

**Towamencin Township  
Board of Supervisors  
Work Session Meeting  
May 13, 2009  
7:30 p.m.**

**Present:**

Dr. Thomas Hollenbeck, Vice Chairman  
H. Charles Wilson, III  
James P. Sinz  
John V. Gottschall

**Absent:**

Daniel M. Littley, Chairman

**Staff:**

Robert A. Ford, Township Manager  
John T. Dooley, Esquire, Township Solicitor  
Russell Benner, P.E., Township Engineer  
Joseph Leis, Director of Community Planning  
P. Tim Dickinson, Chief of Police

Vice Chairman Hollenbeck called the meeting to order at 7:35 p.m. and led the assemblage in the Pledge of Allegiance.

5 Vice Chairman Hollenbeck announced the death today of former police Officer Joe Bacino and asked for a moment of silence.

Vice Chairman Hollenbeck turned the floor over to Chief Dickinson.

10 Chief Dickinson introduced Bob Moyer who ran Skippack Auto Repair for thirty-nine years and noted how Mr. Moyer assisted the Towamencin Police Department with keeping their vehicles in prime shape. Chief Dickinson presented Mr. Moyer with a "Citizen Award".

15 Chief Dickinson introduced recently retired Lieutenant Joseph Filice recognizing his thirty-two years of service to the Police Department and the Township.

**Opening Comments**

20 Vice Chairman Hollenbeck announced the Board held an executive session prior to the meeting to discuss personnel and legal issues.

Vice Chairman Hollenbeck stated that the Board of Supervisors met on Saturday, May 9<sup>th</sup> with State Representative Bradford to discuss issues involving the Township.

Chief Dickinson announced a joint press release by Hatfield Township and Towamencin Township on both having Lieutenants accepted to attend the FBI National Academy.

5 Mr. Ford and Chief Dickinson summarized the 2009 Justice Assistance Grant application. There were no comments regarding the application.

Pat Litavec asked about the timing with the traffic signal at the North Penn High School.

**Approval of Minutes – April 22, 2009**

10 On motion of Mr. Gottschall, seconded by Mr. Sinz, the Board approved the minutes of April 22, 2009 as written.

15 **Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
**Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littley

**Old Business**

20 **Block Party Application**

25 Mr. Leis noted that the Township occasionally receives requests from residents for permission to temporarily close streets to vehicle traffic for neighborhood parties. Noting that the Township does not have a formal process or policy for such actions, Staff was directed to prepare a procedure for the Board’s consideration.

30 On motion of Mr. Sinz, seconded by Mr. Wilson, the Board approved the policy and procedures presented by the Staff for holding block parties.

35 **Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
**Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littley

**New Business**

**Appointment to Act 32 Countywide Tax Collection Committee**

40 Vice Chairman Hollenbeck stated under the Commonwealth of Pennsylvania Act 32 that was enacted in July 2008 the current earned income tax collection process will be restructured to create county-wide Tax Collection Districts. These new districts will have boundaries that are congruent geographically with current county lines. The new earned income tax collection system for each Tax Collection District will be organized under a Tax Collection Committee  
45 (TCC), which will be the governing body for each District. TCC membership will be composed of one voting delegate from the governing body of each municipality and school district within

the county that levies the Earned Income Tax. Each taxing jurisdiction that imposes an Earned Income Tax is required to appoint one voting delegate and one or more alternates prior to September 15, 2009. The delegates and alternates serve at the pleasure of the appointing body.

5 On motion of Mr. Sinz, seconded by Mr. Gottschall, the Board appointed Chuck Wilson as the representing delegate for the Tax Collection Committee.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall

**Voting No:** N/A

10 **Abstaining:** N/A

**Absent:** Daniel M. Littlely

Discussion on Proposed Street Light – Gehman & Tomlinson Roads

15 Vice Chairman Hollenbeck stated the Dock Woods Community contacted the Township in February to request that a street light be placed at the intersection of Tomlinson and Gehman Roads. This matter was previously discussed at the Board’s February meetings at which time the Board directed Staff to obtain cost estimates and to invite neighboring residents to a meeting to express any comments or concerns.

20

Mr. Ford summarized the estimated cost of \$1,900 for a new cobra head light.

Mr. Anil Ambegaonkar, 1810 Red Oak Way, expressed concern about the light spreading out on to the neighboring houses.

25

Mr. Charles Roberts, 1808 Red Oak Way, indicated the light would be right behind his house and is concerned with the light shining in their homes.

30 Mr. Donald Detwiler, 790 Reinert Road, expressed concern at the existing light at the corner of Reinert Road and Tomlinson Road.

Gordon Bell of Dock Woods Council, requested the Board move forward and have the light placed.

35 Charles Tuerk, 1809 Hickory Way expressed opposition to the street light.

Pat Litavec suggested a more decorative, less intrusive light post that would light the intersection but not glare on neighboring properties.

40 It was the consensus of the Board to table the issue until May 27 so that the Township Engineer could look into the situation and made a recommendation.

Resolution 09-22: Emergency Operations Committee

45 Vice Chairman Hollenbeck stated as a result of the enactment of the National Incident Management System by the Federal Government, the Board of Supervisors considers it

imperative to create a committee for the purpose of providing input and advice on emergency operations within the Township related to the activation and staffing of the Emergency Operations Center. The Committee shall be comprised of Township residents and act as an advisory body to the Board of Supervisors on matters related to the staffing, provisioning, set-up, and operation of the Emergency Operations Center. Committee members will staff Emergency Operations Center positions when activated.

On motion of Mr. Wilson, seconded by Mr. Sinz, the Board adopted Resolution 09-22 establishing an Emergency Operations Committee.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
**Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littlely

Resolution 09-23: Technology Assessment and Innovation Committee

Vice Chairman Hollenbeck stated the Board of Supervisors considers it appropriate to create a committee for the purpose of accomplishing a technology assessment of all Township entities and providing budget priorities for technology insertion and innovation. This committee shall be comprised of Township residents and act as an advisory body to the Board of Supervisors on matters related to technology assessment, as well as innovation efficiencies to be realized by the Township.

On motion of Mr. Sinz, seconded by Mr. Wilson, the Board adopted Resolution 09-23 creating a Technology Assessment and Innovation Committee.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
**Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littlely

Resolution 09-24: Complete County Committee (2010 Census)

Vice Chairman Hollenbeck stated the Board of Supervisors considers it appropriate to create a "Complete Count Committee." The Committee will be a team of Township residents appointed by the Board of Supervisors for the purpose of developing and implementing a 2010 Census Awareness campaign. The Committee is charged with influencing every member of the community to complete the 2010 Census questionnaire in a timely and accurate manner. The members will lead the promotion of the 2010 Census awareness campaign from now through October 2010.

On motion of Mr. Gottschall, seconded by Mr. Sinz, the Board approved Resolution 09-24 establishing a Complete County Committee to assist in the 2010 Census.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall

**Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littlely

5 Appointments to Township Committees and Commissions

Vice Chairman Hollenbeck noted as a result of an appeal in the Township’s Spring Newsletter for volunteers to serve on various Township committees and commissions, several residents stepped forward expressing a desire and commitment to serve our community.

10 Consequently, the Board would like to consider a number of appointments as follows:

<b>Name</b>	<b>Committee</b>	<b>Term Expires</b>
Becker, Nancy	Planning Commission	12/31/2009
Boyer, Leonard	Emergency Operations Comm	12/31/2011
Burrill, James	Emergency Operations Comm	12/31/2011
Landis, Terry	Emergency Operations Comm	12/31/2011
Tuckhorn, Paul	Emergency Operations Comm	12/31/2011
Stouffer, Virginia	Emergency Operations Comm	12/31/2010
DePaul, James	Rec & Spec Evts Comm	12/31/2009
Rittenhouse, Luann	Rec & Spec Evts Comm	12/31/2011
Banerjee, Sujoy	Technology Assessment Comm	12/31/2009
Chranock, Bryan	Technology Assessment Comm	12/31/2010
Gallagher, Michael	Technology Assessment Comm	12/31/2011
Grula, Carl	Technology Assessment Comm	12/31/2009
Platt, Christopher	Technology Assessment Comm	12/31/2011
DePaul, James	UCC Board of Appeals - Alternate	12/31/2009
Wrigley, James	Strategic Planning Comm	12/31/2011
Landis, Terry	Veterans Comm	12/31/2009
Wright, Jeff	Environment Advisory Council	12/31/2009

15 On motion of Mr. Wilson, seconded by Mr. Sinz, the Board appointed the applicants as presented.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
**Voting No:** N/A

**Abstaining:** N/A  
**Absent:** Daniel M. Littley

Consideration of Contract Award – Fischer’s Park Plan Update

5 Vice Chairman Hollenbeck noted following the award of a C2P2 Grant from the Pennsylvania Department of Conservation and Natural Resources, the Board of Supervisors sought proposals for a one-time contract to perform certain professional consulting services for the Township involving the update the 1998 Master Site and Design Plan for the 74-acre Fischer’s Park. The Township  
10 received eight proposals for this project.

Mr. Ford noted that Staff reviewed all eight proposals in detail and suggested that the firms of CMX Engineering, Barry Isett & Associates, and Simone-Collins offer the best fit for the Township’s goals.  
15

The Board directed the administration to distribute copies of the proposals from CMX, Simone Collins, and Barry Isett and Associates to the Board for review and schedule the consideration of the contract award at the May 27 meeting.

20 Road Closure Request – Towamencin Volunteer Fire Company

Vice Chairman Hollenbeck stated the Towamencin Volunteer Fire Company is seeking the Board’s approval to close a section of Rittenhouse Road from Bustard Road to Candlewood Way on May 20<sup>th</sup> from 6:30 pm to 9:00 pm due to the “Housing Ceremony” for the Company’s new emergency response vehicle.

25 Bob Rau, President of the Towamencin Volunteer Fire Company, summarized the procedures that they have used in the past and how the Fire Police control the traffic.

Mr. Gottschall suggested a detour sign be placed at the intersection of Old Forty Foot Road and Rittenhouse Road.

30 On motion of Mr. Gottschall, seconded by Mr. Sinz, the Board authorized the road closure of Rittenhouse Road between Bustard Road and Candlewood Way from 6:30 p.m. to 9:00 p.m. on May 20<sup>th</sup>.

**Voting Yes:** Dr. Thomas Hollenbeck, James P. Sinz, H. Charles Wilson, John V. Gottschall  
35 **Voting No:** N/A  
**Abstaining:** N/A  
**Absent:** Daniel M. Littley

Additional Business

40 Mr. Ford noted that at the last meeting, the Board directed the administration to prepare and submit an application for grant funding through the Federal Government Stimulus Program for

Green Infrastructure. He noted the applications are due May 18<sup>th</sup> and the administration is working with the Township Engineer to make the deadline.

5 Mr. Benner noted that the Township will not know if we are successful with the grant until mid July, but contracts must be in hand by October 1, 2009. He suggested that we may be short on time if bid specifications are not prepared ahead of time.

10 Vice Chairman Hollenbeck asked for a motion to accept CMX's proposal of May 8, 2009 to prepare a grant application, do the design and permitting for \$15,000.

Mr. Wilson made a motion seconded by Mr. Gottschall in favor of CMX's proposal. Vice Chairman Hollenbeck and Mr. Sinz were opposed.

15 **Voting Yes:** H. Charles Wilson, John V. Gottschall  
**Voting No:** Dr. Thomas Hollenbeck, James P. Sinz  
**Abstaining:** N/A  
**Absent:** Daniel M. Littley

20 There being no further business, the meeting adjourned at 9:00 p.m.

Respectfully submitted,

25 Robert A. Ford  
Township Manager

RAF/sl

30