

AGENDA
MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS
JUNE 13, 2016

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Robert J. Birch
Candyce Fluehr Chimera
Michael J. Fox
Jeffrey W. McDonnell
Joseph P. Walsh

Lawrence J. Gregan
Township Manager

ACTION MEETING – 8:00 PM

1. Call to Order by Chairman
2. Pledge of Allegiance
3. Public Comment
4. Announcement of Executive Session
5. Consider Approval of Minutes of May 23, 2016 Meeting
6. Consider Volunteer Committee Member Appointments – CRC Steering Committee
7. Public Hearing – Liquor License Transfer – LL-16-05 – Green Turtle Restaurant - 1100 Bethlehem Pike
8. Consider Purchase of Fuel through the Southeastern PA Counties Cooperative Purchasing Program
9. Consider Approval to Purchase Replacement Public Works Department Vehicle Under the Co-Stars Purchasing Program
10. Consider Approval to Purchase Administration Department Replacement Vehicle Under the Co-Stars Purchasing Program
11. Consider Approval of Amended Employee Handbook Policies – CDL Drug & Alcohol Policy and Substance Abuse Policy
12. Consider Resolution in Support of Amendment to State Sterling Act of 1932
13. Consider Start Of Maintenance Period and Escrow Release #4 – LDS #667 – Goodwin Tract
14. Consider Authorization to Advertise Public Hearing – Zoning Text Amendment to Business Professional Zoning Regulations
15. Consider Payment of Bills
16. Other Business
17. Adjournment

Future Public Hearings/Meetings:

06-14-2016 @7:30pm – Zoning Hearing Board
06-15-2016 @6:00pm – Sewer Authority Board
06-15-2016 @7:30pm – Shade Tree Commission
06-15-2016 @7:30pm – Public Safety Committee
06-16-2016 @7:30pm – Planning Commission
06-20-2016 @7:00pm – Finance Committee
06-21-2016 @12:30pm – Business Development Partnership
06-27-2016 @8:00pm – Board of Supervisors

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Public Comment

MEETING DATE: June 13, 2016

ITEM NUMBER: #3

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Lawrence J. Gegan
Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman
of the Board of Supervisors

BACKGROUND:

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

The Board 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: June 13, 2016

ITEM NUMBER: #4

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Lawrence J. Grogan
Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman
of the Board of Supervisors

BACKGROUND:

Frank Bartle will announce that the Board of Supervisors met in Executive Session prior to this Public Meeting and will summarize the matters discussed at these meetings.

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 May 23, 2016

MEETING DATE: June 13, 2016

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: Joseph P. Walsh, Chairman
of the Board of Supervisors

BACKGROUND:

Please contact Deb Rivas on Monday, June 13, 2016 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.

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
MAY 23, 2016**

At 7:00 p.m. Chairman Joseph P. Walsh called to order the executive session. In attendance were Vice Chairman Candyce Fluehr Chimera, Supervisors Robert J. Birch, Michael J. Fox and Jeffrey W. McDonnell. Also in attendance were Lawrence Gegan and Frank Bartle, Esquire.

Chairman Joseph P. Walsh called the action meeting to order at 8:00 p.m. In attendance were Vice Chairman Candyce Fluehr Chimera and Supervisors Robert J. Birch, Michael J. Fox and Jeffrey W. McDonnell. Also in attendance were Frank Bartle, Esquire, Lawrence Gegan, Chief Scott Bendig, Rick Lesniak, Ami Tarburton, Stacy Crandell, Bruce Shoupe, Kevin Costello, Floyd Shaffer, Rich Grier and Deb Rivas.

Following the Pledge of Allegiance, Chairman Joseph P. Walsh called for public comment from the audience. Ravi Patel, of 606 Ellison Drive, stated that he was representing the residents of the Montgomery Pointe Development. The residents are looking for an update on the community concerns with regard to the completion and repair of items by the David Cutler Group. Supervisor Michael Fox reported that the Board has had a number of discussions regarding the poor development conditions and described the action taken by the Board over the past several months to accelerate completion of the site improvements this summer. He noted that the Board does not have an exact timeframe for the completion of site improvements, items, but are working on having the improvements completed as soon as possible. The Board members suggested that residents attend the next Board meeting for a new update on the developments.

Solicitor Frank Bartle announced that the Board had met in an executive session prior to this meeting and discussed two potential matters of litigation, including the Montgomery Walk/Montgomery Pointe update. Litigation matters included RD Management Airport Square Validity Challenge, Lamb vs. Montgomery Township and seven Zoning matters before the

Montgomery Township Zoning Hearing Board. Mr. Bartle stated that these matters are legitimate subjects of executive session pursuant to Pennsylvania's Sunshine Law.

Supervisor Michael J. Fox made a motion to approve the minutes of the May 9, 2016 Board of Supervisors meeting, and Vice Chairman Candyce Fluehr Chimera seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Director of Recreation and Community Center Floyd Shaffer reported that Cub Scout Pack 229 has submitted a Facilities and Field Use request for the use of Spring Valley Park to hold their Annual Father's Day Rocket Launch on Sunday, June 19, 2016. In the past, it has been the policy of the Board of Supervisors to waive permit fees for non-profit and religious organizations. Members of Cub Scout Pack 229 introduced themselves to the Board as Joey, Charlie, Jake, Rick, Owen, Ryan and Matthew. Resolution #1 made by Chairman Joseph P. Walsh, seconded by Supervisor Robert Birch and adopted unanimously, permitted Cub Scout Pack 229 to conduct its Annual Father's Day Rocket Launch at Spring Valley Park on Sunday, June 19, 2016 from 12:00pm until 2:00pm and also waived the permit fee for the rocket launch.

Director of Recreation and Community Center Floyd Shaffer reported that Richard Roller, Scout Leader for Boy Scout Troop #547 made a request for a waiver of permit fees associated with the Troop's use of the Spring Valley Park Pavilion one evening a week for two hours starting on Tuesday, June 14, 2016 through Tuesday, September 13, 2016. Resolution #2 made by Chairman Joseph P. Walsh, seconded by Supervisor Michael Fox and adopted unanimously, approved the request from Boy Scouts of America Troop #547 to waive permit fees in the amount of \$120 associated with the use of the Spring Valley Park Pavilion for one night per week this summer.

Chief of Police J. Scott Bendig reported that on November 19, 2015, a letter was received from Chester Chzanowski, owner of Syrena Collision Center, requesting consideration to serve as an authorized towing contractor for Montgomery Township. A review of the documentation provided by Mr. Chzanowski shows that Syrena Collision Center has fulfilled the

requirements for authorized towing contractors in accordance with the Code of the Township of Montgomery. Resolution #3 made by Supervisor Michael Fox, seconded by Vice Chairman Candyce Fluehr Chimera and adopted unanimously, authorized Syrena Collision Center to serve as an authorized towing contractor for Montgomery Township.

Chief of Police J. Scott Bendig reported that in October, 2013, the Police Department purchased a Remington Model 40XS .308 Caliber Bolt Action rifle for \$5,199.00. The rifle was utilized by department personnel assigned to the sniper element of the Montgomery County SWAT-CR Team. Recent departures and assignment changes on the Team have made continued ownership of the rifle unnecessary. The Plymouth Township Police Department has expressed an interest in purchasing the rifle at a price of \$4,000.00. Under the Township's Disposal Policy for Personal Property, any property estimated to be worth \$1,000.00 or more must be approved by the Board of Supervisors in accordance with the Second Class Township Code. Resolution #4 made by Supervisor Michael Fox and seconded by Vice Chairman Candyce Fluehr Chimera and adopted unanimously, authorized the sale of the Remington Model 40XS .308 Caliber Bolt Action Rifle to the Plymouth Township Police Department for an agreed upon price of \$4,000.00.

Chief of Police J. Scott Bendig reported that the Police Department is proposing the purchase of standardized weapon mounted lighting systems and holsters for each of the uniformed officer's sidearm. These systems would enhance the officer's abilities in poor lighting conditions during high risk situations. New holsters would be purchased to accommodate these lighting systems. Resolution #5 made by Supervisor Michael J. Fox, seconded by Vice Chairman Candyce Fluehr Chimera and adopted unanimously, approved the purchase of weapon mounted lighting systems and holsters for each of the uniformed officer's sidearm at a cost of \$6,421.50 from Atlantic Tactical in accordance with their quote dated May 9, 2016.

Director of Public Works Kevin Costello reported that the Montgomery County Public Works Association is a non-profit organization that was founded in 1966 by a dedicated group of

Public Works Professionals and is celebrating its 50th Anniversary this year. The overall goal of the Association is to continually improve public works services, find and implement cost saving measures and educate their employees throughout the Municipalities in Montgomery County and surrounding areas. The Association is requesting that all member Municipalities pass a resolution which will be displayed at the Association's 50th Anniversary Celebration in Horsham Township in October of this year. Resolution #6 made by Chairman Joseph P. Walsh, seconded by Supervisor Michael J. Fox and adopted unanimously, recognized and congratulated the Montgomery County Public Works Association on its 50th Anniversary.

Resolution #7 made by Supervisor Robert J. Birch, seconded by Vice Chairman Candyce Fluehr Chimera and adopted unanimously, approved the start of maintenance period and construction escrow release #3 for LDS#642 – for General Hancock Partnership Hotels in the amount of \$217,485.26.

Director of Planning and Zoning Bruce Shoupe reported that an application for conditional use has been received from Hawthorn Development LLC. The applicant is proposing to develop the property, located on Doylestown Pike, as a Congregate Care/Independent Senior Living facility, including a main building with 144 suites, 2 manager units and 12 cottage units and associated improvements. This is designed exclusively for persons 62 years of age or older. This use is permitted by conditional use within the BP-Business Office and Professional District. Resolution #8 made by Chairman Joseph P. Walsh, seconded by Supervisor Michael J. Fox and adopted unanimously, authorized the advertisement for a public hearing for the Conditional Use application of #C-65 Hawthorn Development LLC – located on Doylestown Pike, to be held on June 27, 2016.

Director of Planning and Zoning Bruce Shoupe reported that an application has been received for a liquor license transfer for Turtle Time JRP1, LLC for 1100 Bethlehem Pike for a proposed Green Turtle Restaurant. This is an intermunicipal transfer of a liquor license. It is required that a public hearing be held on this application within 45 days or by June 30, 2016,

unless the applicant agrees to an extension of the time limit. Resolution #9 made by Chairman Joseph P. Walsh, seconded by Vice Chairman Candyce Fluehr Chimera and adopted unanimously, set Monday, June 13, 2016 after 8:00pm as the date and time for a public hearing for an Intermunicipal Liquor License Transfer for Turtle Time JRP1, LLC to be located at 1100 Bethlehem Pike.

A motion to approve the payment of bills was made by Chairman Joseph P. Walsh, seconded by Supervisor Michael J. Fox, and adopted unanimously, approved the payment of bills as submitted.

There being no further business to come before the Board, the meeting adjourned at 8:35 p.m.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Appointment to Township Board/Commissions

MEETING DATE: June 13, 2016

ITEM NUMBER: #6

MEETING/AGENDA:

ACTION

NONE

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

INITIATED BY: Lawrence J. Gregan
Township Manager

BOARD LIAISON: Robert J. Birch & Joseph P. Walsh
Liaisons to the Comm & Rec Ctr. Advisory Committee

BACKGROUND:

On November 9, 2015, the Board of Supervisors established the Community & Recreation Center Advisory Committee. The committee was established to assist with identifying the needs of the Community and Recreation Center, recommend activities & programming, and recommend plans and policies regarding the programs and services of the Community and Recreation Center.

The Committee will meet on a monthly basis. The Recreation and Community Center Director will serve as the staff liaison for the committee. Bylaws for this committee were also approved on November 9, 2016.

Township residents Thomas Alesi, Otto A. Gaylord, Anthony Ruggieri and Audrey Schrader have expressed an interest in becoming members of the Montgomery Township Community & Recreation Center Advisory Committee. These residents will be considered for appointment to the committee this evening.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

Committee was established on November 9, 2015.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider the appointment of Thomas Alesi, Otto A. Gaylord, Anthony Ruggieri and Audrey Schrader to the Montgomery Township Community & Recreation Center Advisory Committee.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby appoint Thomas Alesi, Otto A. Gaylord, Anthony Ruggieri and Audrey Schrader to serve as members of the Montgomery Township Community & Recreation Center Advisory Committee with one year terms to expire on January 1, 2017.

MOTION: _____

SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Public Hearing – Liquor License Transfer – #LL-16-05 – Turtle Time, JRP1, LLC

MEETING DATE: June 13, 2016

ITEM NUMBER: **#7**

MEETING/AGENDA: WORK SESSION ACTION XX NONE

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

INITIATED BY: Bruce Shoupe BOARD LIAISON: Joseph P. Walsh
Director of Planning and Zoning Chairman

BACKGROUND:

Attached is the application for a Liquor License Transfer for Turtle Time JRP1, LLC for 1100 Bethlehem Pike. This is an intermunicipal transfer of a liquor license. This public hearing is being held as required by State Law. The Board has authorized the advertising for a public hearing for this date.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None

PREVIOUS BOARD ACTION:

The public hearing was advertised for this meeting.

ALTERNATIVES/OPTIONS:

The Board could approve or disapprove the request for transfer.

BUDGET IMPACT:

None.

RECOMMENDATION:

This matter is on the agenda for your consideration.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION: _____

SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce F. Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

TOWNSHIP OF MONTGOMERY

Resolution

A Resolution of the Township of Montgomery, County of Montgomery, Commonwealth of Pennsylvania, approving the Transfer of Restaurant Liquor License No. **R-12150**, into the Township of Montgomery

WHEREAS, Act 141 of 2000 ("the Act") authorizes the Pennsylvania Liquor Control Board to approve, in certain instances, the transfer of restaurant liquor licenses across municipal boundaries within the same county regardless of the quota limitations provided for in Section 461 of the Liquor Code if, as in the Township of Montgomery, sales of liquor and malt or brewed beverages are legal in the municipality receiving the license; and

WHEREAS, the Act requires the applicant to obtain from the receiving municipality a resolution approving the inter-municipal transfer of the liquor license prior to an applicant's submission of an application to the Pennsylvania Liquor Control Board; and

WHEREAS, the Liquor Code stipulates that, prior to adoption of a resolution by the receiving municipality, at least one hearing be held for the purpose of permitting individuals residing within the municipality to make comments and recommendations regarding applicant's intent to transfer a liquor license into the receiving municipality; and

WHEREAS, an application for transfers filed under the Act must contain a copy of the resolution adopted by the municipality approving the transfer of a liquor license into the municipality.

NOW, THEREFORE, BE IT RESOLVED, that Turtle Time JRP1, LLC, has requested the approval of the Township of Montgomery Board of Supervisors for the proposed transfer of Pennsylvania restaurant liquor license no. R-12150, from the premises located at 548 DeKalb

Street, Norristown, Montgomery County, Pennsylvania to Turtle Time JRP1, LLC. for restaurant facilities within the Township of Montgomery to be located at 1100 Bethlehem Pike, Montgomery Township, Montgomery County, North Wales, Pennsylvania with the understanding that said transfer must be approved at a later date by the Pennsylvania Liquor Control Board; and

BE IT FURTHER RESOLVED, that the Township of Montgomery Board of Supervisors has held a properly advertised public hearing pursuant to the notice provision of Section 102 of the Liquor Code to receive comments on the proposed liquor license transfer; and

BE IT FURTHER RESOLVED, that the Township of Montgomery approves, by adoption of this Resolution, the proposed intermunicipal transfer of restaurant liquor license no. R-12150 into the Township of Montgomery by Turtle Time JRP1, LLC; and

BE IT FURTHER RESOLVED, that transfers, designations and assignments of licenses hereunder are subject to approval by the Pennsylvania Liquor Control Board.

Duly adopted this 13th day of June, 2016, by the Board of Supervisors of Montgomery Township, Montgomery County, Montgomeryville, Pennsylvania, in lawful session duly assembled.

MOTION BY:

SECOND BY:

VOTE:

DATE:

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

MONTGOMERY TOWNSHIP

**Application for Intermunicipal Transfer
or Economic Development Liquor License**

Type of Application (please indicate):

Intermunicipal Transfer X
Economic Development

Applicant Name: Turtle Time JRP1, LLC

Address 1100 Bethlehem Pike, Montgomeryville, PA 19454

Telephone: No phone yet

Fax: No fax yet

Email: jpatel@theintegritygroup.com

Representative of Attorney Name: Matthew N. Goldstein, Esquire

Address: Goldstein & McHugh, P.C.
Constitution Place
325 Chestnut Street, Suite 713
Philadelphia, PA 19106

Telephone: 215-985-9494

Fax: 215-985-3292

Email: mg@gmliquorlaw.com

Location and Name of Establishment of the License Proposed to be Transferred:

Ant & Shell, Inc.
548 DeKalb Street
Norristown, PA 19401

Proposed Location of the License to be transferred:

Street Address: 1100 Bethlehem Pike, Montgomeryville, PA 19454
Parcel Number: 46-00-00262-00-7
Block and Unit Number: Tax Map ID 46019 012

Name of the Establishment proposed to be licensed: Turtle Time JRP1, LLC

Type of Liquor License to be transferred: Restaurant Liquor License

Anticipated date for license transfer and commencement of operations pursuant to liquor license:

September 1, 2016

List all locations owned or operated by the applicant which currently hold a liquor license. (Use separate sheet if necessary.) Provide name, address and liquor license number of those locations. None

Has the applicant or anyone associated with these locations ever been cited for liquor law violations? Yes _____ No x

If yes, please explain: (use separate sheet if necessary)

Has applicant had a request for a liquor license transfer denied? Yes _____ No x
If yes, please explain: (use separate sheet if necessary)

Has the applicant, or if a corporation, any officer or director of the corporation, or if a partnership or association, any member or partner of the partnership or association, been convicted or found guilty of a felony within a period of five years? Yes _____ No x

If yes, please explain: (use separate sheet if necessary)

Provide the name, address (if applicable) and distance from the proposed premises to the following:

Nearest Licensed Establishments

- Olive Garden (Distance to Site = 0.1 miles)- Gwynedd Crossing Shopping Center, 1200 Bethlehem Pike, North Wales, PA 19454
- Iron Hill Brewery & Restaurant (Distance to Site = 0.2 miles)- English Village Shopping Center, 1460 Bethlehem Pike, North Wales, PA 19454
- Harvest Seasonal Grill & Wine Bar (Distance to Site = 0.2 miles)- English Village Shopping Center, 1460 Bethlehem Pike, North Wales, PA 19454

Nearest Schools:

- Gwynedd Mercy Academy High School (Distance to Site = 1.8 miles)- 1345 Sumneytown Pike, Gwynedd Valley, PA 19437
- The Malvern School of Horsham (Distance to Site = 1.3 miles)- 101 Lower State Rd, Ambler, PA 19002
- The Malvern School of Montgomeryville (Distance to Site = 1.9 miles)- 1258 Welsh Rd, North Wales, PA 19454

Nearest Public Playgrounds:

- Parkside Place Park (Distance to Site = 4.8 miles)- 1 Parkside Place, North Wales, PA 19454
- Samuel Carpenter Park (Distance to Site = 4.4 miles)- 1000 Horsham Rd, Ambler, PA 19002
- Cedar Hill Road Park (Distance to Site = 2.7 miles)- 449 Cedar Hill Road, Horsham, PA 09044

Nearest Churches:

- Church of the Messiah (Distance to Site = 2.8 miles)- 1001 Dekalb Pike, Lower Gwynedd Township, PA 19002
- Keystone Fellowship Montgomeryville (Distance to Site = 2.5 miles)- 427 Stump Rd, North Wales, PA 19454
- Bethlehem Baptist Church (Distance to Site = 2.7 miles)- 712 Penllyn Pike, Spring House, PA 19477
- St Matthew's Episcopal Church (Distance to Site = 2.9 miles)- 919 Tennis Ave, Maple Glen, PA 19002

Nearest Charitable Institutions:

- Lamb Foundation (Distance to Site = 4.0 miles)- 114 N Main Street, North Wales, PA 19454
- Montgomery County Associate for the Blind (Distance to Site = 4.1 miles)- 212 N Main Street, North Wales, PA 19454

Nearest Hospitals:

- Abington - Lansdale Hospital (Distance to Site = 4.6 miles)- 100 Medical Campus Dr, Lansdale, PA 19446
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Provide a list of existing liquor licenses in Montgomery Township which are inactive, in safekeeping and/or are for sale. Include the name, address and telephone number of the contact person for each. (use separate sheet if necessary)

See attached

I hereby swear that all of the information provided on this application is true and correct to the best of my knowledge and belief. Further, I understand that the presentation of false information will subject me to possible arrest, fine and imprisonment.

Attached to this application is the required fee of \$1,500.00 and escrow of \$1,500.00.

Dated: 5/12/16



Jiger Patel

GRUB BURGER BAR

254 MONTGOMERY MALL
NORTH WALES PA 19454-3904

LICENSE INFORMATION

Status: Expired
License Type: Restaurant (Liquor)
LID Number: 71456
License Number: R19407
Licensee: GBB MONTGOMERYVILLE SGS LLC
County: Montgomery County
Municipality: Montgomery Twp

PREMISES

Name: GRUB BURGER BAR
Owner: n/a
Manager: GABRIELLE POWELL

OFFICERS

GABRIELLE POWELL (MANAGER)
JIMMY LOUP (MEMBER)
KEVIN CROSS (MEMBER)
THOMAS KENNEY (MEMBER)

PERMITS / SECONDARY LICENSES

Type
Amusement Permit (Liquor)
Sunday Sales Permit

CITATION CASE(S)

Case	Opened	Closed	Penalty
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NOBORU RESTAURANT

117 GARDEN GOLF BLVD
NORTH WALES PA 19454

LICENSE INFORMATION

Status: Expired
License Type: Restaurant (Liquor)
LID Number: 63118
License Number: R9331
Licensee: NOBORU RESTAURANT, INC. DBA
NOBORU RESTAURANT
County: Montgomery County
Municipality: Montgomery Twp

PREMISES

Name: NOBORU RESTAURANT
Owner: n/a
Manager: n/a

OFFICERS

HO HONG (SECY-SH-DIR)
SOON KIM (PRES-SH-MANAGER-DIR)

PERMITS / SECONDARY LICENSES**Type**

Sunday Sales Permit

CITATION CASE(S)

Case	Opened	Closed	Penalty
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RED LOBSTER #443

FIVE POINT PLZ
640 COWPATH RD
LANSDALE PA 19446-1563

LICENSE INFORMATION

Status: Expired
License Type: Restaurant (Liquor)
LID Number: 70198
License Number: R16423
Licensee: RED LOBSTER RESTAURANTS LLC
MARK F FLAHERTY ATTY AT LAW
County: Montgomery County
Municipality: Montgomery Twp

PREMISES

Name: RED LOBSTER #443
Owner: n/a
Manager: ERIC WOHLBERG

OFFICERS

ALLISON CHESS (MANAGER)
AMANDA SIMMS (MANAGER)
ANNE WEISER (MANAGER)
BEVERLY ZELLO (MANAGER)
CARL RICHMOND (PRES-ASST SECY)
CAROLYN FISHER (MANAGER)
COLLEEN HUNTER (ASST SECY)
CORRINE PEZZUTO (MANAGER)
DARRYL MORGAN (MANAGER)
DAVID MORRISON (MANAGER)
DEVERY BETHEA (MANAGER)
DOUGLAS WENTZ (VP-TREAS)
ELIZABETH DERWIN (MANAGER)
ERIC WOHLBERG (MANAGER)
HORACE DAWSON (VP-SECY)
ISSAM EL-AYAZRA (MANAGER)
JAMES HECKER (MANAGER)
JAMES MC CABE (MANAGER)
JANETTE RALEIGH (MANAGER)
JARED SCHENKEL (MANAGER)
JOE YOFFEE (MANAGER)
JOHN MYERS (MANAGER)
JOSEPH BOZIC (MANAGER)
JOSEPH KERN (ASST SECY)
KEVIN KIRKSTADT (MANAGER)
KURT HUWALT (MANAGER)
LAURIE SLIWINSKI (MANAGER)
MATTHEW GRUBE (MANAGER)
MELISSA BAUER (MANAGER)
MICHAEL TYDINGS (MANAGER)
NINO DASILVIO (MANAGER)
NORMA RIVERA (VP-ASST SECY)
PEGGY HARDING (MANAGER)
SHAH KHALIL (MANAGER)
SHERRY LOKESAK (MANAGER)
THOMAS GATHERS (PRES)
THOMAS OBRIEN (MANAGER)
TIMOTHY LACIAK (MANAGER)
TODD MICHAEL (MANAGER)
TRAVIS HURST (MANAGER)

PERMITS / SECONDARY LICENSES

Type
Sunday Sales Permit

CITATION CASE(S)

Case	Opened	Closed	Penalty
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SALSAS MEXICAN RESTAURANT

258 MONTGOMERY MALL
NORTH WALES PA 19454-3904

LICENSE INFORMATION

Status: Safekeeping
License Type: Restaurant (Liquor)
LID Number: 61062
License Number: R6541
Licensee: SALSAS MONTGOMERYVILLE INC
County: Montgomery County
Municipality: Montgomery Twp

PREMISES

Name: SALSAS MEXICAN RESTAURANT
Owner: n/a
Manager: JUAN ZARATE

OFFICERS

DAVID GIL (SECY-DIR-SH)
JOSE FLORES (TREAS-DIR-SH)
JUAN GONZALES (VP-DIR-SH-MANAGER)
JUAN MACIAS (VP-DIR-SH)
JUAN ZARATE (MANAGER)
RUBEN LEON (PRES-DIR-SH)

SAFEKEEPING INFORMATION

Contact: JONATHAN A JORDAN ESQUIRE
Phone: (610) 458-4400
Address: 717 CONSTITUTION DR
EXTON, Pennsylvania 19341

PERMITS / SECONDARY LICENSES**Type**

Extended Hours Food Permit

CITATION CASE(S)

Case	Opened	Closed	Penalty
<u>2010-1867-X</u>	Sep 13, 2010	Feb 16, 2011	Fine, Fine (\$100)
<u>2010-2329-X</u>	Nov 1, 2010	Apr 13, 2011	Fine, Fine (\$150)
<u>2011-0264-X</u>	Feb 25, 2011	Apr 20, 2011	Fine, Fine (\$200)

TGI FRIDAY'S

MONTGOMERY MALL
 RTE 309 & 202
 NORTH WALES PA 19454

LICENSE INFORMATION

Status: Pending
License Type: Restaurant (Liquor)
LID Number: 72518
License Number: R9470
Licensee: GC FRIDAYS NJ-PA LLC ROBERT J O'HARA III ATTY AT LAW
County: Montgomery County
Municipality: Montgomery Twp

PREMISES

Name: TGI FRIDAY'S
Owner: n/a
Manager: ZACHARY DIMMACK

OFFICERS

ALFONSO FERNANDEZ (FIN SECY)
 ASHLEY APPELEGATE (MANAGER)
 BRIAN PLATEL (MANAGER)
 CARMINE CAMPIONE (MANAGER)
 CHAD BEISIG (MANAGER)
 DANIEL BLANKENSHIP (MANAGER)
 FERNANDO ANON (CFO)
 JACQUELINE MARTINELLI (MANAGER)
 JEFFINER ALLEN (MANAGER)
 JEFFREY TROMPETER (MANAGER)
 JOSEPH CHRISTIANO (MANAGER)
 JOSEPH CHRISTIANO (MANAGER)
 MANUEL KADRE (MEMBER)
 MARTIN SWEREN (SECY/TREAS-DIR)
 REGINALD EVERS (MANAGER)
 ROBERT GLACKIN (MANAGER)
 ROBERT PARTO (MANAGER)
 STEPHEN LEVIN (DIR)
 ZACHARY DIMMACK (MANAGER)

CITATION CASE(S)

Case	Opened	Closed	Penalty
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MONTGOMERY TOWNSHIP

LEGAL NOTICE

On Monday, June 13, 2016, after 8:00 PM, the Montgomery Township Board of Supervisors, during its regularly scheduled meeting, will hold a public hearing on the following Inter-Municipal Liquor License Transfer: Turtle Time (JRP), LLC is proposing to transfer a restaurant liquor license from Ant & Shell, Inc., Norristown, PA, to the property located at 1400 Bethlehem Pike, Montgomery Township, PA, further identified as 45-00-00262-00-7. At the public meeting following the hearing, the Board will consider approving the Application. All interested parties are invited to attend. A copy of the Application may be examined at the Township Building, Monday through Friday, during normal business hours: 9:00AM to 4:00PM. Persons with disabilities wishing to attend the public meeting/hearing and requiring auxiliary aid or other accommodations to participate should contact the Montgomery Township Human Resources Coordinator 215/393-6900.

LAWRENCE J. GREGAN
Township Manager

06/03/2016

06/03/2016

RESERVED
PARKING
VAN
ACCESSIBLE

RESERVED
PARKING
VAN
ACCESSIBLE



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Purchase of Fuel from Southeastern PA Counties Cooperative Purchasing Program

MEETING DATE: June 13, 2016

ITEM NUMBER: # 8

MEETING/AGENDA: WORK SESSION ACTION XX NONE

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

INITIATED BY: Kevin A. Costello
Public Works Director

BOARD LIAISON: Joseph P. Walsh, Chairman

BACKGROUND:

This matter involves the purchase of gasoline and diesel products for the Township.

This year, we once again have the opportunity for the Township to purchase petroleum products from the cooperative purchase contract through the Southeastern PA Counties Cooperative Purchasing Board. We initially began participating with the bid contract in 2013. The contract has since been re-bid and awarded to Riggins, Inc. for a period of 2-years beginning July 1, 2014. The current contract with Riggins Inc. was set to expire in June of 2016 but has since been extended for a period of one year and will run until June of 2017. Attached is a signed copy of the contract.

Cooperative Purchasing Board's contract will allow the Township to realize a savings with the economies of scale created by the participation of three counties and dozens of municipalities throughout the tri-county area.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

None

BUDGET IMPACT:

The cost per delivery will remain unchanged at \$95.00 under the extended contract.

RECOMMENDATION:

Staff recommends participation in the Cooperative Purchasing Board Contract awarded to Riggins Inc. for the purchase of gasoline and diesel fuel for 2016-2017.

MOTION/RESOLUTION: Be it resolved by the Board of Supervisors of Montgomery Township that we hereby approve the participation in the extended Southeastern PA Counties Cooperative Purchasing Board Fuel Contract for a period of one year ending on June 30, 2017.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

AMENDMENT TO AGREEMENT

This AMENDMENT is made this 4th day of May, 2016, by and between the COUNTY OF BUCKS, located at 55 East Court Street, Doylestown, PA 18901 (hereinafter referred to as COUNTY) and RIGGINS, INC., located at 3938 S Main Rd, Vineland, NJ 08360 (hereinafter referred to as SUPPLIER). By this document, the COUNTY and SUPPLIER agree to amend the current contract for the provision of the current **24-MONTH CONTRACT FOR #2 HEATING OIL, UNLEADED GAS, DIESEL FUEL & KEROSENE** for the **SOUTHEASTERN PA COUNTIES COOPERATIVE PURCHASING BOARD**, (Spec No: 16-04/14), dated June 4th, 2014, amended November 4th, 2015, as follows:

The Agreement is extended for additional 12 months, through June 30, 2017.

All other terms and conditions remain the same.

Accepted and Agreed to,

RIGGINS, INC. BY:

Signature

Printed Name

Title

Date

COUNTY OF BUCKS BY:

Robert G. Loughery, Chairman

Charles H. Martin, Vice Chairman

Diane M. Ellis-Marsaglia, LCSW,
Commissioner

Attest:

Chief Clerk

Date

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval to Purchase Replacement Public Works Department Under the Co-Stars Purchasing Program

MEETING DATE: June 13, 2016

ITEM NUMBER: #9

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Kevin A. Costello
Director of Public Works

BOARD LIAISON: Joseph P. Walsh, Chairman

BACKGROUND:

The Public Works Department is proposing to purchase a 2017 Ford Explorer which would replace the 2007 Expedition which was declared a total loss by DVIT as a result of a vehicle accident in May 2016. The salvage value on the vehicle was \$10,932.00 which amount has been received from the Township's insurance carrier.

The Expedition had a total of 98,000 miles on it and was scheduled to be replaced in 2017 as part of the Capital Equipment Replacement Plan. The proposal is to replace the vehicle by downsizing from an Expedition to an Explorer which reduces the replacement cost and provides for a more fuel efficient vehicle.

A copy of the specification and cost proposal for the vehicle along with a cost proposal from Whitmoyer Auto Group, Mount Joy, PA, an authorized vendor under the Pennsylvania Department of General Services COSTARS Cooperative Purchase Contract #26-053 are attached. Whitmoyer Auto Group proposes to supply the vehicle at a price of \$31,200, a 16% discount of \$5,920 off of the MSRP. Ford is currently reporting a 12-14 week lead time on all new orders for this vehicle.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None.

PREVIOUS BOARD ACTION: None.

ALTERNATIVES/OPTIONS:

The Second Class Code requires that annual purchases of like goods of \$19,500.00 or more require formal bidding in accordance with the procedures in the Second Class Township Code including approval by the Board of Supervisors at a Public meeting. Purchases from the Pennsylvania State Cooperative Purchasing Program, Co-Stars, may be substituted for the formal bidding process subject to approval by the Board of Supervisors.

BUDGET IMPACT:

A total of \$35,000.00 is projected in the 2017 Capital Equipment Replacement Plan for this vehicle. The cost of the new vehicle will be \$31,200.00.

RECOMMENDATION:

Approve the purchase of a 2017 Ford Explorer from Whitmoyer Auto Group under Co-Stars Contract # 26-053 for a total cost of \$31,200.00.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the purchase of a 2017 Ford Explorer from Whitmoyer Auto Group of Mount Joy, PA under Co-Stars Contract # 26-053 for a total cost of \$31,200.00.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

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Prepared By:

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Phone: (717) 653-8183
Fax: (717) 653-9277
Email: WhitmoyerAutoGroup@live.com

2017 Ford Explorer

K8D XLT 4WD

Photo may not represent exact vehicle or selected equipment.



The Friendliest Dealership in Lancaster County.



BUICK

COSTARS™ ★ ★ ★ ★ ★ ★ ★ ★ ★ ★

Pennsylvania Department of General Services

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

ENTERTAINMENT

- Radio: AM/FM Stereo w/Single-CD/MP3 Capable -inc: 6 speakers and SiriusXM radio, Note: SiriusXM includes a 6-month prepaid subscription, Service is not available in Alaska and Hawaii, Note: Subscriptions to all SiriusXM services are sold by SiriusXM after trial period, If you decide to continue service after your trial, the subscription plan you choose will automatically renew thereafter and you will be charged according to your chosen payment method at then-current rates, Fees and taxes apply, To cancel you must call SiriusXM at 1-866-635-2349, See SiriusXM Customer Agreement for complete terms at www.siriusxm.com, All fees and programming subject to change, Sirius, XM and all related marks and logos are trademarks of Sirius XM Radio Inc
- Radio w/Seek-Scan, Clock, Speed Compensated Volume Control and Steering Wheel Controls
- Wireless Streaming
- Integrated Roof Antenna
- SYNC -inc: enhanced voice recognition communications and entertainment system, 911 Assist, 4.2" LCD screen in center stack, AppLink and 1 smart-charging multimedia USB port in the Media Hub, Note: SYNC AppLink lets you control some of your favorite compatible mobile apps w/your voice, It is compatible w/select smartphone platforms, Commands may vary by phone and AppLink software
- Bluetooth Wireless Phone Connectivity

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

EXTERIOR

- Wheels: 18" 5-Spoke Painted Aluminum
- Tires: P245/60R18 AS BSW
- Steel Spare Wheel
- Compact Spare Tire Mounted Inside Under Cargo
- Clearcoat Paint
- Body-Colored Front Bumper w/Black Rub Strip/Fascia Accent and Metal-Look Bumper Insert
- Body-Colored Rear Bumper w/Black Rub Strip/Fascia Accent and Metal-Look Bumper Insert
- Black Side Windows Trim and Black Front Windshield Trim
- Chrome Bodyside Insert, Black Bodyside Cladding and Black Wheel Well Trim
- Body-Colored Door Handles
- Black Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
- Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
- Deep Tinted Glass
- Speed Sensitive Variable Intermittent Wipers
- Front Windshield -inc: Sun Visor Strip
- Galvanized Steel/Aluminum Panels
- Lip Spoiler
- Metal-Look Grille
- Liftgate Rear Cargo Access
- Tailgate/Rear Door Lock Included w/Power Door Locks
- Fully Automatic Aero-Composite Led Low Beam Daytime Running Headlamps w/Delay-Off
- LED Brakelights
- Front Fog Lamps
- Perimeter/Approach Lights

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

INTERIOR

- 60-40 Folding Split-Bench Front Facing Manual Reclining Tumble Forward Premium Cloth Rear Seat
- Manual Tilt/Telescoping Steering Column
- Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Trip Odometer and Trip Computer
- Power Rear Windows and Fixed 3rd Row Windows
- 7 Person Seating Capacity
- Fixed 50-50 Split-Bench Premium Cloth 3rd Row Seat Front, Manual Fold Into Floor and 2 Fixed Head Restraints
- Leather/Metal-Look Steering Wheel
- Front Cupholder
- Rear Cupholder
- Compass
- Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry and Panic Button
- Keypad
- Proximity Key For Doors And Push Button Start
- Valet Function
- Cruise Control w/Steering Wheel Controls
- Manual Air Conditioning
- Rear HVAC w/Separate Controls
- HVAC -inc: Underseat Ducts, Auxiliary Rear Heater and Headliner/Pillar Ducts
- Illuminated Locking Glove Box
- Driver Foot Rest
- Interior Trim -inc: Metal-Look Instrument Panel Insert, Metal-Look Door Panel Insert, Metal-Look Console Insert and Metal-Look Interior Accents
- Full Cloth Headliner
- Cloth Door Trim Insert

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

- Leather/Chrome Gear Shift Knob
- Unique Cloth Bucket Seats -inc: 10-way power driver's seat w/power lumbar and recline, 6-way power passenger seat w/manual recline and 4-way adjustable driver and front-passenger head restraints (2-way up/down when dual-headrest DVD entertainment system (50S) is ordered)
- Day-Night Rearview Mirror
- Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination
- Full Floor Console w/Covered Storage, Full Overhead Console w/Storage and 4 12V DC Power Outlets
- Front And Rear Map Lights
- Fade-To-Off Interior Lighting
- Full Carpet Floor Covering -inc: Carpet Front And Rear Floor Mats
- Carpet Floor Trim
- Black Roof Rack Side Rails
- Cargo Space Lights
- Driver / Passenger And Rear Door Bins
- Power 1st Row Windows w/Driver And Passenger 1-Touch Up/Down
- Delayed Accessory Power
- Power Door Locks w/Autolock Feature
- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Analog Display
- Fixed Rear Head Restraints
- Front Center Armrest
- 2 Seatback Storage Pockets
- Seats w/Premium Cloth Back Material

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

- Securilock Anti-Theft Ignition (pats) Engine Immobilizer
- Perimeter Alarm
- 4 12V DC Power Outlets
- Air Filtration

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

MECHANICAL

- Engine: 3.5L Ti-VCT V6 (FFV) -inc: Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles w/the 3.5L Ti-VCT V6 engine shipped to Federal Emissions States or Cross Border State dealers and is only available w/a Federal emissions system, (FFV system not available w/code 422 and requires code 936 or 423 if applicable for California Emissions State dealer destinations). Cross border states include AZ, DC, ID, NH, NV, OH, VA, WV Not standard equipment in CA Emissions States.
- Transmission: 6-Speed SelectShift Automatic
- 3.65 Axle Ratio
- GVWR: 6,160 lbs
- Electronic Transfer Case
- Automatic Full-Time Four-Wheel Drive
- 72-Amp/Hr 650CCA Maintenance-Free Battery w/Run Down Protection
- 200 Amp Alternator
- Towing w/Trailer Sway Control
- Gas-Pressurized Shock Absorbers
- Front And Rear Anti-Roll Bars
- Electric Power-Assist Speed-Sensing Steering
- 18.6 Gal. Fuel Tank
- Quasi-Dual Stainless Steel Exhaust w/Chrome Tailpipe Finisher
- Auto Locking Hubs
- Strut Front Suspension w/Coil Springs
- Multi-Link Rear Suspension w/Coil Springs
- 4-Wheel Disc Brakes w/4-Wheel ABS, Front And Rear Vented Discs, Brake Assist, Hill Descent Control and Hill Hold Control

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail K8D XLT 4WD

SAFETY

- Advancetrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- Terrain Management System ABS And Driveline Traction Control
- Side Impact Beams
- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Rear Parking Sensors
- Tire Specific Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags
- Safety Canopy System Curtain 1st, 2nd And 3rd Row Airbags
- Airbag Occupancy Sensor
- Passenger Knee Airbag
- Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
- Rear Child Safety Locks
- Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
- Back-Up Camera w/Washer

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail K8D XLT 4WD

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
K8D	2017 Ford Explorer XLT 4WD	\$35,775.00

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail K8D XLT 4WD

<u>Code</u>	<u>Description</u>
-	Interior: Ebony Cloth
-	Exterior 1: Oxford White
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail K8D XLT 4WD

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
ENGINE		
998	ENGINE: 3.5L TI-VCT V6 (FFV) -inc: Flexible Fuel Vehicle (FFV) system is standard equipment for vehicles w/the 3.5L Ti-VCT V6 engine shipped to Federal Emissions States or Cross Border State dealers and is only available w/a Federal emissions system, (FFV system not available w/code 422 and requires code 936 or 423 if applicable for California Emissions State dealer destinations).Cross border states include AZ, DC, ID, NH, NV, OH, VA, WV (STD) Not standard equipment in CA Emissions States.	INC
TRANSMISSION		
44J	TRANSMISSION: 6-SPEED SELECTSHIFT AUTOMATIC (STD)	\$0.00
OPTION PACKAGE		
200A	EQUIPMENT GROUP 200A	\$0.00
WHEELS		
64C	WHEELS: 18" 5-SPOKE PAINTED ALUMINUM (STD)	\$0.00
PRIMARY PAINT		

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail K8D XLT 4WD

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
PRIMARY PAINT		
YZ	OXFORD WHITE	\$0.00
PAINT SCHEME		
—	STANDARD PAINT	\$0.00
SEAT TYPE		
8W	EBONY BLACK, UNIQUE CLOTH BUCKET SEATS -inc: 10-way power driver's seat w/power lumbar and recline w/201A-inc: 10-way power front-passenger seat with power lumbar and recline and 4-way adjustable driver and front-passenger head restraints (2-way up/down when dual-headrest DVD entertainment system (50S) is ordered) w/200A-inc: 6-way power passenger seat with manual recline and 4-way adjustable driver and front-passenger head restraints (2-way up/down when dual-headrest DVD entertainment system (50S) is ordered)	\$0.00
OPTIONS TOTAL		\$0.00

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D***PRICING SUMMARY*****PRICING SUMMARY - 2017 Fleet/Non-Retail K8D XLT 4WD**

	<u>MSRP</u>
Base Price	\$35,775.00
Total Options:	\$0.00
Vehicle Subtotal	\$35,775.00
Advert/Adjustments	\$0.00
Destination Charge	\$945.00
GRAND TOTAL	\$36,720.00

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2017 Fleet/Non-Retail Ford Explorer XLT 4WD K8D

QUOTE WORKSHEET

QUOTE WORKSHEET - 2017 Fleet/Non-Retail K8D XLT 4WD

MSRP	\$35,775.00
Destination Charge	\$945.00
Optional Equipment	\$0.00
Dealer Advertising	\$0.00
Accessories	
Remote Start	\$400.00
Total Accessories	\$400.00
PRE-TAX ADJUSTMENTS:	
Discount as per COSTARS 26-053	(\$5,920.00)
Total Pre-Tax Adjustments	(\$5,920.00)
Taxable Price	\$31,200.00
 TOTAL	 \$31,200.00

Customer Signature / Date

Dealer Signature / Date

 05/24/16

Your total cost to order after all discounts and concessions is \$31,200. Price shown includes all new vehicle prep, initial PA state inspection, title and registration fees. Vehicle will be washed, fueled, and delivered to your location. If you have any questions at all regarding this quotation, please do not hesitate to let me know.

FORD IS CURRENTLY REPORTING AN 12-14 WEEK LEAD TIME REGARDING ALL NEW ORDERS

Thank you so much for your time and the continued opportunity to earn your business!



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Customer File:

May 24, 2016 4:31:49 PM

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MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval to Purchase Replacement Administration Department Under the Co-Stars Purchasing Program

MEETING DATE: June 13, 2016

ITEM NUMBER: [#]10

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Lawrence J. Gregan
Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman

BACKGROUND:

The Township is proposing to purchase a 2017 Ford Escape which would replace the 2006 Chevrolet Malibu used by the Township Manager. The Malibu currently has 66,000 miles on it and was scheduled and budgeted to be replaced in 2016 as part of the Capital Equipment Replacement Plan. The Malibu will either replace an older vehicle in the fleet or be disposed at auction depending on the recommendation from the Township mechanic.

A copy of the specification and cost proposal for the vehicle along with a cost proposal from Whitmoyer Auto Group, Mount Joy, PA, an authorized vendor under the Pennsylvania Department of General Services COSTARS Cooperative Purchase Contract #26-053 are attached. Whitmoyer Auto Group proposes to supply the vehicle at a price of \$30,800, a 10.5% discount of \$3,810 off of the MSRP. The vehicle is currently in inventory.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None.

PREVIOUS BOARD ACTION: None.

ALTERNATIVES/OPTIONS:

The Second Class Code requires that annual purchases of like goods of \$19,500.00 or more require formal bidding in accordance with the procedures in the Second Class Township Code including approval by the Board of Supervisors at a Public meeting. Purchases from the Pennsylvania State Cooperative Purchasing Program, Co-Stars, may be substituted for the formal bidding process subject to approval by the Board of Supervisors.

BUDGET IMPACT:

A total of \$25,000.00 is projected in the 2017 Capital Equipment Replacement Plan for this vehicle. The cost of the new vehicle will be \$30,800.00 which will require a supplemental appropriation from the Equipment Reserve Fund.

RECOMMENDATION:

Approve the purchase of a 2017 Ford Escape for the Administration Department from Whitmoyer Auto Group under Co-Stars Contract # 26-053 for a total cost of \$30,800.00.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the purchase of a 2017 Ford Escape from Whitmoyer Auto Group of Mount Joy, PA under Co-Stars Contract # 26-053 for a total cost of \$30,800.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

Prepared For:

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Prepared By:

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Phone: (717) 653-8183
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Email: WhitmoyerAutoGroup@live.com

2017 Ford Escape

U9J Titanium 4WD



Photo may not represent exact vehicle or selected equipment.

COSTARS™ ★★★★★

Pennsylvania Department of General Services

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

ENTERTAINMENT

- Radio: AM/FM Single CD/MP3 -inc: Sony Audio 10 speakers, HD Radio, automatic volume control, speed sensitive volume and SiriusXM satellite radio w/6 month prepaid subscription (48 contiguous states/service NOT AVAILABLE in Alaska or Hawaii)
- Radio w/Seek-Scan, Clock, Steering Wheel Controls and Radio Data System
- Integrated Roof Antenna
- 390w Regular Amplifier
- Wireless Streaming
- SYNC 3 Communications & Entertainment System -inc: enhanced voice recognition, 8" center LCD touch-screen, AppLink, 911 Assist and two smart charging USB ports
- Bluetooth Wireless Phone Connectivity
- 2 LCD Monitors In The Front
- Turn-By-Turn Navigation Directions

Report content is based on current data version referenced. Any performance-related calculations are offered solely as guidelines. Actual unit performance will depend on your operating conditions.

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

EXTERIOR

- Wheels: 18" Sparkle Nickel Painted Aluminum
- Tires: P235/50R18 BSW AS
- Steel Spare Wheel
- Compact Spare Tire Mounted Inside Under Cargo
- Clearcoat Paint
- Body-Colored Front Bumper w/Metal-Look Rub Strip/Fascia Accent
- Body-Colored Rear Bumper w/Gray Rub Strip/Fascia Accent and Metal-Look Bumper Insert
- Gray Bodyside Cladding and Gray Wheel Well Trim
- Chrome Side Windows Trim
- Body-Colored Door Handles
- Body-Colored Power Heated Side Mirrors w/Convex Spotter, Manual Folding and Turn Signal Indicator
- Fixed Rear Window w/Fixed Interval Wiper, Heated Wiper Park and Defroster
- Variable Intermittent Wipers
- Deep Tinted Glass
- Fully Galvanized Steel Panels
- Lip Spoiler
- Chrome Grille
- Power Liftgate Rear Cargo Access
- Tailgate/Rear Door Lock Included w/Power Door Locks
- Roof Rack Rails Only
- LED Brakelights
- Front Fog Lamps
- Fully Automatic Projector Beam Halogen Daytime Running Headlamps w/Delay-Off
- Perimeter/Approach Lights

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

- Laminated Glass

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

INTERIOR

- Split-Bench Front Facing Manual Reclining Fold Forward Seatback Rear Seat
- Heated Leather-Trimmed Buckets w/60/40 Rear Seat -inc: 10-way power driver and passenger seat w/memory, driver/passenger seat back map pockets driver lumbar support, and passenger seat power lumbar adjust
- Manual Tilt/Telescoping Steering Column
- Gauges -inc: Speedometer, Odometer, Engine Coolant Temp, Tachometer, Trip Odometer and Trip Computer
- Power Rear Windows and Fixed 3rd Row Windows
- SYNC Services Mobile Hotspot Internet Access
- 5 Person Seating Capacity
- Leather/Metal-Look Steering Wheel
- Front Cupholder
- Rear Cupholder
- 3 12V DC Power Outlets
- Compass
- Keypad
- Proximity Key For Doors And Push Button Start
- Remote Keyless Entry w/Integrated Key Transmitter, Illuminated Entry, Illuminated Ignition Switch and Panic Button
- Remote Releases -Inc: Proximity Cargo Access
- Garage Door Transmitter
- Cruise Control w/Steering Wheel Controls
- HVAC -inc: Underseat Ducts and Console Ducts
- Voice Activated Dual Zone Front Automatic Air Conditioning
- Illuminated Glove Box
- Driver Foot Rest
- Full Cloth Headliner

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

- Interior Trim -inc: Piano Black Instrument Panel Insert, Metal-Look Door Panel Insert, Piano Black Console Insert, Chrome And Metal-Look Interior Accents
- Leatherette Door Trim Insert
- Leather/Metal-Look Gear Shift Knob
- Driver And Passenger Visor Vanity Mirrors w/Driver And Passenger Illumination
- Day-Night Auto-Dimming Rearview Mirror
- Full Floor Console w/Covered Storage, Mini Overhead Console w/Storage, 3 12V DC Power Outlets and 1 AC Power Outlet
- Fade-To-Off Interior Lighting
- Front And Rear Map Lights
- Full Carpet Floor Covering -inc: Carpet Front And Rear Floor Mats
- Carpet Floor Trim
- Cargo Area Concealed Storage
- Trunk/Hatch Auto-Latch
- Cargo Space Lights
- Memory Settings -inc: Door Mirrors
- FOB Controls -inc: Trunk/Hatch/Tailgate and Remote Engine Start
- Interior Concealed Storage, Driver / Passenger And Rear Door Bins, 2nd Row Underseat Storage and Audio Media Storage
- Delayed Accessory Power
- Power Door Locks w/Autolock Feature
- Power 1st Row Windows w/Front And Rear 1-Touch Up/Down
- Systems Monitor
- Trip Computer
- Outside Temp Gauge
- Analog Display

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

- Manual w/Tilt Front Head Restraints and Manual Adjustable Rear Head Restraints
- Front Center Armrest and Rear Center Armrest
- Securilock Anti-Theft Ignition (pats) Engine Immobilizer
- Perimeter Alarm
- Air Filtration
- 3 12V DC Power Outlets and 1 AC Power Outlet

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

MECHANICAL

- Engine: 1.5L EcoBoost -inc: auto start-stop technology
- Transmission: 6-Speed Automatic w/SelectShift
- 3.51 Axle Ratio
- GVWR: 4,760 lbs
- 50-State Emissions System
- Transmission w/Oil Cooler
- Automatic Full-Time Four-Wheel Drive
- Battery w/Run Down Protection
- Gas-Pressurized Shock Absorbers
- Front And Rear Anti-Roll Bars
- Electric Power-Assist Speed-Sensing Steering
- 15.7 Gal. Fuel Tank
- Quasi-Dual Stainless Steel Exhaust w/Chrome Tailpipe Finisher
- Permanent Locking Hubs
- Strut Front Suspension w/Coil Springs
- Short And Long Arm Rear Suspension w/Coil Springs
- 4-Wheel Disc Brakes w/4-Wheel ABS, Front Vented Discs, Brake Assist, Hill Hold Control and Electric Parking Brake
- Brake Actuated Limited Slip Differential

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

STANDARD EQUIPMENT

STANDARD EQUIPMENT - 2017 Fleet/Non-Retail U9J Titanium 4WD

SAFETY

- Advancetrac w/Roll Stability Control Electronic Stability Control (ESC) And Roll Stability Control (RSC)
- ABS And Driveline Traction Control
- Side Impact Beams
- Dual Stage Driver And Passenger Seat-Mounted Side Airbags
- Rear Parking Sensors
- Blind Spot Sensor
- and Rear Collision
- Low Tire Pressure Warning
- Dual Stage Driver And Passenger Front Airbags
- Safety Canopy System Curtain 1st And 2nd Row Airbags
- Airbag Occupancy Sensor
- Driver Knee Airbag
- Mykey System -inc: Top Speed Limiter, Audio Volume Limiter, Early Low Fuel Warning, Programmable Sound Chimes and Beltminder w/Audio Mute
- Rear Child Safety Locks
- Outboard Front Lap And Shoulder Safety Belts -inc: Rear Center 3 Point, Height Adjusters and Pretensioners
- Back-Up Camera

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

SELECTED MODEL & OPTIONS

SELECTED MODEL - 2017 Fleet/Non-Retail U9J Titanium 4WD

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
U9J	2017 Ford Escape Titanium 4WD	\$30,850.00

SELECTED VEHICLE COLORS - 2017 Fleet/Non-Retail U9J Titanium 4WD

<u>Code</u>	<u>Description</u>
-	Interior: Medium Light Stone
-	Exterior 1: White Gold
-	Exterior 2: No color has been selected.

SELECTED OPTIONS - 2017 Fleet/Non-Retail U9J Titanium 4WD

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
ENGINE		
999	ENGINE: 2.0L ECOBOOST -inc: auto start-stop technology, GVWR: 4,840 lbs, 3.07 Axle Ratio	\$1,295.00
TRANSMISSION		
446	TRANSMISSION: 6-SPEED AUTOMATIC W/SELECTSHIFT (STD)	\$0.00
OPTION PACKAGE		
300A	EQUIPMENT GROUP 300A	\$0.00
AXLE RATIO		
—	3.07 AXLE RATIO (Requires 999)	INC
WHEELS		
64C	WHEELS: 18" SPARKLE NICKEL PAINTED ALUMINUM (STD)	\$0.00
PRIMARY PAINT		
GN	WHITE GOLD	\$0.00
PAINT SCHEME		
—	STANDARD PAINT	\$0.00

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

SELECTED MODEL & OPTIONS

SELECTED OPTIONS - 2017 Fleet/Non-Retail U9J Titanium 4WD

CATEGORY

<u>Code</u>	<u>Description</u>	<u>MSRP</u>
SEAT TYPE		
DL	MEDIUM LIGHT STONE, HEATED LEATHER-TRIMMED BUCKETS W/60/40 REAR SEAT -inc: 10-way power driver and passenger seat w/memory, driver/passenger seat back map pockets driver lumbar support, and passenger seat power lumbar adjust	\$0.00
ADDITIONAL EQUIPMENT		
536	CLASS II TRAILER TOW PREP PACKAGE -inc: trailer sway control (Requires 999)	\$495.00
—	GVWR: 4,840 LBS (Requires 999)	INC
61X	BLACK ROOF-RAIL CROSS BARS	\$145.00
85T	INTERIOR CARGO COVER	\$135.00
582	VOICE-ACTIVATED TOUCHSCREEN NAVIGATION SYSTEM -inc: pinch-to-zoom capability, SiriusXM Traffic and Travel Link w/5 year prepaid subscription SiriusXM Traffic and Travel Link service is not available in Alaska or Hawaii.	\$795.00
OPTIONS TOTAL		\$2,865.00

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J***PRICING SUMMARY*****PRICING SUMMARY - 2017 Fleet/Non-Retail U9J Titanium 4WD**

	<u>MSRP</u>
Base Price	\$30,850.00
Total Options:	\$2,865.00
Vehicle Subtotal	\$33,715.00
Advert/Adjustments	\$0.00
Destination Charge	\$895.00
GRAND TOTAL	\$34,610.00

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2017 Fleet/Non-Retail Ford Escape Titanium 4WD U9J

QUOTE WORKSHEET

QUOTE WORKSHEET - 2017 Fleet/Non-Retail U9J Titanium 4WD

MSRP	\$30,850.00
Destination Charge	\$895.00
Optional Equipment	\$2,865.00
Dealer Advertising	\$0.00
PRE-TAX ADJUSTMENTS:	
Discount as per COSTARS 26-053	(\$3,810.00)
Total Pre-Tax Adjustments	(\$3,810.00)
Taxable Price	\$30,800.00
 TOTAL	 \$30,800.00

Customer Signature / Date


 Dealer Signature / Date

06/06/16

Your total cost to order after all discounts and concessions is \$30,800. Price shown includes all new vehicle prep, initial PA state inspection, title and registration fees. Vehicle will be washed, fueled, and delivered to your location. If you have any questions at all regarding this quotation, please do not hesitate to let me know.

VEHICLE IS CURRENTLY IN STOCK AND WILL BE READY PROMPTLY FOLLOWING PURCHASE APPROVAL

Thank you so much for your time and the continued opportunity to earn your business!



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 Customer File:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval of Amendment to Employee Handbook Policies – Substance Abuse Policy, Drug and Alcohol Policy for Employees with Commercial Driver's License (CDL) and Post-Offer, Pre-Employment Medical Examination and Substance Abuse Policy

MEETING DATE: May 23, 2016

ITEM NUMBER: #11

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Ann M. Shade
Director of Administration & HR

BOARD LIAISON: Joseph P. Walsh, Chairman
of the Board of Supervisors

BACKGROUND:

Montgomery Township maintains an employee handbook of personnel policies that is provided to all employees. As laws, practices and procedures change, the Township determines the need to update existing policies or to add new policies.

The following and attached policies are being presented for approval:

- **Substance Abuse** – an update was made to this policy to add specific types of tests that could be conducted with employees, including reasonable suspicion and post-accident testing and to detail procedures to be taken as a result of a positive test.
- **Drug and Alcohol Policy for Employees with Commercial Driver's License (CDL)** – a review of this policy was necessary to include prohibited misuse of lawfully prescribed substances and notification of procedures for dilute-negative drug test results, and some general administrative wording updates.
- **Post-Offer, Pre-Employment Medical Examination and Substance Abuse Policy** – based upon procedures outlined in the above drug and alcohol policy for CDL drivers related to notification of procedures to follow in the event of a dilute-negative drug test result, it was determined that candidates undergoing pre-employment substance abuse testing should follow similar procedures and should have similar wording in this policy.

In preparation for Board of Supervisors approval, these policies have been reviewed by: labor attorneys of Eckert Seamans and Montgomery Township staff. In applicable instances, recommendations were also given by the Risk Control Department of Delaware Valley Insurance Trust (DVIT).

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

Board of Supervisors approval: Substance Abuse Policy – 2002, Drug and Alcohol Policy for Employees with Commercial Driver's License (CDL) – 2008, and Post-Offer, Pre-Employment Medical Examination and Substance Abuse Policy – 2016

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider the approval Substance Abuse Policy, Drug and Alcohol Policy for Employees with Commercial Driver's License (CDL) and Pre-Employment Medical Examination and Substance Abuse Policy for distribution to employees and inclusion in the Montgomery Township Employee Handbook.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the Substance Abuse Policy, Drug and Alcohol Policy for Employees with Commercial Driver's License (CDL) and Pre-Employment Medical Examination and Substance Abuse Policy for distribution to employees and inclusion in the Montgomery Township Employee Handbook.

MOTION: _____

SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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



Employee Handbook – Section 3

Employee and Township Responsibilities

Date Approved/Last Revised: September 17, 2002;

June 13, 2016 *Pending Board of Supervisors Approval*

SUBSTANCE ABUSE

Scope and Applicability

Montgomery Township is committed to preserving a safe and drug free workplace.

This policy establishes the Township's policy and procedures regarding: (1) alcohol use and abuse; (2) the illegal use of drugs, including illegal drugs, prescription drugs, and over-the-counter medication; and (3) the legal use of drugs which pose a direct threat to safety. The term illegal drugs includes all controlled substances, the possession of which is illegal under federal law.

This policy is applicable to all employees. In addition, CDL drivers should also reference the CDL driver's policy specific to drug and alcohol as directed by the Department of Transportation Regulation.

Drug and Alcohol Prohibited Conduct

1. *Illegal Use of Drugs* - The Township prohibits employees from selling, manufacturing, distributing, dispensing, using, possessing, purchasing, obtaining, conveying, being under the influence of, or testing positive for the illegal use of drugs.
2. *Prescription Drugs* - The Township prohibits employees from illegally selling, manufacturing, distributing, dispensing, possessing, purchasing, or obtaining prescription drugs or testing positive for prescription drugs illegally obtained. Additionally, it is a violation of this policy to misuse and/or abuse lawfully prescribed medications.

Prescription medication usage on-duty is not prohibited when taken in a prescribed dosage and/or under a physician's prescription, provided however, that the prescribed drug would not affect an employee's job performance in such a manner as to pose a direct threat to the safety of the employee or others. It shall be a violation of this Policy for an employee to fail to report prescription drug use that is likely to pose a direct threat to workplace safety of the employee or others.

3. *Over-the-Counter Drugs* - The Township prohibits employees from using, being under the influence of, or testing positive for, mood-altering over-the-counter drugs used contrary to the product's labeling (i.e., misuse of over-the-counter drugs).

In addition, an employee shall not use, be under the influence of, or test positive for, properly-used over-the-counter drugs that pose a direct threat to workplace safety of the employee or others. It shall be a violation of this Policy for an employee to fail to report over-the-counter drug use that is likely to pose a direct threat to safety of the employee or others.



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4. *Alcohol* - The Township prohibits employees from illegally possessing, using, distributing or attempting to illegally possess, use, distribute, manufacture, dispense, or be involved in illegal alcohol-related conduct, including, but not limited to, driving under the influence and underage drinking violations while on-duty.

Furthermore, the Township prohibits employees from the following:

- A. Possessing opened containers of alcohol on Township property or in Township vehicles;
- B. Using, consuming, distributing, attempting to distribute, manufacturing, dispensing, testing positive for, or being under the influence of alcohol while on-duty;
- C. Using alcohol within 4 hours prior to coming to work.

Duty to Report

1. *Citations* - An employee who is cited by law enforcement authorities for a drug or alcohol law violation while performing work duties must immediately notify the Department Head, who will notify the Director of Administration and Human Resources and the Township Manager.
2. *Prescription and Over-the-Counter Drug Use* - Whenever an employee is legally prescribed drugs or directed by a physician to use over-the-counter drugs, it is the employee's responsibility to ask the prescriber whether the drug or medicine, if taken as prescribed or directed, is likely to affect the employee's work performance in such a way that it would pose a direct threat to workplace safety. If so, the employee is obligated to report that fact to the Department Head, who will notify the Director of Administration and Human Resources and the Township Manager.

Additionally, if the employee is legally using an over-the-counter drug whose labeling indicates that its use is likely to pose a direct threat to safety, then the covered employee is obligated to report that fact to the Department Head. **When required to report, an employee shall report the specific medication name, but is not required or asked to report his or her medical condition; the employee shall report that he or she is using medication that is likely to affect work performance in such a way that it would pose a direct threat to workplace safety.**

The Township will then determine whether the employee may continue to work during the course of treatment and may seek a second opinion from a physician or pharmacist of its choice. The Township reserves its right to have the employee examined by a physician of its choice in order to preserve a safe and drug-free workplace.

Additionally, if the Township learns, through any means, including a covered employee's job



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performance, that an employee is using prescription or over-the-counter drugs that have the potential to pose a direct threat to workplace safety, even if a physician has advised the employee that it will not, the Township may seek a second opinion from a physician and/or pharmacist of its choice. If the second opinion indicates such an effect on performance, the Township may rely on the second opinion rather than that of the employee's prescribing physician.

Drug and Alcohol Testing

Types of Tests

Reasonable Suspicion Testing

A Township employee will be subject to a drug test and/or alcohol breath test when there is reason to believe that the employee is under the influence of drugs or alcohol. A reasonable suspicion referral for testing will be made on the basis of documented objective facts and circumstances which are consistent with the effects of drug or alcohol usage. Examples of reasonable suspicion include but are not limited to:

1. Physical signs and symptoms consistent with prohibited substance use and alcohol misuse.
2. Evidence of the manufacture, distribution, dispensing, possession or use of controlled substances, drugs, alcohol or other prohibited substances.
3. Occurrence of a serious or potentially serious accident that may have been caused by prohibited substance abuse or alcohol misuse.
4. Physical fights, assaults and flagrant disregard of established safety, security and operating procedures.

Reasonable suspicion referrals must be made by a supervisor who has been trained to detect the signs and symptoms of drug and alcohol abuse, and who reasonably concludes that an employee may be adversely affected or impaired in work performance due to the possible substance/alcohol misuse. All reasonable suspicion referrals will remain confidential.

Post-Accident Testing

Post-accident testing is performed on all employees involved in a vehicular accident in a Township vehicle or while on Township business in the following situations:

- a. When the accident involves loss of human life; or
- b. When an employee receives a citation under state or local law for a moving violation arising from the accident, if the accident involves either
 1. Bodily injury that requires a person to be transported away from the scene for medical treatment; or
 2. Damage to any vehicle that requires the vehicle to be towed away



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from the scene by a tow truck or another vehicle.

The employee will be tested as soon as possible after the accident. However, testing must be performed within eight (8) hours for alcohol and thirty-two (32) hours for drugs.

Any employee involved in a work-related motor vehicle accident must abstain from alcohol use for eight (8) hours or until a post-accident alcohol test is performed, whichever is sooner. Any employee who leaves the scene of an accident without justifiable explanation prior to submitting to drug and alcohol testing will be considered to have refused the test and their employment will be terminated. Any employee who is subject to post-accident testing and fails to remain readily available for such testing, including, but not limited to, notifying his or her supervisor of his/her location if he/she leaves the scene of an accident prior to such testing, will be classified as having refused to submit to testing.

In no way is this post-accident test requirement intended to delay necessary medical treatment for injured people following an accident or to prohibit an employee from leaving the scene of an accident to obtain medical assistance for others or for personal medical assistance.

Reference the Township's Vehicle Use Related to Employment policy for information about reporting accidents and incidents involving property damage.

Test Results

Positive drug test results will be determined in accordance with the standards of the testing facility selected by the Township. Alcohol breath tests of .04 percent or higher will be considered positive. Employees will be notified of a positive test result. Employees whose drug or alcohol test results are reported as a negative dilute specimen (i.e., creatinine concentration of the specimen is greater than or equal to 2 mg/dL but less than 20 mg/dL, and specific gravity is greater than 1.0010 but less than 1.0030 on a single aliquot) will be required to take a second test immediately. If directed by the Medical Review Officer (MRO) (for example, because the creatinine concentration of the specimen was equal to or greater than 2mg/dL, but less than or equal to 5 mg/dL), the second test will be under direct observation. An employee under the age of 18 must be accompanied by a parent/guardian for the direct observation test. An employee who declines to take a second test will be considered to have refused a test under this policy. The results of the second test will be the test of record. A second negative dilute specimen will be considered a negative test result.

An employee whose drug or alcohol test reported positive will be offered the opportunity to discuss the positive result with a MRO to determine if there is any reason that a positive finding could have resulted from some cause other than drug or alcohol use. The employee will also be offered a meeting with the Township to provide an explanation. The organization, through its health, human resource, and employment law resources will judge whether an offered explanation merits further inquiry.

- An employee whose drug or alcohol test is reported positive will be offered the



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opportunity to: obtain and independently test, at the employee's expense, any remaining portion of the urine specimen that yielded the positive result; or

- Obtain the written test result and submit it for an independent medical review at the employee's expense.

Test results shall be retained by the facility responsible for the testing. The results shall be held in confidence and shall be accessible only to the employee, the employer, and any other persons authorized by law.

Refusal to Test

Any employee covered by this policy who refuses to submit to testing, tampers or attempts to tamper with the testing will be treated as having tested positive and subject to discipline for violating this policy. A refusal to take a test shall include, but not be limited to, the following conduct:

1. Failing to appear for any test within a reasonable time, as determined by the Township, after being directed to do so by the Township;
2. Failing to remain at the collection site until the testing process is complete;
3. Failing to provide a urine specimen when required for a drug test or a breath specimen for an alcohol test;
4. In the case of a directly observed or monitored collection in a drug test, failing to permit directly observed or monitored collection;
5. Failing to provide a sufficient amount of urine or breath when directed, and when it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
6. Declining to take a second test as directed;
7. Failing to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process or as directed by the Township as part of the shy bladder procedures or insufficient breath situation; or
8. Failing to cooperate with any part of the testing process.
9. Ingesting or utilizing any item or substance to or in an attempt to dilute, distort or to otherwise conceal the presence of alcohol or blood in the individual's urine or breath. An employee shall be treated as refusing to test if the employee uses such a substance or item, regardless of whether the possession or use of the substance or item is otherwise lawful.

Action for a Positive Drug or Alcohol Test

Any Township employee subject to this policy with a confirmed positive drug or alcohol test may be removed with pay from his/her position, and referred to a Certified Substance Abuse Professional (CSAP) for assessment. After undergoing the assessment, the Township employee shall have the one-time option of electing to: (1) resign; or (2) undergo any and all courses of treatment recommended by the CSAP, test negative during a return to duty test, and submit to follow-up testing as set forth above. If the completion of any recommended treatment requires the employee



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to be absent from work, the employee will not be paid for such ongoing absences after the initial evaluation by the CSAP. The employee may elect to utilize any accrued but unused paid time off in order to continue to receive payment for the time off from work.

If the employee fails to complete any aspect of the course of treatment recommended by the CSAP, or, after completing the above course of treatment and return-to-duty testing, the employee subsequently tests positive for alcohol or a controlled substance at any point in the future, the employee shall have the following options: (1) resign immediately; (2) be terminated by the Township.

Alcohol breath tests of .02 percent or greater but less than .04 percent may also result in discipline.

Employee Assistance Program (EAP)

The Township recognizes that employees and their families can be faced with personal challenges. It is in our best interest to encourage employees and family members to seek appropriate assistance at the earliest possible opportunity. The Township encourages employees to take early advantage of the confidential, professional problem assessment, counseling and referral services available through the EAP (Employee Assistance Program). Reference the EAP policy for further information. Employees who voluntarily request drug or alcohol counseling prior to circumstances that result in the employee being subject to testing as outlined above, or prior to testing positive for such substances during one of the tests outlined above, shall not be treated as testing positive for purposes of this policy.



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**DRUG & ALCOHOL POLICY FOR EMPLOYEES WITH
COMMERCIAL DRIVER'S LICENSE (CDL)**

Purpose

The Township has a commitment to provide a safe and healthy workplace for its employees and to ensure efficient provision of quality services to our businesses and our residents. To accomplish our goals, we must implement programs that will enable us to achieve our objectives in a cost-efficient manner.

The Township must make every reasonable attempt to establish a work environment that is free from the adverse effects of drug and alcohol abuse, both directly and indirectly.

This policy shall apply to all employees who are required as part of their job duties to have a Commercial Driver's License ("CDL"). This policy is enforced in order to assure fitness for duty and to protect Montgomery Township Employees from the risks posed by alcohol abuse and drug misuse. This policy complies with all applicable Federal regulations governing workplace anti-drug and alcohol programs. The Federal Highway Administration (FHWA) of the United States Department of Transportation (DOT) has mandated in (49 CFR Part 382) comprehensive urine drug testing and breath and alcohol testing for safety sensitive positions, and prohibits the performance of safety sensitive functions when there is a positive test result. The DOT has also set standards for the collection and testing of urine and breath specimens (49 CFR Part 40). These rules build on and include all mandates established by The Drug Free Workplace Act of 1988 and the Omnibus Transportation Employee Testing Act of 1991. This policy incorporates all the requirements for safety sensitive positions, as mandated by the regulations and also applies to other positions, as specifically described.

If the terms of this policy conflict with the Federal or State regulations, the regulations will govern.

OBJECTIVES

The objectives of this policy are:

1. to create a workplace that is free from the unsafe and unhealthy effects of drug abuse and alcohol misuse;
2. to ensure that Township employees are fit to perform their work duties and to report for work regularly and on time;
3. to prohibit the manufacturing, distribution, dispensing and possession or use of controlled substances and alcohol;
4. to establish effective means to detect and to deal with drug and alcohol abuse and to encourage Township employees to seek professional assistance at any time to deal with personal problems, including drug and alcohol dependency; and



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5. to comply with applicable state and federal law.

SUBSTANCES INCLUDED

The prohibited substances addressed in this policy include illegally used controlled substances or drugs, legal drugs, and alcohol. The use of any illegal drug or any substance identified in Schedules I through V of Section 202 of the Controlled Substance Act (21 U.S.C. 812) and further defined by 21 CFR 1300.11 through 1300.15 is prohibited at all times unless a legal prescription has been written for the substance. This includes, but is not limited to:

- marijuana
- amphetamines
- opiates
- cocaine
- phencyclidine (PCP)
- the misuse and/or abuse of lawfully prescribed substances, whether such action takes the form of taking a substance for which the employee does not have a lawful prescription or taking a lawfully prescribed substance in a manner which has not been prescribed by a medical professional
- Any other illegal drugs as may be identified from time to time.

PROHIBITIONS

Employees shall not engage in the manufacture, distribution, possession and/or use of prohibited substances on Township property or while on duty. No employee shall consume alcohol within four (4) hours of reporting to work or report for work under the influence of alcohol or a prohibited substance. An employee shall be deemed under the influence of alcohol at work if a subsequent test confirms the presence of alcohol within his body in a concentration of .04 or greater. A person shall be deemed to be under the influence of a controlled substance if the employee is found to have a quantifiable presence of a prohibited substance in his/her body above the minimum threshold defined in 49 CFR Part 40, as amended. In addition, no employee shall perform safety sensitive tasks or duties if the employee's blood/alcohol concentration is .02 or greater. An employee whose blood/alcohol concentration is .02 or greater but less than .04 will not be permitted to perform safety-sensitive functions for a minimum of twenty-four (24) hours and may be subject to discipline.



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APPLICATION OF THE POLICY

Montgomery Township is dedicated to assuring fair and equitable application of this policy. Therefore, supervisors and/or managers are required to use and apply all aspects of this policy in an unbiased manner. Therefore, this Policy, as are all Township policies, shall be administered without regard to any protected characteristics of the employee. Any supervisor and/or manager who knowingly disregards the requirements of this policy, or who is found to deliberately misuse the policy in regards to subordinates, shall be subject to disciplinary action, up to and including termination.

TESTING PROCEDURES

CONTROLLED SUBSTANCE TESTING

An initial drug screen will be performed on each specimen. Each positive specimen will be confirmed via Gas Chromatography/mass Spectrometry (GC/MS) testing. The test will be considered positive if the amounts present are above the minimum thresholds established in 49 CFR Part 40, as amended. All substance abuse testing results will be reported to the Medical Review Officer.

All urine specimens collected for drug testing are split into two parts. Any employee who questions the result of a required test may request that the split sample be tested. This test must be conducted at a different Department of Health and Human Services certified laboratory. The test must be conducted on the split sample that was provided by the employee at the same time as the original sample. The method of collecting, splitting, storing and testing of the split sample will be consistent with procedures set forth in 49 CFR Part 40 as amended. The employee's request for split sample testing must be made to the Medical Review Officer (MRO) within 72 hours of notice of the original sample's verified results. In the event that the split-sample test confirms the original test result, no further tests shall be conducted, and the employee shall pay the cost for the testing of the split sample. If the split sample tests negative for controlled substances or adulterates, the employee shall not be considered as testing positive, and the Township shall pay the cost of testing the split sample.

ALCOHOL TESTING

Test for breath alcohol concentration will be conducted using a National Highway Traffic Safety Administration (NHTSA) approved device operated by a trained technician. If the initial test indicates an alcohol concentration of 0.02 or greater, a second test will be performed to confirm the results. The confirmatory test shall be performed only using NHTSA approved Evidential Breath Testing (EBT) device, by a trained breath and alcohol technician (BAT). An alcohol concentration of 0.04 or greater will be considered a positive alcohol test, in violation of this policy. All alcohol test results will be reported to the MRO.

REFUSAL TO TEST

Any employee covered by this policy who refuses to submit to testing, tampers or attempts to tamper with the testing will be treated as having tested positive and subject to discipline for violating this policy. An applicant who refuses to submit to a test will be considered as



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withdrawing his/her application for employment. A refusal to take a test shall include, but not be limited to, the following conduct:

1. Failing to appear for any test within a reasonable time, as determined by the Township, after being directed to do so by the Township;
2. Failing to remain at the collection site until the testing process is complete;
3. Failing to provide a urine specimen when required for a drug test or a breath specimen for an alcohol test;
4. In the case of a directly observed or monitored collection in a drug test, failing to permit directly observed or monitored collection;
5. Failing to provide a sufficient amount of urine or breath when directed, and when it has been determined, through a required medical evaluation, that there was no adequate medical explanation for the failure;
6. Declining to take a second test as directed;
7. Failing to undergo a medical examination or evaluation, as directed by the MRO as part of the verification process or as directed by the Township as part of the shy bladder procedures or insufficient breath situation;
8. Failing to cooperate with any part of the testing process; or
9. Ingesting or utilizing any item or substance to or in an attempt to dilute, distort or to otherwise conceal the presence of alcohol or blood in the individual's urine or breath. An employee shall be treated as refusing to test if the employee uses such a substance or item, regardless of whether the possession or use of the substance or item is otherwise lawful.

ESTABLISHED TESTS

Pre-Employment Testing

All applicants for employment in positions that require a CDL shall undergo urine drug testing prior to being hired. Receipt of a negative drug test is required prior to any applicant being hired. Failure of a pre-employment drug test will rescind the conditional offer of employment. Any refusal or failure by the applicant to submit to the test shall be deemed a positive result. The Township shall bear the cost of pre-employment testing.

Reasonable Suspicion Testing

A Township employee will be subject to a fitness for duty drug evaluation and/or alcohol breath testing when there are reasons to believe that the employee is under the influence of drugs or alcohol. A reasonable suspicion referral for testing will be made on the basis of documented objective facts and circumstances which are consistent with the effects of drug or alcohol misuse. Examples of reasonable suspicion include but are not limited to:

1. Physical signs and symptoms consistent with prohibited substance use and alcohol misuse.



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2. Evidence of the manufacture, distribution, dispensing, possession or use of controlled substances, drugs, alcohol or other prohibited substances.
3. Occurrence of a serious or potentially serious accident that may have been caused by prohibited substance abuse or alcohol misuse.
4. Physical fights, assaults and flagrant disregard of established safety, security and operating procedures.

Reasonable suspicion referrals must be made by a supervisor who has been trained to detect the signs and symptoms of drug and alcohol abuse, and who reasonably concludes that an employee may be adversely affected or impaired in work performance due to the possible substance/alcohol misuse. All reasonable suspicion referrals will remain confidential.

Random Testing

In accordance with DOT regulations, the Township shall conduct unannounced random drug and alcohol testing of covered employees at the annual percentage rate set for the DOT regulations. The selection of covered employees for random alcohol and controlled substances testing shall be made by a scientifically valid method, such as a random number table or a computer-based random number generator that is matched with the covered employees' Social Security numbers, payroll identification numbers, or other comparable identifying numbers. Under the selection process used, each covered employee shall have an equal chance of being tested each time selections are made.

Post-Accident Testing

Post-accident testing is performed on all employees involved in an automobile accident that results in a traffic citation or fatality. The employee will be tested as soon as possible after the accident. However, testing must be performed within eight (8) hours for alcohol and thirty-two (32) hours for drugs. Any employee involved in a work-related motor vehicle accident must abstain from alcohol use for eight (8) hours or until a post-accident alcohol test is performed, whichever is sooner. Any employee who leaves the scene of an accident without justifiable explanation prior to submitting to drug and alcohol testing will be considered to have refused the test and their employment will be terminated. For purposes of this section, post-accident testing shall be mandatory in the following situations:

- a. When the accident involves loss of human life; or
- b. When a covered employee receives a citation under state or local law for a moving violation arising from the accident; if the accident involves either
 1. Bodily injury that requires a person to be transported away from the scene for medical treatment; or
 2. Damage to any vehicle that requires the vehicle to be towed away from the scene by a tow truck or another vehicle.



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Any employee who is subject to post-accident testing and fails to remain readily available for such testing, including, but not limited to, notifying the Director of Administration and Human Resources of his/her location if he/she leaves the scene of an accident prior to such testing, will be classified as having refused to submit to testing. In no way is this post-accident test requirement intended to delay necessary medical treatment for injured people following an accident or to prohibit an employee from leaving the scene of an accident to obtain medical assistance for others or for personal medical assistance.

Return to Duty Testing

All employees covered by this policy who previously tested positive on a drug or alcohol test must test negative (below 0.02 for alcohol and below the minimum threshold defined in 49 CFR Part 40, as amended for controlled substances) and be released for duty by the Certified Substance Abuse Professional (CSAP) before returning to work. Employees shall be solely responsible for the cost of any return to duty test.

Follow-up Testing

All employees covered by this policy who previously tested positive on a drug or alcohol test will be required to undergo unannounced follow-up testing following their return to duty. The follow-up testing will be performed as determined by the CSAP for a period of up to sixty (60) months, and, during the first twelve months, an employee returning to duty after testing positive for alcohol or a controlled substance shall be subject to at least six (6) tests. The follow-up testing under this paragraph shall be in addition to any instances in which the individual is selected randomly to participate in random drug or alcohol testing. Follow-up tests shall be conducted during normal business hours and on normal business days.

TEST RESULTS

Employees will be notified of a positive test result. Test results shall be retained by the MRO responsible for reviewing the testing. The results shall be held in confidence and shall be accessible only to the employee, the employer, and any other persons authorized by law.

Employees whose drug or alcohol test results are reported as a negative dilute specimen (i.e., creatinine concentration of the specimen is greater than or equal to 2 mg/dL but less than 20 mg/dL, and specific gravity is greater than 1.0010 but less than 1.0030 on a single aliquot) will be required to take a second test immediately. If directed by the MRO (for example, because the creatinine concentration of the specimen was equal to or greater than 2mg/dL, but less than or equal to 5 mg/dL), the second test will be under direct observation. An employee who declines to take a second test will be considered to have refused a test under this policy. The results of the second test will be the test of record. A second negative dilute specimen will be considered a negative test result.

ACTION FOR A POSITIVE DRUG OR ALCOHOL TEST

Any Township employee subject to this policy with a confirmed positive drug or alcohol test will be removed with pay from his/her position, and referred to a CSAP for assessment. After undergoing the assessment, the Township employee shall have the one-time option of electing to: (1) resign; or (2) undergo any and all courses of treatment recommended by the CSAP; test negative during a return to duty test; and submit to follow-up testing as set forth



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above. If the completion of any recommended treatment requires the employee to be absent from work, the employee will not be paid for such ongoing absences after the initial evaluation by the CSAP. The employee may elect to utilize any accrued but unused compensatory time or vacation time in order to continue to receive payment for the time off from work. In the event that the employee exhausts all accrued but unused vacation and compensatory time, the employee may then utilize any accrued sick leave, following which the employee will go into "no pay" status.

For any portion of the above treatment for which an employee's medical coverage does not satisfy the total cost of the treatment recommended by the CSAP, the Township shall pay the difference not covered by the employee's medical coverage.

If the employee fails to complete any aspect of the course of treatment recommended by the CSAP, or after completing the above course of treatment and return-to-duty testing, the employee subsequently tests positive for alcohol or a controlled substance at any point in the future, the employee shall have the following options: (1) resign immediately; (2) be terminated by the Township.

EMPLOYEE ASSISTANCE PROGRAM (EAP)

The Township recognizes that employees and their families can be faced with personal challenges. It is in our best interest to encourage employees and family members to seek appropriate assistance at the earliest possible opportunity. The Township encourages employees to take early advantage of the confidential, professional problem assessment, counseling and referral services available through the EAP (Employee Assistance Program). Reference the EAP policy for further information. Employees who voluntarily request drug or alcohol counseling prior to testing positive for such substances during one of the tests outlined above shall not be treated as testing positive for purposes of this policy.

RECORD KEEPING

All of the records relating to the administration and results of the Township's alcohol and drug testing program for its CDL drivers will be maintained for a minimum period of five (5) years, except that individual negative tests will be maintained for a minimum of one (1) year.

Tests will be conducted by a licensed facility and will be analyzed by an MRO. The MRO, who is appointed, shall be a licensed doctor of medicine or osteopathy with knowledge of drug abuse disorders and who is employed by the Township or by a group of employers who have pooled together, to review alcohol and drug testing results in accordance with DOT regulations. The MRO shall retain the reports of individual test results for a minimum of five (5) years.

The Township shall retain in the driver's medical file information indicating only the following:

1. The employee submitted to a drug and/or alcohol test;
2. The date of the test;
3. The location of the test;



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4. The identity of the person or entity performing the test; and
5. Whether the test finding was “positive or sub-negative.” The Township will also maintain an annual (calendar) year summary of the records related to the administration and results of the testing program for its drivers under the federal regulations.

OFF-DUTY CONDUCT

Employees are expected not to engage in any off-duty conduct or off-premises drug or alcohol-related conduct which may affect their work performance. Pursuant to the Department of Transportation guidelines, 49 CFR § 383.51, an employee who is convicted of being under the influence of alcohol and/or a controlled substance or who refuses a test for alcohol or a controlled substance shall also receive an automatic one year suspension of his/her Commercial Driver's License. In the event that a Township employee is convicted of any offense identified in Table 1 of 49 CFR § 383.51 (relating to driver disqualifications and penalties), even if such offense was off duty and did not involve a CDL vehicle, the Township, in its sole discretion, may take disciplinary action up to and including discharge for a first offense.

COPY OF THE POLICY

This policy shall be delivered to every employee and applicant for employment who is subject to it and to all supervisory personnel. Each employee shall sign a form acknowledging receipt and understanding of this Policy.

DUTY TO REPORT

1. Citations - An employee who is cited by law enforcement authorities for a drug or alcohol law violation while performing work duties must immediately notify the Department Head, who will notify Human Resources and the Township Manager.
2. Convictions related to motor vehicle use – an employee who is convicted of an offense identified in Table 1 of 49 CFR § 383.51 (relating to driver disqualifications and penalties), regardless of whether such offense occurred on or off duty and regardless of whether such offense involved the operation of vehicle for which a Commercial Driver's License is required must immediately report such conviction to the employee's Department Head who will notify Human Resources and the Township Manager.
3. Prescription and Over-the-Counter Drug Use - Whenever an employee is legally prescribed drugs or directed by a physician to use over-the-counter drugs, it is the employee's responsibility to ask the prescriber whether the drug or medicine, if taken as prescribed or directed, is likely to affect the employee's work performance in such a way that it would pose a direct threat to workplace safety. If so, the employee is obligated to report that fact to the Department Head, who will notify Human Resources and the Township Manager.



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Additionally, if the employee is legally using an over-the-counter drug whose labeling indicates that its use is likely to pose a direct threat to safety, then the covered employee is obligated to report that fact to the Department Head. When required to report, an employee shall report their prescription and over-the-counter drug use via the Disclosure of Prescription and Over-The-Counter Drugs and Medication Evaluation form. This form requires the specific medication name, but is not required or asked to report his or her medical condition; the employee shall report that he or she is using medication that is likely to affect work performance in such a way that it would pose a direct threat to workplace safety.

The Township will then determine whether the employee may continue to work during the course of treatment and may seek a second opinion from a physician or pharmacist of its choice. The Township reserves its right to have the employee examined by a physician of its choice in order to preserve a safe and drug-free workplace.

Additionally, if the Township learns, through any means including a covered employee's job performance, that an employee is using prescription or other-the-counter drugs that have the potential to pose a direct threat to workplace safety, even if a physician has advised the employee that it will not, the Township may seek a second opinion from a physician and/or pharmacist of its choice. If the second opinion indicates such an effect on performance, the Township may rely on the second opinion rather than that of the employee's prescribing physician.



Employee Handbook - Section 4
Employment

Date Approved/Last Revised: April 11, 2016; June 13, 2016 *Pending Board of Supervisors Approval*

POST-OFFER, PRE-EMPLOYMENT MEDICAL EXAMINATION AND SUBSTANCE ABUSE POLICY

Purpose

It is the policy of Montgomery Township that prospective employees in certain job categories submit to a post-offer, pre-employment medical examination to determine whether they are able to perform the essential functions of the jobs for which they have been offered employment, with or without a reasonable accommodation.

Montgomery Township also has an obligation to the citizens and its employees to provide a work environment that is free from illegal drug use. The Township reserves the right to conduct substance abuse tests as part of the hiring process for prospective employees or current employees applying for a new position, as a condition of employment.

Prospective candidates for certain summer and seasonal positions will receive a drug test only. This policy also discusses other baseline occupational health assessments, job-relevant vaccinations and post-offer drug/alcohol testing.

Policy

- A. The essential functions of the designated positions will be documented, to include physical demands such as how much lifting, bending, twisting, and other physical requirements are required. The essential functions will be provided to the health care practitioner(s) conducting the medical examination so that their exam is effective and work-related.
- B. Position announcements are to state, "As applicable, satisfactory results from a pre-employment, post-offer physical exam, drug and/or alcohol testing will be required as determined by the job category."
- C. The medical examination, drug and/or alcohol test will be required of all candidates in designated job categories. In addition to candidates, this policy also applies to current Township employees transferring from another job category, unless they have previously passed probation in the applicable category.
- D. The Township will use the results of the medical examination to:
 1. Ensure that candidates who have received employment offers can perform, with or without accommodation, the essential functions of the job in question.
 2. Determine whether there are any accommodations which would permit the candidate to perform the essential functions of the job.



Employee Handbook - **Section 4**
Employment

Date Approved/Last Revised: April 11, 2016; June 13, 2016 *Pending Board of Supervisors Approval*

3. Identify if the candidate would pose a direct threat to health or safety of themselves or others, and whether a reasonable accommodation is available that may reduce such threat.
- E. All medical examinations, drug tests, and alcohol tests will be performed by licensed medical practitioners and certified technicians as designated by the Township, and will be paid for by the Township. Drug tests will consist of a five (5) panel screen to test for amphetamines, marijuana, opiates, cocaine, and phencyclidine. Positive drug and alcohol test results will be determined in accordance with the standards of the testing facility selected by the Township.
- F. At the time of a verbal job offer, the candidate will be advised that, as a condition of offer for the position, Montgomery Township will require the candidate to have the applicable medical examination to evaluate his/her ability to perform the essential job functions, as well as to successfully pass a drug and/or alcohol test. Once a verbal offer has been made, a written offer letter will be prepared and provided to the candidate. This letter will indicate that the position has been offered on a conditional basis, contingent upon the satisfactory results of the necessary examination and/or testing. The results will be considered satisfactory if it is determined that the candidate/employee can perform the essential functions of the position, with or without a reasonable accommodation.
- G. The offer letter will explain how medical examination appointments are arranged and that failure to appear for the medical examination in the designated time frame may be considered a rejection of the conditional job offer.
- H. A copy of the job description, including the essential functions, will be sent to the health care practitioner(s) conducting the examination, notifying them that the Township has extended a conditional offer and there is a need for the candidate/employee to have a pre-employment medical examination.

Results of Medical Exam

- A. Candidates that receive a satisfactory result on the post offer, pre-employment medical examination and drug/alcohol test, as applicable, are eligible for employment.
- B. If the medical examination is not satisfactory, the Township may withdraw the conditional offer of employment. Disqualification from the job offer will be for reasons that are job related and consistent with business necessity, including, but not necessarily limited to, an inability to perform the essential functions with or without reasonable accommodation, posing a direct threat to the safety of themselves or others that cannot be reduced by a reasonable accommodation, or if accommodations would place an undue hardship on the Township, in accordance with the Americans with Disabilities Act.



Employee Handbook - Section 4
Employment

Date Approved/Last Revised: April 11, 2016; June 13, 2016 *Pending Board of Supervisors Approval*

- C. If a candidate/employee refuses to consent or submit to a medical examination or test, or tests positive for drugs or alcohol, the offer of employment (or continued employment) may be withdrawn. A positive test result will not necessarily preclude employment where it can be satisfactorily shown that the result is attributable to other circumstances, such as a drug being taken by order of a licensed medical practitioner to treat a current diagnosed condition. A candidate/employee whose drug or alcohol test results are reported as a negative dilute specimen (i.e., creatinine concentration of the specimen is greater than or equal to 2 mg/dL but less than 20 mg/dL, and specific gravity is greater than 1.0010 but less than 1.0030 on a single aliquot) will be required to take a second test immediately. If directed by a Medical Review Officer (for example, because the creatinine concentration of the specimen was equal to or greater than 2mg/dL, but less than or equal to 5 mg/dL), the second test will be under direct observation. A candidate/employee under the age of 18 must be accompanied by a parent/guardian for the direct observation test. A candidate/employee who declines to take a second test will be considered to have refused a test under this policy. The results of the second test will be the test of record. A second negative dilute specimen will be considered a negative test result.
- D. Refusing or failing to cooperate fully with the administration of a test, or altering or attempting to alter a test specimen or test result will be treated as a refusal to consent, regardless of whether a consent form has been signed.
- E. Montgomery Township is committed to compliance with the Americans with Disabilities Act and similar state laws and will engage in the interactive process with an employee who requests accommodation.
- F. All test results will be kept confidential to the extent required by law.

Appeal of a Drug or Alcohol Test Result

A candidate whose drug or alcohol test reported positive will be offered the opportunity to discuss the positive result with a medical professional at the designated testing facility to determine if there is any reason that a positive finding could have resulted from some cause other than drug or alcohol use. The candidate will also be offered a meeting with the Township to provide an explanation. The organization, through its health, human resource, and employment law resources, will judge whether an offered explanation merits further inquiry.

A candidate whose drug or alcohol test is reported positive will be offered the opportunity to:

- Obtain and independently test, at the candidate's expense, the remaining portion of the urine specimen that yielded the positive result;
- Obtain the written test result and submit it to an independent medical review at the candidate's expense.



Employee Handbook - **Section 4**
Employment

Date Approved/Last Revised: April 11, 2016; June 13, 2016 *Pending Board of Supervisors Approval*

During the period of an appeal and any resulting inquiries, the pre-employment selection process for a candidate will be placed on hold.

Other Occupational Health Services

Upon establishing the employee's fitness for duty, the physician may take the opportunity to perform other employer-funded occupational health services appropriate to the position. These might include:

- Baseline audiometric testing
- Hepatitis B titer / vaccination
- DPT vaccination
- OSHA respirator medical clearance

**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY**

SUBJECT: Consider Resolution in Support of Amendment Sterling Act of 1932

MEETING DATE: June 13, 2016

ITEM NUMBER: #12

MEETING/AGENDA: WORK SESSION

ACTION XX

NONE

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

INITIATED BY: Lawrence J. Gregan
Township Manager

BOARD LIAISON: Joseph P. Walsh, Chairman

BACKGROUND:

The Local Tax Enabling Act is the law that governs the township authority to assess and collect earned income tax (EIT) from residents and non-resident employed in the township to support the operation of the Township. Under the provisions of this act, EIT revenues generated by non-residents employed in the township are remitted to the municipality in which they reside if their municipality has the EIT.

Conversely, the Wage Tax enacted by the City of Philadelphia pursuant to the Sterling Act of 1932, does not require Philadelphia to remit that any portion of the wage tax collected from non-residents be remitted to their home municipality. As a result, Montgomery Township does not receive any portion of the EIT revenue from the taxes paid by its residents to the City of Philadelphia while employed in the city.

For Montgomery Township, the net result is the loss of over \$688,000 in Earned Income Tax revenues per year. For Montgomery County municipalities the total loss of EIT revenues is in excess of \$19.3 Million and for Montgomery County School districts, the loss of EIT revenues is over \$5.6 Million.

The Board is requested to consider adoption of a resolution requesting that the State Legislature pass, and that the Governor adopt, an amendment to the "Sterling Act" to require that up to one percent of the Philadelphia Wage Tax Paid by Non-resident of Philadelphia be remitted to the municipality/school district in which the taxpayer resides.

State Representative Todd Stephens is currently looking to introduce legislation to amend the Sterling Act to eliminate this special taxing authority of the City and is seeking co-sponsors for this legislation.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None.

PREVIOUS BOARD ACTION: None.

ALTERNATIVES/OPTIONS: None.

BUDGET IMPACT:

Montgomery Township would stand to gain over \$688,000 in tax revenues currently being withheld by the City of Philadelphia.

RECOMMENDATION:

Consider adoption of the attached resolution.

MOTION/RESOLUTION:

See attached.

MOTION: _____ SECOND: _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candyce Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

RESOLUTION NO.

**A RESOLUTION OF THE MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS REQUESTING AN
AMENDMENT TO THE STERLING ACT TO REQUIRE
THAT UP TO ONE PERCENT OF PHILADELPHIA WAGE
TAX PAID BY NON-RESIDENTS OF PHILADELPHIA BE
REMITTED TO THE MUNICIPALITY IN WHICH THE
TAXPAYER RESIDES**

WHEREAS, Montgomery Township has enacted an earned income tax ("EIT") in accordance with the Pennsylvania Local Tax Enabling Act; and

WHEREAS, Montgomery Township relies on the revenue generated by the EIT to provide essential services to its residents and taxpayers; and

WHEREAS, the City of Philadelphia, pursuant to the Sterling Act of 1932, enacted an income tax, also known as a wage tax, on both residents and non-residents of Philadelphia employed in Philadelphia; and

WHEREAS, the Sterling Act, unlike the Local Tax Enabling Act, does not require Philadelphia to remit any portion of the wage tax to the municipality in which the taxpayer resides; and

WHEREAS, as a result of this inequity in the Sterling Act, Montgomery Township is deprived of annual revenue in EIT;

NOW, THEREFORE, the Board of Supervisors of Montgomery Township hereby **RESOLVES** to formally request the Governor of the Commonwealth of Pennsylvania and the Senators and Representatives of the General Assembly of Pennsylvania to amend the Sterling Act to require that an amount up to One Percent of the non-resident Philadelphia Wage Taxes paid by non-residents of Philadelphia be remitted to the municipality in which the taxpayer resides.

SO RESOLVED this 13th day of June, 2016.

ATTEST:

**MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS**

Lawrence J. Gregan, Manager/Secretary

By: _____
Joseph P. Walsh, Chairperson

**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY**

SUBJECT:: Consider Acceptance of the Start of Maintenance Period and Escrow Release #4- LD/S #667
– Goodwin Tract – 131 Stevers Mill Road

MEETING DATE: June 13, 2016

ITEM NUMBER: #13

MEETING/AGENDA: WORK SESSION **ACTION** XX NONE

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

INITIATED BY: Bruce Shoupe **BOARD LIAISON:** Joseph P. Walsh
Director of Planning and Zoning Chairman

BACKGROUND:

Stevens LLC has requested that the eighteen month maintenance period for the Goodwin Tract – 131 Stevers Mill Road project begin, therefore, the Board needs to publicly accept the start of the maintenance period. They have also requested an escrow release in the amount of \$18,993.50. This would deplete the original escrow account. This release would be contingent upon the developer providing the 18 month maintenance surety in an amount of \$6,727.13, which is 15% of the original total escrow. This will be held for a period of 18 months until December 13, 2017. The Township Engineer recommends that this release #4 be made and the maintenance period begin, subject to receipt of the maintenance surety. Payment of any Township Consultant fees must be paid prior to the release of this Letter of Credit.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None

PREVIOUS BOARD ACTION: None

ALTERNATIVES/OPTIONS:

Accept the start of the maintenance period for this project and release the balance of the escrow account.

BUDGET IMPACT: None.

RECOMMENDATION: That the start of the maintenance period for this project be accepted and the escrow be released.

MOTION/RESOLUTION:

The Resolution is attached. The Board of Supervisors hereby authorize a construction escrow release in the amount of \$18,993.50 and the start of the maintenance period as recommended by the Township Engineer for the Goodwin Tract project, contingent upon the receipt of a cash maintenance surety in the amount of \$6,727.13, and payment of all invoices.

MOTION _____ **SECOND** _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	Aye	Opposed	Abstain	Absent

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

Resolution #

WHEREAS, a request for the start of the maintenance period and release of escrow was received from Stevers, LLC for the Goodwin Tract Subdivision (LDS#667), on the representation that work set forth in the land development agreement to that extent has been completed; and

WHEREAS, said land development agreement states that the Township is entitled to retain fifteen percent of escrow to serve as an eighteen month completion guaranty, upon final inspection by the Township Engineer. The maintenance guaranty should be in the amount of \$6,727.13, which is 15% of the original escrow amount; and

WHEREAS, the developer has requested the release of the Letter of Credit, in the amount of \$18,993.50. This release would be contingent upon the developer submitting a cash maintenance surety in the amount of \$6,727.13. All Township Consultant fees must be paid prior to the release of this Letter of Credit.

WHEREAS, all public improvements have been completed, but will need to be inspected at the end of the eighteen month maintenance period, prior to the release of the 15% maintenance guaranty.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby acknowledge that the start of the maintenance period is June 13, 2016, and will continue for a time of eighteen months or until December 13, 2017.

BE IT ALSO RESOLVED, that we hereby authorize Escrow Release #4 of \$18,993.50, from the applicant's construction escrow account once all bills have been paid and the maintenance surety has been received.

MOTION BY:

SECOND BY:

VOTE:

DATE:

xc: Applicant, F. Bartle, J. Dougherty, B. Shoupe, M. Stoerrle, Minute Book, Resolution File. File

Released By Department Director _____



GILMORE & ASSOCIATES, INC.

ENGINEERING & CONSULTING SERVICES

VIA EMAIL

June 8, 2016

File No. 2013-06043

Mr. Lawrence Gregan, Township Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Reference: Financial Security Release 4 (FINAL)
Goodwin Tract – LD/S #667

Dear Larry:

We have received and reviewed the Request for Escrow Release for the above-referenced project. This letter is to certify that the improvements attached to this letter in the amount of \$18,993.50 have been completed. Please find enclosed a copy of our escrow calculations and the application for release of funds for your use.

This is the final release for this project. The recommendation is contingent upon the developer providing and Township Solicitor review and approval of maintenance security in an amount of \$6,727.13. This amount represents 15% of the cost of the improvements. All improvement will be reviewed prior to the end of the maintenance period and release of the maintenance security. Any deficiencies will be required to be corrected by the developer.

Should you have any further questions or require any additional information, please do not hesitate to contact our office.

Sincerely,

James P. Dougherty, P.E.
Gilmore & Associates, Inc.
Township Engineers

JPD/

Enclosures: As Referenced

cc: Bruce S. Shoupe, Director of Planning and Zoning
Marita A. Stoerle, Development Coordinator - Montgomery Township
Kevin Johnson, P.E. - Traffic Planning & Design, Inc.
Judith Stern Goldstein, ASLA, R.L.A. - Boucher & James, Inc.
Anthony Chieffo, Jr, Stevers, LLC.

BUILDING ON A FOUNDATION OF EXCELLENCE

65 E. Butler Avenue | Suite 100 | New Britain, PA 18901
Phone: 215-345-4330 | Fax: 215-345-8606
www.gilmore-assoc.com

RELEASE OF ESCROW FORM

Russell S. Dunlevy, P.E.
Executive Vice President
Gilmore & Associates, Inc.
65 East Butler Avenue, Suite 100
New Britain, PA 18901
215-345-4330

Date: 05/16/2015

Development: Goodwin Tract - 131 Stevers Mill Rd - LD/S#667
Release #: 4

G&A Project #: 2013-06043

Dear Mr. Dunlevy:

This is an escrow release request in the amount of \$18,993.50. Enclosed is a copy of our escrow spreadsheet with the quantities noted.

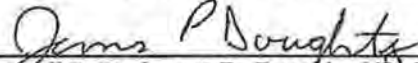
ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.

Mr. Lawrence Gregan
Township Manager
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Date: 06/08/2016

Dear Mr. Gregan:

We have reviewed the developer's request for an escrow release. We therefore, recommend that \$18,993.50 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected by the developer.

 FOR RSO

Russell S. Dunlevy, P.E., Executive VP, Gilmore & Associates, Inc.

Resolution # _____

WHEREAS, a request for release of escrow was received from Stevers, LLC.
for Goodwin Tract - 131 Stevers Mill Rd - LD/S#667, in the amount of \$18,993.50, on the
representation that work set forth in the Land Development Agreement to the extent has been completed and;
WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$18,993.50;
NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize
release of \$18,993.50; in accordance with the developer's request, and the officers of the Township are
authorized to take the necessary action to obtain release of said sum.
BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via Letter of Credit
with Montgomery Township in total sum of \$49,332.25 pursuant to a signed Land Development
Agreement and that \$30,338.75 has previously been released from escrow. Therefore, the action of the Board
releasing said sum leaves a new balance of \$0.00 in escrow.

MOTION BY _____

VOTE: _____

SECOND BY: _____

DATED: _____

RELEASED BY: _____

Department Director



ESCROW STATUS REPORT

SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Goodwin Tract - 131 Stevers Mill Rd - LD/S#667	TOTAL CONSTRUCTION:	\$ 44,847.50	ORIGINAL ESCROW AMOUNT:	\$ 49,332.25
PROJECT NO.:	2013-06043	CONSTRUCTION RETAINAGE (10%):	\$ 4,484.75		
PROJECT OWNER:	Stevens, LLC.	TOTAL ESCROW POSTED:	\$ 49,332.25	AMOUNT OF THIS RELEASE:	\$ 18,993.50
MUNICIPALITY:	Montgomery Township	MAINTENANCE BOND AMOUNT (15%):	\$ 6,727.13	PRIOR ESCROW RELEASED:	\$ 30,338.75
ESCROW AGENT:				TOTAL ESCROW RELEASED TO DATE:	\$ 49,332.25
TYPE OF SECURITY:	Letter of Credit	TOTAL ENG/INSP/LEGAL (CASH ACCOUNT):	\$ 4,500.00		
AGREEMENT DATE:		TOTAL ADMINISTRATION (CASH ACCOUNT):	\$ 2,250.00	BALANCE AFTER CURRENT RELEASE:	\$ -
RELEASE NO.: 4					
RELEASE DATE: 8-Jun-2016					

ESCROW TABULATION					CURRENT RELEASE		RELEASED TO DATE		AVAILABLE FOR RELEASE		RELEASE REQ # 5
			UNIT	TOTAL							
CONSTRUCTION ITEMS			UNITS	QUANTITY	PRICE	AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY
I. <u>EROSION & SEDIMENT CONTROL</u>											
1.	Rock Construction Entrance	EA	4	\$800.00	\$3,200.00			4.00	\$3,200.00		
2.	30" Silt Fence	LF	350	\$3.80	\$1,330.00			350.00	\$1,330.00		
3.	Filter Bag Inlet Protection	EA	1	\$200.00	\$200.00			1.00	\$200.00		
4.	Tree Protection Fence	LF	935	\$2.50	\$2,337.50			935.00	\$2,337.50		
5.	Pumped Water Filter Bag	EA	1	\$500.00	\$500.00			1.00	\$500.00		
II. <u>EARTHWORK</u>											
1.	Topsoil Cut & Stockpile (inc. 18" SF & Temp. Seed)	EA	3	\$840.00	\$2,520.00			3.00	\$2,520.00		
2.	Earthwork (incl Grading, Cut/Fill, Compaction, 8" Topsoil, and Rake & Seed)	LS	1	\$2,500.00	\$2,500.00	0.40	\$1,000.00	1.00	\$2,500.00		
III. <u>STORMWATER MANAGEMENT</u>											
1.	Underground Detention Basin (inc. Grading, Excavation, Compaction, Stone, Lining, Yard Drains A1 & A2, 12" HDPE Perf., Orange Constr Fence, and Restoration)	LS	1	\$11,200.00	\$11,200.00			1.00	\$11,200.00		
2.	12" HDPE Pipe	LF	90	\$31.50	\$2,835.00			90.00	\$2,835.00		
3.	Yard Drain (A3)	EA	1	\$650.00	\$650.00			1.00	\$650.00		
4.	12" Cleanout	EA	2	\$200.00	\$400.00			2.00	\$400.00		
5.	Connect to Existing Inlet	LS	1	\$600.00	\$600.00			1.00	\$600.00		
IV. <u>CONCRETE</u>											
1.	Driveway Aprons/Curb Cuts/Sidewalk	EA	2	\$1,300.00	\$2,600.00	1.00	\$1,300.00	2.00	\$2,600.00		

ESCROW STATUS REPORT
SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Goodwin Tract - 131 Stevers Mill Rd - LD/S#657	TOTAL CONSTRUCTION:	\$ 44,847.50	ORIGINAL ESCROW AMOUNT:	\$ 49,332.25
PROJECT NO.:	2013-06043	CONSTRUCTION RETAINAGE (10%):	\$ 4,484.75		
PROJECT OWNER:	Stevens, LLC.	TOTAL ESCROW POSTED:	\$ 49,332.25	AMOUNT OF THIS RELEASE:	\$ 18,993.50
MUNICIPALITY:	Montgomery Township	MAINTENANCE BOND AMOUNT (15%):	\$ 6,727.13	PRIOR ESCROW RELEASED:	\$ 30,338.75
ESCROW AGENT:				TOTAL ESCROW RELEASED TO DATE:	\$ 49,332.25
TYPE OF SECURITY:	Letter of Credit	TOTAL ENG/INSP/LEGAL (CASH ACCOUNT):	\$ 4,500.00		
AGREEMENT DATE:		TOTAL ADMINISTRATION (CASH ACCOUNT):	\$ 2,250.00	BALANCE AFTER CURRENT RELEASE:	\$ -
RELEASE NO.: 4					
RELEASE DATE: 8-Jun-2016					

ESCROW TABULATION					CURRENT RELEASE		RELEASED TO DATE		AVAILABLE FOR RELEASE		RELEASE REQ # 5
					TOTAL		TOTAL		TOTAL		
CONSTRUCTION ITEMS			UNITS	QUANTITY	UNIT PRICE	TOTAL AMOUNT	QUANTITY	AMOUNT	QUANTITY	AMOUNT	QUANTITY
V. <u>PAVING</u>											
1. Pavement Restoration			LS	1	\$600.00	\$600.00			1.00	\$600.00	
2. Traffic Control			LS	1	\$750.00	\$750.00			1.00	\$750.00	
VI. <u>LANDSCAPING</u>											
1. Red Maple (3" cal.)			EA	10	\$350.00	\$3,500.00	10.00	\$3,500.00	10.00	\$3,500.00	
2. Scarlet Oak (3" cal.)			EA	12	\$350.00	\$4,200.00	12.00	\$4,200.00	12.00	\$4,200.00	
3. Inkberry Holly (24")			EA	28	\$65.00	\$1,820.00	28.00	\$1,820.00	28.00	\$1,820.00	
4. Staking of Trees			EA	22	\$15.00	\$330.00	22.00	\$330.00	22.00	\$330.00	
VII. <u>MISCELLANEOUS</u>											
1. Construction Stakeout			LS	1	\$1,250.00	\$1,250.00	0.67	\$833.75	1.00	\$1,250.00	
2. As-Built Surveys & Plans			LS	1	\$1,000.00	\$1,000.00	1.00	\$1,000.00	1.00	\$1,000.00	
3. Lot Pins			EA	7	\$75.00	\$525.00	7.00	\$525.00	7.00	\$525.00	
VIII. <u>RETAINAGE</u>											
				1	\$4,484.75	\$4,484.75	1.00	\$4,484.75	1.00	\$4,484.75	
(released upon certification of completion and receipt of maintenance bond)											

Stevens, L.L.C.
2526 N. Broad Street
Colmar, Pa 18915
215-822-7959
fax 215-822-8771

May 16, 2016

File No: 13-06043

Bruce Shoupe, Director of Planning and Zoning
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

RE: Escrow Account for the Goodwin Tract – LD/S #667
131 Stevens Mill Road
Tax Parcel #46-00-01003-00-4
Tax Block #17E; Tax Unit #41

Dear Bruce,

Upon completion of various construction items on this project, we would respectfully request release of escrow monies as identified in the attached document.

If you have any questions, please feel free to contact the office at the phone number listed above.

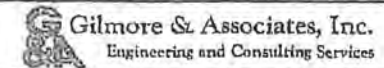
Sincerely,



Linda S Borneman
Office Manager

CC: James P Dougherty, P.E.
Project Manager
Gilmore & Associates, Inc.

ESCROW STATUS REPORT



SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Goodwin Tract - 131 Stovers Mill Rd - LD/S#607	TOTAL CONSTRUCTION:	\$ 44,847.50	ORIGINAL ESCROW AMOUNT:	\$ 49,332.25
PROJECT NO.:	2013-06043	CONSTRUCTION RETAINAGE (10%):	\$ 4,484.75	AMOUNT OF THIS RELEASE:	\$ 1,300.00
PROJECT OWNER:	Stovers, LLC.	TOTAL ESCROW POSTED:	\$ 49,332.25	PRIOR ESCROW RELEASED:	\$ 7,273.60
MUNICIPALITY:	Montgomery Township	MAINTENANCE BOND AMOUNT (15%):	\$ 6,727.13	TOTAL ESCROW RELEASED TO DATE:	\$ 8,573.50
ESCROW AGENT:		TOTAL ENG/INSP/LEGAL (CASH ACCOUNT):	\$ 4,500.00	BALANCE AFTER CURRENT RELEASE:	\$ 40,758.75
TYPE OF SECURITY:	Letter of Credit	TOTAL ADMINISTRATION (CASH ACCOUNT):	\$ 2,250.00		
AGREEMENT DATE:					
		RELEASE NO.:	2		
		RELEASE DATE:	7-Nov-2014		

ESCROW TABULATION					CURRENT RELEASE		RELEASED TO DATE		AVAILABLE FOR RELEASE		RELEASE REQ #
CONSTRUCTION ITEMS	UNITS	QUANTITY	UNIT PRICE	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY
I. EROSION & SEDIMENT CONTROL											
1. Rock Construction Entrance	EA	4	\$900.00	\$3,200.00			2.00	\$1,600.00	2.00	\$1,600.00	
2. 30" Silt Fence	LF	350	\$3.80	\$1,330.00			350.00	\$1,330.00			
3. Filter Bag Inlet Protection	EA	1	\$200.00	\$200.00					1.00	\$200.00	
4. Tree Protection Fence	LF	935	\$2.50	\$2,337.50			935.00	\$2,337.50			
5. Pumped Water Filter Bag	EA	1	\$500.00	\$500.00					1.00	\$500.00	
II. EARTHWORK											
1. Topsoil Cut & Stockpile (Inc. 18" SF & Temp. Seed)	EA	3	\$40.00	\$2,520.00			1.00	\$80.00	2.00	\$1,600.00	
2. Earthwork (Inc. Grading, Cut/Fill, Compaction, 6" Topsoil, and Rake & Seed)	LS	1	\$2,500.00	\$2,500.00			0.20	\$500.00	0.80	\$2,000.00	1,000.00
III. STORMWATER MANAGEMENT											
1. Underground Detention Basin (Inc. Grading, Excavation, Compaction, Stone, Lining, Yard Drains A1 & A2, 12" HDPE Perf., Orange Constr Fence, and Restoration)	LS	1	\$11,200.00	\$11,200.00					1.00	\$11,200.00	
2. 12" HDPE Pipe	LF	90	\$31.50	\$2,835.00					90.00	\$2,835.00	
3. Yard Drain (A3)	EA	1	\$650.00	\$650.00					1.00	\$650.00	
4. 12" Cleanout	EA	2	\$200.00	\$400.00					2.00	\$400.00	
5. Connect to Existing Inlet	LS	1	\$800.00	\$800.00					1.00	\$800.00	
IV. CONCRETE											
1. Driveway Aprons/Curb Cuts/Sidewalk	EA	2	\$1,300.00	\$2,600.00	1.00	\$1,300.00	1.00	\$1,300.00	1.00	\$1,300.00	1,500.00

ESCROW STATUS REPORT

SUMMARY OF ESCROW ACCOUNT

PROJECT NAME:	Goodwin Tract - 131 Stevers Mill Rd - LD/SI/667	TOTAL CONSTRUCTION:	\$ 44,847.50	ORIGINAL ESCROW AMOUNT:	\$ 49,332.25
PROJECT NO.:	2013-06043	CONSTRUCTION RETAINAGE (10%):	\$ 4,484.75	AMOUNT OF THIS RELEASE:	\$ 1,300.00
PROJECT OWNER:	Stevens, LLC,	TOTAL ESCROW POSTED:	\$ 49,332.25	PRIOR ESCROW RELEASED:	\$ 7,273.50
MUNICIPALITY:	Montgomery Township	MAINTENANCE BOND AMOUNT (15%):	\$ 6,727.13	TOTAL ESCROW RELEASED TO DATE:	\$ 8,573.50
ESCROW AGENT:		TOTAL ENG/INSP/LEGAL (CASH ACCOUNT):	\$ 4,500.00	BALANCE AFTER CURRENT RELEASE:	\$ 40,758.75
TYPE OF SECURITY:	Letter of Credit	TOTAL ADMINISTRATION (CASH ACCOUNT):	\$ 2,250.00		
AGREEMENT DATE:					
		RELEASE NO.:	2		
		RELEASE DATE:	7-Nov-2014		

ESCROW TABULATION					CURRENT RELEASE	RELEASED TO DATE	AVAILABLE FOR RELEASE		RELEASE REQ # 3
CONSTRUCTION ITEMS	UNITS	QUANTITY	UNIT PRICE	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY	TOTAL AMOUNT	QUANTITY
V. PAVING									
1. Pavement Restoration	LS	1	\$600.00	\$600.00			1.00	\$600.00	
2. Traffic Control	LS	1	\$750.00	\$750.00			0.67	\$500.25	
VI. LANDSCAPING									
1. Red Maple (3" cal.)	EA	10	\$350.00	\$3,500.00			10.00	\$3,500.00	3,500.00
2. Scarlet Oak (3" cal.)	EA	12	\$350.00	\$4,200.00			12.00	\$4,200.00	4,200.00
3. Inkberry Holly (24")	EA	28	\$85.00	\$1,820.00			28.00	\$1,820.00	1,820.00
4. Staking of Trees	EA	22	\$15.00	\$330.00			22.00	\$330.00	330.00
VII. MISCELLANEOUS									
1. Construction Stakeout	LS	1	\$1,250.00	\$1,250.00			0.67	\$833.75	833.75
2. As-Built Surveys & Plans	LS	1	\$1,000.00	\$1,000.00			1.00	\$1,000.00	1,000.00
3. Lot Pins	EA	7	\$75.00	\$525.00			7.00	\$525.00	525.00
VIII. RETAINAGE									
(released upon certification of completion and receipt of maintenance bond)		1		\$4,484.75			1.00	\$4,484.75	

Total \$14,508.75



Boucher & James, Inc.
CONSULTING ENGINEERS

AN EMPLOYEE OWNED COMPANY
INNOVATIVE ENGINEERING

Mountainville Professional Building
1436 Perry Road, Building 500
Doylestown, PA 18901
215-345-9400
Fax 215-345-9401

2738 Rimrock Drive
Shrewsbury, PA 18360
570-629-0300
Fax 570-629-0306

559 Main Street, Suite 230
Bethlehem, PA 18018
610-419-9407
Fax 610-419-9408
www.bjengineers.com

June 2, 2016

Mr. James P. Dougherty, P.E.
Gilmore & Associates, Inc.
65 E. Butler Ave. Suite 100
New Britain, PA 18901

**SUBJECT: GOODWIN TRACT SUBDIVISION
ESCROW RELEASE INSPECTION 001
TOWNSHIP LD/S NO. 667
PROJECT NO. 1355267R**

Dear Mr. Dougherty:

Please be advised that on May 26th and June 1, 2016, I conducted an escrow release inspection of the plant material installed at the Goodwin Tract land development as requested by Stevers, L.L.C. in the letter dated May 16, 2016. The plant material was inspected in accordance with the requirements of the approved Landscape Plan prepared by Lenape Valley Engineering, dated May 31, 2013 and last revised January 29, 2014.

All plant material has been found to be acceptable to release the associated escrow. Based on our review of this escrow release request, we recommend an escrow release amount of **Nine Thousand, Five Hundred Twenty Dollars and No Cents (\$9,520.00)**. An updated escrow tabulation is attached for your reference.

Please note, authorization of this release should not be construed as Final Approval or Acceptance of the improvements installed to date.

Please do not hesitate to contact me if you have any questions or require further information.

Sincerely,

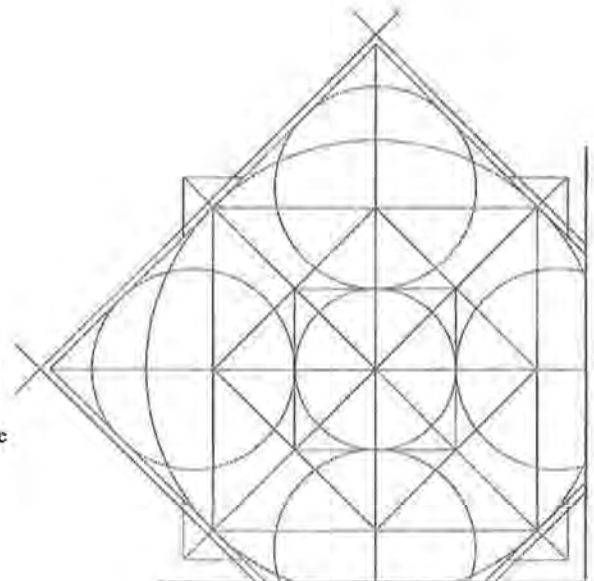
Valerie L. Liggett, ASLA, R.L.A.
ISA Certified Arborist®
Planner/Landscape Architect

VLL/kam

Enclosure(s)

cc: Board of Supervisors
Lawrence Gegan, Township Manager
Bruce Shoupe, Director of Planning and Zoning
Marita Stoerrle, Development Coordinator
Marianne McConnell, Shade Tree Commission
Robert Wagner, Avalon Way, LLC

P:\2013\1355267R\Documents\Correspondence\Letter.To.JDougherty.EscrowRelease001.doc



THE GOODWIN TRACT
MONTGOMERY TOWNSHIP (1/15/14 Revised 6/2/16)

PROJECT #13 55 267RR LD/S # 667

ITEM DESCRIPTION	SIZE	UNIT PRICE	QTY.	TOTAL	PREVIOUS ESCROW RELEASED		CURRENT ESCROW RECOMMENDED FOR RELEASE		REMAINING ESCROW	
					QTY.	AMOUNT	QTY.	AMOUNT	QTY.	AMOUNT
1.0 <u>Shade Trees</u>										
Red Maple	3" cal.	\$ 350.00	10	\$ 3,500.00	0	\$ -	10	\$ 3,500.00	0	\$ -
Scarlet Oak	3" cal.	\$ 350.00	12	\$ 4,200.00	0	\$ -	12	\$ 4,200.00	0	\$ -
SUBTOTAL			22	\$ 7,700.00	0	\$ -	22	\$ 7,700.00	0	\$ -
2.0 <u>Shrubs</u>										
Inkberry Holly	24" min	\$ 65.00	28	\$ 1,820.00	0	\$ -	28	\$ 1,820.00	0	\$ -
SUBTOTAL			28	\$ 1,820.00	0	\$ -	28	\$ 1,820.00	0	\$ -
3.0 <u>TOTAL OF ALL PLANTINGS</u>				\$ 9,520.00		\$ -		\$ 9,520.00		\$ -

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Authorization to Advertise – Public Hearing – Text Amendment to BP Business Office and Professional District - Hawthorn Development, LLC – Doylestown Pike

MEETING DATE: June 13, 2016 **ITEM NUMBER:** #14

MEETING/AGENDA: WORK ACTION XX NONE

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

INITIATED BY: Bruce Shoupe **BOARD LIAISON:** Joseph P. Walsh
Director of Planning and Zoning Chairman

BACKGROUND:

Attached is an application for a text amendment from Hawthorn Development, LLC. The applicant is proposing to modify Section 230-83.E of the Zoning Ordinance to increase the permitted height of outdoor lighting for Congregate Care/Independent Senior Living uses to fourteen (14) feet. They feel this is necessary to ensure that they can provide uniform and safe lighting in accordance with the IESNA lighting safety standards.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

The Board approved an amendment to the BP Zoning District, which provides for Congregate Care/Independent Senior Living on March 28, 2016. A public hearing to consider the conditional use application for this property is scheduled for June 27, 2016.

ALTERNATIVES/OPTIONS:

BUDGET IMPACT:

None.

RECOMMENDATION:

It is recommended that a public hearing be advertised for the meeting of July 25, 2016.

MOTION/RESOLUTION:

The resolution is attached.

MOTION _____ **SECOND** _____

ROLL CALL:

Robert J. Birch	Aye	Opposed	Abstain	Absent
Candye Fluehr Chimera	Aye	Opposed	Abstain	Absent
Michael J. Fox	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Joseph P. Walsh	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 set Monday, July 25, 2016, after 8:00 p.m., in the Township Building as the date, time and place for a Public Hearing to consider the Text Amendment application of Hawthorn Development, LLC. The applicant is proposing to modify Section 230-83.E of the Zoning Ordinance to increase the permitted height of outdoor lighting for Congregate Care/Independent Senior Living uses to fourteen (14) feet. They feel this is necessary to ensure that they can provide uniform and safe lighting in accordance with the IESNA lighting safety standards

BE IT FURTHER RESOLVED that the Township Solicitor be authorized to advertise said public hearing date and time.

MOTION BY:

SECOND BY:

VOTE:

DATE:

xc: Applicant, J. Garrity, F. Bartle, B. Shoupe, M. Stoerrle, Minute Book, Resolution File, File

Application for Change in Zoning/Text Amendment

Montgomery Township, Montgomery County, Pennsylvania

Date of Application: May 27, 2016

Application is hereby made for an amendment to the Code of the Township of Montgomery,
Chapter 230 and the Montgomery Township Zoning Map.

Applicant's name: (Corporation) Hawthorn Development LLC (equitable owner)

Person making application: Daniel Roach, Architect (agent)

Applicant's address: 9310 NE Vancouver Mall Drive, Suite 200
Vancouver, WA 98662

Phone # (503) 399-1090 Fax # _____

E-Mail _____

Owner's name (title holder) Fairway 202 Associates, L.P.
- Attach copy of Deed

Owner's Address 1690 Sumneytown Pike, Suite 240
Lansdale, PA 19446

Phone # (215) 855-5100 Fax # _____

E-Mail _____

Equitable owner: Hawthorn Development LLC
- Attach copy of Deed and Agreement of Sale

Applicant's Attorney James J. Garrity, Esquire and Scott C. Denlinger, Esquire

Attorney's Address Wisler Pearlstine, LLP, 460 Norristown Road, Suite 110
Blue Bell, PA 19422

Phone # (610) 825-8400 Fax # (610) 828-4887

E-Mail jjgarrity@wispearl.com; sdenlinger@wispearl.com

Description of Property Involved:

Location See attached addendum.

Block & Unit # _____

Present Zoning Classification _____

Parcel Size _____

Applicant's Reasons for Rezoning/Text Amendment Request:

See attached addendum.

Applicant requests that above referenced tract be changed in zoning classification from a

N/A district to a

district.

Montgomery Township Rezoning/Text Amendment Application Checklist:

1. Plans attached to Petitions shall contain the following information:
 - a) Plans to be prepared by a Registered Land Surveyor or Professional Engineer.
 - b) Name, date, address of the Surveyor or Engineer preparing the plans and description.
 - c) Complete scaled dimensions of property involved (all bearings and distances).
 - d) Block and unit number of property involved
 - e) Owners of record of all adjoining properties, including deed book and page number. Attach a separate list to petition.
 - f) Zoning classification of all adjoining properties.

- g) Existing use of all adjoining properties regardless of zoning classification.
 - h) Existing use of subject property involved regardless of zoning classification.
 - i) Description using the dimensions as shown on this plan.
 - j) Area of property involved to be shown in acreage and square feet.
 - k) If owner of tract, include a copy of the Deed with the application. If equitable owner, include a copy of the Deed and latest Agreement of Sale.
 - l) Width of abutting roadway (right-of-way, cartway, improved or unimproved).
 - m) If lot is in subdivision, show lot number(s), section number, name and recording information of the subdivision.
 - n) A detailed description of the proposed change(s) to the zoning code.
2. Any other information as may be required by the Zoning Officer of Montgomery Township.
 3. Six (6) paper sets of plans and descriptions, attached to the Rezoning/Text Amendment Petition, and folded to no larger than 8.5" x 11" and one plan set in electronic pdf format.
 4. One (1) paper copy and one (1) pdf version of a traffic study for the site (see Chapter 205, Article XVI for details) for rezoning request.
 5. All information must be provided to Montgomery Township in a pdf format.
 6. FEES: Two (2) checks made payable to "Montgomery Township".

Filing Fee	\$2,000.00
Escrow Deposit	\$5,000.00

- Administrative fee of 7% of charges incurred in conjunction therewith; if none incurred, minimum administrative fee of \$50.00.

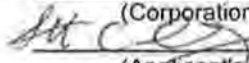
All application fees paid are non-refundable and intended to cover all overhead, administrative and miscellaneous expenses of the Township. Escrow deposits will be returned to the applicant, without interest, after the proceedings are complete and after all appropriate charges have been made to the escrow account. In the event that the review costs exceed the deposited escrow amount, I hereby agree to make additional deposits to the escrow account. Should this balance fall below the minimum required amount, the Township has the authority to stop all reviews or take any other action it deems necessary.

One (1) check made payable to "Montgomery County" in the amount of \$1,000.00. The Township will forward to the County with the application.

I verify that the statements made in the above application are true and correct. I understand that false statements herein are made subject to penalties of 18PACS S4904 relating to unsworn falsification to authorities.

Daniel Roach, Architect OBO Hawthorn Development LLC

(Corporation name, if applicable)



May 27, 2016

(Applicant's or Corporation
Official's signature and title)

James J. Garrity, Esquire and Scott C. Denlinger, Esquire on the
behalf of ⁴ Hawthorn Development LLC its agents and assigns

416 Doylestown Pike, ±2.02 acres; Block 46003, Unit 022; Parcel No. 46-00-00817-00-1
418 Doylestown Pike, ±2.26 acres; Block 46003, Unit 071; Parcel No. 46-00-00820-00-7
Elm Place, ±27,200 square feet; Block 46003, Unit 058; Parcel No. 46-00-00940-00-4
Portion of 697 Bethlehem Pike; ±5.0 acres, Block 46003 Unit 012; Parcel No. 46-00-00223-00-1
All properties are zoned BP – Business Office and Professional District

ADDENDUM

As you know, on March 28, 2016 the Montgomery Township Board of Supervisors passed Ordinance No. 15-293Z, amending the Montgomery Township Zoning Ordinance to permit “Congregate Care/Independent Senior Living” as a conditional use in the BP – Business Office and Professional District of the Township (“Zoning Ordinance”). Consistent therewith, Daniel Roach, Architect on the behalf of Hawthorn Development, LLC (the “Applicant”) desires to develop the above-listed parcels of land to construct a Congregate Care/Independent Senior Living facility. However, once the Applicant began to hard-engineer its plans to create a Congregate Care/Independent Senior Living facility, it realized that it could not comply with the Illuminating Engineering Society of North America (“IESNA”) lighting safety standards using ten (10) foot lighting in accordance with Section 230-83.E. of the Zoning Ordinance. In order to ensure that the Applicant can provide uniform and safe lighting in accordance with the IESNA standards, the Applicant respectfully submits this application for a text amendment to the Montgomery Township Zoning Ordinance to modify Section 230-83.E. to increase the permitted height of outdoor lighting for Congregate Care/Independent Senior Living uses to fourteen (14) feet (“Proposed Amendment”).

The Applicant is the equitable owner of the four (4) parcels of land identified above, which have frontage on Doylestown Road, northeast of the intersection of Doylestown Road and Bethlehem Pike (S.R. 309) in Montgomery Township (collectively the “Property”). The Property is located in the BP – Business Office and Professional District and consists of approximately 9.91 acres of land which is largely unimproved, with the exception of a single-family dwelling and paved driveway. The Applicant is proposing to develop the Property as a Congregate Care/Independent Senior Living facility, including a main building, 12 cottage units, and associated improvements, including 110 all-weather paved parking spaces and an access drive to be known as Montgomery Glen Drive (“Development”).

In order to supply outdoor lighting that complies with the IESNA safety standards, the Applicant must install light posts that provide light from a source no less than fourteen (14) feet from ground level on the Property. The IESNA standards are considered to be the gold standard across the United States regarding lighting requirements. Pursuant to the IESNA standards, the hallmarks of a safe lighting plan are two-fold. First, the outdoor lighting should have a minimum light level of 0.2 footcandles at grade. Secondly, the maximum/minimum brightness ratio of outdoor lighting should not exceed a value of 20:1. These two standards are based upon the ability of the human eye to recognize objects at certain minimum light levels and also the limitations of the human eye to recognize objects in areas of contrasting brightness.

The outdoor lighting requirements contained in Section 230-83.E. of the Montgomery Township Zoning Ordinance restrict outdoor lighting to a height of no more than ten (10) feet above grade and require the shielding of light fixtures. In order to provide the minimum light level of 0.2 footcandles at grade from a ten (10) foot height and appropriately shield the light source, the Applicant is unable to limit the maximum/minimum brightness ratio to 20:1 or less. In fact, the use of light sources with a height of ten (10) feet that emanate adequate light to

provide 0.2 footcandles at grade result in maximum/minimum brightness ratios of up to 71:1. While the Applicant understands that the Township does not have a maximum/minimum brightness ratio requirement in its Ordinances, we believe that compliance with the IESNA outdoor lighting standards is integral to the health, safety and public welfare of the community. Because we expect the ten (10) foot outdoor lighting height limitation to be an issue for many similarly designed Congregate Care/Independent Living facilities, the Applicant respectfully submits this Proposed Amendment to modify the maximum permitted height of outdoor lighting to no more than fourteen (14) feet in order to ensure compliance with the IESNA safety standards.

In sum, it is the Applicant's belief that the Proposed Amendment is one which, if contemplated at the time of drafting of the Zoning Ordinance, would have been permitted in the BP – Business Office and Professional District in order to ensure compliance with IESNA safety standards. Further, Applicant believes that the modification to the permitted height of outdoor lighting is the least variation required from the existing provisions of the Zoning Ordinance to allow Congregate Care/Independent Senior Living facilities to comply with the IESNA safety standards. We thank you in advance for your consideration of this Proposed Amendment, and look forward to the opportunity to address any questions, comments, or concerns with regard to the same.

MONTGOMERY TOWNSHIP

Montgomery County, Pennsylvania

ORDINANCE #16-____-Z

AN ORDINANCE AMENDING ARTICLE XIV [BP BUSINESS OFFICE AND PROFESSIONAL DISTRICT], SECTION 230-83 [SPECIAL REGULATIONS] OF THE MONTGOMERY TOWNSHIP ZONING ORDINANCE TO UPDATE THE OUTDOOR LIGHTING REQUIREMENTS FOR CONGREGATE CARE/INDEPENDENT SENIOR LIVING USES.

ENACTED:_____

MONTGOMERY TOWNSHIP

Montgomery County, Pennsylvania

ORDINANCE #16-____ - ____

AN ORDINANCE AMENDING ARTICLE XIV [BP BUSINESS OFFICE AND PROFESSIONAL DISTRICT], SECTION 230-83 [SPECIAL REGULATIONS] OF THE MONTGOMERY TOWNSHIP ZONING ORDINANCE TO UPDATE THE OUTDOOR LIGHTING REQUIREMENTS FOR CONGREGATE CARE/INDEPENDENT SENIOR LIVING USES.

NOW, THEREFORE, it is hereby **ENACTED** and **ORDAINED** by the Montgomery Township Board of Supervisors that Article XIV [BP Business Office and Professional District], Section 230-83 [Special regulations] of the Montgomery Township Zoning Ordinance shall be amended as follows:

SECTION 1 **Amendment to Article XIV [BP Business Office and Professional District], Section 230-83 [Special regulation].**

Article XIV [BP Business Office and Professional District], Section 230-83 [Special regulations] of the Montgomery Township Zoning Ordinance shall be amended by removing Subsection E and replacing it with the following new Subsection E:

E. Outdoor lighting. Outdoor lighting shall be of low intensity from a source no higher than 10 feet from ground level and shielded from surrounding residential property. Notwithstanding the foregoing, outdoor lighting for a Congregate Care/Independent Senior Living use shall be of low intensity from a source no higher than 14 feet from ground level and shielded from surrounding residential property.

SECTION 6 **Severability.**

The provisions of this Ordinance are severable, and if any section, sentence, clause part, or provision herein shall be held illegal, invalid, or unconstitutional by any Court of competent jurisdiction, such decision of the Court shall not effect or impair the remaining sections, sentences, clauses, parts, or provisions of the Ordinance. It is hereby declared to be the intent of the Board that this Ordinance would have been adopted as if such illegal, invalid, or unconstitutional section, sentence, clause, part, or provision had not been included herein.

SECTION 7 **Repealer.**

All other ordinances or resolutions or parts thereof insofar as they are inconsistent with this Ordinance are hereby repealed.

SECTION 8 **Effective Date.**

This Ordinance shall become effective five (5) days after enactment.

ORDAINED AND ENACTED this _____ day of _____, 2016, by the
Montgomery Township Board of Supervisors

**MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS**

JOSEPH P. WALSH, *Chairperson*

[Seal]

Attested by:

LAWRENCE J. GREGAN
Township Manager/Secretary

PLOT PLAN

Site plan for the proposed extension of the Montgomery Glen Drive (Extension w/ New 50' ROW). The plan shows a large, irregularly shaped building complex with multiple wings and courtyards. The building is situated along Montgomery Glen Drive, which is shown as a wide road with a 50-foot right-of-way. To the left of the building is a parking area with several spaces. To the right of the building is a landscaped area with trees and a path. The plan also shows the intersection of Montgomery Glen Drive with Doylstown Road at the top right. Various labels and dimensions are provided throughout the plan.

HAWTHORN
RETIREMENT GROUP

32-118 Vancouver Blvd. Suite 200
Vancouver, BC V6K 4Z1
Canada V6K 4Z1 Tel: (604) 275-1842

IESNA STANDARDS MANUAL EXCERPT

Lighting for Parking Facilities

Publication of this Committee Report has been approved by the IESNA. Suggestions for revisions should be directed to the IESNA.

Prepared by:

**The Subcommittee on Off-Roadway Facilities
of the IESNA Roadway Lighting Committee**

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Approved by the IESNA Board of Directors, December 5, 1998, as a Transaction of the Illuminating Engineering Society of North America.

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Published by the Illuminating Engineering Society of North America, 120 Wall Street, New York, New York 10005.

IESNA Standards and Guides are developed through committee consensus and produced by the IESNA Office in New York. Careful attention is given to style and accuracy. If any errors are noted in this document, please forward them to Rita Harrold, Director Educational and Technical Development, at the above address for verification and correction. The IESNA welcomes and urges feedback and comments.

Printed in the United States of America.

Cover photography courtesy of the Holophane Corporation, Newark, Ohio

Illuminance recommendations for active parking lots open to customers, employees, or the general public are given in **Table 1**. The illuminance is to be measured or calculated on a clear pavement, without any parked vehicles. The maximum and minimum values are *maintained* illuminances. This condition occurs just prior to lamp replacement and luminaire cleaning. If the lamp catalog does not give end-of-life data, these should be secured from the manufacturer.

Note: While illuminance criteria are the basis for lighting recommendations in this Practice, there is a trend to using luminance criteria for many applications. Luminance is what an individual "sees" or perceives. Luminance ratios between surfaces better describe how the eye views and adapts to the visual environment, and luminance contrast is important in detecting objects against their background in visibility-based calculations. (See **Annex D**.)

Data from various studies of *vehicular* accidents in parking lots have shown about two-thirds involved a moving vehicle striking a parked vehicle, less than one-third involved a moving vehicle striking another

moving vehicle, about six percent involved striking fixed objects, and one percent involved striking pedestrians.¹² An average of 20 percent of these accidents occurred at night. Furthermore, the highest proportion (38 percent) of these night accidents involved *avoiding* pedestrians. However, this study did not include pedestrian slips or trips and falls, which were not recorded by police accident reports. If these were included in the consideration of parking facility lighting needs, then the proportion of total mishaps involving pedestrians would be greater than one percent. A major study of claims in commercial parking facilities found slip or trip-and-fall pedestrian accidents accounted for about 75 percent of the number of total claims and slightly over 50 percent of the costs paid.¹³ The study found seven percent of the claims represented personal assault, nine percent vehicle damage, and five percent gate damage.

A paper by Monahan¹⁴ examined the required contrast to see a 15-cm (6-in.) curb against a concrete floor of assumed reflectance, at a distance of 6 meters (20 ft.). The increased contrast required as a function of illuminance for a 60-year-old observer was plotted

Table 1: Recommended Maintained Illuminance Values for Parking Lots

		Basic ¹	Enhanced Security ²
Minimum Horizontal Illuminance ³	lux ⁴	2	5
	fc ²	0.2	0.5
Uniformity Ratio, Maximum to Minimum ⁶		20:1	15:1
Minimum Vertical Illuminance ⁷	lux ⁸	1	2.5
	fc ⁵	0.1	0.25

¹ For typical conditions. During periods of non-use, the illuminance of certain parking facilities may be turned off or reduced to conserve energy. If reduced lighting is to be used only for the purpose of property security, it is desirable that the minimum (low point) value not be less than 1.0 horizontal lux (0.1 hfc). Reductions should not be applied to facilities subject to intermittent night use, such as at apartments, hospitals, and transportation terminals.

² If personal security or vandalism is a likely and/or severe problem, a significant increase of the Basic level may be appropriate (see **Section 4.3**). Many retailers prefer even higher levels, with a specification of 10 lux (1 fc) as the minimum value.

³ For **preliminary design**, an *average* value of 10 horizontal lux (1 hfc) for basic, or 25 horizontal lux (2.5 hfc) for enhanced illuminance may be calculated. The minimum points (or areas) and maximum point are then calculated and the uniformity ratio checked for compliance with the **Table 1** values (see **Section 5.3**). *Note:* The 5:1 average-to-minimum ratio is the first step toward directing the design to achieve the maximum to minimum ratios presented in **Table 1**.

⁴ Measured on the parking surface, without any shadowing effect from parked vehicles or trees at points of measurement.

⁵ Rounded conversion of lux to footcandles (see **Annex E**).

⁶ The highest horizontal illuminance point divided by the lowest horizontal illuminance point or area should not be greater than the values shown (see **Section 4.4** and **Annex B**).

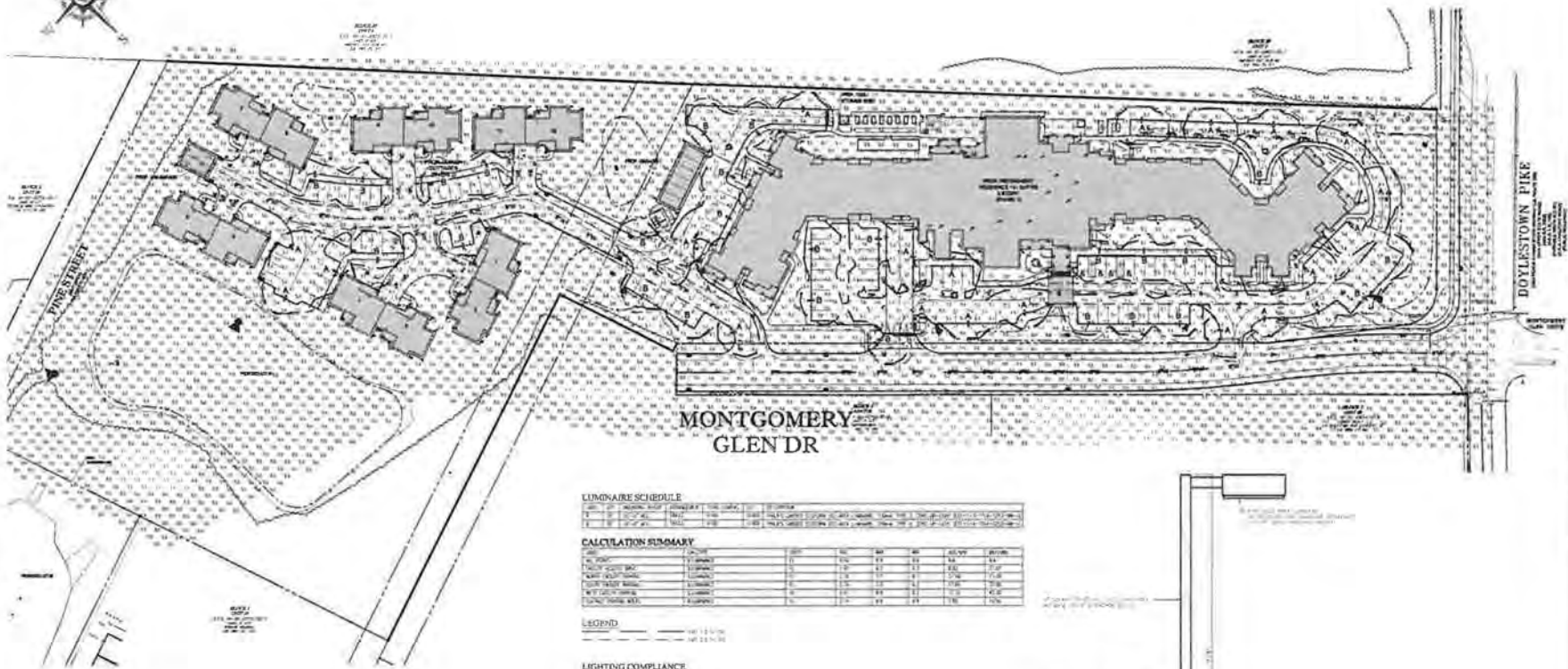
⁷ Facial *recognition* can be made at levels as low as 2.5 lux (0.25 fc). The IESNA Security Lighting Committee recommends that for facial *identification*, the minimum vertical illuminance should be 5.0 lux (0.5 fc).

⁸ Measured at 1.5 meters (5.0 ft.) above parking surface at the point of lowest horizontal illuminance, excluding facing outward along boundaries (see **Section 4.4** and **Annex B**).

Note 1: The height of the measurement has been lowered from the previous 1.8 meters (6 ft.) of RP-20-84 to be in line with the average human observers eye height of 1.5 meters (5 ft.)

Note 2: A survey of existing installations by the authoring committee found that a value of 1 lux (0.1 fc) minimum vertical illuminance was achievable using cutoff luminaires, but values greater than this may not be achievable.

LIGHTING PLANS



LUMINAIRE SCHEDULE

NO.	TYPE	WATTAGE	SPACING	HEIGHT	WATTAGE	SPACING	HEIGHT
1	STREET LIGHT	150W	30'	10'	150W	30'	10'
2	STREET LIGHT	150W	30'	10'	150W	30'	10'

CALCULATION SUMMARY

ITEM	QUANTITY	WATTAGE	SPACING	HEIGHT	WATTAGE	SPACING	HEIGHT
1. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
2. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
3. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
4. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
5. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
6. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
7. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
8. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
9. STREET LIGHT	10	150W	30'	10'	150W	30'	10'
10. STREET LIGHT	10	150W	30'	10'	150W	30'	10'

LEGEND

1. STREET LIGHT 150W 30' 10'

LIGHTING COMPLIANCE

1. STREET LIGHT 150W 30' 10'

2. STREET LIGHT 150W 30' 10'

3. STREET LIGHT 150W 30' 10'

4. STREET LIGHT 150W 30' 10'

5. STREET LIGHT 150W 30' 10'

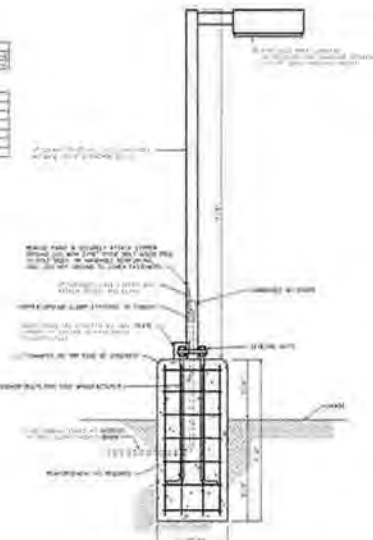
6. STREET LIGHT 150W 30' 10'

7. STREET LIGHT 150W 30' 10'

8. STREET LIGHT 150W 30' 10'

9. STREET LIGHT 150W 30' 10'

10. STREET LIGHT 150W 30' 10'



LIGHT POLE DETAIL

SCALE: 1/8" = 1'-0"

10 20 30 40 50 60 70 80 90 100

0' 10' 20' 30' 40' 50' 60' 70' 80' 90' 100'

ENGINEERING



REVISIONS

NO.	DATE	REVISION
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1	01/15/2011	ISSUED FOR PERMIT
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2	01/15/2011	REVISED FOR COMMENTS
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3	01/15/2011	REVISED FOR COMMENTS
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45	01/15/2011	REVISED FOR COMMENTS
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PROPOSED RETIREMENT RESIDENTIAL COMMUNITY

FOR

HAWTHORN DEVELOPMENT LLC

415-418 DOYLESTOWN ROAD

UNITS 12, 22, 55 & 71, BLOCK 2

MONTGOMERY TOWNSHIP

MONTGOMERY COUNTY

PENNSYLVANIA

BOHLER ENGINEERING

1000 MAJOR DRIVE, SUITE 200

CHALFONT, PENNSYLVANIA 18811

Phone: (717) 866-8800

Fax: (717) 866-8800

www.BohlerEngineering.com

LIGHTING PLAN ALTERNATIVE EXHIBIT

SHEET NUMBER

1

OF 1



EIGHTING COMPLIANCE
 www.eighting.com



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Payment of Bills

MEETING DATE: June 13, 2016

ITEM NUMBER: #15

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

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

INITIATED BY: Lawrence J. Gregan
Township Manager

BOARD LIAISON: Joseph P. Walsh, 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					
05/23/2016	01	64647	00001653	ADAM LION	2,000.00
05/24/2016	01	64648	00906060	AERIAL TESTING COMPANY LLC	1,295.00
05/24/2016	01	64649	00000085	CHAMBERS ASSOCIATES, INC.	837.15
05/24/2016	01	64650	00000118	DEL-VAL INTERNATIONAL TRUCKS, INC.	1,155.80
05/24/2016	01	64651	00000208	DELL MARKETING L.P.	1,610.95
05/24/2016	01	64652	MISC	EMBALL'ISO INC	104.00
05/24/2016	01	64653	MISC	ERIC REESE	140.00
05/24/2016	01	64654	00441122	HORSHAM CAR WASH	10.00
05/24/2016	01	64655	00001272	J & M TIRE & AUTO TRANSPORT INC.	3,649.92
05/24/2016	01	64656	03214593	KISSELL FIRE PROTECTION ENGINEERING	100.00
05/24/2016	01	64657	00000417	NANCY J. LARKIN	353.00
05/24/2016	01	64658	00000795	OCTORARO NATIVE PLANT NURSERY, INC.	2,833.75
05/24/2016	01	64659	00000328	SPOK	211.95
05/25/2016	01	64660	100000063	CRISTINA CINQUINO	771.00
05/25/2016	01	64661	03214568	FULTON CARDMEMBER SERVICES	1,276.74
05/25/2016	01	64662	100000065	JACKIE BONNER	226.80
05/25/2016	01	64663	100000059	MELISSA GREINER	340.80
06/03/2016	01	64664	00000738	LENNI ELECTRIC CORP	15,243.67
06/03/2016	01	64665	00000009	PETTY CASH	135.40
06/03/2016	01	64666	00000009	PETTY CASH	111.61
06/03/2016	01	64667	00002033	REPUBLIC SERVICES NO. 320	1,069.34
06/03/2016	01	64668	00000040	VERIZON	97.51
06/03/2016	01	64669	00000040	VERIZON	38.25
06/10/2016	01	64670	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	912.22
06/10/2016	01	64671	100000107	4IMPRINT, INC.	264.40
06/10/2016	01	64672	00000842	911 SAFETY EQUIPMENT	90.00
06/10/2016	01	64673	00000006	ACME UNIFORMS FOR INDUSTRY	2,486.27
06/10/2016	01	64674	00000340	ADVENT SECURITY CORPORATION	114.00
06/10/2016	01	64675	00000075	ALDERFER GLASS COMPANY, INC.	295.00
06/10/2016	01	64676	MISC-FIRE	ALEXANDER J DEANGELIS	30.00
06/10/2016	01	64677	00000528	ANYWHERE MINATURE GOLF	250.00
06/10/2016	01	64678	00000027	ARMOUR & SONS ELECTRIC, INC.	1,000.00
06/10/2016	01	64679	00000031	AT&T	135.18
06/10/2016	01	64680	00002061	AT&T MOBILITY	41.52
06/10/2016	01	64681	00001997	AUTOMATIC SYNC TECHNOLOGIES, LLC	212.52
06/10/2016	01	64682	00906105	BATTERIES & BULBS	128.91
06/10/2016	01	64683	00000043	BERGEY'S	505.55
06/10/2016	01	64684	MISC-FIRE	BILL WIEGMAN	90.00
06/10/2016	01	64685	MISC-FIRE	BILL WIEGMAN	160.00
06/10/2016	01	64686	00000209	BOUCHER & JAMES, INC.	23,883.13
06/10/2016	01	64687	00000209	VOID	0.00 V
06/10/2016	01	64688	MISC-FIRE	BRANDON UZDZIENSKI	30.00
06/10/2016	01	64689	MISC-FIRE	BRANDON UZDZIENSKI	30.00
06/10/2016	01	64690	MISC	BRYANT JAMES & TAYLOR NITA	384.00
06/10/2016	01	64691	00000072	CANON FINANCIAL SERVICES, INC	1,569.00
06/10/2016	01	64692	00000071	CANON SOLUTIONS AMERICA, INC.	1,990.91
06/10/2016	01	64693	00001579	CARGO TRAILER SALES, INC	173.57
06/10/2016	01	64694	00000085	CHAMBERS ASSOCIATES, INC.	400.50
06/10/2016	01	64695	00000181	CHEMSEARCH	514.37
06/10/2016	01	64696	00000363	COMCAST	496.65
06/10/2016	01	64697	00000335	COMCAST CORPORATION	1,413.53
06/10/2016	01	64698	00000222	COMMONWEALTH PRECAST, INC.	830.00
06/10/2016	01	64699	00001891	CREATIVE PRODUCT SOURCING, INC.	668.20
06/10/2016	01	64700	00001913	DANO ENTERPIRSES, INC.	732.00
06/10/2016	01	64701	MISC-FIRE	DAVID P BENNETT	15.00
06/10/2016	01	64702	MISC-FIRE	DAVID P BENNETT	30.00
06/10/2016	01	64703	00001172	DETLAN EQUIPMENT, INC.	404.61
06/10/2016	01	64704	00000125	DISCHELL, BARTLE DOOLEY	22,525.00
06/10/2016	01	64705	00000125	VOID	0.00 V
06/10/2016	01	64706	100000104	DONNA DOYLE	20.00
06/10/2016	01	64707	00002086	DOYLESTOWN ANIMAL MEDICAL CLINIC	382.92
06/10/2016	01	64708	MISC	Dreams Unlimited Builders	1,200.00
06/10/2016	01	64709	00000967	DVHT - DELAWARE VALLEY HEALTH TRUST	176,335.00
06/10/2016	01	64710	00001520	DVIT - DELAWARE VALLEY INSURANCE	50.00
06/10/2016	01	64711	00000092	E.M. KUTZ, INC.	504.78
06/10/2016	01	64712	00001332	EAGLE POWER & EQUIPMENT CORP	190.36
06/10/2016	01	64713	00000152	ECKERT SEAMANS CHERIN &	18,424.10
06/10/2016	01	64714	00002082	ECOMM TECHNOLOGIES	60.00
06/10/2016	01	64715	03214663	ELITE 3 FACILITIES MAINTNEANCE, LLC	185.00
06/10/2016	01	64716	00000161	EUREKA STONE QUARRY, INC.	230.66
06/10/2016	01	64717	00000171	FAST SIGNS	10.00
06/10/2016	01	64718	00001034	FASTENAL	147.95
06/10/2016	01	64719	03214623	FETCH INSURANCE SERVICES	31.15
06/10/2016	01	64720	00000174	FISHER & SON COMPANY, INC.	2,273.00
06/10/2016	01	64721	00002052	FOREMOST PROMOTIONS	255.70
06/10/2016	01	64722	00000193	GEORGE ALLEN PORTABLE TOILETS, INC.	621.00
06/10/2016	01	64723	MISC	GEORGE MAVROMMATIS RENTAL	12.05
06/10/2016	01	64724	100000108	GINA DERKACS	20.00

Check Date	Bank	Check	Vendor	Vendor Name	Amount
06/10/2016	01	64725	00000198	GLASGOW, INC.	227.17
06/10/2016	01	64726	MISC-FIRE	GLEN ROETMAN	30.00
06/10/2016	01	64727	00001323	GLICK FIRE EQUIPMENT COMPANY INC	17,814.50
06/10/2016	01	64728	00001323	GLICK FIRE EQUIPMENT COMPANY INC	3,256.40
06/10/2016	01	64729	00001784	GOOGLE INC.	99.00
06/10/2016	01	64730	00000608	GOOSE SQUAD L.L.C.	900.00
06/10/2016	01	64731	00000229	GRAINGER	151.59
06/10/2016	01	64732	100000106	GREGORY M. FORD	1,200.00
06/10/2016	01	64733	00906083	HEAD START SPORTS, INC	380.00
06/10/2016	01	64734	00000903	HOME DEPOT CREDIT SERVICES	1,296.05
06/10/2016	01	64735	00904661	INSITE FIREARMS & LAW ENFORCEMENT	224.96
06/10/2016	01	64736	00000787	INTERNATIONAL ASSOC. OF FIRE CHEIF	120.00
06/10/2016	01	64737	00000102	INTERSTATE BATTERY SYSTEMS OF	287.85
06/10/2016	01	64738	00000531	INTERSTATE GRAPHICS	460.00
06/10/2016	01	64739	00000256	JAMES F. MCGOWAN	375.00
06/10/2016	01	64740	00000735	JD BRAVO COMPANY	1,362.00
06/10/2016	01	64741	100000101	JENNA STEC	45.00
06/10/2016	01	64742	MISC-FIRE	JOE BIFOLCO	120.00
06/10/2016	01	64743	MISC-FIRE	JOE BIFOLCO	20.00
06/10/2016	01	64744	MISC-FIRE	JOE BIFOLCO	60.00
06/10/2016	01	64745	00001088	JOE'S AUTO ELECTRIC, INC.	142.65
06/10/2016	01	64746	MISC-FIRE	JOHN H. MOGENSEN	75.00
06/10/2016	01	64747	MISC-FIRE	JOHN H. MOGENSEN	60.00
06/10/2016	01	64748	00001389	JOHN MCGREADY	1,000.00
06/10/2016	01	64749	00000148	JONATHAN S. BEER	450.00
06/10/2016	01	64750	00001386	JOSEPH C. BENNIS	1,000.00
06/10/2016	01	64751	00000740	K.J. DOOR SERVICES INC.	144.50
06/10/2016	01	64752	00000261	KERSHAW & FRITZ TIRE SERVICE, INC.	74.66
06/10/2016	01	64753	00000201	LAWRENCE J. MURPHY	1,009.77
06/10/2016	01	64754	00003009	LIFE FITNESS	155.00
06/10/2016	01	64755	100000102	LIZ DOUGHERTY	20.00
06/10/2016	01	64756	100000099	MARCELS PLUMBING, HEATING, COOLING	6,400.00
06/10/2016	01	64757	00000689	MARY KAY KELM, ESQUIRE	612.50
06/10/2016	01	64758	MISC-FIRE	MARY NEWELL	45.00
06/10/2016	01	64759	MISC-FIRE	MARY NEWELL	15.00
06/10/2016	01	64760	MISC-FIRE	MARY NEWELL	45.00
06/10/2016	01	64761	MISC-FIRE	MATT SHINTON	45.00
06/10/2016	01	64762	MISC-FIRE	MATT SHINTON	60.00
06/10/2016	01	64763	MISC-FIRE	MATTHEW GIORGIO	15.00
06/10/2016	01	64764	MISC-FIRE	MATTHEW VITUCCI	15.00
06/10/2016	01	64765	00001428	MCPWA	160.00
06/10/2016	01	64766	00906044	MELISSA SMITHERS	18.00
06/10/2016	01	64767	00000743	MES - PENNSYLVANIA	1,047.00
06/10/2016	01	64768	MISC-FIRE	MICHAEL D. SHINTON	40.00
06/10/2016	01	64769	MISC-FIRE	MICHAEL D. SHINTON	20.00
06/10/2016	01	64770	MISC-FIRE	MICHAEL D. SHINTON	40.00
06/10/2016	01	64771	MISC-FIRE	MICHAEL SHEARER	30.00
06/10/2016	01	64772	MISC-FIRE	MICHAEL SHEARER	15.00
06/10/2016	01	64773	MISC-FIRE	MICHAEL SHEARER	45.00
06/10/2016	01	64774	00001387	MICHAEL SOLIS	1,000.00
06/10/2016	01	64775	MISC-FIRE	MIKE BEAN	30.00
06/10/2016	01	64776	MISC-FIRE	MIKE BEAN	30.00
06/10/2016	01	64777	100000019	MILLER BROS.	2,500.00
06/10/2016	01	64778	100000105	MOAB TRAINING INTERNATIONAL, INC.	395.00
06/10/2016	01	64779	00000326	MONTGOMERY COUNTY	46.83
06/10/2016	01	64780	00000324	MOYER INDOOR / OUTDOOR	17,310.00
06/10/2016	01	64781	00000540	MYSTIC PIZZA	327.50
06/10/2016	01	64782	00001247	NELSON WIRE ROPE CORPORATION	36.00
06/10/2016	01	64783	00001947	NICHOLAS MARTINS	57.05
06/10/2016	01	64784	00000356	NORTH WALES WATER AUTHORITY	71.64
06/10/2016	01	64785	MISC	NUSSBAUM JONATHAN I & KELLY A	1,200.00
06/10/2016	01	64786	00000270	NYCE CRETE AND LANDIS CONCRETE	545.59
06/10/2016	01	64787	00001134	OFFICE DEPOT, INC	525.65
06/10/2016	01	64788	00000311	PA DEPT OF LABOR & INDUSTRY-B	198.00
06/10/2016	01	64789	MISC-FIRE	PAUL R. MOGENSEN	105.00
06/10/2016	01	64790	MISC-FIRE	PAUL R. MOGENSEN	75.00
06/10/2016	01	64791	00000397	PECO ENERGY	12,079.97
06/10/2016	01	64792	00000595	PENN VALLEY CHEMICAL COMPANY	301.49
06/10/2016	01	64793	00001933	PENNSYLVANIA ASSOCIATION OF	25.00
06/10/2016	01	64794	00000388	PENNSYLVANIA ONE CALL SYSTEM, INC.	190.90
06/10/2016	01	64795	00001358	PENNSYLVANIA RECREATION AND PARK	2,285.00
06/10/2016	01	64796	100000114	PETER ROMAGANO	209.00
06/10/2016	01	64797	00000447	PETTY CASH - POLICE	252.31
06/10/2016	01	64798	MISC-FIRE	PHIL STUMP	15.00
06/10/2016	01	64799	MISC-FIRE	PHIL STUMP	15.00
06/10/2016	01	64800	MISC-FIRE	PHIL STUMP	30.00
06/10/2016	01	64801	MISC-FIRE	PHIL STUMP	15.00
06/10/2016	01	64802	00000446	PHISCON ENTERPRISES, INC.	200.00
06/10/2016	01	64803	00000945	PIPERSVILLE GARDEN CENTER, INC.	438.83
06/10/2016	01	64804	MISC	RAC ACCEPTANCE EAST LLC	70.00
06/10/2016	01	64805	MISC-FIRE	RACHEL GIBSON	30.00

Check Date	Bank	Check	Vendor	Vendor Name	Amount
06/10/2016	01	64806	MISC-FIRE	RACHEL GIBSON	60.00
06/10/2016	01	64807	MISC-FIRE	RACHEL TROUTMAN	75.00
06/10/2016	01	64808	MISC-FIRE	RACHEL TROUTMAN	55.00
06/10/2016	01	64809	MISC-FIRE	RACHEL TROUTMAN	35.00
06/10/2016	01	64810	MISC-FIRE	RACHEL TROUTMAN	40.00
06/10/2016	01	64811	00001146	RESERVE ACCOUNT	1,500.00
06/10/2016	01	64812	00001153	RICARDO DEJESUS	1,000.00
06/10/2016	01	64813	00000117	RIGGINS INC	1,449.59
06/10/2016	01	64814	00000115	RIGGINS, INC	3,173.17
06/10/2016	01	64815	MISC-FIRE	ROBERT MCMONAGLE	45.00
06/10/2016	01	64816	MISC-FIRE	ROBERT MCMONAGLE	15.00
06/10/2016	01	64817	MISC-FIRE	ROBERT MCMONAGLE	45.00
06/10/2016	01	64818	00000610	RUBIN, GLICKMAN, STEINBERG AND	150.00
06/10/2016	01	64819	MISC-FIRE	RYAN CROUTHAMEL	30.00
06/10/2016	01	64820	MISC-FIRE	RYAN CROUTHAMEL	30.00
06/10/2016	01	64821	00906020	RYAN FROST	703.00
06/10/2016	01	64822	00000452	S&S WORLDWIDE	523.24
06/10/2016	01	64823	00001939	SERVICE TIRE TRUCK CENTERS	84.00
06/10/2016	01	64824	00000465	SHAPIRO FIRE PROTECTION COMPANY	413.20
06/10/2016	01	64825	00001029	SMF - STRUCTURAL METAL	10,988.60
06/10/2016	01	64826	00001847	STAPLES CONTRACT & COMMERCIAL, INC.	1,188.93
06/10/2016	01	64827	MISC-FIRE	STEVE SPLENDIDO	30.00
06/10/2016	01	64828	MISC-FIRE	STEVE SPLENDIDO	30.00
06/10/2016	01	64829	00000252	SUNG K. KIM	542.50
06/10/2016	01	64830	MISC	SYCAMORE LANDSCAPING INC	1,200.00
06/10/2016	01	64831	00001200	SYNATEK	425.00
06/10/2016	01	64832	00000485	SYRENA COLLISION CENTER, INC.	1,182.00
06/10/2016	01	64833	00906111	THE PROTECTION BUREAU	2,951.00
06/10/2016	01	64834	00000503	TODD M. WALTER	1,000.00
06/10/2016	01	64835	100000110	TODD OMOHUNDRO	700.00
06/10/2016	01	64836	00001984	TRAFFIC PLANNING AND DESIGN, INC.	14,786.34
06/10/2016	01	64837	00001984	TRAFFIC PLANNING AND DESIGN, INC.	2,020.54
06/10/2016	01	64838	00001998	TROPIANO BUS COMPANY LLC	245.00
06/10/2016	01	64839	00001998	TROPIANO BUS COMPANY LLC	490.00
06/10/2016	01	64840	00001998	TROPIANO BUS COMPANY LLC	490.00
06/10/2016	01	64841	00001998	TROPIANO BUS COMPANY LLC	245.00
06/10/2016	01	64842	00000327	U.S. MUNICIPAL SUPPLY INC.	1,285.56
06/10/2016	01	64843	00002062	UNITED ELECTRIC SUPPLY CO., INC.	37.90
06/10/2016	01	64844	03214643	UNWINED & PAINT	60.00
06/10/2016	01	64845	00000520	VALLEY POWER, INC.	275.75
06/10/2016	01	64846	00000040	VERIZON	173.99
06/10/2016	01	64847	00000040	VERIZON	124.99
06/10/2016	01	64848	00000040	VERIZON	124.99
06/10/2016	01	64849	00000040	VERIZON	243.84
06/10/2016	01	64850	00000040	VERIZON	139.99
06/10/2016	01	64851	00000040	VERIZON	139.00
06/10/2016	01	64852	00001033	VERIZON CABS	558.83
06/10/2016	01	64853	00000038	VERIZON WIRELESS SERVICES, LLC	1,710.35
06/10/2016	01	64854	MISC-FIRE	VINAY SETTY	80.00
06/10/2016	01	64855	MISC-FIRE	VINAY SETTY	40.00
06/10/2016	01	64856	MISC-FIRE	VINCE ZIRPOLI	225.00
06/10/2016	01	64857	MISC-FIRE	VINCE ZIRPOLI	240.00
06/10/2016	01	64858	00903433	WEATHERPROOFING TECHNOLOGIES, INC.	3,640.00
06/10/2016	01	64859	00001329	WELDON AUTO PARTS	578.91
06/10/2016	01	64860	03214583	WESTON FITNESS	8,746.25
06/10/2016	01	64861	00001546	WILSON'S HARDWARE & LOCKSMITHS	7.52
06/10/2016	01	64862	00000590	YOCUM FORD	1,384.41

01 TOTALS:

(2 Checks Voided)

Total of 214 Disbursements:

446,970.10

06/07/2016

Payroll ACH List
For Check Dates 05/24/2016 to 06/13/2016

Check

Date	Name	Amount
05/23/2016	STATE OF PA	State Tax Payment \$ 8,513.08
06/01/2016	UNITED STATES TREASURY	945 Tax Payment \$ 4,776.47
06/01/2016	ICMA	DROP Plan Payment \$ 17,827.41
06/02/2016	UNITED STATES TREASURY	941 Tax Payment \$ 86,301.20
06/02/2016	PBA	PBA Payment \$ 789.41
06/02/2016	BCG 401	401 Payment \$ 13,928.99
06/02/2016	BCG 457	457 Payment \$ 6,114.49
06/02/2016	PA SCDU	Withholding Payment \$ 1,340.38
06/02/2016	CITY OF PHILADELPHIA	May Wage Tax Payment \$ 340.83
06/08/2016	STATE OF PA	State Tax Payment \$ 8,919.23
Total Checks: 10		\$ 148,851.49