

**Towamencin Township
Board of Supervisors
Work Session
March 9, 2016
7:30 PM**

Present:

H. Charles Wilson III, Chairman
James P. Sinz, Secretary/Asst. Treasurer
Daniel M. Littley, Jr., Treasurer/Asst. Secretary

Staff:

Robert A. Ford, Township Manager
Jack Dooley, Esq., Township Solicitor
Tom Zarko, Township Engineer
Paul T. Dickinson, Chief of Police
Maureen Doyle, Finance Director
Colleen Ehrle, Assistant to the Township Manager

Absent:

Laura Smith, Vice Chairman
David Mosesso

Chairman Wilson called the meeting to order at 7:34 PM and led the assemblage in the Pledge of Allegiance.

Opening Comments

Chairman Wilson announced the Board met in Executive Session prior to the meeting to review matters of personnel.

Public Comments

None

Approval of Minutes

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the meeting minutes of February 24, 2016 were approved.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Zoning, Subdivision & Land Development

ZHB #2016-02: 1538 Welsh Road Encroachment into Wetland

The applicant is seeking relief to construct decking and an entrance canopy, which would protrude into a steep slope area setback.

The consensus of the Board was not to send the Township Solicitor to the Zoning Hearing Board Meeting on this application.

Mainland Square - Modified Landscaping Plan

W.B. Homes has requested to modify their approved landscaping plans for the Mainland Square Project because there is insufficient area to plant a number of proposed street trees throughout the development. The Township Engineer inspected the site and verified that the street trees cannot be planted in the original proposed locations depicted on the approved plans, due to interference with water and other underground utility lines.

W.B. Homes Vice-President, Chris Canavan, presented a landscaping plan to the Board, depicting where the interior trees would be relocated. He explained they would be using the same number of trees just moving them to more viable locations in the rear and side yards.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved the proposed landscape modifications for Mainland Square.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Resolution 16-08: Sewer Facility Planning Module / Accupac Inc.

Municipalities are required to develop and implement comprehensive official plans that provide for future sewage disposal needs of the community. This plan is sometimes called the "base" plan or the "Act 537 plan". When a new project is proposed, municipalities are required to revise their official plan (unless the project is exempt from planning) through a "planning module" that is approved by resolution and submitted to DEP.

Accupac, Inc.'s planning module was reviewed by the Board. Accupac, Inc., located at 1501 Industrial Boulevard, currently generates approximately 215 EDU's of waste water per day as part of their production process, with 44 EDU's discharged to the Towamencin Municipal Authority Treatment Plant. The majority of their waste water is hauled off-site, via tanker trucks to the Valley Forge Sewer Authority. Accupac is proposing to construct a pre-treatment plant on their property, then discharge all treated wastewater to the TMA plant, which would eliminate the need to pump and haul their waste water.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board adopted Resolution 16-08, Sewer Facility Planning Module/Accupac Inc., approving an amendment to the Township's Act 537 Plan and forwarding their package to DEP.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Old Business

PSDC Entertainment Lifestyle Overlay District Proposal - Consider Acceptance of Zoning Code & Map Amendment Application

Philadelphia Suburban Development Corporation proposes to create a new Overlay District, which includes approximately 52 acres, bounded by Allentown Road to the north, Forty Foot Road to the east, Tomlinson Road to the south and the R-175 Residential District to the west.

The current zoning is SC – Shopping Center, C – Commercial and LI – Limited Industrial. The Board previously discussed this proposed amendment application at its meeting on December 23, 2015 and expressed concerns about details for landscaping and sign allowances. The applicant has revised the draft amendment to address these concerns.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board agreed to forward PSDC's amendment application to the Township and County Planning Commissions for review.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

New Business

Ordinance 16-04: Amendment to Defined Contribution Pension Plan

The IRS has a six-year review schedule for the type of 401 plan documents ICMA-RC makes available. Following the IRS schedule, ICMA-RC submitted updated plan documents for review and approval in 2012 and received favorable opinion letters last year. The documents incorporate amendments for legislative and regulatory changes enacted since the prior restatement in 2006 and are effective as of 2012.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board adopted Ordinance 16-04, Amendment to Defined Contribution Pension Plan.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Ordinance 16-05: Establishment of 40 MPH Speed Limit on Mainland Road

A reduction in the speed limit from 45 mph to 40 mph on Mainland Road was recommended in a Traffic Impact Study, performed during the planning stage of the Mainland Square land development project. The change in speed limit on a Township road needs to be authorized by a Board of Supervisors' adopted ordinance.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board adopted Ordinance 16-05, establishing a 40 mph speed limit on Mainland Road.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Request for Overnight Training /PELRAS Conference - Finance Director

The administration staff is seeking approval for overnight travel for training for the Finance Director to attend the Public Employer Labor Relations Advisory Service ("PELRAS") Training Conference, to be held at State College, PA from March 16th through March 18th. The expense for this training is accounted for within the 2016 approved budget and will be in accordance with the Township's Travel Reimbursement Policy.

On a motion by Supervisor Sinz, seconded by Supervisor Littley, the overnight travel for training request was approved.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Authorization to Release Bid Specifications – 2016 Road Paving

This bid is for a contract associated with the Township's annual repaving program. This year there are 10 streets, or portions thereof, totaling 16,250 linear feet scheduled for milling and repaving. The bid specifications are through a standard PennDOT form and provide for milling and paving to include 28 manhole adjustments, associated line painting and the installation of 34 ADA compliant curb ramps. Per PennDOT and federal regulations, whenever projects such as resurfacing are undertaken, the municipality must upgrade existing pedestrian curb ramps to the latest ADA standards. The amount available for 2016 paving is \$556,292 (\$24,700 more than what was budgeted), including a carryover balance from 2015.

1. Oak Boulevard
2. Cherry Lane
3. Columbia Avenue
4. Woodlawn Drive
5. Central Drive
6. Erie Drive
7. Delaware Avenue

8. Mt Vernon Street
9. York Avenue
10. Winding Road

Chairman Wilson asked if there was any outstanding sanitary sewer repair work on these roads scheduled for paving, which should be completed before the paving project. Township Manager, Robert Ford, said he would check with the Township's Sanitary Sewer Engineer and Public Works Director.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board authorized the request for bids for the 2016 road paving.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Cool Eats Snack Shop Lease Agreement

"Cool Eats Snack Bars," which operates their concession stands at two other municipal pools, has agreed to return for this upcoming season to operate the pool snack stand at the Township's Pool on Weikel Road. This will be their third season at Towamencin's pool.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board authorized executing the Cool Eats Snack Shop lease agreement.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Approval of Police Labor Contract

An agreement has been reached between the Township and the Towamencin Police Bargaining Unit for the Police Department's new labor contract. The four-year contract provides for annual salary increases of 2 percent in 2016, 3 percent in both 2017 and 2018, and 3.75 percent in 2019. The contract includes an increase in life insurance from \$50,000 to \$100,000 and the retention of the DROP program. Employee contributions toward health insurance premiums will increase over the contract term, starting from the current 10 percent, increasing 1 percent each year, to 13 percent in 2019.

The contract also outlines that officers hired after January 1, 2016 will be ineligible for post-retirement health care insurance and will have a reduction in their pension base calculations.

Chairman Wilson thanked the bargaining unit, as well as, the police department, township staff and Finance Director, Maureen Doyle, for all their efforts during the negotiation process. He stated the contract is fair to both the police bargaining unit and the taxpayers.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Police Labor Contract was approved.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Request to Waiver Building Permit Fee – Towamencin Volunteer Fire Company

The Towamencin Volunteer Fire Company submitted a permit fee waiver request to the Township for needed concrete repairs to the front apron of their Bustard Road Station.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board agreed to waive the building permit fee for the Towamencin Volunteer Fire Company.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

Towamencin Municipal Authority and Towamencin Township Agreement

The Towamencin Municipal Authority has requested administrative support from the Township, on an as-needed basis. The Township is agreeable to provide such support, on an ad hoc basis, and will charge the Authority at the rate of \$45.54 per hour during 2016. This hourly rate may be adjusted each January by the Township to account for any modifications in salary rates and the cost of benefits for the township personnel providing the administrative support.

On a motion by Supervisor Sinz, seconded by Supervisor Littley, the Board approved the administrative support agreement between the Towamencin Municipal Authority and the Township.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., James P. Sinz

Voting No:

Abstaining:

Absent: Laura Smith, David Mosesso

There being no additional business, the meeting adjourned at 7:52 PM.

Respectfully submitted,



Robert A. Ford
Township Manager