

WORK SESSION

October 20, 2015

A work session of the Whitpain Township Board of Supervisors was held on Tuesday, October 20, 2015 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 October 20, 2015 Supervisors' meeting. Chairman Frederick R. Conner was present with Supervisors Adam D. Zucker, Anthony F. Greco, Melissa M. Weber, and Kenneth F. Wollman. Also present were Township Solicitor James J. Garrity, 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 Lieutenant Jeffrey Franck, Code Enforcement Officer Michael McAndrew, Parks and Recreation Director Kurt W. Baker, Director of Finance Christine M. Bauman, and Assistant Finance Director Kellen D. Jarrett.

The Supervisors reviewed the agenda discussing the schedule for the budget work sessions, including tonight's presentation, approval of the minutes of October 6th, a release of escrow funds, Resolution No. 1100, a waiver request from The Malvern School, authorization to advertise Ordinance Nos. 343 and 344, and the public hearing on Ordinance No. 342.

After reviewing the agenda, Mr. Pronczak discussed a community meeting which was held in the West Ambler neighborhood on October 7. The meeting was well attended and the following topics were discussed: revitalization efforts, FEMA floodplain revisions, the BoRit site, and the Wissahickon Valley Boys & Girls Club.

Mr. Pronczak continued the meeting by discussing an active shooter seminar arranged by the Township which was held on the campus of Montgomery County Community College on October 8, 2015. The seminar was well attended and was presented by an FBI agent.

The next topic discussed was an announcement that the Pennsylvania State Association of Township Supervisors will hold their annual convention from April 17 through April 20.

Mr. Pronczak continued the meeting by reporting that the Operations Committee recently analyzed a resident's request to amend the Township's ordinance regulating open burning. The Township's ordinance currently allows burning as prescribed by the Pennsylvania Department of Environmental Protection. Furthermore, the Township receives very few complaints on the issue. Given these facts, the Operations Committee is recommending that the Board does not amend the ordinance at this time.

The final topic discussed at the meeting was a reminder that the Parks and Recreation Department will host their Hayrides at Prophecy Creek Park on October 23 and 24. When discussion of this event concluded, the work session meeting ended at 7:44 p.m. and

Supervisors met in executive session to discuss legal and personnel matters. When the executive session ended at 7:58 p.m., the Supervisors left for the public meeting.



David J. Mrochko
Whitpain Township Assistant Manager

#17-2015
October 20, 2015

The regular meeting of the Whitpain Township Board of Supervisors was held at 8 p.m. Tuesday, October 20, 2015 at 960 Wentz Road, Blue Bell, PA. Chairman Frederick R. Conner, Jr., along with Supervisors Adam D. Zucker, Anthony F. Greco, Melissa Murphy Weber and Kenneth F. Wollman were present. Township Manager Roman M. Pronczak, P.E., Assistant Township Manager, David J. Mrochko, Solicitor James J. Garrity, Esq., Police Lt. Jeffrey Franck, Code Enforcement Officer Michael E. McAndrew, Public Works Director Ronald J. Cione, Finance Director Christine M. Bauman, Engineer James E. Blanch, P.E., Fire Marshal David M. Camarda, Assistant Finance Director Kellen Jarrett, Parks and Recreation Director Kurt W. Baker and Recording Secretary Virginia Papale were also present. There was one person at the meeting.

Following the Pledge of Allegiance, Chairman Conner welcomed everyone to the seventeenth meeting of the year. He made two announcements, including noting this evening is the first of four Budget Work Sessions to discuss the 2016 Budget. The next three sessions will be held at 8:30 a.m. in Meeting Room A of the Township Administration Building on Tuesday, October 27th, Thursday, November 5th and Thursday, November 12th. Also, the next Board of Supervisors' meeting is scheduled for Wednesday, November 4th, as November 3rd is Election Day.

Tonight's meeting combines the Mission Moment with the first Budget Presentation of 2016. Chairman Conner introduced Mr. Pronczak to present the proposed 2016 Budget. Mr. Pronczak began by stating that the mission of Whitpain Township Government is to efficiently, responsibly and creatively provide essential services that build value, enhance the quality of life, and protect the health, safety and rights for all who live in, work in and enjoy Whitpain. We strive for fiscal responsibility and are committed to ensuring public safety.

The budget process is a year-long one and is prepared by the staff based on direction received from the Board, and from input from Boards and Commissions. There will be four sessions this fall, as noted earlier, and comments will be received at the November 17th and December 1st meetings, with adoption of the budget anticipated on December 1st.

Major accomplishments and initiatives for 2015 included the continuing process of updating our Comprehensive Plan, succession planning, continued sustainability efforts, the grand opening of Centre Square Park, initiatives by the Shade Tree Commission, communications accomplishments and continued fiscal recognition. Major challenges and undertakings in 2015 include traffic congestion, winter storms, open space preservation

efforts, improvements to the North Wales Road and Skippack Pike intersection, stormwater regulations and major land development proposals (Centre Square Commons, COPT, and MCCC). Much of what is accomplished is through Committee Structure, including Finance, Pension, Emergency Services, Operations and Personnel, along with several special committees. In addition to committees, we rely on partnerships to save money, improve efficiency and promote a collaborative decision-making process.

Proposed initiatives for 2016 incorporate the creation of a traffic task force, restructuring of the traffic safety unit, revamping the Township website, preservation and maintenance of Township-owned historic buildings, implementation of police records management system, various regional water quality enhancements, the construction of the Centre Square Fire Company firehouse, and the West Ambler Revitalization.

In reviewing revenue and expenditure trends through 2020, they are closely matched, with expenditures expected to be slightly higher than revenues in 2019. There is no change to the proposed millage of 3.20 mills. With the average residential assessment of \$226,000, the median Whitpain tax bill is \$723 (\$60.25/month), with the County tax at \$712 and the Wissahickon School District tax, \$4,127. There is no anticipated tax increase for the next several years. Whitpain Township's millage rate is the fifth lowest in Montgomery County. Revenues and expenditures for 2016 are anticipated to be approximately \$13.7 million each. Cost containment measures include a cap on health benefits, internship programs, training to increase efficiency, energy efficient lighting, HVAC and insulation and the evaluation of contracted vs. in-house services for major tasks.

The Capital Reserve Fund has a beginning balance of \$7 million in 2016. Revenues are estimated at \$1.3 million, plus a transfer from the General Fund of \$500,000. Expenditures for Priority 1 and 2 Projects are estimated at \$7.3 million, leaving a balance of \$1.6 million at the end of 2016.

In summary, there is no tax increase anticipated for the next four years. The Board, staff and committee members continually evaluate the budget and Township operations to contain costs and improve efficiency. Services provided by Boards and Commissions play a significant role in containing costs, and Public/Private partnerships have provided an opportunity to undertake projects that would not have been possible otherwise. Three additional Budget Work Session will be held at 8:30 a.m. on October 27th, November 5th and November 12th. Public comment will be taken November 17th and December 1st, and it is anticipated that the Budget will be adopted at the December 1st meeting.

Mr. Pronczak asked if anyone had questions. Mr. Wollman complimented him on a great presentation and asked about funding for the dog park. Mr. Pronczak responded that it will be addressed during the November 5th Budget Hearing. Chairman Conner offered thanks and appreciation to Roman, Chris and Kellen, along with senior staff, for the dedication given to the process. We are on solid financial ground. The presentation will be on the Township's website beginning Wednesday.

A motion was made by Mr. Greco, duly seconded by Mr. Zucker to approve the minutes of the Board of Supervisors' meeting of October 6, 2015. Chairman Conner called for any discussion. There was none and the motion carried.

A confirming motion was made by Mr. Weber, duly seconded by Mr. Greco, to release \$119,071.80 (release #2) from the escrow fund for BBCC Community Center Land Development located at 1760 Golfview Drive. Chairman Conner asked about the status of the project. Mr. McAndrew responded that the final inspection is scheduled for Thursday. There were no additional comments and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to pass Resolution No. 1100, appointing delegates to the Tax Collection Committee. Chairman Conner called for any discussion. There was none and the motion carried.

A motion was made by Mrs. Weber, duly seconded by Mr. Greco, to grant a request for a waiver from the requirement of preparing a land development plan for the installation of parking lot and stormwater management improvements for an existing 13,000 sq. ft. building located at 475 Norristown Road to The Malvern School. The waiver from land development is conditioned upon the review and approval of the site plan by the Township Engineer. Chairman Conner called for any discussion. Mr. Greco asked if the Township Engineer will review plans. Mr. Blanch responded that this type of waiver is customary. This application is still being reviewed and will be for the next couple of weeks. Mr. Pronczak added that while this allows them to skip the Planning Commission review, they still have to provide all details of the work to be done. Chairman Conner asked if most of the renovations are to the interior of the building. Mr. Blanch responded that they have their own template for their sites, and will reconfigure the parking into a one-way circulation pattern to protect the children from crossing where there is traffic. They will also install an infiltration trench and a rain garden, which is required. Mr. McAndrew added that the interior has been gutted, and they are also taking over the Church building. Chairman Conner asked about the age group of the children. Mr. Blanch said The Malvern School offers day care and pre-K programs. There was no further discussion and the motion carried.

A motion was made by Mr. Greco, duly seconded by Mr. Wollman to advertise Ordinance No. 343, an Ordinance approving borrowing authorization by Whitpain Township with Montgomery County and the Delaware Valley Regional Financing Authority for the purchase of Motorola radios on behalf of the Centre Square Fire Company. Chairman Conner noted that this has been reviewed by the County for nearly five years, and after a cost analysis, they are finally ready to move forward. There will be some grant funds available. There were no additional comments and the motion carried.

A motion was made by Mr. Wollman, duly seconded by Mr. Greco to authorize the Township Manager to advertise Ordinance No. 344, an Ordinance approving borrowing authorization by Whitpain Township with Montgomery County and the Delaware Valley Regional Financing Authority for the purchase of Motorola radios for the Police Department.

Chairman Conner mentioned this is similar to the previous agenda item, and asked how many radios the PD will be purchasing. Lt. Franck said they will buy approximately 32 portable radios. There was no additional discussion and the motion carried.

As advertised, a Public Hearing was held on Ordinance No. 342, authorizing the Township Manager to enter into membership agreements with the Cooperative Purchasing Network and the National Joint Powers Alliance on behalf of the Township for the cooperative purchase of goods, services and materials to be used within the Township. Solicitor Garrity opened the hearing, and asked if any member of the Board, staff, or public had questions or comments. Chairman Conner mentioned that this effort is similar to others in that the Township has better buying power through cooperative purchases. Each purchase is looked at for the best value, and this helps save money. There were no additional comments and Mr. Garrity closed the hearing.

Upon motion by Mr. Zucker, duly seconded by Mr. Greco and unanimously approved, Ordinance No. 342 was enacted.

Chairman Conner turned the meeting over to Vice-Chairman Zucker who asked for public comment. Mr. Whittock asked for a clarification of the item appointing delegates to the Tax Collection Committee. Mr. Pronczak explained that every municipality and school district in Montgomery County belongs to this Committee, and there are three delegates. Previously, the representatives were John Nagel, Chris Bauman and himself. It was updated to include Chris Bauman, Finance Director, Kellen Jarrett, Assistant Finance Director as the first alternate delegate and himself as the second alternate delegate. Mr. Pronczak thanked Mr. Whittock for his input. Vice-Chairman Zucker asked if any member of the Board had public comment. Chairman Conner thanked the Parks and Recreation staff for the Trails and Tails 5K on October 18th. The event is fairly new and over time, participation will surely increase. There are many supporters. He added that this weekend the hayride event will be held at Prophecy Creek Park and the Disney luncheon is scheduled for Sunday at the Manor House. There were no additional comments.

Vice-Chairman Zucker announced the Board met in executive session prior to the public meeting to discuss legal matters. With no further discussion, he moved to adjourn the meeting at 8:47 p.m.

Respectfully submitted,



Anthony F. Greco
Secretary