

## WORK SESSION

January 3, 2017

A work session of the Whitpain Township Board of Supervisors was held on Tuesday, January 3, 2017 at the Whitpain Township Building, 960 Wentz Road, Blue Bell, PA at 7:30 p.m. for the purpose of reviewing the agenda of the January 3, 2017 Supervisors' meeting. Chairman Adam D. Zucker was present with Supervisors Melissa M. Weber, Anthony F. Greco, Frederick R. Conner and Kenneth F. Wollman. Also present were Township Solicitor Frank R. Bartle, Esq., Township Manager Roman M. Pronczak, Township Engineer James E. Blanch, P.E., Assistant Township Manager David J. Mrochko, Director of Public Works Ronald J. Cione, Police Chief Kenneth Lawson, Director of Finance Christine M. Bauman, Assistant Code Enforcement Officer Keith Fuller, Fire Marshal David M. Camarda, and Parks and Recreation Director Kurt W. Baker.

The Supervisors reviewed the agenda discussing the reorganization of the Board, Mission Moment, approval of the December 6, 2016 minutes, the preliminary December 2016 Voucher List, appointments and rates for service, enactment of Ordinances #352 and #353, appointment and re-appointments to Boards and Commissions, Resolution No. 1154, approval of the Consent Agenda, setting the mileage rate for 2017, authorization to sign stormwater facilities agreements upon approval of the engineer, authorization to proceed with assessment services for 1098 Skippack Pike, advertisement of Ordinance #354, setting the Supervisors' meetings and Township holidays for 2017, certification of delegates to the PSATS Annual Convention, the January Zoning Hearing Board cases and announcements regarding the Board of Elected Auditors meeting and Christmas tree collection.

Mr. Pronczak continued the meeting by discussing a West Ambler community meeting set for January 5 at 7:00 p.m. The meeting will be held at the Daniel W. Dowling American Legion Post on Maple Avenue. The primary purpose of this meeting is an independent review of the Environmental Protection Agency's Proposed Remedial Action Plan. Other topics on the agenda include updates on revitalization and flood control efforts.

The meeting continued with further discussion on West Ambler Village. Mr. Pronczak indicated that all of the properties located in the floodplain have applied for Pennsylvania Emergency Management Agency (PEMA) buy-outs. Assistant Zoning Officer William McManus was instrumental in assisting property owners with this process. Simply applying for this buy-out is not a guarantee that PEMA will select these properties, nor does it guarantee that property owners will accept buy-outs if they are offered by PEMA.

Discussion on West Ambler continued with an update on the Boys & Girls Club. Over the last few weeks, focus has shifted to providing a temporary solution for the Boys & Girls Club in modular units that could form a "learning village" on the vacant properties owned by the Township. This would allow the Boys & Girl Club to expand their

offerings in the area, while waiting for their permanent home to be built. The Township is assisting the Boys & Girls Club with this effort while also trying to secure a RACP grant from Harrisburg to help fund the permanent Boys & Girls Club building.

The work session meeting concluded with Mr. Camarda updating Supervisors on two fires that recently occurred in the Township. The first of the two fires occurred on December 26 on Lewis Lane and the second occurred on December 31 on Skippack Pike. No injuries were suffered in either fire.

When discussion on this topic ended at 7:59 p.m., Supervisors left for the public meeting.

  
David J. Mrochko  
Whitpain Township Assistant Manager

#01-2017  
January 3, 2017

The reorganization meeting of the Whitpain Township Board of Supervisors was held Monday, January 3, 2017 at the Whitpain Township Building, 960 Wentz Road, Blue Bell, PA. Supervisors Adam D. Zucker, Melissa Murphy Weber, Anthony F. Greco, Frederick R. Conner, Jr. and Kenneth F. Wollman were present. Township Manager Roman M. Pronczak, P.E., Assistant Township Manager, David J. Mrochko, Solicitor Frank R. Bartle, Esq., Police Chief Kenneth Lawson, Township Engineer James E. Blanch, P.E., Finance Director Christine M. Bauman, Assistant Code Enforcement Officer Keith Fuller, Public Works Director Ronald J. Cione, Parks and Recreation Director Kurt W. Baker, Fire Marshal David M. Camarda and Recording Secretary Virginia Papale were also present. Code Enforcement Officer Michael E. McAndrew was absent. There were six members of the public at the meeting.

Following the Pledge of Allegiance the meeting was called to order at 8 p.m. by Supervisor Zucker, who welcomed everyone to the first meeting of 2017.

Upon motion by Mr. Zucker, duly seconded by Mr. Conner and unanimously passed, the Board named Melissa Murphy Weber as Chair. Before moving on, Chair Weber thanked her colleagues and shared a quote that she thought extremely appropriate: "Leadership is not a position or a title; it is action and example." While the titles on the Board may change, all have continually and repeatedly demonstrated by action and example, and that each has served the residents of the Township with pride, distinction and humility. Chair Weber also noted that the staff does not serve because of a title; they act because they desire to lead by example. She will continue to work hard to serve by action and example. She looks forward to implementing many of the things developed through the Comprehensive Plan for short-term and long-term objectives. There are many exciting ventures that will take place over the coming year including the Rt. 202 expansion, an additional trail development within Centre Square Park, the continuation of Centre Square Commons, Korman AVE, the new police bicycle unit, the new fire house, etc.

Chair Weber nominated Ken Wollman as Vice-Chair. In nominating Mr. Wollman for Vice-Chair, it is noted by Chair Weber that he is the first Democrat to be serving in this executive board position. We don't govern by politics, we are not partisan. This lets the residents know that we govern consistent with our Mission, Vision, Values statement. The nomination was seconded by Mr. Greco and unanimously carried.

Upon motion by Vice-Chair Wollman, duly seconded by Mr. Zucker and unanimously passed, the Board named Anthony F. Greco as Secretary. Upon motion by Chair Weber, duly seconded by Mr. Zucker and unanimously passed, the Board named Frederick R. Conner, Jr. to continue as Treasurer. Upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed, the Board named Adam D. Zucker as Assistant Secretary.

Prior to introducing Mr. Camarda to present the Mission Moment, Chair Weber shared her personal bias with Second Alarmers, adding that they are a client of hers as well. In addition, she is married to a member of the Board of the Narberth Ambulance. She understands firsthand the importance of community partnership.

Mr. Camarda began the Mission Moment by recounting the Mission Statement. Volunteerism is a large part on which the Second Alarmers Rescue Squad (SARS) is built. The executive board and leadership are comprised of volunteers to this day. SARS has been a great provider to Whitpain Township in enhancing our Mission to protect the health and public safety of all. In 2005 Whitpain Township began looking at Emergency Medical Services (EMS) providers. After an 18-month process, on November 6, 2006, SARS was officially named the Township's EMS provider. They began service January 2, 2007 and responded to four emergency calls within the first 24-hours. Over the next five years SARS and various members of the agency accomplished much, including being named EMS Agency of the Year in the entire Commonwealth of Pennsylvania by the PA Emergency Health Services Council in 2012. In 2011, SARS accepted a piece of steel from the fallen World Trade Center. Of all their sites, SARS determined that Whitpain Township had the most space to accommodate the piece. SARS partnered with the Township to create the memorial, designed by architect and resident Ed Lane. It is a beautiful tribute to our Township and our nation. In addition, SARS completed their new building within the Township complex; it was dedicated May 17, 2014. In the ten years they have been servicing the Township, SARS has responded to 14,400 calls from the Whitpain station. We thank them for their services. Tonight's presentation is dedicated in memory of Michael "Boz" Garvin, who passed away October 18, 2008 after an evening of service in Whitpain Township.

Chair Weber read the Proclamation, and it was presented to SARS President Anita Crielly, Chief of Operations Jon Klenk, and Assistant Chief of Operations Ken Davidson.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to approve the minutes of the Board of Supervisors' meeting of December 6, 2016. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Zucker, duly seconded by Mr. Greco to approve the preliminary December 2016 Voucher List totaling \$847,355.69, check sequence #59767 through #60052. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to re-appoint the following for 2017:

Frank R. Bartle, Esq., Township Solicitor  
Robert Adshead, Esq., Zoning Hearing Board and Board of Appeals Solicitor  
Ryan J. Cassidy, Esq., Solicitor for personnel matters  
E. Van Rieker, Planning Consultant

Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to approve the following rates of service for 2017:

Township Solicitor, \$150/hr.  
Zoning Hearing Board and Board of Appeals Solicitor, \$150/hr.  
Solicitor for personnel matters, \$295/hr.  
Planning Consultant, \$95/hr. for all work in conjunction with the Township and the Township Planning Commission, and \$380/Planning Commission meeting.

Chair Weber called for a vote. The motion carried.

As advertised, the Board of Supervisors considered enactment of Ordinance #352, an Ordinance amending the Township's Code, Chapter 53, Section 53-4 (Shade Tree Commission/Creation) to increase Shade Tree Commission membership from three to five Township residents. The summary is well-defined. Chair Weber called for any discussion from the public and the Board. There was none.

A motion was made by Mr. Zucker, duly seconded by Mr. Greco to enact Ordinance #352. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to appoint and re-appoint terms of office on Township Boards and Commissions as follows:

Paul Walsack to the Board of Appeals for a five-year term;  
Thomas Baglivo to the Board of Appeals for a three-year term to fill the vacancy left by the passing of Arthur Forbes;  
Caroline (Carol) Christ to the Park and Open Space Board for a five-year term;  
Robert Irvine to the Park and Open Space Board for a five-year term;  
Elizabeth Shoendorfer to the Park and Open Space Board for a three-year term to complete the term of John Casani;  
Cathy McGowan to the Planning Commission for a four-year term;  
Edward Lane to the Zoning Hearing Board for a five-year term;  
Andrew Meehan to the Shade Tree Commission for a five-year term;  
John Casani to the Shade Tree Commission for a two-year term;  
Meredith Joseph to the Shade Tree Commission for a three-year term;

Edward Lane as Vacancy Board Chair for a one-year term.

Chair Weber noted that John Casani requested to be appointed to the Shade Tree Commission. He currently holds a position on the Park and Open Space Board. The approval of his appointment is conditioned upon receiving his resignation from the Park and Open Space Board as he cannot hold the two positions. There was no objection to any of the appointments, and with no further discussion, the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Conner to pass Resolution No. 1154 appointing alternate members to the Township Planning Commission, each for a four-year term ending December 31, 2020. Chair Weber detailed the listing of alternates as follows:

Alternate #1 Estabrak (Joe) Habboush  
Alternate #2 Kent Conway  
Alternate #3 John F. O'Hara

Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Zucker, duly seconded by Mr. Wollman to approve the Consent Agenda:

- a. to authorize the five (5) present members of the Board of Supervisors, Township Manager and Director of Finance to sign all Whitpain Township fund checks;
- b. to authorize the Township Manager and Director of Finance to sign payroll checks, and authorize payroll checks to be paid in 2017 without monthly motion;
- c. to authorize the Township Manager to prepare checks pending Board approval of the monthly voucher list (to be signed by authorized personnel when necessary to meet the Township's obligations);
- d. to set the Treasurer's Bond for 2017 at \$1,000,000;
- e. to authorize the Director of Finance to transfer funds among the various Township accounts;
- f. to disburse and replenish petty cash funds for select departments for the year 2017 as follows:  
Finance \$500; Police #500; Public Works \$250; Parks & Recreation \$250  
In the event of an emergency, the Township Manager is authorized to temporarily increase petty cash funds at his discretion.
- g. to name TD Bank and PLGIT as depositories for Township funds for 2017, fulfilling the requirements of the Township's investment policy for investment of Township funds.

Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to set the 2017 mileage reimbursement rate at \$.535 per mile for use of personal vehicles for Township business. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to authorize the Chair and Secretary to sign on behalf of Whitpain Township all Declarations and Covenants, Easements and Restrictions Concerning Stormwater Facilities Agreement between individual property owners and Whitpain Township after the Township Engineer has approved the property owner's plans. These agreements address operations and maintenance responsibilities for on-site stormwater managements systems that are to be installed on private property. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to authorize Data-Fac, Inc. to proceed with assessment services for 1098 Skippack Pike to develop a concept to utilize the facility for the tax collector's office and a rental residence at a cost not to exceed \$4,400. Chair Weber called for a vote. The motion carried.

As advertised, the Board of Supervisors considered enactment of Ordinance #353, an Ordinance amending the Township's Code, Chapter 108 (Parks and Playgrounds), Section 108-3 (Prohibited Uses and Activities) and Section 108-4 (Rules and Regulations for Specific Activities) to (1) preclude the use of metal detectors and other equipment for the retrieval of artifacts and other items in any Township parks, open spaces or trails; and (2) provide a new rule and regulation relative to any artifacts found on Township parks, open spaces and trails, confirming that such artifacts found are Township property and shall be returned to the Township by way of the Township Director of Parks and Recreation. Chair Weber called for any public comment and comment from the Board. There was none.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to enact Ordinance #353. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Zucker to authorize the Township Manager to advertise Ordinance #354, an Ordinance amending the Township's Code by repealing and replacing Chapter 126, Article III (Streets and Driveway/Obstructions and Excavations in Streets), and replacing it with a new Article III (Obstructions and Excavations in Streets), making provisions for (1) Purpose; (2) Definitions; (3) Permit, Process and Requirements; (4) Penalties and Enforcements; (5) Excavation; (6) Blasting; (7) Backfilling; (8) Pavement Replacement; Road Restoration; and (9) Schedule of Inspections. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to schedule the regular meetings of the Board of Supervisors for 2017 as follows: January 3 and 17, February 7 and 21, March 7 and 21, April 4 and 18, May 2 and 17, June 20, July 18, August 15, September 5 and 19, October 3 and 17, November 8 and 21, December 5 and 19. Chair Weber noted that the meetings are the first and third Tuesdays of the month, with the exception of May 17 and November 8, due to the primary and general elections. All

meetings will be held at 8 p.m. at the Township Administration Building. Work sessions to review the agenda will begin at 7:30 p.m. and will resume after the public meetings for discussions of any other issues before the Board. Chair Weber called for a vote. The motion carried.

A motion was made by Mr. Zucker, duly seconded by Mr. Greco to schedule the following in 2017 as Township holidays for employees:

New Year's Day - January 2, Martin Luther King Day - January 16, Presidents' Day - February 20, Memorial Day - May 29, July 4, Labor Day - September 4, Veterans' Day - November 10, Thanksgiving Day and the following day - November 23 and 24, Christmas Eve - one-half day December 22, December 25 and New Year's Eve - one-half day December 29.

Chair Weber noted the Police will receive holiday hours per the contract. There was no additional discussion and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to certify Melissa Murphy Weber and Adam D. Zucker as delegates to the 2017 Pennsylvania State Association of Township Supervisors' Annual Convention in Hershey, April 23-26, 2017, with Melissa Murphy Weber as the voting delegate. Chair Weber called for a vote. The motion carried.

The Board took no action on the following Zoning Hearing Board applications scheduled to be heard January 19, 2017:

#2092-16	Townline Associates, LLC
#2095-16	Karya Properties, LLC
#2098-16	Hugh Barry Sheridan
#2099-16	Toll Brothers, Inc.
#2100-16	KenCrest Services*

\*Mr. Zucker abstained from the vote for this application due to a conflict of interest.

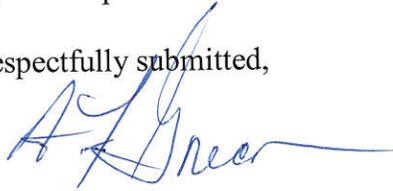
The Planning Commission will review these applications on Tuesday, January 10, 2017.

Chair Weber announced that the Elected Township Board of Auditors will hold its organization meeting on Wednesday, January 4, 2017 at 5 p.m. in the Township Administration Building. The Township CPA, Maillie, LLP, will perform the actual work on the audit. Additionally, Christmas trees will be collected for recycling Wednesday, January 11, 2017 and Wednesday, January 25, 2017, along with monthly leaf waste material. Christmas trees must be free of any ornamentation, including tree bags, lights, tinsel, hooks, etc., or they will not be collected. Items should be placed at the curb Tuesday night for Wednesday's pick-up.

Chair Weber turned the meeting over to Vice-Chair Wollman for public comment. Vice-Chair Wollman asked if any member of the audience had public comment. There was none. Vice-Chair Wollman turned the meeting back to Chair Weber who asked for any old or new business to be discussed by the Board. Mr. Conner emphasized the heroism of the firefighters who responded to two significant fires over the holiday weekend, which were controlled without any loss of life. All responded with professionalism and alacrity. Vice-Chair Wollman offered congratulations to everyone on the Board. Each time there is a reorganization, there are "firsts" and this is significant. Thank you to all.

With no additional comments or discussion, and noting the work session items are completed, Chair Weber adjourned the meeting at 8:43 p.m.

Respectfully submitted,



Anthony F. Greco  
Secretary