

AGENDA
MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS
JULY 10, 2017

www.montgomerytwp.org

ACTION MEETING – 8:00 PM

Robert J. Birch
Candyce Fluehr Chimera
Michael J. Fox
Jeffrey W. McDonnell
Richard E. Miniscalco

Lawrence J. Gregan
Township Manager

1. Call to Order by Chairman
2. Pledge of Allegiance
3. Public Comment
4. Announcement of Executive Session
5. Consider Approval of Minutes of June 26, 2017 Meeting
6. Present Annual Donations - The Peak Center
7. Consider Waiver of Rental Fees- 1st Annual Robby Braxton Basketball Classic
8. Consider Approval of Township-Owned Communication Equipment Policy
9. Consider Request for Waiver of Building Permit Fee – Mary Mother of the Redeemer Church
– Accessibility Ramp
10. Consider Approval for Capital Purchase – Firefighter Personal Protective Gear
11. Consider Payment of Bills
12. Other Business
13. Adjournment

Future Public Hearings/Meetings:

07-12-2017 @5:30pm – Autumn Festival Committee (MontCRC)
07-12-2017 @6:30pm – Community & Recreation Center Committee (MontCRC)
07-12-2017 @7:30pm – Park and Recreation Board (MontCRC)
07-12-2017 @7:30pm – Zoning Hearing Board
07-13-2017 @7:30pm – Planning Commission
07-17-2017 @7:00pm – Finance Committee
07-19-2017 @6:00pm – Sewer Authority
07-24-2017 @8:00pm – Board of Supervisors Meeting

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Public Comment

MEETING DATE: July 10, 2017 ITEM NUMBER: #3

MEETING/AGENDA: WORK SESSION ACTION XX NONE

REASON FOR CONSIDERATION: Operational: XX Information: Discussion: Policy:

INITIATED BY: Lawrence J. Gregan BOARD LIAISON: Candyce Fluehr Chimera,
Township Manager  Chairman of the Board of Supervisors

BACKGROUND:

The Chairman needs to remind all individual(s) making a comment that they need to identify themselves by name and address for public record.

The Chairman needs to remind the public about the policy of recording devices. The individual(s) needs to request permission to record the meeting from the Chairman and needs to identify themselves, by name and address for public record.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

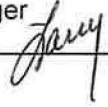
SUBJECT: Announcement of Executive Session

MEETING DATE: July 10, 2017 ITEM NUMBER: #4

MEETING/AGENDA: WORK SESSION ACTION XX NONE

REASON FOR CONSIDERATION: Operational: XX Information: Discussion: Policy:

INITIATED BY: Lawrence J. Gregan BOARD LIAISON: Candyce Fluehr Chimera,
Township Manager Chairman of the Board of Supervisors



BACKGROUND:

Frank Bartle will announce that the Board of Supervisors met in Executive Session and will summarize the matters discussed.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval of Minutes for June 26, 2017

MEETING DATE: July 10, 2017 ITEM NUMBER: #5

MEETING/AGENDA: WORK SESSION ACTION XX NONE

REASON FOR CONSIDERATION: Operational: XX Information: Discussion: Policy:

INITIATED BY: Lawrence J. Gregan
Township Manager  BOARD LIAISON: Candyce Fluehr Chimera,
Chairman of the Board of Supervisors

BACKGROUND:

Please contact Deb Rivas on Monday, July 10, 2017 before noon with any changes to the minutes.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

DRAFT

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
JUNE 26, 2017**

At 7:00 p.m. Vice Chairman Robert J. Birch called to order an executive session. In attendance were Supervisors Richard E. Miniscalco and Jeffrey W. McDonnell. Chairman Candyce Fluehr Chimera and Supervisor Michael J. Fox were absent. Also in attendance were Township Manager Lawrence Gregan and Township Solicitor Robert J. Iannozzi, Esquire.

Chairman Robert J. Birch called the action meeting to order at 8:05 p.m. In attendance were Supervisors Richard E. Miniscalco and Jeffrey W. McDonnell. Chairman Candyce Fluehr Chimera and Supervisor Michael J. Fox were absent. Also in attendance were Township Solicitor Robert J. Iannozzi, Esquire, Township Manager Lawrence Gregan, Police Chief Scott Bendig, Director of Finance Ami Tarburton, Director of Administration and Human Resources Ann Shade, Assistant to the Township Manager Stacy Crandell, Director of Planning Bruce Shoupe, Director of Recreation and Community Center Floyd Shaffer, Information Tech Lance Allen, Public Information Coordinator Kelsey McMeans and Recording Secretary Deborah Rivas.

Following the Pledge of Allegiance, Vice Chairman Robert J. Birch called for public comment from the audience and there was none.

Solicitor Robert J. Iannozzi, Esquire announced that the Board had met in an Executive Session prior to this meeting to discuss two matters of potential litigation and an update on the Police Contract negotiations. Mr. Iannozzi stated that these matters are legitimate subjects of executive session pursuant to Pennsylvania's Sunshine Law.

Vice Chairman Robert J. Birch made a motion to approve the minutes of the June 12, 2017 Board of Supervisors meeting, and Supervisor Jeffrey W. McDonnell seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Chief of Police J. Scott Bendig reported that Detective Sergeant Joseph Bennis retired from the Montgomery Township Police Department on June 19, 2017 after 46 years of service

to the community. Detective Sergeant Bennis began his career with the Montgomery Township Police Department as a patrol officer on June 12, 1972. On May 16, 1980, Officer Bennis was promoted to the rank of corporal. On January 2, 1987, Corporal Bennis was promoted to the rank of sergeant. On January 6, 1992, Sergeant Bennis was reassigned to serve as the Detective Sergeant of the department's Detective Division. In addition to these duties, Detective Sergeant Bennis has also served as a founding member of both the department's Canine Unit in 1978 and Special Operations Unit in 1990. Detective Sergeant Bennis was also a graduate of the FBI's National Academy 162nd Session. During his 46 year career, Detective Sergeant Bennis has received numerous departmental commendations for his actions as an officer as well as numerous letters of appreciation from township residents and neighboring law enforcement agencies. In addition, Detective Sergeant Bennis has shown exemplary dedication, leadership, and professionalism in the execution of his duties to the residents, businesses and coworkers of the community and he will be sorely missed. Kevin Andrews, Chief of Staff from Pennsylvania Senator Stewart Greenleaf's office presented proclamations from the United States Senate (Senator Toomey), Pennsylvania State Senate (Senator Greenleaf), the Pennsylvania State House of Representatives (Rep. Todd Stephens) and the Montgomery County District Attorney's office to Detective Sergeant Bennis. Resolution #1 made by Vice Chairman Robert J. Birch, seconded by Supervisor Jeffrey W. McDonnell and adopted unanimously, recognized Detective Sergeant Joseph Bennis and expressed gratitude to him for his dedication and faithful service to the Montgomery Township Police Department and Montgomery Township community.

Director of Planning and Zoning Bruce Shoupe reported that long serving staff member, Marita Stoerrle, will be retiring effective June 30, 2017. Prior to working for Montgomery Township, Marita worked for Warminster Township in various roles, including receptionist, part time tax collector, administrative assistant, assistant manager and occasionally as acting manager. Marita joined Montgomery Township in October 1996, serving as the Development

Coordinator for the Township, completing almost 22 years of service. In her role as Development Coordinator, Marita witnessed over 2,150 dwelling units being constructed in the Township. Marita ensured that the coordination and distribution of information for over 230 residential and non-residential land developments in the Township was done in a professional and timely manner. Resolution #2 made by Vice Chairman Robert J. Birch, seconded by Supervisor Jeffrey W. McDonnell and adopted unanimously, recognized the retirement of Marita Stoerrle and thanked her for her commitment to public service during her employment at Montgomery Township.

Vice Chairman Robert J. Birch acknowledged the resignation of volunteer committee member Andrew Terreri from the Montgomery Township Planning Commission. Mr. Terreri served on the Planning Commission since October 2016. Resolution #3 made by Vice Chairman Robert J. Birch, seconded by Supervisor Richard E. Miniscalco and adopted unanimously, accepted the resignation of Andrew Terreri from the Planning Commission and thanked him for his service on the commission.

Public Information Coordinator Kelsey Whalen reported that the Township staff is requesting the Board's approval to move forward with a Township website redesign with the same website provider that the Township has been using over the last seven years, eGov Strategies. With the changeover seven years ago, staff has been able to update the majority of the content on our website. Staff would now like to take advantage of new technology and redesign the current website. The cost for the basic redesign is \$7,750 and the cost for the Marketing Micro Site Design Add-On is \$2,450. Resolution #4 made by Vice Chairman Robert J. Birch, seconded by Supervisor Richard E. Miniscalco and adopted unanimously, authorized staff to undergo a website redesign with eGov Strategies and to approve the proposal for those services at a cost of \$10,200.

Director of Administration and Human Services Ann Shade reported that in 2006, the Township entered into an agreement with Citigroup Global Markets to manage the investment of

and to maintain custody of all cash, securities and other investments of the Police Pension Fund. Citigroup subsequently merged with Morgan Stanley Wealth Management to form Morgan Stanley Smith Barney, LLC. Morgan Stanley has advised the Township that they are changing the platform of their current services agreement from their former "Fiduciary Services Agreement" that was executed in 2007. The new agreement is titled "Single Advisory Contract". Because of increased account values held with large investment managers such as the Township's Police Pension Fund, Morgan Stanley has been able to negotiate lower fees from these investment managers. The Single Advisory Contract will restructure the fee schedule to pass the savings on to the Police Pension Plan. Otherwise the terms of the Single Advisory Contract do not represent a change in service of any kind being provided by Morgan Stanley. Resolution #5 made by Vice Chairman Robert J. Birch, seconded by Supervisor Richard Miniscalco and adopted unanimously, authorized the execution of the Single Advisory Contract with Morgan Stanley Smith Barney, LLC for the Police Pension Plan Funds.

Resolution #6 made by Vice Chairman Robert J. Birch, seconded by Supervisor Richard E. Miniscalco and adopted unanimously, approved the surety bond release to the Cutler Group for LDS#679GPE – Parkview subdivision grading in amount of \$238,718.70.

A motion to approve the payment of bills was made by Vice Chairman Robert J. Birch, seconded by Supervisor Richard E. Miniscalco, and adopted unanimously, approved the payment of bills as submitted.

There being no further business to come before the Board, the meeting adjourned at 8:26 p.m.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Donation Presentation- The PEAK Center

MEETING DATE: July 10, 2017

ITEM NUMBER: #6

MEETING/AGENDA:

ACTION

NONE

REASON FOR CONSIDERATION: Operational: xx Policy: Discussion: Information:

INITIATED BY: Stacy Crandell

BOARD LIAISON: Candyce Fluehr Chimera, Chairman

Assistant to the Township Manager

BACKGROUND:

This evening the Board will be presenting a check in the amount of \$3,000 to The PEAK Center. Sarah Whetstone, Executive Director will be present at the meeting to accept the check on behalf of The PEAK Center.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Waiver of Rental Fees- 1st Annual Robby Braxton Basketball Classic

MEETING DATE: July 10, 2017

ITEM NUMBER: #7

MEETING/AGENDA:

ACTION XX CONSENT NONE

REASON FOR CONSIDERATION: Operational: Policy: Discussion: xx Information:

INITIATED BY: Floyd Shaffer, Director

BOARD LIAISON: Robert J. Birch & Michael J. Fox

Community & Recreation Center

Mont CRC Advisory Committee

BACKGROUND:

On April 24, 2016, Robert Braxton III (Robby) tragically lost his life. Robby's many friends and family have organized the 1st Annual Robby Braxton Basketball Classic to be held on Saturday, July 15, 2017 at the Montgomery Township Community and Recreation Center.

The adult basketball tournament is designed to celebrate Robby's life, his passion for the sport of basketball, and ultimately bring the Community together for an entire day of positive social interaction and enjoyment.

The Township has received a request to waive the rental fees of the full gymnasium at the Community and Recreation Center. The approximate rental fee for 8 hours of usage would be \$1600.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider approval to waive the facility rental fees, approximately \$1600, associated with the use of the Montgomery Township Community Recreation Center basketball courts for the 1st Annual Robby Braxton Basketball Classic to be held on July 15, 2017.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the waiving of all fees associated with the first Annual Robby Braxton Basketball Classic to be held on July 15, 2017.

MOTION: _____

SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Richard E. Miniscalco	Aye	Opposed	Abstain	Absent
Candyce F. Chimera	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

First Annual

ROBBY BRAXTON CLASSIC

Where there is love... there is life.

SATURDAY, JULY 15 8AM TO 6PM

MONTGOMERY TOWNSHIP REC. CENTER

**5 VS 5
\$30 PER PLAYER
ROSTERS DUE
JUNE 10**

EMAIL ROSTERS TO ROBBRAXTONMEMORIAL@GMAIL.COM

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval of Mobile Communications Devices Policy

MEETING DATE: July 10, 2017

ITEM NUMBER: #8

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

REASON FOR CONSIDERATION: Operational: XX Policy: Discussion: Information:

INITIATED BY: Ann Shade

Director of Administration & Human Resources

BOARD LIAISON: Candyce Fluehr Chimera

Chairman



BACKGROUND:

The attached Mobile Communications Devices Policy is presented this evening for consideration for approval by the Board of Supervisors. Mobile communications devices have become increasingly critical for use in the workplace and a formal policy for issuing and using mobile communications devices is necessary to ensure that proper use is sustained while conducting official Township business without compromising the security of official communications and documents.

This policy details the process for authorizing requests for mobile communications devices and informs the user of the rules and guidelines associated with being assigned a device.

This policy will be maintained for employees as applicable in the Employee Handbook and the Police Department Standard Operating Procedures.

In preparation for Board of Supervisors approval, this policy has been reviewed by: labor attorneys of Eckert Seamans, Montgomery Township Department Heads and staff and the Risk Control Department of Delaware Valley Insurance Trust (DVIT).

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider the approval of the Mobile Communications Devices Policy for distribution to employees and inclusion in the Montgomery Township Employee Handbook and Police Department Standard Operating Procedures.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the Mobile Communications Devices Policy for distribution to employees and inclusion in the Montgomery Township Employee Handbook and Police Department Standard Operating Procedures.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Richard E. Miniscalco	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.



Employee Handbook - Section 3

Employee and Township Responsibilities

Date Approved/Last Revised: June 26, *Pending Board of Supervisors Approval*

MOBILE COMMUNICATIONS DEVICE POLICY

Purpose. The primary purpose of this policy is to assure the proper use of Township-owned mobile communications devices issued and used by employees and officials of the Township to conduct official business without compromising the security of official communications and documents. Users bound by the provisions of the Township Employee Handbook shall also adhere to the Voice and Data Usage Policy in Section 3, Employee and Township Responsibilities, and the Vehicle Use Related to Employment Policy in Section 8, Other Policies. In addition, Police Department users shall also adhere to the Voice and Radio Telecommunications and Information System Policy contained in the Montgomery Township Police Standard Operating Procedures.

To achieve the stated purpose of this policy, reasonable restrictions are imposed upon the use of Township-owned mobile communications devices.

Definitions

Mobile Device Management (MDM) is an industry term for the administration of mobile devices, such as smartphones, tablet computers, laptops and desktop computers. MDM is implemented with the use of a third party product that has remote management features for mobile devices, such as requiring unlock passcode, syncing of documents and email with Township storage systems and tracking of mobile devices via GPS tracking.

Authorization Required. The Township recognizes that mobile communications devices are a valuable tool when used to enhance operational efficiency. The Department Head will determine if a particular job function qualifies for the use of a mobile communications device for business purposes, subject to the following requirements:

- a) The Township requires that any person authorized to use Township-owned mobile communications devices must do so in a manner that is safe for the user, co-workers, and the public, and in a manner that is consistent with all of the policies of the Township, including but not limited to, all official workplace policies;
- b) Requests for authorization to use a Township-owned mobile communications device for business purposes will be made by a Department Head by submitting the "Request for Mobile Device Authorization" form to the Township Manager. Such approval will be given at the discretion of the Township Manager based on a determination that the use of such a device by the person is necessary for the user to perform the duties of his or her position and is in the best interests of the Township. All users must be approved to use a device by the Township Manager and may only use it consistent with this policy; and
- c) A person may only be authorized for use of one Township-owned mobile communications device unless an exception is made by the Township Manager.



Employee Handbook - **Section 3**

Employee and Township Responsibilities

Date Approved/Last Revised: June 26, *Pending Board of Supervisors Approval*

Usage Rules and Public Records. Subject to certain limited exceptions, users may use Township owned and assigned mobile communications devices only for official purposes, such as voice communications, emails, documents, and Internet access. Information stored on Township-owned communications devices may be subject to open records requests. All users must use these devices in a professional, lawful, and ethical manner. Failure of any user to do so may result in disciplinary action, up to and including termination. So that all users are fully aware of what is required of them, the Township has imposed certain restrictions on the use of Township owned communications equipment.

Use and Installation of Software. No user is permitted to install software on, or make any software or hardware modifications to, his or her Township-owned communications equipment. Apps from iTunes, Google Play or the Windows Stores may be installed with approval from the respective employee's Department Head and the IT Director. The Township Manager will resolve any disputes regarding special software needs.

Retention of Township Phone Numbers. The Township retains ownership of phone numbers associated with Township owned mobile communications devices. Numbers will not be ported to personal accounts upon separation of employment unless an exception is granted by the Township Manager.

Enrollment and Security Requirements. To better protect the security of official communications and data when conducting official business with Township-owned mobile communications devices, the following requirements must be satisfied:

- a) All Township-owned mobile communications devices used for official purposes will be enrolled in the Township Mobile Device Management (MDM) System. Users shall not attempt to disable the management application or bypass security restrictions.
- b) All Township-owned mobile communication devices will be subject to the following restrictions when enrolled in the Township MDM System:
 - a. Devices must force an unlock pass code of at least four digits, or other Operating System specific secure application;
 - b. Documents and mail must be synched with Township approved cloud storage systems;
 - c. MDM Software allows the Township to track mobile devices via GPS tracking;
- c) Users must report any lost or stolen Township-owned mobile communications devices to the IT Department immediately. In the event a device has been lost or stolen, the user acknowledges that the Township reserves the right to selectively erase all Township data from the device remotely. A remote wipe is a process initiated outside of a mobile device that restores its configuration to the original – or factory default- state. A remote wipe will remove all data, settings, and apps on the device. A complete erase of all data will be



Employee Handbook - **Section 3**

Employee and Township Responsibilities

Date Approved/Last Revised: June 26, *Pending Board of Supervisors Approval*

completed remotely only with the knowledge of the user;

- d) If a user suspects that unauthorized access to Township data has taken place via a device, the user must report the incident to his/her Department Head, the Township Manager or the Township IT Department immediately;

Corrective Action. Failure to adhere to this policy may be sufficient cause for disciplinary action, (reference Discipline Procedure) including but not limited to the issuance of training, counseling, an oral or written reprimand, placement on disciplinary leave of absence, reassignment, suspension, or termination. For users represented by a union, discipline will be imposed pursuant to the applicable collective bargaining agreement.

Separation of Service. Upon separation from service, users will be required to return Township-owned mobile device(s) to the Township.

Other Township Policies

The following Township policies should also be referenced when adhering to the Communications Policy:

- Voice and Data Usage Policy 3.15
- Discipline Policy 2.5
- Vehicle Use Related to Employment 8.5

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Request for Waiver of Building Permit Fee – Mary Mother of the Redeemer Church – Accessible Ramp

MEETING DATE: July 10, 2017 ITEM NUMBER: #9

MEETING/AGENDA: WORK SESSION ACTION XX NONE

REASON FOR CONSIDERATION: Operational: Policy: Discussion: xx Information:

INITIATED BY: Bruce Shoupe BOARD LIAISON: Candyce Fluehr Chimera
Director of Planning and Zoning Chairman

BACKGROUND:

In the past, it has been the policy of the Board of Supervisors to waive nominal value permit fees for non-profit and religious organizations. The Township has received a request from Mary Mother of the Redeemer Catholic Church to waive the building permit fee for the accessible ramp for the school. The amount of these fees would be \$154.00.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION: None.

ALTERNATIVES/OPTIONS:

To approve or not approve the request for the waiver of the permit fees in the amount of \$154.00.

BUDGET IMPACT: None.

RECOMMENDATION:

Consistent with Township policy on permit fees, it is recommended that the Board approve the waiver of the building permit fees

MOTION/RESOLUTION:

Resolution is attached.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Richard E. Miniscalco	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

Resolution #

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the request of Mary Mother of the Redeemer Catholic Church to waive the building permit fees associated with the accessible ramp at the school. The fee is \$154.00.

MOTION BY:

SECOND BY:

VOTE:

DATE:

xc: Applicant, F. Bartle, B. Shoupe, Minute Book, Resolution File, File



Mary, Mother of the Redeemer
CATHOLIC CHURCH

June 28, 2017

RECEIVED
JUN 28 2017
MONTGOMERY TOWNSHIP

Board of Supervisors
Chairperson Candyce Fluehr Chimera

Montgomery Township
1001 Stump Road
Montgomeryville, Pa.

Re: School Accessible Entrance

Dear Chairperson:

We are requesting a Waiver of permit fees for the construction of the accessible ramp at the school.

The ramp will be located at the main entrance to the school as shown on the plans. This will provide a more accessible and safer entrance for our parishioners and students.

If you should have additional questions, please feel free to contact me.

Thank you for your consideration in this matter.

Sincerely,

Msgr. John T. Conway
Pastor

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval for Capital Purchase - Firefighter Personal Protective Gear and Physical Fitness Equipment

MEETING DATE: July 10, 2017 ITEM NUMBER: #10

MEETING/AGENDA: ACTION X NONE

REASON FOR CONSIDERATION: Operational: xx Policy: Discussion: Information:

INITIATED BY: Lawrence J. Gregan BOARD LIAISON: Robert J. Birch, Supervisor
Township Manager  Liaison – Public Safety Committee

BACKGROUND:

The 2017 Budget for the Department of Fire Services includes funding to purchase additional personal protective equipment for the part-time firefighting staff. Attached are quotes dated May 30, 2017 from Municipal Emergency Services, Huntingdon Valley Pa, an authorized vendor under the Co-Stars Cooperative Purchase Program (Contract # 012-009) to provide the requested equipment at a cost of \$14,826.92. The equipment meets the specifications prepared by the Department of Fire Services and is compatible with other personal protective gear in service in the department.

Since the purchase of these items is a capital expenditure above \$10,000.00, the DFS is requesting approval from the Board of Supervisor to purchase said equipment.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION: None

ALTERNATIVES/OPTIONS: None

BUDGET IMPACT:

The 2017 Budget included an allocation of \$16,400 for the purchase of this equipment.

RECOMMENDATION:

It is recommended that the Board of Supervisors grant approval for the purchase of the personal protective equipment for the part time firefighting staff from Municipal Emergency Services of Huntingdon Valle, PA, an authorized vendor under the Co-Stars Cooperative Purchase Program (Contract # 012-009) per their quotes dated May 30, 2017 in the total amount of \$14,826.92.

MOTION/RESOLUTION:

BE IT RESOLVED that the Board of Supervisors hereby grant approval for the purchase of the personal protective equipment for the part time firefighting staff from Municipal Emergency Services of Huntingdon Valley, PA, an authorized vendor under the Co-Stars Cooperative Purchase Program (Contract # 012-009) per their quotes dated May 30, 2017 in the total amount of \$14,826.92.

MOTION: _____

SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Richard E. Miniscalco	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.



2755 Philmont Avenue
 Suite 110
 Huntingdon Valley, PA 19006

Quote

Date 5/30/2017
Quote # QT1100225
Expires 6/29/2017
Sales Rep Kneass, James
PO #
Shipping Method FedEx Ground

Bill To
 Capt. John Scheiter,
 MONTGOMERY TOWNSHIP FI...
 1001 Stump Rd
 Montgomeryville PA 18936
 United States

Ship To
 MONTGOMERY TOWNSHIP FIRE DEPT
 1001 STUMP RD
 MONTGOMERYVILLE PA 18936-9605

Item	Alt. Item #	Units	Description	QTY	Unit Sales Pr...	Amount
HFRP Tail Coat	PAMONO00124		PAMONO00124 HFRP Tail Coat MP-HFR Tails Coat, Black Pbi MAX, Glide Ice Pure, Crosstech Black, Per FDMT Spec. (PA CoStar Contract 012-009)	4	1,964.22	7,856.88
HFRP Tail Pant	PAMONO00125		PAMONO00125 HFRP Tail Pant MP-HFR Tails Pant, Black Pbi MAX, Glide Ice Pure, Crosstech Black, Per FDMT Spec. (PA CoStar Contract 012-009)	4	1,383.26	5,533.04
M301400-10.5-Wide			Globe MES Crossfire Knight 14in Structural Boot - Mens	1	353.00	353.00
M301400-10.5-Med			Globe MES Crossfire Knight 14in Structural Boot - Mens	1	353.00	353.00
M301400-10-Med			Globe MES Crossfire Knight 14in Structural Boot - Mens	1	353.00	353.00

Subtotal 14,448.92
Shipping Cost (FedEx Ground) 0.00
Total \$14,448.92

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1100225



2755 Philmont Avenue
Suite 110
Huntingdon Valley, PA 19006

Quote

Date 5/30/2017
Quote # QT1100187
Expires 6/29/2017
Sales Rep Kneass, James
PO #
Shipping Method FedEx Ground

Bill To
Capt. John Scheiter,
MONTGOMERY TOWNSHIP FI...
1001 Stump Rd
Montgomeryville PA 18936
United States

Ship To
MONTGOMERY TOWNSHIP FIRE DEPT
1001 STUMP RD
MONTGOMERYVILLE PA 18936-9605

Item	Alt. Item #	Units	Description	QTY	Unit Sales Pri...	Amount
56878-Fire Red-1 SZ			RED 8100 BAG - Color:FIRE RED(474) Size:1 SZ	7	54.00	378.00

	Subtotal	378.00
Shipping Cost (FedEx Ground)		0.00
	Total	\$378.00

This Quotation is subject to any applicable sales tax and shipping & handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current local tax information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1100187

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Payment of Bills

MEETING DATE: July 10, 2017 ITEM NUMBER: **# 11**

MEETING/AGENDA: WORK SESSION ACTION XX NONE

REASON FOR CONSIDERATION: Operational: XX Information: Discussion: Policy:

INITIATED BY: Lawrence J. Gregan BOARD LIAISON: Candyce Fluehr Chimera,
Township Manager Chairman of the Board of Supervisors

BACKGROUND:

Please find attached a list of bills for your review.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Approval all bills as presented.

MOTION/RESOLUTION:

None.

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq.

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 01 UNIVEST CHECKING					
07/07/2017	01	68698	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	814.00
07/07/2017	01	68699	00000006	ACME UNIFORMS FOR INDUSTRY	223.94
07/07/2017	01	68700	MISC-FIRE	ADAM MORROW	105.00
07/07/2017	01	68701	MISC-FIRE	ADAM WEBSTER	40.00
07/07/2017	01	68702	100000448	ALAAELDIN ABOU OUF	40.00
07/07/2017	01	68703	MISC-FIRE	ALEXANDER J DEANGELIS	30.00
07/07/2017	01	68704	00000031	AT&T	132.43
07/07/2017	01	68705	00002061	AT&T MOBILITY	712.86
07/07/2017	01	68706	00001997	AUTOMATIC SYNC TECHNOLOGIES, LLC	209.44
07/07/2017	01	68707	00000417	BARNSIDE FARM COMPOST FACILITY	3,362.32
07/07/2017	01	68708	00000043	BERGEY'S	1,092.64
07/07/2017	01	68709	MISC-FIRE	BILL WIEGMAN	150.00
07/07/2017	01	68710	MISC	BRAINY BEES LEARNING CENTER	140.18
07/07/2017	01	68711	03214625	BUX-MONT AWARDS & ENGRAVING	124.62
07/07/2017	01	68712	00000071	CANON SOLUTIONS AMERICA, INC.	1,469.16
07/07/2017	01	68713	MISC-FIRE	CARL HERR	30.00
07/07/2017	01	68714	00001601	CDW GOVERNMENT, INC.	150.07
07/07/2017	01	68715	100000221	COLMAR VETERINARY HOSPITAL	348.83
07/07/2017	01	68716	00000363	COMCAST	303.62
07/07/2017	01	68717	00000931	COMMONWEALTH OF PENNSYLVANIA	3,500.00
07/07/2017	01	68718	00001937	CONCOURS AUTOMOTIVE	837.54
07/07/2017	01	68719	MISC	CUSTOM FINISHERS INC	125.00
07/07/2017	01	68720	MISC	CUSTOM FINISHERS INC	125.00
07/07/2017	01	68721	MISC-FIRE	DAVID P BENNETT	30.00
07/07/2017	01	68722	00001172	DETLAN EQUIPMENT, INC.	28.29
07/07/2017	01	68723	00000160	ERB & HENRY EQUIPMENT INC.	45.47
07/07/2017	01	68724	00000161	EUREKA STONE QUARRY, INC.	237.55
07/07/2017	01	68725	00000423	FAMILY DINING, INC.	67.95
07/07/2017	01	68726	00000180	FRANK CALLAHAN COMPANY, INC.	4.00
07/07/2017	01	68727	00000198	GLASGOW, INC.	120.00
07/07/2017	01	68728	00001323	GLICK FIRE EQUIPMENT COMPANY INC	8,593.33
07/07/2017	01	68729	00000219	GLOBAL EQUIPMENT COMPANY	110.88
07/07/2017	01	68730	00001784	GOOGLE INC.	99.92
07/07/2017	01	68731	00000229	GRAINGER	85.00
07/07/2017	01	68732	100000210	GREEN GUARD FIRST AID & SAFETY	69.60
07/07/2017	01	68733	00000223	GUIDEMARK, INC.	9,614.84
07/07/2017	01	68734	00001793	HILLTOWN TOWNSHIP	281.72
07/07/2017	01	68735	00000903	HOME DEPOT CREDIT SERVICES	60.09
07/07/2017	01	68736	00000787	INTERNATIONAL ASSOC. OF FIRE CHEIF	120.00
07/07/2017	01	68737	00000531	INTERSTATE GRAPHICS	485.00
07/07/2017	01	68738	MISC-FIRE	JOHN H. MOGENSEN	60.00
07/07/2017	01	68739	MISC-FIRE	JON WASHINGTON	90.00
07/07/2017	01	68740	00000148	JONATHAN S. BEER	2,600.00
07/07/2017	01	68741	00000261	KERSHAW & FRITZ TIRE SERVICE, INC.	355.82
07/07/2017	01	68742	MISC	KITCHEN PEOPLE, INC.	9.32
07/07/2017	01	68743	MISC	LAB SURGICAL LLC	1,123.62
07/07/2017	01	68744	00000271	LANSDALE CHRYSLER PLYMOUTH INC.	88.50
07/07/2017	01	68745	MISC	LENITY ARCHITECTURE	2,500.00
07/07/2017	01	68746	MISC	LENSCRAFTERS, INC. #356	34.26
07/07/2017	01	68747	00000675	MAGLOCLEN	400.00
07/07/2017	01	68748	MISC-FIRE	MARY NEWELL	140.00
07/07/2017	01	68749	00000201	MASTERTECH AUTO SERVICE, LLC	2,065.27
07/07/2017	01	68750	MISC	METRO PCS	355.74
07/07/2017	01	68751	00002049	MGEQUIPMENT	9,900.00
07/07/2017	01	68752	MISC-FIRE	MICHAEL D. SHINTON	30.00
07/07/2017	01	68753	MISC-FIRE	MICHAEL SHEARER	15.00
07/07/2017	01	68754	MISC-FIRE	MICHAEL SHEARER	15.00
07/07/2017	01	68755	MISC-FIRE	MIKE BEAN	30.00
07/07/2017	01	68756	MISC	MILLENNIUM MOVING CO., INC.	1,539.28
07/07/2017	01	68757	00002028	MONTGOMERY CTY PUBLIC WORKS ASSOC	560.00
07/07/2017	01	68758	00000540	MYSTIC PIZZA	375.00
07/07/2017	01	68759	100000171	NFPA	175.00
07/07/2017	01	68760	00000814	OLIVIERI & ASSOCIATES, INC.	86,528.07
07/07/2017	01	68761	00001440	ORION SAFETY PRODUCTS	606.09
07/07/2017	01	68762	MISC-FIRE	PAUL R. MOGENSEN	40.00
07/07/2017	01	68763	MISC	PEARLE VISION #6274	17.05
07/07/2017	01	68764	00000397	PECO ENERGY	5,154.95
07/07/2017	01	68765	00000595	PENN VALLEY CHEMICAL COMPANY	1,190.31
07/07/2017	01	68766	00000726	PENN-HOLO SALES & SERVICES	141.94
07/07/2017	01	68767	MISC-FIRE	PHIL STUMP	45.00
07/07/2017	01	68768	00001171	PHILA OCCHEALTH/DBA WORKNET OCC	1,040.00
07/07/2017	01	68769	00001155	PITNEY BOWES	1,417.62

Check Date	Bank	Check	Vendor	Vendor Name	Amount
07/07/2017	01	68770	00000345	PRINTWORKS & COMPANY, INC.	385.33
07/07/2017	01	68771	MISC-FIRE	RACHEL TROUTMAN	100.00
07/07/2017	01	68772	00000439	RED THE UNIFORM TAILOR	879.50
07/07/2017	01	68773	00002033	REPUBLIC SERVICES NO. 320	1,313.82
07/07/2017	01	68774	00001146	RESERVE ACCOUNT	1,500.00
07/07/2017	01	68775	100000445	RICHARD BALDINI	599.04
07/07/2017	01	68776	00000117	RIGGINS INC	1,868.52
07/07/2017	01	68777	00000115	RIGGINS, INC	1,913.37
07/07/2017	01	68778	MISC-FIRE	RYAN CROUTHAMEL	15.00
07/07/2017	01	68779	00000452	S&S WORLDWIDE	42.29
07/07/2017	01	68780	00000653	SCATTON'S HEATING & COOLING, INC.	94.00
07/07/2017	01	68781	MISC	SEARS OPTICAL #1703	14.02
07/07/2017	01	68782	00000465	SHAPIRO FIRE PROTECTION COMPANY	1,239.05
07/07/2017	01	68783	00000015	SPRINT	448.21
07/07/2017	01	68784	00001847	STAPLES CONTRACT & COMMERCIAL, INC.	469.25
07/07/2017	01	68785	MISC-FIRE	STEVE SPLENDIDO	30.00
07/07/2017	01	68786	MISC	SUZANE DEVINE	120.68
07/07/2017	01	68787	00661122	TEES WITH A PURPOSE	592.50
07/07/2017	01	68788	00000334	THE CULINARY INSTITUTE OF AMERICA	460.00
07/07/2017	01	68789	00000772	THE PEAK CENTER	3,000.00
07/07/2017	01	68790	00000502	THOMAS W. MCCAULEY	300.00
07/07/2017	01	68791	MISC-FIRE	TOM HUGUENIN	30.00
07/07/2017	01	68792	00000239	TOWN COMMUNICATIONS	275.00
07/07/2017	01	68793	MISC-FIRE	TREVOR DALTON	30.00
07/07/2017	01	68794	00000040	VERIZON	134.99
07/07/2017	01	68795	00000040	VERIZON	124.99
07/07/2017	01	68796	00000040	VERIZON	174.97
07/07/2017	01	68797	00000040	VERIZON	140.06
07/07/2017	01	68798	00000038	VERIZON WIRELESS SERVICES, LLC	1,436.95
07/07/2017	01	68799	MISC-FIRE	VINAY SETTY	150.00
07/07/2017	01	68800	MISC-FIRE	VINCE ZIRPOLI	120.00
07/07/2017	01	68801	MISC	VINK & BERI LLC	82.31
07/07/2017	01	68802	00001329	WELDON AUTO PARTS	189.49
07/07/2017	01	68803	00001084	WITMER ASSOCIATES, INC.	1,247.00

01 TOTALS:

Total of 106 Disbursements:

172,283.47

07/06/2017

Check List
For Check Dates 06/27/2017 to 07/10/2017

Check Date	Name	Amount		
06/29/2017	BCG 401	401 Payment	\$	16,362.11
06/29/2017	BCG 457	457 Payment	\$	12,134.04
06/29/2017	PA SCDU	Withholding Payment	\$	1,030.85
06/29/2017	PBA	PBA Payment	\$	744.81
06/29/2017	UNITED STATES TREASURY	941 Tax Payment	\$	87,221.57
07/03/2017	ICMA RC	DROP Plan Payment	\$	4,082.51
07/03/2017	UNITED STATES TREASURY	945 Tax Payment	\$	6,657.54
07/05/2017	STATE OF PA	State Tax Payment	\$	9,181.02
07/07/2017	CITY OF PHILADELPHIA	June Wage Tax Payment	\$	454.78
Total Checks: 9			\$	137,869.23