

**LOWER GWYNEDD TOWNSHIP BOARD OF SUPERVISORS
REGULAR MEETING
TUESDAY, NOVEMBER 28, 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, McMahon a Bowman Company
Melinda Haldeman – Finance Director
John Farrell – Project Manager

Call to Order and Pledge of Allegiance

The Chair called the hybrid meeting to order at 7:05pm 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 (BOS) met in executive session on November 15, 2023, and prior to tonight's meeting to discuss matters of personnel and litigation.

Lifetime Achievement Recognition of Gloria Jones for her service volunteering for Lower Gwynedd and writing the history of Penllyn

Ms. Duckett spoke about Gloria's life in Penllyn, schooling and career in the nursing field, honors and recognitions within the community, and the book she wrote Penllyn Village Lest We Forget: A history of an African American Village in Lower Gwynedd Township. Ms. Duckett stated that Ms. Jones history within the township can't be explained. She has done so much for her community. Ms. Jones was presented with an award recognizing her dedication and work in Lower Gwynedd Township. Ms. Jones thanked everyone. She stated that volunteering provides many opportunities to help your community and meet neighbors and leaders.

PUBLIC COMMENTS

There was no public comment.

BUILDING AND ZONING

Continued public hearing to consider an Amendment of a Conservation Easement to permit a cell tower in the maintenance area at Penllyn Woods Park

Mr. Stein opened the hearing by stating that this is a continuance from the public hearing held on November 14, 2023, for an amendment to the conservation easement. The applicant is requesting permission to amend the Conservation Easement at Penllyn Woods Park for the installation of a cell tower. The information provided was transcribed by a court reporter and will be available upon request. Ms. Duckett made a motion, seconded by Ms. Martin, to approve the Conservation Easement. Motion passed 4-0. (Mr. Twersky recused himself)

GENERAL BUSINESS

Discussion about 2024 Township priorities/work plan

Ms. Gleason and Mr. Farrell presented a "Tree Map" to the BOS depicting the plan for work to be completed in 2024. The staff would like to share this information with the BOS to make sure the projects included or omitted align with the BOS priorities. The projects have been broken down into three categories, now, next and future. Now means the project is underway and will continue in 2024, next is a project not yet started, but expected to be in early 2024, and future is expected to start in late 2024. Overall, the BOS liked the "tree map" and felt it was a good tool. They asked if details and updates for projects could be added to track progress. Ms. Gleason stated they can work on adding this. We wanted to make sure this format worked before adding a lot of additional details. They would like to make the document available to the public on the website. Some of the feedback regarding the projects included grant opportunities related to proposed improvements on the Parks Master Plan and environmental work, such as an energy evaluation on the township building.

Ms. Gleason explained that if a new project comes along, it does not mean something else won't get done, it just might be delayed. She is concerned about scheduling too much work at one time and mistakes then being made. The BOS asked if we could review the "tree map" in more detail in January and then quarterly after that. Ms. Gleason said that would not be a problem. Ms. Gleason also thanked Jen O'Brien for her work on the "tree map". She was instrumental in getting it set up.

Resolution #2023-26 Local Shares Account grant application for Trewellyn & Penllyn signal

The staff is requesting grant funding in the amount of \$451,312.00 for a traffic signal modernization project at the intersection of Trewellyn Avenue and Penllyn Pike. The funds would be used to complete construction improvements to the existing signals and to improve access and connections between residential areas, community parks and public transportation. The improvements will include full modernization of the existing traffic signal, advanced radar zone detection, fisheye video detection, installation of ADA ramps, APS, and countdown pedestrian signal for existing pedestrian crossings. Ms. Duckett made a motion, seconded by Ms. Hunsicker, to approve Resolution #2023-26 for the Local Shares Account grant application. Motion passed 5-0.

Resolution 2023-27 Local Shares Account grant application for Ingersoll Park

The staff is requesting grant funding in the amount of \$704,424.00 for the Ingersoll Park Improvement project. The improvements include a prefabricated building with restrooms, concession stand and press box, the expansion of public water and sewer to the park, accessibility improvements to the parking lot

and spectator area, parking lot expansion, new bullpen area for players and an addition of a lawn seating area with landscape enhancement throughout the park.

Ms. Martin mentioned that she has spoken with Little League, and they will be setting a fundraising goal of \$50,000 to contribute to the match commitment. Ms. Worman stated that she would indicate in the application that we have a partner. She has asked the Little League for a letter of support to also include in the grant application. Ms. Duckett made a motion, seconded by Ms. Martin, to approve Resolution #2023-27 authorizing the submission of a Local Shares Account grant application for Ingersoll Park. Motion passed 5-0.

Approval of resolution updating Township agent for Hurricane IDA FEMA grant

Ms. Worman explained that in 2021 Lower Gwynedd filed for disaster relief through FEMA/PEMA for damages incurred from Hurricane IDA. Ninety percent of the approved funds for damages totaling \$15,996.18 have been disbursed. The project period has ended for the disaster and the application needs to be closed out. The applicant agent information needs to be updated to reflect Mimi Gleason, Township Manager. Once this form is updated, the final documents can be executed and the remaining balance of \$1,777.35 will be disbursed. Ms. Duckett made a motion to update the applicant agent to Mimi Gleason, Township Manager, seconded by Mr. Twersky. Motion passed 5-0.

Review of financials YTD and Balance Sheet – October 2023

The BOS received the financials as of October 31, 2023. The only question was associated with the ARPA funding. Ms. Martin asked if the balance includes the fencing for the Little League fields. Ms. Gleason said yes, most of the money has been accounted for in the 2024 capital projects. These projects include document scanning, the Old Bethlehem Pike bridge, the Houston flood study, reskinning of the baseball fields and the paving of the parking lot at Pen-Ambler Park.

Approval of minutes – November 13, 2023, Town Hall at Gwynedd Estates

The BOS received the minutes from the Town Hall held at Gwynedd Estates. There were no questions or comments. Ms. Duckett made a motion to approve the November 13th minutes from the town hall at Gwynedd Estates, seconded by Mr. Twersky. Motion passed 4-0. (Ms. Hunsicker abstained as she was not at the meeting)

Approval of minutes – November 14, 2023

The BOS received the minutes from the November 14th BOS meeting. There were no questions or comments. Ms. Duckett made a motion, seconded by Ms. Hunsicker to approve the November 14th, 2023 minutes. Motion passed 4-0. (Mr. Twersky abstained, as he was not at the meeting)

SUPERVISOR LIAISON REPORTS

There were no questions or comments.

STAFF UPDATES

Board of Supervisors Minutes

November 28, 2023

There were no staff updates.

SUPERVISORS COMMENTS

Ms. McNeely thanked Ms. Jones for her many years of volunteering and service to the community.

Ms. Hunsicker had no comment.

Ms. Martin echoed Ms. McNeely's comments.

Mr. Twersky also echoed the comments about Ms. Jones.

Ms. Duckett thanked Ms. Jones, as well.

Adjournment Time:

Ms. Duckett made a motion to adjourn the meeting at 7:55pm. Ms. McNeely seconded the motion.

Motion passed 5-0.

Michelle Farzetta