

**Towamencin Township
Board of Supervisors
Monthly Meeting
June 23, 2021
7:30 PM**

Present:

H. Charles Wilson III, Chairman
Daniel M. Littley, Jr., Vice Chairman
Daniel Bell, Treasurer
Richard Marino, Secretary
Laura Smith, Asst. Treasurer/Asst. Secretary

Staff:

Colleen Ehrle, Assistant to Township Manager
Jack Dooley, Esq., Township Solicitor
Mary Stover, Township Engineer
Niral Modi, IT Staff
Timothy Troxel, Chief of Police

Present Remotely:

Brooke Neve, Finance Director/Interim Township Manager

Chairman Wilson called the meeting to order at 7:31 PM and led the assemblage in the Pledge of Allegiance.

Opening Comments

Chairman Wilson made the following announcements:

- Due to the COVID-19 Emergency, the meeting is being held via Zoom video communications. The public was invited to participate remotely and e-mail questions to info@towamencin.org by 4:30 pm, prior to the meeting.
- The Board of Supervisors is working with staff and legal counsel to transition back to public meetings. We may be returning to in-person public meetings in July, but will also continue to provide a zoom and video streaming option for residents who may not yet be able to attend in person. We will provide updates through the Township's website and social media on the status of returning to in-person meetings.
- The Board met in Executive Session prior to this evening's meeting to discuss personnel matters.
- Towamencin's pool is open with memberships still available at www.sgatowamencin.com.
- Our electronics recycling event is being held at North Penn High School on June 26th, 9 am to 12 pm.

- Mark your calendars for Towamencin's Summer Concert Series in July. Concerts will be held on Thursdays at 7:00 pm at Fischer's Park. The series will kick-off July 1st with the Don't Call Me Francis band and will continue on July 8th with the group AM Radio. Food sales by Diz's Dogs/Love Food Truck will start at 6 pm.
- Reminder to those who have not done so, to pay your sewer and Township tax bills by June 30th to avoid assessed late fees. Any questions about your bill, contact the Township at 215-368-5357.

Public Comments

Resident Robert Artz of 10 Newbury Way submitted the following comment:

Upon advice from others, I have emailed our State representative, Liz Hanbidge two times relative to the speeding on Forty Foot Road. Both times she has not responded or even acknowledged my emails.

Therefore I am turning to you about this situation. Since the widening and resurfacing of Forty Foot Road, the volume of traffic has increased and so has the speeding. We were promised a traffic light at the intersection of Forty Foot Road and Newbury Way upon completion of the widening project.

We have also been informed that the traffic light will not be installed until a new shopping center across from Newbury Village is completed. So far, there is very little construction of this shopping center except for a Planet Fitness facility.

Given the speed of the cars on Forty Foot Road, the Township could make some extra income by asking the police to set up speed traps on the road. That would also have the result of slowing down the traffic. I am sure you recognize that this is a safety issue and I do not want the installation delayed until there is an accident. Please consider this safety issue at your next Board of Supervisors Meeting.

Chairman Wilson responded that Chief Troxel was in the audience and would note the comment. Mr. Wilson added the police are out monitoring speeding along the roadway. With respect to the future traffic signal at Forty Foot Road and Newbury Way, PennDOT has recently affirmed their stance that the activation of traffic signal is still contingent on the development of the shopping center, which was the basis for the additional signal.

Awards & Recognition

Commendation – Sergeant Geoffrey Wainwright

The Township occasionally has the opportunity to recognize residents, staff members and volunteers that have distinguished themselves by performing some notable act or service in furtherance of community betterment. We have the honor of recognizing one such individual this evening. Chief Troxel presented Sergeant Geoffrey Wainwright with the Towamencin Police Department's Lifesaving Award, which read:

“Presented to Sergeant Geoffrey Wainwright in recognition of your actions on Monday, May 24, 2021, when you came upon the scene of a vehicle crash involving a motorcycle while on your way to start your shift. Although not yet on duty, and driving your personal vehicle, you stopped to render aid to the operator of the motorcycle, who had sustained serious injuries. Utilizing your personally-owned trauma first aid kit, you applied a tourniquet to the victim’s left leg, stopping serious bleeding which contributed to not only saving the person’s leg, but also saving his life. For these actions, you are hereby presented with the Towamencin Police Department Lifesaving Award on this 23rd day of June, 2021.”

The Board congratulated Sergeant Wainwright on his commendation for his heroic actions.

Zoning, Subdivision and Land Development

ZHB 2021-03: 1804 Dutchmans Circle Reduction of Side Yard Set-Back

The applicant is seeking a reduction in the side yard set-back from 15 feet to 9 feet, 10 inches for a building addition in the MRC (Mixed Residential Cluster) zoning district.

It was the consensus of the Board not to send the Township Solicitor to appear before the Zoning Hearing Board for this application.

Old Business

Proposed Eliza Talal Memorial Butterfly Garden Update

After the Township’s Open Space and Parks Advisory Committee unanimously endorsed a proposal to allow volunteers to construct a memorial butterfly garden in Fischer’s Park for Eliza Talal, the young girl who tragically lost her life during the tropical storm last August, Kelly Bertolazzi and her son Andrew Bertolazzi presented their proposed plan at the October 14, 2020 Board of Supervisors Meeting. The Board expressed their support of the concept and the family and made some suggestions. The Bertolazzis were thankful for the Board’s feedback and said they would take it into consideration when moving forward. One suggestion was finding an alternate location due to the flooding that occurs at Fischer’s Park. Since presenting last fall, Ms. Bertolazzi met with Public Works Director David Hillmantel and Open Space and Parks Advisory Committee Chairman Joe Meehan to find a more suitable area, a flat/dryer area than the one originally proposed.

Kelly and Andrew presented an update on the proposed plan including details on a new location, proposed materials and plants, a sketch of the memorial design, and the cost estimate. The new project estimate was \$10,600 and would be funded by a private donation. The Bertolazzis intention was to have the memorial constructed ahead of the anniversary of Eliza’s passing. The landscaper for the project estimated the construction to take approximately a week and he could do so in July.

Supervisor Littley asked if there would be a sign to go with the memorial. Supervisor Smith suggested something that described the memorial’s significance that told Eliza’s story for park patrons unaware. Ms. Bertolazzi said she would try to work on something that resembled other signage in the park.

Supervisor Bell commended the Bertolazzis' thoughtfulness in their design of the memorial. Supervisor Marino also commended their efforts, noting the impressive undertaking of the project.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board approved the project and granted permission to proceed.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith
Voting No: N/A
Abstaining: N/A
Absent: N/A

New Business

Appointment of Towamencin Township Manager

After over 16 years serving as Towamencin Township Manger, Robert Ford retired on June 1st. Assistant Township Manager and Finance Director Brooke Neve was appointed Interim Township Manager as of June 1st, pending the selection of a permanent replacement for Mr. Ford. Following an extensive recruitment and interview process that included over 30 applicants, the Board is pleased to announce that Donald D. Delamater has been selected to be Towamencin Township's next Manager.

Mr. Delamater has 25 years of municipal management experience. He currently serves as Township Manager for Lower Providence Township. He previously served as Township Manager for Hilltown Township and at East Norriton Township, where he spent 7 years in the position, after serving 13 years as Assistant Township Manager. He holds a Master's degree in Public Administration from Villanova University and completed undergraduate studies in Business Administration at Florida Atlantic University. Don, his wife Holly and three children CJ, Ryan and Dana are residents of Towamencin.

Chairman Wilson expressed his confidence in Don's ability to do an outstanding job, adding that not only will he bring a wealth of experience, but that Don also shares similar traits as former manager Rob Ford, which made him a successful manager here. Mr. Wilson added the transition should be smooth with Don being a Township resident and with incredible staff who will assist him.

Mr. Delamater thanked the Board for the opportunity and noted he was looking forward to working with staff, the Board and consultants. Mr. Delamater will assume this position starting August 9, 2021.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board appointed Donald D. Delamater as the Township's next manager.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith
Voting No: N/A

Abstaining: N/A
Absent: N/A

Warrant List

The June warrant list was presented for approval. On a motion by Supervisor Littley, seconded by Supervisor Bell, the Board approved the warrant list in the amount of \$2,260,192.29.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith

Voting No: N/A

Abstaining: N/A

Absent: N/A

Public Works Committee Report

The Public Works Committee meets on a monthly basis to scope projects and identify deficiencies related to Township infrastructure, properties, and equipment. The Committee met on June 22nd. Supervisor Marino provided the Committee's report.

1060 Valley Forge Road Drainage Concerns – The status the drainage concerns were reviewed. It was noted the resolution was primarily a PennDOT responsibility and was recently assigned to their King of Prussia office.

2021 Road Paving & ADA Ramp Replacements – The scheduling for both projects was reviewed. The ADA ramp replacement project is expected to begin in July. While the road paving was anticipated to begin in early August.

Sump Pump Curb Discharge Connections – Public Works Director David Hillmantel provided an update on the connection installations. Three addresses were completed, with the remaining scheduled later that week.

Weikel Road Drainage – Township Engineer Tom Zarko presented various concept plans for drainage and pedestrian walkway improvements along Weikel Road. The three options included; the construction of a roadside drainage swale/driveway culverts, the installation of widening, curb, sidewalk and storm sewer system improvements, and the installation of a potential bike lane plus roadside swale/driveway culvert improvements. Pros/cons of each option discussed with a fourth option suggested to include a bike lane, curbing and storm drainage system improvements. These options/costs will subsequently be discussed with the Board of Supervisors with a subsequent meeting with affected residents along Weikel Road to follow.

Kriebel Road Realignment Project - The Committee discussed the current status of the Kriebel Road Realignment Project including the termination of the existing pedestrian trail from Fisher's Park at the intersection with the roadway. Mr. Hillmantel noted that the installation of a cul-de-sac at the end of the Fisher's Park trail abutting Kriebel Road would be performed by Public Works, but would be deferred until fall due to current workload constraints.

1040 Hillside Lane – A recent complaint was reviewed concerning a sinkhole that had developed in the vicinity of an existing sanitary sewer line located within an easement area of the property.

Mr. Hillmantel noted that the Sewer Department was making arrangements to have the affected sewer line video inspected to help determine a potential source of the sinkhole problem.

355 Fretz Road – The Committee discussed the resident complaint for 355 Fretz Road concerning erosion within an existing drainage channel along a sanitary sewer easement along his property. The Township Engineer and Sewer Engineer met the resident to evaluate the complaint in the field. During the field inspection, no exposed sanitary sewer line was noted. The resident was advised that the maintenance of the drainage channel was a private matter requiring no Township involvement.

Kibler Meadow - The Committee discussed questions recently posed by the Open Space and Parks Advisory Committee concerning maintenance requirements for open space areas, classified as “naturalized” as proposed to “meadow”. Mary Stover noted that there were no real differences between the two classifications from an MS4 perspective. Mr. Hillmantel expressed the difficulty for his department to provide maintenance to this meadow due to equipment needs for such a large area. The Committee suggested that costs associated with renting equipment for annual maintenance be obtained for further discussion.

Fischer’s Park Restroom Vandalism - The Committee discussed recent recommendations provided by the Open Space and Parks Advisory Committee concerning vandalism occurring in the park restrooms. Plumbing fixtures were recently upgraded, providing some benefit in resolving prior issues. The Committee recommended more proactive measures be implemented, including the distribution of informational documents, potential fines referenced in future pavilion rental applications, as well as, utilizing part-time bathroom attendants or part-time cleaners.

1540 Kriebel Road - The Committee discussed the drainage complaint received from the residents of 1540 Kriebel Road concerning a deteriorated storm sewer line on the property. A plan provided by the resident was reviewed, which appeared to indicate that the subject storm line is a part of a larger drainage collection system that accommodates drainage flows to and along Kriebel Road. There is no easement on record for the property.

The Committee recommended that the Township engineer and solicitor work with the resident to provide the necessary easement in order for repairs to be made by the Township’s Public Works.

On a motion by Supervisor Marino, seconded by Supervisor Littley, the Board authorized the Township engineer and solicitor provide the necessary easement in order for repairs to be made.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith

Voting No: N/A

Abstaining: N/A

Absent: N/A

Sewer System Monetization Status Report

As part of the Township’s ongoing exploration of a possible sale of its sewer system, the Board has asked PFM Financial Advisors to provide regular updates on how the process has been proceeding. Chairman Wilson read the June report. Recent events included:

- Continuing to populate the data room with various documents requested from the bidders or uncovered as part of the Township’s ongoing due diligence. A call was held on

Wednesday, June 4th to discuss the various due diligence questions and request for documents that had been received at that point.

- Begin drafting all necessary bidding documents, including but not limited to: Asset Purchase Agreement & Schedules, Asset Lease Agreement & Schedules, and the Request for Bids.

Immediate next steps include:

- Continue fielding additional due diligence questions received from the bidders and continue populating the virtual data room accordingly.
- Continue drafting the various required bidding documents. It is the goal of the financing team to have a draft of the bidding documents available to the various bidders for their review and comment by late July. Prior to releasing the draft bidding documents to the bidders, the financing team would brief the Board of the various terms in the documents and allow them to address any comments, questions or concerns.

Supervisor Littley noted no decision has been made concerning a sale of the sewer authority regardless of speculation posted on social media.

Chairman Wilson added at this time the Board only has qualified bidders, emphasizing there are many more steps in this process, such as approving the bidding documents, seeking, receiving and reviewing the bids, etc.

Supervisor Smith echoed Supervisor Littley's comment concerning speculative comments made on social media. She noted the Board is doing their due diligence to assess the value of this Township asset, and then will examine if a sale would benefit the community.

Chairman Wilson concluded that Township's Board of Supervisors are all taxpayers and ratepayers, who have the best interests of the Township in mind as they move forward through the process.

Resolution 21-18: Disposal of Property (Public Works Truck & EMS Trailer)

According to §1504 of the Second Class Township Code, the Board of Supervisors must authorize the disposal of personal property. Anything with a fair market value of \$2,000 or more needs to be advertised and sold at auction. The Township intends to dispose of the equipment through auction so that it may recoup a portion of the costs. This resolution authorizes the disposal through sale on Municibid of one (1) 2005 GMC Sierra 3500 4WD Truck used by Public Works and replaced in late 2020 and one (1) 1998 Homestead Spill Control Unit Trailer also replaced in 2020.

On a motion by Supervisor Littley, seconded by Supervisor Bell, the Board approved Resolution 21-18, Disposal of Property (PW Truck & EMS Trailer).

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith

Voting No: N/A

Abstaining: N/A

Absent: N/A

Resolution 21-19: Authorization to Sign Documents – TA Set-Aside Grant

Towamencin Township was awarded an \$846,000 grant through the Federal Transportation Alternatives Set-Aside program to construct a new pedestrian/bicycle trail from Trumbauer Road to Valley View Way, along the Towamencin Creek. In order to administer this grant, the Township is required to designate an authorized signatory for associated documents. This resolution authorizes the Township Manager, who will be registered in PennDOT’s Engineering and Construction Management System and Reimbursement Agreement System to sign all documents to administer the grant.

On a motion by Supervisor Littley, seconded by Supervisor Bell, the Board approved Resolution 21-19, Authorization to Sign Documents– TA Set-Aside Grant.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith

Voting No: N/A

Abstaining: N/A

Absent: N/A

Sanitary Sewer System 10-Year Capital Plan Presentation

At the recommendation of the Sewer Committee, the Township authorized the compilation of a 10-Year Capital Plan for Towamencin Township’s Sanitary Sewer Conveyance System. The Township’s Sewer Engineer, Gilmore & Associates, has completed the Capital Plan and is here this evening to present it. Should the Board find the plan acceptable, it will be adopted by resolution. Thomas Figaniak, P.E. presented a summary of the Sanitary Sewer System 10-Year Capital Plan to the Board, which following projects:

- Inglewood Area Sanitary Sewer Replacement Project
- Skippack Creek Interceptor Repair & Rehabilitation Project
- Towamencin Creek Interceptor Replacement Project
- Inflows & Infiltration Maintenance Project

Mr. Figaniak noted this plan would be a working document that should be updated annually and would be used to pursue various grant funding.

Chairman Wilson noted the Township owned pump stations should also be incorporated into the plan as they are part of the Township’s conveyance system Mr. Figaniak acknowledged the oversight and recommended his firm update the plan to include these assets and bring back for the Board to review at the next meeting.

Supervisor Bell asked why the inflows and infiltration construction costs were much lower in 2022 compared with subsequent years. Mr. Figaniak explained that grant funding helped offset the Township costs for this maintenance, but that the spending would start to increase over time.

Award of Bid – Keeler Road Bridge Structural Reinforcement Project

Following recent inspections by the Township Engineer and structural engineering consultants, it was determined that the existing bridge on Keeler Road between Quarry Road and Michael Way is deteriorating resulting in a reduction in its structural capacity. While the engineers’ analysis concluded that continuing deterioration would be gradual and provide evidence of potential failure over a period of time, they recommended the condition of the bridge be formally monitored so that it can continue to be used until it is reinforced. This monitoring has been implemented and the Township sought bids for the reinforcement work. This project includes the furnishings and installation of a supplemental structural steel support system for the purpose of reinforcing the existing embedded steel beams and bridge beams. Four bids were received with the lowest bid from CriLon Corporation at the bid price of \$147,177.22. This project is not included in the 2021 budget as it was discovered as a safety concern after the official adoption of the 2021 budget. It is Township staff’s recommendation to award the Keeler Road Bridge Structural reinforcement contract to CriLon Corporation.

On a motion by Supervisor Littley, seconded by Supervisor Bell, the Board awarded the contract to CriLon Corporation for the Keeler Road Bridge Structural Reinforcement Project.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith
Voting No: N/A
Abstaining: N/A
Absent: N/A

Fire Police Request – Skippack Township

Skippack Township is requesting the assistance of the Towamencin Fire Company Fire Police Unit on a mutual aid basis for traffic and safety control for Skippack Township’s Fourth of July Parade.

On a motion by Supervisor Littley, seconded by Supervisor Smith, the Board approved Skippack Township’s Fire Police Request for their Fourth of July Parade.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith
Voting No: N/A
Abstaining: N/A
Absent: N/A

Towamencin Swim Team Food Truck Request

The Towamencin Swim Team is requesting permission to allow food trucks and/or other food/beverage providers on the premises during home swim meets throughout the season. If approved, they have arranged for a food vendor and Kona Ice to share a portion of their profits with the swim team in an effort to compensate for lost monies the team continues to endure as a result of the pandemic. The vendors would be located by the trash receptacle area near the back of the pool premises to accommodate lines and not obstruct traffic. §107-2 Park Regulations of the

Towamencin Township Code (Section W) directs that "No soliciting, posting of notices or advertisements, vending or any commercial activity is permitted in any Township park except any concession as may be duly established by the Board of Township Supervisors." Additionally, the Township's agreement with StandGuard (pool operator) specifies that the "LESSEE shall have the exclusive right to operate the pool facility and concession area in a manner that the LESSEE determines most effective." StandGuard may have an exclusivity clause with the concession operator that could disallow the selling of food at the pool by another vendor.

Staff has recommended the swim team consult with StandGuard before proceeding. The swim team has submitted their formal request to the Board for consideration this evening.

Supervisor Littley was concerned the swim team was advertising the food trucks to Towamencin residents on Facebook and it could cause traffic issues by the pool area during swim meets. Supervisor Smith responded she found it unlikely that outside groups would be attracted due to the limited parking on the roadway during swim meets.

On a motion by Supervisor Smith, seconded by Supervisor Bell, the Board approved the swim team's request contingent upon them securing permission from StandGuard Aquatics to proceed.

Voting Yes: H. Charles Wilson, III, Daniel M. Littley, Jr., Richard Marino, Daniel Bell, Laura Smith

Voting No: N/A

Abstaining: N/A

Absent: N/A

Supervisor Bell commended the Special Events Advisory Committee and the Mainland Golf Course for their successful execution of this year's Beerfest, hosted at Mainland Golf Course on June 12th.

Supervisor Littley advocated safety to residents with the upcoming July 4th holiday approaching, and to be mindful of the state's setback requirements when using fireworks around buildings.

There being no additional business, the meeting adjourned at 8:47 pm.

Respectfully submitted,



Colleen Ehrle

Assistant to Township Manager