the amount of \$310,523.40**

James D. Morrissey was the low bidder for the 2023 Township Milling and Paving program. Gilmore has reviewed the bid and all bid documents have been properly completed. The total cost for this project is \$310,523.40. Ms. Hunsicker made a motion, seconded by Ms. McNeely, to award the bid to James D. Morrissey. Motion passed 5-0.

**Award bid for annual ultra-thin bonded wearing course, as part of the annual paving program, to Asphalt Maintenance Solutions, Inc. in the amount of \$207,429.41**

Asphalt Maintenance is the low bidder for the 2023 ultra-thin bonded wearing course project. The total cost for the project is \$207,429.41. Ms. McNeely made a motion, seconded by Ms. Hunsicker, to award the bid to Asphalt Maintenance Solutions. Motion passed 5-0.

**Authorize Solicitor to sign the stipulation to settle the property assessment appeal for 1252 Meetinghouse Road**

The owner of this property appealed their property assessment. This is the tax base for which school, county and township real estate tax rates are applied. The Board of Appeals and the tax payer have agreed to a settlement. Ms. Duckett made a motion, seconded by Mr. Twersky, to allow Mr. Stein to sign the stipulation to settle. Motion passed 5-0.

**Authorize purchase of budgeted police vehicles through Costars**

The 2023 budget included funding for two new Chevy Tahoe's to be marked as patrol vehicles. Both vehicles and the upfitting will be purchased through Costars. These vehicles will be additional vehicles, as they are often short vehicles due to breakdowns of existing vehicles. The new Tahoe's should be in by the end of the year. Ms. McNeely asked when the police would be moving to electric vehicles. Chief Kenny replied that he does not see that happening anywhere yet. There is a high demand of time

April 25, 2023

required on the patrol vehicles and as of now there is no technology to support them for that period. Ms. Duckett made a motion, seconded by Mr. Twersky, to authorize the purchase of the vehicles. Motion passed 5-0.

### **Approve resolution designating bank signatories**

Currently the township holds two 10-year CD's that will mature this spring. Staff is recommending that these CD's be redeemed and the proceeds, plus accumulated interest, be deposited in the Townships General Fund account. In order to complete this recommendation, a new Banking Resolution must be approved by the BOS updating the authorized signers and removing those no longer affiliated with the Township. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the signature designations. Motion passed 5-0.

### **Receipt of invoice history - March 2023**

The BOS received the Invoice history for March of 2023 in the amount of \$916,061.71. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve the invoice history. Motion passed 5-0.

### **Financials YTD and Balance Sheet - March 2023**

The BOS received the Year-to-Date Financials for March of 2023. Ms. Haldeman asked if there were any questions and if there was anything specific, they would like to see moving forward in the monthly reports. Ms. Duckett and Mr. Twersky stated that the highlights are very helpful. There were no additional suggestions at this time.

### **Approval of minutes - April 11, 2023**

The BOS received the minutes for the meeting held April 11, 2023. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. McNeely, to approve the minutes. Motion passed 5-0.

## **COMMITTEE REPORTS**

**EAC-** Mr. Twersky stated that they spent a great deal of time discussing the fee in lieu of tree waivers. They also discussed upcoming events such as the Ambler EarthFest, composting workshop, tree giveaway and a creek clean up. There was also discussion about a mountain bike trail at Penllyn Woods and increasing the native tree requirements.

**Human Relations Commission** - One of the members, Jimmy Chong will be featured on the news to discuss Anti-Asian Hate: Then and Now on May 8<sup>th</sup> at 7pm.

**Historical Advisory Committee** - Ms. Martin stated that there was a presentation from Gloria Jones, regarding the history of Penllyn Village. They will be making a recommendation to the BOS regarding making Penllyn a honorary historical district. Recommendations will also be made regarding procedures for historical markers, as well as ways to represent the Gwynedd School in the parks' strategic plan.

**Parks and Recreation** - Did not meet, but held a trail clean up on Earth Day.

**EMS** - Ms. McNeely stated that they discussed how the township can better support the fire and ambulance companies. We are evaluating our budget to help us understand if we need to adjust our contributions. Wissahickon fire company has purchased a new fire truck which should arrive in 2025,

April 25, 2023

allowing a few years for them to budget for this purchase. They are also looking to make improvements to the addresses in Foulkways to make it easier for the units to be found in an emergency. Ms. Hunsicker added that more information is being gathered regarding the tax credits for fire fighters. There will be an ordinance regarding this in May.

### STAFF UPDATES

**Bethlehem Pike pedestrian improvements update** – Mr. Hersh stated that two bridges will be installed over the creek at Bergey’s and at Locust Lane. These will be paid for with funds from the MONTCO 2040 grant. We have received the extension through June of 2024. We need to acquire some easements from a few properties and Ms. Worman is working on those. We are working on obtaining a final quote and then the bridges will be fabricated, and a bid put out for installation. We should have the bridge in by the end of the year, therefore we should not have a problem meeting the June deadline. Ms. McNeely would like to see what the bridges will look like. Ms. Worman said she can send a photo to everyone.

Ms. Gleason mentioned that Ambler Yards has submitted the application for their food truck events. There were concerns about parking in the area. We are working with the police and public works to have parking signs put up designating parking on one side of the road and maps will be provided designating parking areas.

Ms. Duckett mentioned that no signs of any kind are permitted on township property. They will be removed by staff. If you have any questions reach out to township staff for clarification.

### SUPERVISORS COMMENTS

There were no comments from Ms. McNeely, Ms. Hunsicker, Ms. Martin or Mr. Twersky. Ms. Duckett reminded everyone of the Juneteenth event at Bethlehem Baptist Church. Check the website for details. She also stated that there would be a Pride flag raising event on June 1<sup>st</sup>. More details will be announced.

### Adjournment

Ms. Duckett made a motion to adjourn at 8:37pm, seconded by Ms. McNeely. Motion passed 5-0.

Respectfully submitted,

*Michelle Farzetta*  
Michelle Farzetta  
Administrative Assistant