

**Towamencin Township
Board of Supervisors
Work Session
April 13, 2016
7:30 PM**

Present:

H. Charles Wilson III, Chairman
Laura Smith, Vice 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:

David Mosesso

Chairman Wilson called the meeting to order at 7:35 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 potential litigation.

Public Comments

None

Approval of Minutes

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the meeting minutes of March 23, 2016 were approved.

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

Voting No:

Abstaining:

Absent: David Mosesso

Zoning, Subdivision & Land Development

Public Hearing: Nursing Home & Personal Care Facility Sign Ordinance

The Dock Woods Community submitted an application requesting the Board hold a public hearing to consider a proposed Zoning Code text amendment for signage at the community. The applicant is proposing to increase the number and dimensions of signs permitted for their combined nursing home and personal care facilities on a single tract or multiple tracts of land of 100 acres or more in the Institutional Zoning district.

Chairman Wilson introduced Township Solicitor, Jack Dooley, who opened the hearing by providing background information and referenced the associated exhibits. Mr. Dooley introduced Township Engineer, Tom Zarko, who expounded on the ordinance. Mr. Dooley then introduced Andrew Freimuth, attorney representing the Dock Woods Community. Mr. Freimuth made a presentation to the Board, depicting all noted sign changes.

A court reporter was present to make a complete and formal record of the hearing.

Ordinance 16-07: Nursing Home and Personal Care Facility Sign Ordinance

The Board discussed the sign changes briefly. Supervisor Smith commended the efforts of the Dock Woods Community with their proposed signage. Ms. Smith commented the signage would be helpful to those unfamiliar with the facilities and/or older guests.

Adoption of this ordinance would amend Chapter 153 of the Township Code to reflect the issues presented in the preceding hearing.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board adopted the Nursing Home and Personal Care Facility Sign Ordinance amendment.

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

Voting No:

Abstaining:

Absent: David Mosesso

Old Business

None

New Business

Placement of Banners on Forty Foot Road Pedestrian Bridge

The Township Economic Development Committee has been discussing various ways to brand and promote the Township and has asked if the Board of Supervisors would consider allowing the placement of temporary banners on the pedestrian bridge across Forty Foot Road.

Supervisor Littley stated he was for the idea, but the banners should only be for Township events. Mr. Littley continued the banners need to be taken down in a timely manner. Supervisor Sinz agreed it would be good to get some use out of this bridge.

Chairman Wilson noted there should be a limit to the number of events for such banners, with a suggestion of three events, Towamencin Day, Summer Events and the Turkey Trot.

Township Manager, Robert Ford, explained the procedure as: the Board would first approve the proposed banner, and then a temporary banner application would be submitted to PennDot for approval, as Forty Foot Road is a state road. PennDot has restrictions with the placement duration of such banners – 21 days prior to an advertised event and five days afterward.

Chairman Wilson requested that staff come up with a policy and specifications to be included on a future meeting agenda for the Board’s review and approval.

Ordinance 16-08: Amendment #5 to Police Pension Plan

This amendment is to adjust the Police Pension Plan Ordinance in order to comply with certain bargained changes incorporated into the recently approved labor agreement. Specifically, there were changes to the calculation of base salary for officers hired on or after January 1, 2016 and a clarification of Deferred Retirement Option Plan (“DROP”) eligibility.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board adopted Ordinance 16-08, Amendment #5 to the Police Pension Plan.

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

Voting No:

Abstaining:

Absent: David Mosesso

Award 2016 Paving Bid

This bid is for a contract for 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. Six companies submitted bids for the project. The low bidder was Joseph Sucher & Sons Inc. in the amount of \$422,139. They were also the low bidder last year and completed the Township’s

2015 paving in a capable and professional manner. Staff recommends that the contract for 2016 be awarded to the low bidder, Joseph Sucher & Sons Inc. of Eddystone, PA, based on their unit-priced bid, totaling \$422,139.

Mr. Ford added this is the first year the Township was required to add the ADA compliant ramps as part of the job specifications per Federal and State regulations.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved awarding the 2016 Paving Bid to Joseph Sucher & Sons Inc.

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

Voting No:

Abstaining:

Absent: David Mosesso

Towamencin Swim Team Request – Park Permit (Bull Pen) Waiver

The Towamencin Swim Team is holding a “Meet & Greet” event at the Bull Pen Pavilion at Fischer’s Park on May 22nd for approximately 100 people. They are requesting that the Township waive the \$120 rental fee for the Pavilion.

On a motion by Supervisor Smith, seconded by Supervisor Littley, the Board approved waiving the rental fee for the swim team’s event at Fischer’s Park on May 22nd.

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

Voting No:

Abstaining:

Absent: David Mosesso

Resolution 16-12: Records Management Day and Disposal Resolution

Municipal officers are authorized by the Pennsylvania Municipal Records Act to dispose of records in accordance with schedules and guidelines that have been approved by the Commonwealth's Local Government Records Committee. In conjunction with the destruction of various records in accordance with State Law, in 2013 the Finance Committee recommended to the Board that the Township offices be closed once or twice each year for records management. Thursday June 2, 2016 will be designated as a Records Management Day to allow the doors to be locked during regular business day to permit staff to organize and compile outdated documents for destruction and disposal in accordance with State Law.

On a motion by Supervisor Sinz, seconded by Supervisor Littley, the Board approved Resolution 16-12, Records Management Day and Disposal.

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

Voting No:

Abstaining:

Absent: David Mosesso

Police Department – Donation Immanuel Church of the Nazarene

The Police Department recently received a \$50 donation from the Immanuel Church of the Nazarene. The Board must consider acceptance of this gift in accordance with the Township’s “Donation Policy.”

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board approved accepting the Immanuel Church of the Nazarene’s donation.

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

Voting No:

Abstaining:

Absent: David Mosesso

Relay For Life Event – Request 1-Day Family Pool Pass Donation

A request has been received asking if the Board of Supervisors would consider donating a one-day family pool pass to the “Relay for Life of North Penn,” which benefits the American Cancer Society. The Relay for Life is a 12 hour walk-a-thon fundraiser, held at North Penn High School. The volunteer event organizers would raffle the pool pass at the event on June 18th, which draws hundreds of community members. All money raised goes directly to the American Cancer Society. The family one-day pass has a \$30 value.

Supervisor Littley questioned the legality of a donation like this being used outside the jurisdiction of the Township, such as a non-resident winner. Mr. Ford commented that in the past such minor donations were considered a good way to promote pool membership. Mr. Dooley noted the amount is negligible that it should pose no legal concern.

On a motion by Supervisor Smith, seconded by Supervisor Sinz, the Board approved the donation of a family one-day pool pass.

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

Voting No:

Abstaining:

Absent: David Mosesso

Lower Salford Township Request: Traffic Control for “Country Fair Days”

Lower Salford Township has requested assistance from the Towamencin Fire Police for traffic control and pedestrian safety during their “Country Fair Days”, to be held on May 25th thru May 28th.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board approved the Lower Salford Township’s Traffic Control Request.

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

Voting No:

Abstaining:

Absent: David Mosesso

Parking of Montgomery County Concert Band Truck

The Montgomery County Concert Band director contacted the Township concerning their parking use of the band truck in the Township Municipal Complex's parking lot.

There was an arrangement made years ago, whereby the Township would allow the band to store their truck at the municipal complex, provided the band would perform a free concert for the Township each year. The band is now getting a new truck and asked if they could temporarily store two trucks at the complex, until the old one is sold.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board agreed to the parking arrangement with the Montgomery County Concert Band in exchange for a free Township concert, as well as, allowing both trucks to be parked at the municipal complex until the old one is sold.

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

Voting No:

Abstaining:

Absent: David Mosesso

Stormwater Management Agreement – 1536 Allentown Road

This stormwater management facilities maintenance and monitoring agreement outlines responsibilities of the owner for maintaining the storm water controls on the property located at 1536 Allentown Road and will be recorded with Montgomery County.

On a motion by Supervisor Littley, seconded by Supervisor Sinz, the Board approved the Stormwater Management Agreement for 1536 Allentown Road.

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

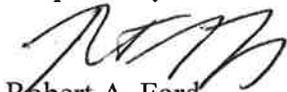
Voting No:

Abstaining:

Absent: David Mosesso

There being no additional business, the meeting adjourned at 8:22 PM.

Respectfully submitted,



Robert A. Ford
Township Manager