

**Towamencin Township
Board of Supervisors
Work Session
October 11, 2023
7:00 PM**

Present:

H. Charles Wilson III, Chairman
Richard Marino, Vice Chairman
Laura Smith, Secretary
Joyce F. Snyder, Asst. Treasurer/Asst. Secretary
Kristin Warner, Treasurer

Staff:

David G. Kraynik, Township Manager
Robert J. Iannozzi, Jr., Esq., Township Solicitor
Mary Stover, Township Engineer
Niral Modi, IT Staff

Present Remotely:

Colleen Ehrle, Director of Administration

Absent:

Chairman Wilson called the meeting to order at 7:01 PM and led the assemblage in the Pledge of Allegiance.

Commendation for Achieving Eagle Scout Rank: Sean T. Peters

The Township recognized the achievement of Eagle Rank for Towamencin resident Sean T. Peters, an active member of Boy Scout Troop 141. Sean earned 37 merit badges and has exhibited steadfast leadership skills while serving as Patrol Leader, Quartermaster and Librarian. Sean's Eagle Scout Project benefitted the Bear Creek Camp, located in Wilkes-Barre, where the camp needed chairs for their Retreat House porch. Sean planned and constructed Adirondack chairs. The Board presented a commendation to Sean for his achievement of earning the rank of Eagle Scout.

Opening Comments

- This Board meeting is provided live via zoom for residents, who are unable to attend in person but wish to view and hear the meeting remotely. Public comments submitted by 4:30 pm on the day of the meeting will be read at the start of the meeting. For those physically present, public comment will be held at the beginning of the meeting.
- The remaining budget work session dates are October 18th and November 1st. These meetings will be held at 6:30 pm and take place at the Township's Meeting Hall.

- On October 13, stop by Fischer's Park for a Pet Parade, followed by the Movie Addams Family 2. Donations for local animal shelters will be accepted. The fun starts at 5:30 pm.
- Registration is open for our annual Turkey Trot. The Township's 5K at Fischer's Park is scheduled for Saturday, November 11 at 8 am. The registration link is available on our website, under Events, and our Facebook page, via Events.
- Chairman Wilson recommended residents sign-up for the Township's enews to stay informed about Township news and events.

Public Comments – Emailed/mailed submissions:

Resident Tina Gallagher thanked those who donated to the Garden of Health food drive. She was happy to deliver 58.5 pounds of food and encouraged residents to keep it going. The bin is located right in the vestibule of the Township Administration Building. No donation is too small.

Resident Margaret Stocum, of Knollbrook Drive, commended David Hillmantel, Director of Public Works, who came out to assess a plumbing/sewer situation at her property and assisted her in navigating the process, which resulted in saving her a lot of aggravation and money. She commended Mr. Hillmantel's dedication to the citizens of the Township.

In-Person Comments

Resident Kofi Osei explained his stance on land development, as a candidate for Supervisor. To the extent he desires development, he noted all types of buildings already exist in Towamencin, including high-density. Excess capacity exists within the sewer system, collecting additional tapping fees and expanding the rate base would lower the rate impact for capital improvements. Residents want development along Forty Foot Road. He added people his age and younger are driving less, and 40% of the population would like to live in a walkable mixed-used neighborhood, citing examples in Doylestown and Phoenixville.

Resident Joe Silverman referenced a manhole on Forty Foot Road, north of the pedestrian bridge that is 2"-3" depressed. He requested it be addressed by the appropriate local or state agency.

Resident Bruce Bailey congratulated Eagle Scout Sean T. Peters. He then transitioned to his recommendation to cut discretionary spending. He referenced the funds being used for aerial drone surveys of the southbound slip-ramp to the Lansdale Interchange of the PA Turnpike as being discretionary.

Chairman Wilson explained the slip ramp work is a PennDOT project and the funds spent will be a worthwhile investment in documenting the traffic impacts issues as the Township continues to push PennDOT to make an improved permanent solution to the circulation approaching by the interchange.

Approval of Minutes

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved the September 27, 2023 minutes.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

The minutes for the September 13th meeting were deferred.

Zoning, Subdivision and Land Development

Consider Stormwater Maintenance & Monitoring Agreement - 760 Troxel Road

Travis and Jillian Ehst are constructing an 1801 square foot addition to an existing dwelling at 760 Troxel Road in the R-175 Residential Zoning District. A deck, sunroom and a portion of an existing stone area will be removed. The stormwater calculations account for additional impervious areas that have been installed since 2004. The applicant is proposing a seepage pit to address the stormwater management requirements. The plan and stormwater management proposal have been reviewed and approved by the Township Engineer. An operation and monitoring agreement for the stormwater management facilities has been submitted for signature and recording.

On a motion by Supervisor Marino, seconded by Supervisor Smith, the Board approved the Stormwater Maintenance & Monitoring Agreement - 760 Troxel Road.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

Old Business

None

New Business

Traffic Engineer Status Report

Towamencin's Traffic Engineer Chad Dixson provided an overview of current and future traffic projects and priorities within the Township. The following projects/concerns were reviewed.

- 309 Connector HT2 Upcoming Construction Update
 - Allentown Road to Elroy Road complete
 - Noise wall installation complete
 - Construction continues on Township Line Road and Hatfield Souderton Road area
 - Pave roadway between Elroy Road and Cowpath Road
- 309 Connector HT3 Status Update
 - Hatfield Souderton Pike to PA 309, County Line Road and Fairhill Road

- Final design initiated June 2023
- Right of way acquisition initiated September 2023, anticipated completion by late 2025
- Project to be let for construction in December 2026, with construction in Spring 2027
- Sumneytown Pike and Turnpike Slip Ramp
 - PA Turnpike Slip Ramp to reopen October 12, 2023
 - Traffic Counts to be completed by PennDOT Fall 2023 for further studies
 - McMahon completing before/after drone flights to document traffic conditions after HT2 improvements.
- 309 Connector HT4 Additional Studies
 - Considering: extending Sumneytown Pike eastbound dual-left turn lanes from HT2 & closing Mainland Road

Supervisor Marino responded to Bruce Bailey emphasizing the traffic configuration at the slip ramp is an inadequate solution and that the drone flights are tools for the Township to document to State representatives that it is not the long-term solution. The \$3700 is well spent in his opinion.

- Forty Foot Road Widening/Newbury Way Traffic Signal Update
 - Project is dependent on PSDC mixed-use development along Forty Foot Road
- Welsh and Orvilla Intersection Improvements Update

Supervisor Snyder asked what the anticipated completion timeframe for this project was. Mr. Dixon responded that engineering and design phase should be done by late 2024, but that construction is not funded yet.

Authorize Submission PennDOT Multimodal Transportation Fund Grant Application

Towamencin and Hatfield Townships are advancing plans for roadway and traffic signal improvements at the intersection of Welsh and Orvilla Roads. The proposed improvements include:

- Widening Orvilla Road to provide left turn lanes on both approaches,
- Widening Welsh Road to provide left turn lanes on both approaches,
- Traffic Signal modernization.

The Township’s Traffic Engineer recommends the Township apply for the 2023 PennDOT Multimodal Transportation Fund Grant, requesting funding for the construction of the improvements, and has submit a proposal for services associated with preparing the grant application. The grant will be submitted in conjunction with Hatfield Township. Towamencin’s portion of the proposal is \$4,500. Applications are due November 13, 2023.

On a motion by Supervisor Snyder, seconded by Supervisor Warner, the Board approved the McMahon proposal for services to prepare the multimodal transportation grant application.
 Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder

Voting No: N/A
Abstaining: N/A
Absent: N/A

YMCA Presentation: Fischer’s Park Summer Camp

Bob Gallagher, Chief Executive Officer, and Bob Varga, Executive Director, from the North Penn YMCA, presented the YMCA’s request to use Fischer’s Park as a location for a summer camp in 2024. Mr. Gallagher provided background on the local branch and the YMCA’s footprint worldwide, its mission statement, charitable services in 2022, and existing summer camp partners locally.

Additional details were provided on the proposed partnership and vision for the camp. The camp would be modeled after the School Road Park camp in Hatfield. The Bull Pen Pavilion would be the designated location in the park and drop off/ pick-up for parents. The camp would range from 3-5 weekdays, running between the timeframe 8 am to 5 pm, with a total of 50 kids, broken into 5 groups. Programming and activities were reviewed with anticipated trips to the Towamencin pool twice a week. Residents would receive a 20% percent discount.

Supervisor Snyder asked if they would need access to multiple pavilions. Mr. Varga noted one pavilion should work well and would be the least impactful to the general public. Supervisor Snyder asked if the pool could accommodate an additional group of 50 children. Mr. Kraynik responded he felt it could.

Supervisor Marino asked about plans for rain. Mr. Gallagher and Mr. Varga felt the pavilion would be adequate in most cases. However, if the weather is really bad, they would cancel. Supervisor Warner shared there’s a resident birdwatcher, who may be interested in participating. The Supervisors were receptive to the proposed request.

On a motion by Supervisor Snyder, seconded by Supervisor Smith, the Board approved moving forward with a plan allowing the YMCA to host a Summer Camp at Fischer’s Park.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

Fire Police Request: Christ Lutheran Church's Trunk & Treat event 10/28/23

Christ Lutheran Church is requesting the assistance of the Towamencin Fire Company Fire Police Unit for traffic and safety control for their Trunk & Treat event on Saturday, October 28, at 4:30 pm. The event will include several decorated cars set-up in the parking lot. Start time for trick or treating is 5 pm to 6:30 pm. Fire Police will assist the public crossing over Mainland Road.

On a motion by Supervisor Smith, seconded by Supervisor Marino, the Board approved Christ Lutheran Church's Trunk and Treat Fire Police Request on October 28, 2023.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

Ordinance 23-06: Amendment to EAC Ordinance

The Board approved amending the existing EAC Council Ordinance (95-07) to expand its membership from seven voting members and adding three associate members. These three non-voting positions would be invited to participate in meetings and receive all EAC meeting agendas and minutes, etc.

On a motion by Supervisor Smith, seconded by Supervisor Warner, the Board adopted Ordinance 23-06: Amendment to EAC Ordinance.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

Resolution 23-20: Records Management Day (October 31st)

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 disposal of various records, in 2013 the Finance Committee recommended to the Board that Township offices be closed once or twice each year for records management, with days advertised in advance. Tuesday, October 31, 2023, will be designated as a Records Management Day to allow the doors to be locked for regular business to allow staff to organize and compile outdated documents for destruction and disposal in accordance with State Law.

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved Resolution 23-20, Records Management Day (October 31st).

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

Employee Performance Excellence Program Proposal

The Township has received a proposal from Roseann McGrath for consulting services related to assisting management with the implementation of a Performance Excellence Program. The lynchpin of the program is employee evaluations and developing a process to ensure effective communication and accountability between department heads and employees. Roseann assisted

the Township with its Compensation and Classification System Update last year. The proposal outlines an hourly rate of \$125, with a proposed schedule that anticipates approximately 20 hours or \$2,500. In addition, this expense has been approved as reimbursable through risk control grant funds available through the Delaware Valley Property Liability Trust, where the Township is a member.

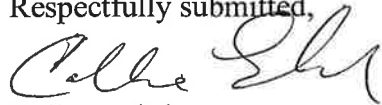
Supervisor Marino asked Township Manager David Kraynik if he was familiar with the program. Mr. Kraynik noted employee evaluations have been rather non-existent at Towamencin and are needed, adding Roseann's expertise in rolling out similar programs has been well-received at other municipalities.

On a motion by Supervisor Warner, seconded by Supervisor Smith, the Board approved the Employee Performance Excellence Program Proposal.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Kristin Warner, Joyce Snyder
Voting No: N/A
Abstaining: N/A
Absent: N/A

There being no additional business, the meeting adjourned at 7:57 pm.

Respectfully submitted,



Colleen Ehrle
Director of Administration