

**Towamencin Township  
Board of Supervisors  
Monthly Meeting  
July 27, 2022  
7:00 PM**

**Present:**

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

**Staff:**

Donald D. Delamater, Township Manager  
Robert J. Iannozzi, Jr., Esq., Township Solicitor  
Tom Zarko, Township Engineer  
Niral Modi, IT Staff  
Timothy Troxel, Chief of Police

**Present Remotely:**

Colleen Ehrle, Manager of Administration, Communication & Human Resources

**Absent:**

Kristin Warner, Treasurer

Chairman Wilson called the meeting to order at 7:02 PM and led the assemblage in the Pledge of Allegiance.

**Awards & Recognitions**

**Police Chaplains Swear-In**

Towamencin's Police Department recently established a volunteer Police Chaplain Program with the purpose of providing spiritual and emotional support to all members of the police department, their families, and members of the public. The program will be a non-denominational ministry provided by volunteer clergy without financial compensation. Chief Troxel shared the program was one of his wellness initiatives planned for the department and described the planning and launch of the program. Bios for Reverend Zachary Hopple and Reverend Serena Sellers were provided prior to their swearing-in.

Reverend Zachary Hopple is an ordained elder in the United Methodist Church, appointed in 2020 as the senior pastor of Christ United Methodist Church, located on Valley Forge Road. Reverend Serena Sellers become Pastor of the Christ Evangelical Lutheran Church, located on Mainland Road, where she has been since 2016. In addition to being the Pastor at Christ

Lutheran Church, Reverend Sellers is also the Dean of the Upper Bucks Conference for the Southeast Pennsylvania Synod of the Evangelical Lutheran Church of America.

Reverend Hopple and Reverend Sellers both expressed their appreciation for the opportunity to serve the Towamencin Community in these new roles. Chairman Wilson thanked both chaplains for stepping forward to serve.

### **Opening Comments**

Chairman Wilson made the following announcements:

- The meeting is being held in person at the Township’s Meeting Hall and also provided via Zoom for residents unable to attend in person. As accorded by law and notice, public comments submitted by 4:30 pm on the meeting day will be read at the start of the meeting. For those physically present, public comment is available at the start of the meeting.
- The next scheduled concert at Fischer’s Park is Thursday, July 28<sup>th</sup> featuring “High Noon.”

### **Public Comments**

Resident Kofi Osei, 105 Cambridge Way, noted his appreciation for the vote on the Mainland Golf parking texting amendment and advocated to eliminate parking minimums for businesses.

Resident Andrew Dolan referenced his communication with the Open Space and Parks Advisory Committee relating to the farming of Township property adjacent to Fischer’s Park. He inquired into the timeline for the agenda item to be presented before the Board of Supervisors.

### **Approval of Minutes: May 25, 2022; June 22, 2022; July 6, 2022; and July 13, 2022**

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved the May 25, 2022 minutes.

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

On a motion by Supervisor Snyder, seconded by Supervisor Smith, the Board approved the June 22, 2022 minutes.

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

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved the July 6, 2022 Special Meeting minutes.

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

On a motion by Supervisor Marino, seconded by Supervisor Snyder, the Board approved the July 13, 2022 minutes.

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

### **Zoning, Subdivision and Land Development**

#### **Resolution 22-20: Schempp Property Subdivision Preliminary Land Development Plan**

The proposed subdivision was reviewed by the Board on July 13<sup>th</sup>. The applicant has proposed to modify the lot lines of four existing parcels located on the northwesterly corner of the intersection of Snyder and Weikel Roads in the “R-125 – Residential” zoning district. There are three existing single-family detached dwellings on the existing lots which will remain. There is no development proposed for lot 2 on the current plan submission. The preliminary plan approval resolution has been prepared for the Board’s consideration.

Township Engineer Tom Zarko noted a typo on the resolution’s second page.

On a motion by Supervisor Smith, seconded by Supervisor Marino, the Board approved Resolution 22-20, Schempp Property Subdivision Preliminary Land Development Plan.

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

#### **Resolution 22-21: Schempp Property Subdivision Final Land Development Plan**

As part of this land development application, the applicant has requested both preliminary and final land development approval. The final plan approval resolution has also been prepared and is ready for the Board’s consideration.

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved Resolution 22-21, Schempp Property Subdivision Final Land Development Plan.

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

Absent: Kristin Warner

### **Old Business**

None

### **New Business**

### **Warrant List**

The July warrant list was presented for approval. On a motion by Supervisor Smith, seconded by Supervisor Marino, the Board approved the warrant list in the amount of \$1,989,908.92.

Voting Yes: H. Charles Wilson, III, Richard Marino, Laura Smith, Joyce F. Snyder

Voting No: N/A

Abstaining: N/A

Absent: Kristin Warner

### **Public Works Committee Report**

The Public Works Committee meets on a monthly basis to review projects and identify deficiencies related to Township infrastructure, properties, and equipment. The Committee met on July 21<sup>st</sup>. Supervisor Marino provided the Committee's report with the following topics reviewed:

- 1540/1556 Kriebel Road storm sewer replacement project update
- Weikel Road Drainage /Pedestrian Walkway status update
- Central Drive Storm Sewer Repair Project
- Orchard Lane Storm Sewer Relocation Project update
- 1060 Valley Forge Road drainage
- Bocci Courts discussion
- 2022 Paving and ADA Ramp Replacement Project
- Landscape and signage improvements at Turnpike right-of-way areas
- Allentown Road culvert replacement & coordination with 309 Connector Project
- Traffic calming handbook draft proposal
- Allentown Road/Walton Farm School Crosswalk
- Old Forty Foot/Rittenhouse Road Intersection
- Woodlawn Drive/Allentown Road No Turn on Red – time restriction to school hours
- Woodlawn Drive/Columbia Avenue Crosswalks
- Forty Foot Road/Newbury PSDC traffic signal status
- Municipal Complex Driveway lighting update
- Kibler Meadow Parking Lot
- Kerr Road - Scope of Work Analysis
- Forty Foot Road Pedestrian Bridge rust concerns
- Towamencin Pool leak analysis and operation update
- Miscellaneous items

- Valley View Way storm sewer replacement needs
- New Salt & Equipment Storage Facility request

### **Finance Committee Report**

The Township Finance Committee meets monthly throughout the year and more often when needed. The Committee monitors economic indicators and the pulse of the Township's revenues and expenditures. They also address various requests and concerns that may arise. The Committee met on July 15<sup>th</sup>. Chairman Wilson provided the report. Discussion items included:

#### **Township 2021 Financial Summary Update**

The Committee reviewed a summary of 2021 year-end financials. The Township met its budgeted figures for each tax levied (real estate, earned income, local services and real estate transfer). Transfer taxes received in 2021 were particularly strong, raising more than \$900,000 versus a budgeted figure of \$385,000 likely due to large commercial property transfers and the vigorous residential real estate market. For expenditures, major cost centers of general government, public safety and public works met budgeted targets within township operating funds. The Township is still working with its auditors to complete the 2021 audit.

#### **Township 2022 June YTD Financial Summary**

The Committee reviewed a summary of year-to-date financials. Tax revenue generated through the first six months of the year is consistent with historical trends by tax type and on track to meet or exceed 2022 budget figures. Operating fund expenditures are trending with overall budget goals.

#### **NextEra Sewer Sale Deposit Received**

NextEra sewer sale deposits were received in June, most of which is held in escrow by a US banking institution. The Township's investment funds received a \$100,000 portion of the deposit which will be held as deferred revenue until the sale is effectuated.

#### **Caselle: Vendor ACH/Direct Pay and MiExcel Quotes**

Mr. Szumski noted as he is learning the Township's financial software, he has begun to identify areas of potential operational improvement. Mr. Szumski solicited quotes for system modules not currently licensed by the Township to reduce current duplicate entry processes for direct pay / ACH payments, as well as, enhanced reporting features. The Committee feels these are reasonable improvements to the system and will continue these discussions.

#### **Grant Consultant Discussion**

The Committee discussed the potential costs and benefits of soliciting grant consultant services from the private sector. Although the Township's existing professional consultants provide grant-writing services as a subset of their overall services, it is the view of the Committee that these grant-seeking services are more likely to be curtailed during economic downturns. Thus, soliciting a firm to focus exclusively on seeking grant revenue on behalf of the Township might be worth the additional cost of these services.

#### **Restricted Capital Reserve Funds**

The Committee discussed researching what legal mechanisms exist for the Township to maintain sewer sale proceeds in accordance with Board of Supervisor's goals - creating capital reserve funds

preserving the proceeds, with use of annual interest earnings to fund open space, parks, stormwater, fire service infrastructure and equipment, facilities, and transportation projects.

#### Update on TTIA Dissolution

The Committee discussed the need to gather information to initiate the dissolution of the Towamencin Township Infrastructure Authority (TTIA). All pending litigation and operational items relating to the TTIA have been resolved. It is the Committee's view that the TTIA has served its purpose and prefer it be dissolved by year-end.

#### rideATAXIA – Charity Bike Ride Approval

The upcoming annual rideATAXIA charity bike ride is scheduled for Saturday, September 24<sup>th</sup> and will pass through Towamencin Township. The start/finish location is the LCBC Church at 100 Main Street in Harleysville. This is a family friendly ride and not a race. Roads will remain open to traffic. The event distances are 1-mile, 3-miles, 21-miles and 46-miles. Last year, two police officers were hired to perform traffic control at the intersection of Quarry/Kriebel/Old Forty Foot Roads due to the dangerousness of the intersection. The event coordinators are requesting formal approval from the Township so they can file the appropriate PennDOT permits.

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved the request allowing the rideATAXIA charity bike ride to traverse through the Township as noted.

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

#### Kriebel Road Trail Project Update and Extension Request

The construction of this project began earlier this week. The contractor has been delayed due to the planning and approval process for the pedestrian bridge structure. Now that the bridge plans have been approved, the fabricator expects to have the structure delivered in early October. Originally, the project was expected to be completed by the end of July. However, the contractor is requesting an extension of the project with a completion date of December 5<sup>th</sup>. This extension request must first be approved by the Township and then PennDOT.

On a motion by Supervisor Marino, seconded by Supervisor Smith, the Board approved the Kriebel Road Trail Project extension request.

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

#### Police Department – Acceptance Donation Request

The Police Department recently received a \$200 donation from Wilbur Eastlack. The Board must consider acceptance of this gift in accordance with the Township's Donation Policy.

On a motion by Supervisor Smith, seconded by Supervisor Snyder, the Board approved the police department acceptance of this donation.

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

**Police Request – Lansdale Borough (St. Stan's Fair)**

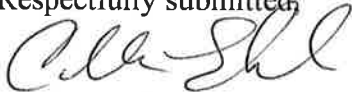
The Police Department received a request from Lansdale Borough for extra manpower to assist with this year's St. Stan's Fair on August 12<sup>th</sup> and 13<sup>th</sup> from 6:00 pm to 11:00 pm. This is an annual event and Towamencin will be reimbursed for the police officer's time.

On a motion by Supervisor Snyder, seconded by Supervisor Smith, the Board approved Lansdale Borough request for assistance by our police department in coordination with the St. Stan's Fair.

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

There being no additional business, the meeting adjourned at 7:45 pm.

Respectfully submitted,



Colleen Ehrle

Manager of Administration, Communication & Human Resources