

**Towamencin Township
Board of Supervisors
Monthly Meeting
November 25, 2025
7:00 PM**

Present:

Joyce F. Snyder, Chair
H. Charles Wilson III, Vice Chair
Kristin Warner, Treasurer

Staff:

David G. Kraynik, Township Manager
Robert Iannozzi, Esq., Township Solicitor
Mary Stover, Township Engineer
Niral Modi, IT Specialist
Timothy Troxel, Police Chief

Absent:

Kofi Osei, Secretary
Amer Barghouth, Asst. Treasurer/Asst. Secretary

Chair Snyder called the meeting to order at 7:01 pm and led the assemblage in the Pledge of Allegiance.

Opening Comments

- This meeting is available live via Zoom for residents who cannot attend in person. Public comments submitted by 4:30 pm today will be read at the start of the meeting, followed by in-person comments. Reminders: When emailing comments, use the info@towamencin.org email address, and for in-person comments or questions, please use a microphone, as Zoom does not pick up voices from the audience.
- Reminder: in preparation for January's Reorganization Meeting, volunteers with expiring terms in 2025 who wish to continue serving will need to submit a citizen committee volunteer application and make themselves available to meet with the Board. Township staff have contacted those affected.
- On November 30th, the Township's Special Events is hosting a fun and festive holiday photo opportunity featuring the beautifully decorated Blue Legend! This pop-up is perfect for families, couples, and anyone seeking seasonal photos in a cozy, relaxed setting. Check the Township's Facebook page and website for details and to register.
- Towamencin Township is hosting our annual Holiday Lights Festival on Friday and Saturday, December 5th and 6th, from 4:30 to 8:30 pm at Fischer's Park. Take a stroll through Towamencin's winter wonderland of lights and holiday cheer.

- The Towamencin Volunteer Fire Company's Ladies Auxiliary is hosting pictures with Santa on Saturday, December 6, from 10 AM to 1 PM. Bring your camera and take pictures with Santa.

Emailed Public Comments:

Resident Justin Delp offered brief comments about himself and, as we approach Thanksgiving, thanked everyone who makes this township a wonderful place to live, play, and work, including the hardworking staff, volunteers, and residents who truly make this a great community to reside in. He noted the roads are nicely maintained, toilets flush, our parks are beautiful and fun, and our neighborhoods are safe! He stated Towamencin isn't perfect, and there is always room for improvement, but he's proud to call Towamencin his hometown. He closed by thanking everyone again, encouraging them to keep up the great work, and wishing everyone a Happy Thanksgiving!

Resident Ezra Schwartz commented that he was unable to attend in person due to disabilities and transportation limitations, indicating his only way to participate fully is through written public comments. He noted that if the Board reduces the public comment period from 4 minutes to 2 minutes, his right to be heard is restricted. He feels this decision will disproportionately harm residents with disabilities who cannot physically attend and must rely on written submissions. In his opinion, limiting the time allowed for comments is not just a procedural adjustment; it is a violation of his rights as a disabled person under accessibility and equal-participation standards, including requirements under the Americans with Disabilities Act (ADA). He stated that the Supervisors are obligated to ensure that all residents, including those with disabilities, have an equal opportunity to participate in government. Reducing comment time undermines that obligation. He asked the Board to preserve the existing four-minute public comment period and confirm that written submissions will be read in full. Anything less denies disabled residents' equal access to civic engagement.

Resident Candi Roberts commented on agenda item 8.8; due to work commitments, she couldn't attend in person. She believes that reducing the public comment period from four minutes to two minutes is not a minor procedural change but a deliberate effort to suppress public scrutiny and silence dissent, and she sees no legitimate reason for this reduction. She noted that the Board has not been overwhelmed by excessive participation, nor are meetings running for hours because of comments. She stated this change has only one purpose: to make it harder for residents to hold the Board accountable. She argued that halving the comment period means that working professionals, people with disabilities, parents, caregivers, and others who cannot attend in person will have fewer opportunities to raise concerns, challenge decisions, or demand transparency. She pointed out that the Board is creating a system that favors those who can show up over those with real barriers to attendance; this is not democracy but gatekeeping. She concluded by reminding the Board that it works for the residents, not the other way around. They are public servants, and their convenience does not supersede the public's constitutional rights. If the Board can't handle four-minute comments, then they are in the wrong. She demanded that the Board retain the current four-minute public comment period and commit to reading written submissions in full, without summarizing or omitting any part.

Resident Lynn Fox noted at the November 12, 2025, Board meeting that she objected to the Board's vote on the Main Street Overlay while a pending Right-to-Know request remained

unresolved. She felt the solicitor and the Board dismissed her concern as irrelevant and proceeded with the vote anyway. She believes that moving forward under those circumstances was inconsistent with the Sunshine Act, the Right-to-Know Law, and, under the Home Rule Charter, Towamencin Township cannot exercise powers that conflict with state law. She also feels that every Supervisor failed to adequately address transparency and statutory concerns. She suggested that Supervisor Osei engaged in coordinated discussions with speakers, who delivered their comments sequentially. She criticized the apparent selective sharing of public comments before meetings, which seemed to encourage allies to attend together, deliver synchronized rebuttals, and react in unison—behavior that suggests reputational choreography rather than genuine civic engagement. Such selective distribution, if it occurred, undermines open deliberation and raises transparency concerns under the Sunshine Act. She also referenced the Government Study Commission Report to emphasize its relevance. She maintains her previous comment that Vanessa Gaynor was part of the study, suggesting that although Mrs. Gaynor was not a signatory, she participated, and the signatory at the meeting who defended Mrs. Gaynor acknowledged the group's responsibility for accuracy. The fact that the document was immediately available for reading aloud indicates that residents had prior knowledge of her pre-submitted comment.

Supervisor Wilson clarified that he has supported the Main Street Overlay in past meetings because it leads to a net reduction in residential housing. He indicated that the Overlay plans have been in place for two years but have been continually delayed due to PSDC issues. He also mentioned that he does not support the other two proposed developments, which are still in the planning stage.

Solicitor Iannozzi stated that there was no support for tabling a vote due to a Right to Know Request. Mr. Iannozzi noted that this should not be subject to public debate, as there is no violation of the Sunshine Act.

In-Person Comments:

Resident Lynn Fox responded that the Government Study is not available and is the tool used to establish the Home Rule Charter. She expressed frustration because she requested a 30-day postponement of the Main Street Overlay vote, which did not happen, and she feels this violates the Sunshine Act. Ms. Fox confirmed her disappointment in all of the Supervisors for their lack of reasoning in voting for the Main Street Overlay. A verbal exchange occurred between Ms. Fox, the Board, and the Solicitor.

Resident Casey Hannings commented that 8 acres of perennials, including flowers and vegetation, are expected to be paved over under the proposed Main Street Overlay. He has previously expressed concern about a significant amount of open space being lost under the plan and hopes future compromises can address the issue. He concluded by speaking on the proposed public comment change, stating that it will not allow all people to be included, such as caregivers, people with disabilities, and those with work issues. He believes written comments should be preserved.

Resident Joe Silverman provided a 2002 placement map from the Historic Society of Towamencin. He offered a brief historical reference to the Society and the map he presented to

the Board. He noted that some Society projects had never been completed and encouraged the Board to review the document he had given them.

Resident Kathleen Hangey commented on the change to the public comment process – she supported a previous comment. She feels it is unfair, as many residents cannot attend for various reasons, and many of the issues that need to be discussed are complex, and the Board should provide residents with an opportunity to speak on them.

Approval of Minutes

On a motion by Supervisor Wilson, seconded by Supervisor Warner, the Board approved the minutes for the Budget Work Sessions: October 1st, October 15th, October 29th and November 5th.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

The minutes for October 12, 2025, were deferred until the next meeting.

Zoning, Subdivision and Land Development

Consider Approval: Certificate of Completion #2 - Mainland Golf Parking Lot

In accordance with the Security Agreement, the Township Engineer has reviewed the request to reduce the amount of financial security posted for the site improvements. Based on the review, a determination has been made that items included within the current reduction have been satisfactorily completed by the developer. The Township Engineer has prepared the Certification of Completion #2 in the amount of \$6,054.00 for the escrow release and recommends its approval.

On a motion by Supervisor Warner, seconded by Supervisor Wilson, the Board approved Certificate of Completion #2 for the Mainland Golf Parking Lot.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Approval of Harbor Freight Conditional Use Decision and Order

Harbor Freight has submitted a Conditional Use application for its retail use and modifications to the signage requirements for a location within the PSDC shopping center at Forty Foot and Allentown Roads. The applicant has requested a 93 sq ft wall sign. Representatives from Harbor Freight reviewed their project and application at the last Board meeting. The Township Solicitor has prepared the associated Conditional Use Decision and Order and will read the order.

On a motion by Supervisor Wilson, seconded by Supervisor Warner, the Board approved the Harbor Freight Conditional Use Decision and Order.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Authorization to Advertise Lighting Ordinance Amendment

The Environmental Advisory Council has recommended revisions to update the lighting standards in the current ordinance. The revisions will require LED fixtures, modify the maximum height for certain lights, and require full-cutoff fixtures, among other changes. The proposed revisions will help to minimize glare and reduce light pollution. Specific requirements for submitting a Lighting Plan have also been included in the proposed ordinance. The Township Engineer has reviewed the proposed Ordinance Amendment and has no issue with the changes.

On a motion by Supervisor Warner, seconded by Supervisor Wilson, the Board authorized advertising the lighting Ordinance Amendment.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Old Business: None

New Business

Warrant List

The August warrant list, totaling \$1,150,273.33, was presented for approval. On a motion by Supervisor Warner, seconded by Supervisor Wilson, the Board approved the warrant list.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Authorization to Bid - Green Light-Go Project - Sumneytown Pike Signal System

The Traffic Engineer has prepared the bid documentation for the Township's Sumneytown Pike Signal System Upgrade project, which is being funded by a PennDOT Green Light-Go grant. This project includes equipment upgrades for all 10 connected intersections. To keep with the prepared project schedule, it is recommended that the bid be advertised.

Resident Barry Kenyon asked questions about the stop bars at the 10 intersections referenced in item E: (stop bar video protection). Chad Dixon clarified that this feature is for vehicle detection, so the green light can change based on vehicle volume.

On a motion by Supervisor Wilson, seconded by Supervisor Warner, the Board approved Authorization to Bid the Green Light-Go Project - Sumneytown Pike Signal System.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Proposal Traffic Engineer Services – Prepare Documents for Next Green Light-Go Grant Application

The Township's Traffic Engineer has submitted an engineering services proposal, in the amount of \$4,900, to assist with the next Green Light-Go Grant round. The work scope includes:

- A review and update to the Township's traffic signal inventory via PennDOT's Traffic Signal Asset Management System.
- Prepare preliminary project cost estimates for traffic signal equipment upgrades for the Valley Forge Road and Allentown Road corridors.
- Complete revisions to preliminary cost estimates based on Township staff comments.

Chair Snyder asked which directions and intersections would be included. Mr. Dixon indicated the system includes seven intersections, one of which is Valley Forge/Whites Road. Valley Forge Road to Sumneytown Pike to Whites, and on Allentown, it includes Woodlawn Drive, Troxel/Orvilla Roads, and Welsh/Orvilla.

On a motion by Supervisor Warner, seconded by Supervisor Wilson, the Board approved the Traffic Engineer Services proposal to prepare documents for next Green Light-Go Grant application.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Adoption: Ordinance 25-09 - Repealing Fire Sprinkler System Ordinance

The Fire Marshal and Fire Chief have recommended repealing Chapter 62, section R328.1 of the Township Code for automatic sprinkler systems, noting the ordinance is not clear, contradicts itself, and is outdated. The ordinance provides no mechanism for maintaining sprinkler systems after installation. The PA State Uniform Construction Code (UCC) now addresses residential sprinkler protection, unlike when this local ordinance was adopted. The Township Solicitor has drafted an ordinance to repeal section R328.1 (automatic sprinkler system) of the residential code.

On a motion by Supervisor Wilson, seconded by Supervisor Warner, the Board approved Ordinance 25-09, Repealing Fire Sprinkler System Ordinance.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner

Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Change Order #1 - Sanitary Sewer Maintenance Project

This change order will use the option to extend the existing contract with Sewer Specialty Services Company, Inc. for a period of one (1) year for sanitary sewer maintenance. The current contract allows for three additional 1-year extensions. The change order does not affect the contract price.

Additionally, the Township's Draft Comprehensive Plan update recommends implementing a plan to expand the Township's tree canopy cover, and this is a location where there is currently none. If approved, the Township will seek approximately \$7,200 in funding to support the project. An application resolution must be authorized for the submission.

On a motion by Supervisor Wilson, seconded by Supervisor Warner, the Board approved Change Order #1 for the Sanitary Sewer Maintenance Project.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Consider Advertising Ordinance Amendment - Nonuniform Employee Money Purchase Pension Plan

In 2014, the Township adopted a Money Purchase Pension Plan for non-uniform employees hired on or after August 1, 2014. This plan offers employees 3.5% of their salary, with a full vesting schedule of 7 years. With the plan unchanged since its adoption, the Township's Director of Administration surveyed 16 municipalities with similar retirement plans for comparison. The responses revealed Towamencin had a considerably low employer contribution percentage and a slow vesting schedule. In conjunction with 2026 budget planning, the Finance Committee reviewed scenarios to modify the plan and recommended increasing the contribution percentage to 5% and changing the vesting to begin on the first day of employment, effective January 1, 2026. The Township Manager urges approval of this amendment to improve employee recruitment and retention. This ordinance amendment will address these changes to the plan agreement and the name change of the plan Administrator from ICMA RC to Mission Square Retirement.

On a motion by Supervisor Warner, seconded by Supervisor Wilson, the Board approved advertising the ordinance amendment for the Nonuniform Employee Money Purchase Pension Plan.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner
Voting No: N/A
Abstaining: N/A
Absent: Kofi Osei, Amer Barghouth

Presentation of Insufficiency Certificates

In October, the Township received two ordinance initiative submissions. The first proposed ordinance sought to increase the minimum tract size required for Mixed Residential Cluster (MRC) Developments. The second proposed ordinance sought to revise maximum density regulations in the MR Multifamily Residential District.

The Township's Home Rule Charter requires ordinance initiative submissions to include signatures of at least 15% of the total number of registered voters at the last municipal election, which at the time of the submissions' filing was the 2023 municipal election. Township staff reviewed the two submissions to verify signatures against the registered voters' list. Both submissions were deficient in the number of signatures, with over 500. Per the Charter, an opportunity was provided to the associated Petition Committee to supplement their submissions within 10 days of their insufficiency notice. While supplementary petitions were timely filed, upon review, they were also found deficient in signatures.

Because the Petition Committee has not chosen to submit their supplemental filings to the Board, the Township Manager, in accordance with the Charter, issues the insufficiency certificates as the final decisions on the two submissions. This requires no action from the Board.

Consider Amending Public Comment Policy

The Board has suggested the following update to the Public Comment Policy: Individuals desiring to make an initial public comment and/or public comment on agenda items must be physically present at the meeting to do so. The opportunity to submit emailed public comments began with the onset of the COVID-19 pandemic and is no longer necessary or required under the Sunshine Act. If approved, this change will take effect immediately.

Resident Barry Kenyon stated that he believes the policy change should not happen. He pointed out that some people can't get here for various reasons. He also feels you need more than two minutes to make your point. Chair Snyder clarified that the comment time is not being altered.

Resident Lynn Fox said she is a perfect example of why public comments should be submitted by email – it allows people to avoid getting emotional while still expressing what needs to be said. She recalled past instances when people addressed the Board and asked why the Board now wants to eliminate emailed comments. She objected to the proposed policy and referred to the Sunshine Act, calling for a reasonable opportunity for residents and taxpayers to comment before official action. She explained that a reasonable opportunity is taken away if you cannot attend and have no other way to offer comments.

Resident Kathleen Hangey commented that changing the policy is the Board saying no to residents, and if email is their only way to communicate what they want to say, it's basically taking their rights away; it's as if the Board doesn't care about their opinions. She disagrees with the proposed policy change.

Supervisor Warner indicated she is not in favor because she prefers a compromise on the policy; she would like to see changes that would cancel written comments when the person is attending in person. Solicitor Iannozzi mentioned that the topic could be addressed, but there is an issue with people using various other emails to submit comments while attending in person; however, it could be reviewed. Supervisor Warner indicated she would like to make a motion to delay the

vote until December 10, 2025, for revisions. Supervisor Wilson indicated that the policy has always been that a person does not get two bites at the apple. Chair Snyder stated that there is no reason an individual cannot email the Board, since the Board's emails are public record; this just means an individual's name does not become part of public comment. She understands residents' concerns, especially for disabled persons who cannot attend, but there is no reason they cannot ask someone else who is attending to read their comment for them.

Resident Angela Illingworth stated that on November 10, 2025, she submitted a written comment because she was unable to attend. She believes her opinions are valuable and, as a resident, wants to be heard. She feels that if this passes, it will be a big problem.

On a motion by Supervisor Wilson, seconded by Chair Snyder, the Board approved delaying the vote until the December 10, 2025, meeting.

Voting Yes: Joyce F. Snyder, H. Charles Wilson III, Kristin Warner

Voting No: N/A

Abstaining: N/A

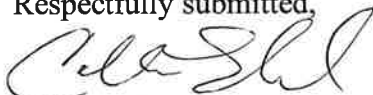
Absent: Kofi Osei, Amer Barghouth

Consider Committee Appointments

There will be no volunteer appointments this evening, as preparations to make them have not been completed.

There being no additional business, the meeting was adjourned at 7:52 pm.

Respectfully submitted,



Colleen Ehrle

Director of Administration