

**Towamencin Township  
Board of Supervisors  
Monthly Meeting  
November 9, 2022  
7:00 PM**

**Present:**

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

**Staff:**

Dennis Carney, Interim Township Manager  
Robert J. Iannozzi, Jr., Esq., Township Solicitor  
Mary Stover, Township Engineer  
Niral Modi, IT Staff  
Timothy Troxel, Chief of Police

**Present Remotely:**

Colleen Ehrle, Manager of Administration, Communication & Human Resources

**Absent:**

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

**Opening Comments**

Chairman Wilson made the following announcements:

- The Police Department's Presentation to the North Penn Veterinary Hospital will be deferred until a future meeting.
- 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. Public comments submitted by 4:30 pm on the meeting day will be read at the start of the meeting.
- The annual Turkey Trot will be held on Saturday, November 12<sup>th</sup> at 8 am. Registration information is available on the Township's website and Facebook page.
- The Planning Commission will meet Monday, November 14, 2022 at 7 pm.
- An additional Budget Work Sessions has been added and will take place on Wednesday November 16<sup>th</sup> at 7 pm in the Meeting Hall Building of the Municipal Complex.
- The Veterans Committee will be holding their annual Veterans Day Ceremony this Friday, November 11<sup>th</sup>, at 11 am at the Veterans Memorial Park.

- The Board met in Executive Session prior to the November 2<sup>nd</sup> budget work session to discuss a matter of litigation and personnel.

**Public Comments** (Emailed Submissions)

Resident Judy Phipps, of Archer Lane, commented a specious letter on Township letterhead was mailed to residents of Towamencin Township, dated October 3, 2022, indicating the stated purpose of the letter was to “clear up possible confusion about the sale of the sanitary sewer system.” She referred to the letter as a political mailing and condemned the funding of the mailing, Township taxpayer dollars.

Resident Kofi Osei, of Cambridge Way, commented he appreciated Towamencin's commitment to seeking grant funding for the Skippack Creek interceptor repairs.

Chairman Wilson responded to Judy Phipps’s comment, noting the Township had no expressed position on the sewer sale within the mailing, adding the updated FAQ was intended to be informative based on questions the Board was receiving from the public at the time. He took exception that the mailing was being referred to as a political statement.

**Zoning, Subdivision and Land Development**

**Resolution 22-31: Schnabel Minor Subdivision Final Land Development Plan**

The subject property consists of 25.92 acres located on both sides of Kriebel Road on the eastern side of the intersection with Kriebel Road and Old Forty Foot Road in the "R-200 - Residential Agricultural" Zoning District. The applicant has proposed to divide the tract into 2 lots. Lot 1 would consist of 2 acres, to include existing improvements. Lot 2 would consist of 23.92 acres and would remain the farmed area of the property. At the Board of Supervisors’ September 28 and October 12 meetings, the applicant reviewed their proposed plans and waiver requests. A prepared resolution is now ready for the Board’s consideration for approval.

On a motion by Supervisor Smith, seconded by Supervisor Marino, the Board approved Resolution 22-31, Schnabel Minor Subdivision Final Land Development Plan.

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

Voting No: N/A

Abstaining: N/A

Absent: N/A

**Ordinance 22-06: LERTA Ordinance Amendment**

The Board of Supervisors passed an ordinance authorizing a Local Economic Revitalization Tax Assistance (LERTA) abatement for several parcels in the Shopping Center on January 9, 2019, noting a 10-year abatement on the improvements. Subsequent to the Township’s ordinance, the North Penn School District Board authorized the LERTA on a different 5-year schedule. The County followed the School District’s schedule. This has the impact of putting the township’s assessed value for the project on a different schedule than the county’s assessment rolls for the life

of the project, requiring reconciliation and billing based on different assessed amounts for the township portion of the annual tax bill. Furthermore, the annual progression of the property's assessed value through the LERTA schedule occurs on its anniversary date (in September) rather than the start of the year, requiring multiple reconciliations a year. Management of these diverging schedules will become more onerous as multiple parcels are improved in the shopping center. At their October 26 meeting, the Board authorized the Township Solicitor to amend the Township's LERTA ordinance for these parcels adjusting to the 5-year schedule for consistency and administrative ease.

On a motion by Supervisor Smith, seconded by Supervisor Warner, the Board adopted Ordinance 22-06, LERTA Ordinance Amendment.

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

Voting No: N/A

Abstaining: N/A

Absent: N/A

### **Old Business**

None

### **New Business**

#### **Veterans Park Master Plan Presentation**

Over the last year, the Township's Planning Consultant, Simone Collins, and the Veterans Advisory Committee worked together, incorporating public input via several public meetings and an online survey to complete a master plan for the future Veterans Memorial Park. The park will be located behind the Tennis-Lukens Cemetery, off Allentown Road. Funding for the preparation of the Master Plan were made possible by two \$25,000 grants from the PA Department of Conservation and Natural Resources and PA Department of Community and Economic Development.

Joe Meehan, Vice-Chair for the Veterans Committee, acknowledged all the Committee members who dedicated their time and efforts to this project, adding their endorsement of the Master Plan.

Peter Simone, the Township's Planning Consultant presented an overview of the process and work that went into the Master Plan over the past year. He reviewed the park's mission statement, Committee recommendations with concepts and associated renderings, layout of existing conditions, renderings of the design layout of the proposed passive park and its small plaza concepts. The park would also incorporate memorial trees and pavers that would invite the community to be further invested in the park.

The total project cost was estimated to be \$2,255,870. Five prioritized phases were suggested for development with associated cost estimates. Mr. Simone outlined the next steps, adding this project is a good candidate for grant funding with no known community opposition.

The Board complimented the Master Plan, thanking the Committee and Mr. Simone. Supervisor Marino acknowledged and thanked the Committee's work and expressed his appreciation working with the Committee on the project as the Board liaison.

On a motion by Supervisor Smith, seconded by Supervisor Marino, the Board accepted the presented Master Plan.

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

### **Waiver of Land Development - North Penn Water Authority Shed Installation**

The Township has received a request for a waiver of land development pertaining to the North Penn Water Authority property located at 300 Forty Foot Road. The applicant proposes to remove an existing 1,220.78 SF shed and construct a new 1,200 SF shed in the same location. The property is located on the northwesterly corner of the intersection of Forty Foot Road and Allentown Road.

Philip C. Lederach, of Lederach Architecture LLC, and David Preston of North Penn Water Authority, representing the applicant, reviewed the proposed changes of the new building structure.

On a motion by Supervisor Warner, seconded by Supervisor Snyder, the Board authorized the preparation of an approval resolution in accordance with the Township Engineer's October 19th review letter.

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

### **Salt Storage Building Architectural Services Presentation & Proposal Review**

The Township is moving forward with plans to construct a 60' x 80' freestanding salt storage building, constructed with concrete walls to a height of 12' with wood walls and wood roof trusses. The building will include electric and lighting. Phillips & Donovan Architects, LLC have submitted a proposal for architectural services to design the building in coordination with the Township Engineer and plan review by Township representatives. The proposal is broken down into phases and costs per phase. The final amount will be equal to the total architectural design fee, plus any additional services, or in the event of project abandonment, the costs expended to date. The project scope of services include: program development, schematic design, design development, construction documents, bidding administration, and construction administration and options for additional services. Estimated charges for these phases are.

- Schematic design subtotal \$5,550.00
- Design development \$4,410.00

- Construction documents \$10,020.00
- Bidding administration \$6,300.00
- Construction administration charges hourly rate

Joseph Phillips AIA, Principal, and James M. Linske, Project Manager, representatives from Phillips & Donovan Architects, LLC, reviewed the company’s background and previous municipal projects, along with an example photo of the proposed building.

Supervisor Smith expressed concern that their proposed salt storage facility may be too beautiful based on their presented work examples. The representatives noted this building would be a simple design. Supervisor Marino asked for clarification on anticipated costs from the itemized proposal, referencing the recap of the fees for the basic design phase. Mr. Phillips confirmed the total fees for the basic design phase would be \$25,980, plus \$6,300 for the bidding administration. Supervisor Marino asked for a bidding/construction timeline. Mr. Phillips noted the bidding would likely take place in March for spring construction, with construction to last a couple months.

On a motion by Supervisor Snyder, seconded by Supervisor Marino, the Board authorized the proposal for architectural services, with clarifications noted for basic design phase and bidding administration costs.

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

**Resolution 22-32: Sewer Capital Fund Transfer**

At the October 26 Meeting, the Board authorized a line of credit be established from Sewer Capital Fund to the General Capital Fund not to exceed \$150,000 to eliminate any remaining deficit in the General Capital Fund at year-end 2022 as recommended by the Finance Committee. The negative fund balance of approximately \$150,000 is largely the result of emergency Keeler Road Bridge reinforcement repair costs that were not budgeted in 2022.

An interfund loan resolution has been prepared outlining the terms of the loan, authorizing funds be drawn as needed by 12/31/2022 and paid back by December 31, 2023. Monthly interest payments will be due on the 15th of each month (or preceding business day) and a principal payment due on June 15th. The loan interest shall be paid at the monthly variable rate charged by similar notes with the Delaware Valley Regional Finance Authority.

On a motion by Supervisor Smith, seconded by Supervisor Marino, Resolution 22-32, Sewer Capital Fund Transfer.

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

**Authorization to Prepare Two Sewer Grant Applications for Skippack Creek Interceptor Repairs**

- COVID-19 ARPA PA Small Water & Sewer Grant
- COVID-19 ARPA H2O Grant

At their October 26 meeting, the Board requested a proposal to prepare applications for the COVID-19 American Recovery Plan Act (ARPA) Programs that would help the fund extensive repairs to the Skippack Creek Interceptor. Applications for both grants must be received in full by December 21, 2022. The COVID-19 ARPA H2O PA Program is for projects between \$500,000 and \$20,000,000. The applicant is required to provide 50% match of funds provided under the program. The COVID-19 ARPA Small Water and Sewer Program is for projects with a cost between \$30,000 and \$500,000. The applicant is required to provide a 15% match of funds provided under the program.

The Township has an opportunity to submit grant applications to replace the remaining 7,500 linear feet (LF) of fifteen (15) and eighteen (18) inch diameter gravity sewer pipe of the Skippack Creek Interceptor (SCI), from Clemens Food Group (CFG) at the Towamencin Township/Hatfield Township Border to where the SCI crosses the PA Turnpike. The Township's Sewer Engineer, Gilmore & Associates, has provided a proposal to submit the two grant applications for a total of \$5,000.

On a motion by Supervisor Warner, seconded by Supervisor Smith, the Board approved the Gilmore & Associates proposal to submit the two grant applications for a total of \$5,000.

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

**Authorization to Facilitate Transfer of TTIA Note & Termination**

At their August 24 meeting, the Board authorized the Township Solicitor to facilitate the preparation of appropriate documents to dissolve the Towamencin Township Infrastructure Authority, assuming its assets and liabilities as recommended by the Finance Committee. The Township Solicitor has compiled next steps to facilitate the transfer of all TTIA assets and liabilities to the Township and dissolve the Authority.

On a motion by Supervisor Snyder, seconded by Supervisor Marino, the Board authorized the Solicitor to take all necessary actions to facilitate the transfer of all TTIA assets and liabilities to the Township and the termination of the TTIA.

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

**Resolution 22-33: Authorizing Application to 2022 PECO Green Region Open Space Program**

Municipalities can receive grants of up to \$10,000 as part of PECO's Green Region Open Space program, administered by Natural Lands Trust. The Township recently applied to the 2022 PECO Green Region Open Space Program seeking funding for \$10,000 to help fund the installation of native trees to provide canopy along the walking trails, known as the Kriebel Road Trail I and the future Kriebel Road Trail II. A draft resolution was included in the application. The authorization of an application resolution is required as part of the submission process.

On a motion by Supervisor Snyder, seconded by Supervisor Smith, the Board approved Resolution 22-33, authorizing the application to the 2022 PECO Green Region Open Space Program.

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

**Acceptance of Police Donation**

The Police Department recently received a donation from Dunkin' Donuts (Sanjay R. & Kinnari S. Patel) for \$500. 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 Warner, the Board accepted the donation on behalf of the Police Department.

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

There being no additional business, the meeting adjourned at 8:08 pm.

Respectfully submitted,



Colleen Ehrle

Manager of Administration, Communication & Human Resources