

WORK SESSION

January 4, 2016

A work session of the Whitpain Township Board of Supervisors was held on Monday, January 4, 2016 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 4, 2016 Supervisors' meeting. Supervisors Frederick R. Conner, Jr., Adam D. Zucker, Anthony F. Greco, Melissa M. Weber, and Kenneth F. Wollman were present. Also present were Township Solicitor Andrew R. Freimuth, Esq., Township Manager Roman M. Pronczak, P.E., Township Engineer James E. Blanch, P.E., Assistant Township Manager David J. Mrochko, Director of Public Works Ronald J. Cione, Police Chief Kenneth Lawson, Parks and Recreation Director Kurt W. Baker, Director of Code Enforcement Michael McAndrew, and Director of Finance Christine M. Bauman. One member of the public was also present.

The Supervisors reviewed the agenda discussing the Mission Moment, approval of the December 1, 2015 Minutes and the preliminary December 2015 Voucher List, Solicitor and Consultant appointments and corresponding rates for 2016, an extension of the Township Manager's Employment Agreement, appointment and re-appointment for terms of office on Township Boards and Commissions, authorization for check signatures and preparation of monthly checks based on the voucher lists, setting the Treasurer's Bond, setting petty cash funds for various departments, naming depositories for 2016, the mileage reimbursement rate, authorization to sign stormwater facilities agreements after a review by the Township Engineer, acknowledgement of a written request for inclusion in the group medical plans, approval of the Decision and Order of Conditional Use for application #CU31-15 (CSFC), the public hearing on Ordinance No. 345, the schedule of Board meetings for 2016, the schedule of holidays for 2016, the certification of delegates to the 2016 PSATS Convention, the January Zoning Hearing Board cases and announcements related to the Board of Auditors meeting, an executive session and the collection of Christmas trees.

After reviewing the agenda, Mr. Pronczak discussed committee assignments for 2016. Mr. Pronczak noted that a Firehouse Committee is recommended for 2016. This committee would be separate and distinct from the Fire and Rescue Services Committee and would meet on a monthly basis until Centre Square Fire Company constructs their new firehouse. Mr. Conner suggested that each Board member should review the current committee assignments and discuss any changes at the next meeting on January 19.

Mr. Pronczak continued the meeting by discussing a meeting concerning the US 202 Widening Project which will be held on January 22, 2016. The project was slated to be let in 2017, but PennDOT has indicated that the let date will be pushed back to 2018 because of stormwater management issues. The Township hopes better coordination and creative solutions to stormwater management issues can get the project back on schedule. In addition to Township staff and elected officials, the following individuals will attend the meeting: Senator Leach, Representative Harper, Secretary of Transportation Leslie

Richard, Gus Meyers (Montgomery County Conservation District), Ken McClain and Madeline Fausto (PennDOT) and Pennsylvania Department of Environmental Protection Agency Southeast Director Cosmo Servidio.

The last topic discussed at the work session meeting was an update by Mr. Pronczak on the Centre Square Commons Development. The Conditional Use Decision will be on the Supervisor's agenda on Tuesday, January 19. Staff members held a meeting with PennDOT and the developer of Centre Square Commons to discuss PennDOT's stormwater management basin that will be incorporated as part of this development. Both PennDOT and the developer agreed in principle that the basin can be beautified and maintained by the developer as long as it functions to PennDOT's specifications.

At 7:49 p.m., the Supervisors adjourned the work session and met in executive session to discuss litigation matters. At 8:00 p.m., the Supervisors adjourned the executive session and left to attend the public meeting.



David J. Mrochko
Whitpain Township Assistant Manager

#01-2016
January 4, 2016

The reorganization meeting of the Whitpain Township Board of Supervisors was held Monday, January 4, 2016 at the Whitpain Township Building, 960 Wentz Road, Blue Bell, PA. Supervisors Frederick R. Conner, Jr., Adam D. Zucker, Anthony F. Greco, Melissa M. Weber and Kenneth F. Wollman were present. Township Manager Roman M. Pronczak, P.E., Assistant Township Manager, David J. Mrochko, Solicitor Andrew R. Freimuth, Esq., Police Chief Kenneth Lawson, Township Engineer James E. Blanch, P.E., Finance Director Christine M. Bauman, Code Enforcement Officer Michael E. McAndrew, Public Works Director Ronald J. Cione, Parks and Recreation Director Kurt W. Baker, and Recording Secretary Virginia Papale were also present. Fire Marshal David M. Camarda was absent. There were approximately 40 members of the public at the meeting.

Following the Pledge of Allegiance the meeting was called to order at 8 p.m. by Supervisor Conner. Mr. Conner welcomed everyone to the first meeting of 2016.

Supervisors Frederick R. Conner, Jr. and Anthony F. Greco, Elected Auditor Patrick M. Foley and Constable David Ullery were sworn in by the Honorable District Justice Robert Sobeck, as was Police Officer Richard B. Houser, III. Each has taken an Oath, pledging to provide the Township with the best service possible.

Upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed, the Board reorganized as follows:

Adam D. Zucker, Chairman
Melissa Murphy Weber, Vice-Chairman
Anthony F. Greco, Secretary
Frederick R. Conner, Jr., Treasurer
Kenneth F. Wollman, Assistant Secretary

Mr. Conner thanked everyone in attendance this evening. The Board members reaffirmed the commitment to those who live, work and enjoy Whitpain by reading the Mission and communicating each aspect of the Values and also our Vision.

A motion was made by Mr. Conner, duly seconded by Mr. Wollman to approve the minutes of the Board of Supervisors' meeting of December 1, 2015. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Conner to approve the preliminary December 2015 Voucher List totaling \$732,903.38, check sequence #56759 through #57032. Chairman Zucker called for any discussion. There was none and the motion carried.

Appointments were made for 2016:

James J. Garrity, Esq., Township Solicitor, upon motion by Mr. Greco, duly seconded by Mr. Wollman and unanimously passed.

Frank Bartle, Esq., Zoning Hearing Board Solicitor, upon motion by Mr. Wollman, duly seconded by Mr. Greco and unanimously passed.

Frank Bartle, Esq., Board of Appeals Solicitor, upon motion by Mr. Greco, duly seconded by Mr. Conner and unanimously passed.

Ryan J. Cassidy, Esq., Solicitor for Personnel Matters, upon motion by Mrs. Weber, duly seconded by Mr. Wollman and unanimously passed.

E. Van Rieker, Planning Consultant, upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed.

Rates of service were approved for 2016:

Township Solicitor, \$160/hr. (\$170/hr. for litigation), upon motion by Mr. Greco, duly seconded by Mr. Wollman and unanimously passed.

Zoning Hearing Board Solicitor, \$150/hr. upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed.

Board of Appeals Solicitor, \$150/hr. upon motion by Mr. Greco, duly seconded by Mr. Wollman and unanimously passed.

Solicitor for Personnel Matters, \$295/hr. upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed.

Planning Consultant, \$95/hr. for all work in conjunction with the Township and Planning Commission; \$380/Planning Commission Meeting, upon motion by Mr. Greco, duly seconded by Mr. Wollman and unanimously passed.

A motion was made by Mr. Conner, duly seconded by Mrs. Weber to extend the Township Manager's Employment Agreement for a two-year term. Chairman Zucker called for any discussion. There was none and the motion carried.

The following appointments and reappointments on Township Boards and Commissions were made as follows:

William Lutz, a five-year term on the Board of Appeals upon motion by Mr. Greco, duly seconded by Mr. Conner and unanimously passed.

Patrick Foley, a five-year term on the Park and Open Space Board upon motion by Mr. Conner, duly seconded by Mr. Wollman and unanimously passed.

Charles Christine, a five-year term on the Park and Open Space Board upon motion by Mr. Greco, duly seconded by Mrs. Weber and unanimously passed.

Richard Shorin, a four-year term on the Planning Commission upon motion by Mrs. Weber, duly seconded by Mr. Greco and unanimously passed.

Bradley Tate, a four-year term on the Planning Commission upon motion by Mr. Conner, duly seconded by Mr. Greco and unanimously passed.

Kathryn Schilling, a five-year term on the Zoning Hearing Board upon motion by Mrs. Weber, duly seconded by Mr. Greco and unanimously passed.

David Kopp, a five-year term on the Shade Tree Commission upon motion by Mr. Conner, duly seconded by Mr. Greco and passed by a 4-1 vote with Mr. Wollman in opposition.

Roman Pronczak, a five-year term as the Township's representative with the East Norriton-Plymouth-Whitpain Joint Sewer Authority, upon motion by Mr. Greco, duly seconded by Mr. Wollman and unanimously passed.

Paul Troy, a three-year term to the Wissahickon Valley Public Library as recommended by the Library Board, upon motion by Mr. Conner, duly seconded by Mrs. Weber and unanimously passed.

Douglas Leard, a three-year term to the Wissahickon Valley Public Library as recommended by the Library Board, upon motion by Mr. Conner, duly seconded by Mr. Wollman and unanimously passed.

Edward Lane as the Vacancy Board Chairman, upon motion by Mrs. Weber, duly seconded by Mr. Greco and unanimously passed.

A motion was made by Mr. Conner, duly seconded by Mr. Greco 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. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman authorizing the Township Manager and Director of Finance to sign payroll checks, and authorizing payroll checks to be paid in 2016 without monthly motion. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco 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. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to set the Treasurer's Bond for 2016 at \$1,000,000. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to authorize the Director of Finance to transfer funds among the various Township accounts. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to disburse and replenish petty cash funds for select departments for the year 2016, as follows:

Finance, \$500; Police, \$250; Public Works, \$250; Parks & Rec, \$250

In the event of an emergency, the Township Manager is authorized to temporarily increase petty cash funds at his discretion. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to name TD Bank and PLGIT as depositories for Township funds for 2016, fulfilling the requirements of the Township's investment policy for investment of Township funds. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mrs. Weber, duly seconded by Mr. Greco to set the 2016 mileage reimbursement rate at \$.54 per mile for use of personal vehicles for Township business. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mrs. Weber, duly seconded by Mr. Greco to authorize the Chairman and Secretary to sign on behalf of Whitpain Township all Declarations of 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 management systems that are to be installed on private property. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Wollman to acknowledge a written request from Supervisor Anthony F. Greco to be included in the group medical insurance plans for Township employees, as authorized by Section 606 of the Pennsylvania

Second Class Township Code. Chairman Zucker called for any discussion. There was none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to approve the Decision and Order of Conditional Use Application #CU31-15 with the Centre Square Fire Company. Chairman Zucker called for any discussion. There was none and the motion carried.

Prior to the public hearing on Ordinance No. 345, Chairman Zucker asked Mr. Blanch to explain the Ordinance. After Mr. Blanch followed through, Solicitor Freimuth opened the hearing. He asked for any comments from the Board. Mr. Conner expressed that this is part of the overall strategy plan that was presented on December 3, 2015. He congratulated Mr. Blanch and his department for putting this together. Mr. Freimuth asked if there were additional comments or questions from the Board. There were none. He asked if there were any comments or questions from the public. There were none. Mr. Freimuth closed the hearing.

A motion was made by Mr. Conner, duly seconded by Mr. Greco to enact Ordinance No. 345. Chairman Zucker called for any additional comments. There were none and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mrs. Weber to schedule the Board of Supervisors' meetings for 2016, as follows: January 4 and 19, February 2 and 16, March 1 and 15, April 5 and 19, May 3 and 17, June 21, July 19, August 16, September 6 and 20, October 5 and 18, November 1 and 15, and December 6 and 20. All meetings will be held at 8 p.m. in the Township Administration Building, with work sessions to review the agenda beginning at 7:30 p.m. Chairman Zucker noted that all meetings are on Tuesdays, with the exception of the first October meeting which is a Wednesday. There were no additional comments and the motion carried.

A motion was made by Mr. Conner, duly seconded by Mr. Wollman to schedule the 2016 Township holidays for employees, as follows: New Year's Day - January 1, Martin Luther King Day - January 18, Presidents' Day - February 15, Memorial Day - May 30, Independence Day - July 4, Labor Day - September 5, Veteran's Day - November 11, Thanksgiving Day and the day after - November 24 and November 25, one-half day for Christmas Eve - December 23, Christmas Day holiday - December 26 and half-day for New Year's Eve - December 30. Chairman Zucker stated that the Police will receive holiday hours, per their contract. There were no further comments and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to certify Melissa Murphy Weber and Frederick R. Conner, Jr. as delegates to the 2016 Pennsylvania State Association of Township Supervisors' Annual Convention in Hershey, April 17-20, 2016, with Mrs. Weber as the voting delegate. Chairman Zucker called for any discussion. There was none and the motion carried.

The Board took no action on the following Zoning Hearing Board cases scheduled to be heard January 21, 2016:

#2064-16	Nan and Ed Sweeney
#2065-16	Francis and Leah Daulerio
#2066-16	Jeffrey and Mary Lee

The Planning Commission will review the cases at its January 12th meeting.

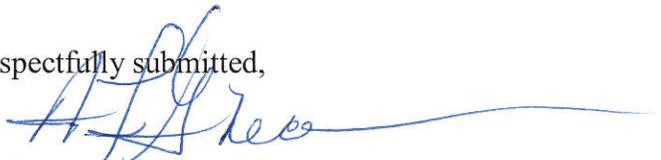
Chairman Zucker made the following announcements:

- A. The elected Township Board of Auditors will hold its organization meeting on Tuesday, January 5, 2016 at 7 p.m. in the Township Building. Maillie LLP will perform the actual work on the audit.
- B. The Board of Supervisors held an executive session on December 9, 2015 to discuss a legal matter. They also held an executive session prior to this meeting to discuss a legal matter.
- C. Christmas trees will be collected for recycling Wednesday, January 13th and Wednesday, January 27th along with monthly leaf waste material. Trees must be free of any ornamentation.

Chairman Zucker turned the meeting over to Vice-Chairman Weber, who asked if any member of the public had questions or comments. There were none. She asked if any member of the Board had questions or comments. Vice-Chairman Weber recognized immediate Past-Chairman Conner, who thanked the Staff for everything during 2015 and the coming year. Vice-Chairman Weber thanked Mr. Conner for all of his efforts. Chairman Zucker reaffirmed the Mission, Vision, Values Statement. He noted that last year the Police Department exemplified Stewardship and Respect with regard to the graffiti that was painted on the PA Turnpike wall. The police were notified, and with two weeks, Detective Potter figured out who the tagger was, the person was brought in and the issue was resolved. Kudos to Detective Potter, who is living proof of Stewardship. His hard work and that of the department, quickly performed, is appreciated.

There were no additional comments and the meeting was adjourned by Chairman Zucker at 8:46 p.m.

Respectfully submitted,



Anthony F. Greco
Secretary