

AGENDA
MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS
JUNE 8, 2020

www.montgomerytwp.org

Tanya C. Bamford
Candyce Fluehr Chimera
Annette M. Long
Matthew W. Quigg
Beth A. Staab

Carolyn McCreary
Township Manager

ACTION MEETING – 7:00 PM

1. Call to Order by Chairman
2. Pledge of Allegiance
3. Roll Call
4. Announcements
5. Statement from J. Scott Bendig, Police Chief
6. Public Comment
7. Announcement of Executive Session
8. Consider Approval of Minutes of May 26, 2020 Meeting
9. Review Proposed Resolution Establishing Policy for Outdoor Sales of Merchandise and/or Outdoor Dining of Existing Business During the Coronavirus Pandemic
10. Consider Deeds of Dedication – Harley Court and Destiny Way – Montgomery Knoll Subdivision
11. Review of Year-To-Date General Fund Expenditures
12. Review of Township Operations in Commonwealth's "Yellow Phase"
13. Consider Payment of Bills
14. Other Business
15. Adjournment

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # **3**

SUBJECT: Roll Call
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Deborah Rivas, Recording Secretary

BACKGROUND:

Deb Rivas will take the roll call for this evening's meeting.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # **4**

SUBJECT: Announcements
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chair

BACKGROUND:

Here are a few announcements to be made:

- Montgomery County transitioned to the COVID-19 Yellow Phase as of June 5, 2020
- Montgomery Township hosted a Town Hall meeting with Montgomery County Commissioner Chair Dr. Valerie Arkoosh to discuss COVID-19 and moving to the Yellow Phase in Montgomery County on Wednesday, June 3, 2020. This informative meeting can be viewed on the Township's website and Facebook page.
- All Township meetings for the month of June will continue to be virtual using Microsoft Teams.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # **5**

SUBJECT: Statement from Chief J. Scott Bendig
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY:

BACKGROUND:

Chief Bendig will read a statement concerning the recent events in Minneapolis and the impact it has had on our community.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # 6

SUBJECT: Public Comment
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chair

BACKGROUND:

Persons wishing to make public comment during this meeting on any items not listed on the agenda may do so at this time.

Public comment will also be provided following each item on the agenda.

If you are viewing our live Board meeting event, you will see a window to the right of your screen that will allow you to type in a comment or question to be presented to the Board of Supervisors.

Please remember to list your name and address for the record.

The Township also previously provided an email address to send your comments or questions to the Board. At this time, have we received any comments or questions from our email option or our live chat?

Deb Rivas will respond with any comments received at this time.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # 7

SUBJECT: Announcement of Executive Session
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chair

BACKGROUND:

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

The Board of Supervisors met in Executive Session via a virtual meeting on Monday, June 8 at 3:30 p.m. to discuss a personnel matter and three matters of potential litigation.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # 8

SUBJECT: Consider Approval of Minutes for May 26, 2020 Board Meeting
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chair

BACKGROUND:

Please contact Deb Rivas on Monday, June 8, 2020 before noon with any changes to the minutes. Thank you.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

DRAFT

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
MAY 26, 2020**

At 7:00 p.m., Chair Tanya C. Bamford called to order the virtual action meeting, which was held remotely by a live-stream event due to the current COVID-19 pandemic and social distancing requirements. The public and all interested parties were invited to view and participate in the meeting via a web link that was accessible on the Township's website and social media pages.

IN ATTENDANCE:

Chair Tanya C. Bamford
Vice Chair Matthew W. Quigg
Supervisor Candyce Fluehr Chimera
Supervisor Annette M. Long
Supervisor Beth A. Staab
Township Manager Carolyn McCreary
Township Solicitor Robert J. Iannozzi, Esquire

ALSO IN ATTENDANCE:

Police Chief J. Scott Bendig
Director of Finance Brian Shapiro
Director of Fire Services William Wiegman
Director of Admin & HR Ann M. Shade
Director of Planning & Zoning Bruce Shoupe
Director of Public Works Kevin Costello
Director of Recreation & CRC Floyd Shaffer
Director of Information Technology Rich Grier
Public Information Coordinator Kelsey Whalen
Recording Secretary Deborah A. Rivas

Chair Tanya C. Bamford thanked the residents of the Township for their patience as the Board of Supervisors works to keep the meetings transparent for everyone. The Township has a page on its website, www.montgomerytwp.org, dedicated to providing information and resources during this time.

Following the Pledge of Allegiance and roll call, Chair Tanya C. Bamford provided announcements which included thanking everyone who participated in or provided vehicles for the Memorial Day Montgomery Tour event, specifically Jay Haenn of Lansdale Chrysler Jeep Dodge Ram Fiat, Allen Nappen of Montgomeryville Acura Nissan, John Gillmer, Andy Sanborn, our veterans, Denny Franklin and Joseph McCarthy, Chick-Fil A, Costco and Lisa Martin, the Phillie Phanatic, FDMT Volunteers, VMSC, Montgomery Township Public Works, Montgomery Township Police Department and Township administration staff. Ms. Bamford stated that the event was well received by the residents of the Township. Ms. Bamford also reminded the residents that primary election day was changed to June 2, 2020 and that certain polling locations in the Township had temporarily been changed.

Chair Tanya C. Bamford called for public comment from the audience, which was available by previously submitted email questions and a live chat during the meeting. There was no public comment.

Township Solicitor Robert J. Iannozzi, Esquire announced that the Board had met in an executive session prior to this meeting at 3:30 p.m. by conference call to discuss two personnel matters. Mr. Iannozzi stated that these matters are all legitimate subjects of executive session pursuant to Pennsylvania's Sunshine Law.

Chair Tanya C. Bamford made a motion to approve the minutes of the May 11, 2020 Board of Supervisors meeting and Supervisor Candyce Fluehr Chimera seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Township Manager Carolyn McCreary reported that the Township has been actively working to procure the necessary items for our first responders during the COVID-19 pandemic. Equipment has been purchased to allow staff to be able to work from home during the Governor's stay at home order. Additionally, the Township hired a third-party to clean and disinfect the Township's buildings including both fire battalions. All costs related to COVID-19 are being classified into a separate account for a more efficient reporting of costs. PEMA, utilizing federal funds, will partially reimburse the Township for its COVID-19 related costs. Resolution #20-95 made by Chair Tanya C. Bamford, seconded by Supervisor Beth A. Staab and adopted unanimously, authorized Carolyn McCreary, Township Manager, to be the Agent for the Township and to execute all necessary documents relating to the COVID-19 Disaster Assistance Program.

Township Manager Carolyn McCreary reported that the installation of a No Turn on Red (NTOR) sign at the intersection of Welsh Road and the 202 Parkway was discussed at the April staff meeting with the Township's traffic engineer. Information regarding sight distance due to the sound wall was provided and justified submitting a request to PennDOT for a NOTR restriction. Resolution #20-96 made by Chair Tanya C. Bamford, seconded by Supervisor Annette M. Long and adopted unanimously, approved a resolution supporting the submission of the application for the NTOR sign at the intersection of Welsh Road and the 202 Parkway.

Township Manager Carolyn McCreary reported that the installation of a No Turn on Red (NTOR) sign at the exit of the Gwynedd Crossing Shopping Center onto Welsh Road was discussed with the Township's traffic engineer. A sight distance study was conducted and the data was used to support submitting a request to PennDOT for a NOTR restriction. Resolution #20-97 made by Chair Tanya C. Bamford, seconded by Vice Chair Matthew W. Quigg and adopted unanimously, approved a resolution supporting the submission of the application for the NTOR sign at the exit of the Gwynedd Crossing Shopping Center onto Welsh Road.

Township Manager Carolyn McCreary announced that the Township received notification that Judy Stern Goldstein, ASLA, R.L.A. will be joining Gilmore & Associates on June 1. When the Board appointed Boucher & James as its planning consultant earlier this year, it was with the understanding that Ms. Stern Goldstein would be the Township's point of contact for all planning projects and work. The recommendation was made that the Board consider appointing Gilmore & Associates as the Township Planning Consultant and Landscape Architect. Resolution #20-98 made by Chair Tanya C. Bamford, seconded by Supervisor Beth A. Staab and adopted unanimously, appointed Gilmore & Associates as the Township Planning Consultant and Landscape Architect.

Resolution #20-99 made by Chair Tanya C. Bamford, seconded by Supervisor Annette M. Long and adopted unanimously, authorized a construction escrow release in the amount of \$265,780.78 for Phase 1 as recommended by the Township Engineer for the Higher Rock Partners, LP project, contingent upon receipt of a maintenance bond in the amount of \$248,403.11 and payment of outstanding bills.

Resolution #20-100 made by Chair Tanya C. Bamford, seconded by Supervisor Beth A. Staab and adopted unanimously, authorized a construction escrow release in the amount of \$194,064.20 for Phase 2, as recommended by the Township Engineer for the Higher Rock Partners, LP.

Director of Planning and Zoning Bruce Shoupe introduced a draft resolution for proposed guidelines and policy for existing businesses in the Township to follow when outdoor sales of food and merchandise is allowed during the coronavirus pandemic. The idea is to begin the discussion and planning now for when the Commonwealth of PA allows more retail activity than allowed under

the current "Phase Red". The document is not intended to circumvent the Commonwealth's guidelines and orders, but rather a planning tool for the future to be ready in case "Phase Yellow" would be redefined. The Board overall was in favor of this resolution and had some questions regarding how it would be implemented in certain circumstances and how the resolution would impact moving through the various phases of reopening and shutting back down, if necessary. The Board asked Mr. Shoupe to proceed with finalizing the draft resolution for their consideration.

Director of Finance Brian Shapiro reported that the audit has just been completed and the General Fund balance increased from \$3.0M to \$3.5M in 2019. The Township's Fund Balance Policy is to retain a Fund Balance of between 20-25% of its General Fund Operating expenses for the next year. It has been the practice of the Board to transfer the annual increase in the General Fund balance to various Designated Capital Reserve funds for future Capital projects. Staff is recommending that \$450,000 of the 2019 General Fund Surplus balance be transferred to the Capital Reserve Fund. Resolution #20-101 made by Chair Tanya C. Bamford, seconded by Supervisor Annette M. Long and adopted unanimously, authorized the transfer of General Fund 'fund balance' in the amount of \$450,000 to the Capital Reserve Fund.

Director of Finance Brian Shapiro reported that he recently reviewed the Township's revenues with the Finance Committee. Forecasting where the Township revenue's will be at year's end is a process that involves data, which is still coming in at this time. The earned income tax is the biggest revenue for the Township and usually lags by a few quarters. The Township is still in the process of receiving 1st quarter numbers for EIT. Unemployment is a big concern and will be monitored. The real estate tax receipts are mainly escrows, which tend to come in earlier in the year and will be close to the budgeted numbers. As the Township looks forward, re-assessments may affect revenues, specifically for major properties in the Township. The mercantile/business tax was due on March 15 and the majority of it has been received. However, those numbers are based on the prior year's business revenue. This revenue stream should be close to the budgeted numbers for 2020, but the effects will be seen in 2021. Staff are looking at the expense side of financing as well. The curb and sidewalk program may not be sustainable going forward and that will be discussed as the Township moves into budget preparation this summer.

A motion to approve the payment of bills was made by Chair Tanya C. Bamford, seconded by Vice Chair Matthew W. Quigg, and adopted unanimously, approving the ratification of the payment of bills as submitted for May 26, 2020.

Township Manager Carolyn McCreary reported that the Township Departments submitted monthly reports for the month of April in the meeting packet. Chair Tanya C. Bamford stated that she was proud of the Township staff for staying open and taking care of business during the pandemic, especially the Planning and Zoning Department for continuing to process permits.

Chair Tanya C. Bamford asked the Board members to provide updates on any committee activities during the past month. Supervisor Annette M. Long stated that the Public Safety Committee met virtually and she was happy to report that police and fire staff spent over 350 hours doing online training and education, as well as creating educational videos for the Township residents. Supervisor Beth A. Staab reported that the EAC met informally and discussed the resumption of the leaf and yard waste pickup and monthly drop off, as well as the restart of electronic recycling and clothing curbside pickup through the Retrievr program. Vice Chair Matthew W. Quigg reported that the Autumn Festival Committee met and the discussion led to the probability that the Autumn Festival as we know it will not be happening this fall. The Park Board did not meet this past month. Supervisor Candyce Fluehr Chimera reported that the Planning Commission did not meet and she was unable to attend the Business Development Partnership meeting. Carolyn McCreary reported that the BDP met virtually via Teams and discussed how businesses were being

affected during the pandemic and what can be done to assist. Chair Tanya C. Bamford reported that the CRC committee did not meet and the community and recreation center is not opening during the Yellow Phase, but hopefully during the Green Phase, but things will be dramatically different. The Sewer Authority Board met and the Municipal Sewer Authority is excited to be a participant providing data samples in the Biobot COVID-19 Study. This is a scientific study in collaboration with researchers at MIT, Harvard and Brigham and Women's Hospital, working to map trends in COVID-19 across the US.

There being no further business to come before the Board, the meeting adjourned at 8:00 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # 9

SUBJECT:	Proposed Resolution Establishing Guidelines and a Policy for When Outdoor Sales of Merchandise and Outdoor Dining is allowed during the Coronavirus Pandemic
MEETING DATE:	June 8, 2020
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Bruce S. Shoupe, Director of Planning and Zoning

BACKGROUND:

The attached is a Draft resolution for proposed guidelines and policy for existing businesses in the Township when Outdoor sales of Food and Merchandise is allowed during the Coronavirus Pandemic.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

Would hereby establish guidelines and a policy for limited outdoor sales of merchandise and outdoor dining for existing businesses in the Township for a period of ninety days in areas on properties where it might otherwise be prohibited.

PREVIOUS BOARD ACTION:

None

BUDGET IMPACT:

None.

RECOMMENDATION:

Approve the attached resolution.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the attached resolution that establishes guidelines and a policy for limited outdoor sales of merchandise and outdoor dining for existing businesses in the Township for a period of ninety days in areas on properties where it might otherwise be prohibited.

MOTION BY: _____ SECOND BY: _____ VOTE: _____

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MONTGOMERY
TOWNSHIP, MONTGOMERY COUNTY, ESTABLISHING GUIDELINES AND POLICY
FOR OUTDOOR SALES OF MERCHANDISE AND/OR OUTDOOR DINING FOR
EXISTING BUSINESSES IN THE TOWNSHIP DURING THE CORONAVIRUS
PANDEMIC**

RESOLUTION 2020-

WHEREAS, Governor Wolf issued a Proclamation of Disaster Emergency on March 6, 2020, authorizing political subdivisions to act as necessary within the powers conferred by the Proclamation of Disaster Emergency to meet the exigencies of the emergency; AND

WHEREAS, on May 1, 2020, the Governor's Office presented a plan entitled Process to Reopen Pennsylvania which will ease social gathering restrictions in phases based upon public health indicators while requiring ongoing compliance with Centers for Disease Control and Pennsylvania Department of Health guidance for social distancing and workplace safety; AND

WHEREAS, federal and state health and regulatory agencies have called for the implementation of safety measures, such as increased workplace ventilation, increased physical distance between employees and customers, and alteration of hours based on building size and number of employees; AND

WHEREAS, the safety measures are advanced and made more effective by the temporary allowance of outdoor dining and outdoor sales of merchandise provided such dining and outdoor sales of merchandise occur consistent with all other state and federal statutes, regulations, and orders.

NOW THEREFORE, BE IT RESOLVED, that the Board of Supervisors of Montgomery Township, hereby establishes guidelines and a policy for outdoor sales of merchandise and outdoor dining for existing businesses in the Township for a period of ninety days in areas on properties where it might otherwise be prohibited provided the following:

1. The merchant seeking to use outdoor space to conduct outdoor sales of merchandise and/or outdoor dining shall be responsible for compliance with all state, county and federal statutes, regulations, and orders, as well as written permission from the landlord or owner of the property. The terms of this resolution and the guidelines to conduct outdoor sales of merchandise and/or outdoor dining expressly do not excuse businesses from complying with federal and state orders, and PALCB Regulations including but not limited to those relating to COVID-19 mitigation nor pre-existing statutes and regulations such as Pennsylvania Department of Health requirements relating to outdoor dining.

2. The business seeking to use outdoor space to conduct outdoor sales of merchandise and/or outdoor dining shall nevertheless provide sufficient parking to meet the needs of its customers.
3. If a business uses part of a sidewalk, the business shall allow sufficient space for pedestrians and handicapped individuals to traverse the sidewalk.
4. If a business uses spaces in a parking lot, excluding handicap spaces, the business shall provide safe separation between its customers and vehicles with the use of physical barriers (Jersey Barriers, concrete dead weights, etc.) approved by the Zoning Officer, Police Department and Fire Department and shall not occupy any handicapped parking area. Emergency Services shall not be impeded by use of sidewalk or parking lot areas. A plan shall be remitted for approval prior to using outdoor areas
5. The merchant seeking to use outdoor space to conduct outdoor sales of merchandise and/or outdoor dining shall abide by nuisance regulations found in the Montgomery Township Code. The use of open flame outside of the building is prohibited.
6. This Resolution and its authorization to conduct outdoor sales of merchandise and/or outdoor dining in outdoor spaces shall expire ninety days after its effective date.

RESOLVED, at a duly convened meeting of the Board of Supervisors of Montgomery Township conducted on this ____th day of June, A.D., 2020.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

Tanya C. Bamford, Chair

Candyce Fluehr Chimera

Annette M. Long

Matthew W. Quigg, Vice-Chair

Beth A. Staab

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # 10

SUBJECT:	Consider Deeds of Dedication – Harley Court and Destiny Way – Montgomery Knoll Development
MEETING DATE:	June 8, 2020
BOARD LIAISON:	Tanya C. Bamford, Chair
INITIATED BY:	Bruce S. Shoupe, Director of Planning and Zoning

BACKGROUND:

Attached are the Deeds of Dedication for roads Harley Court and Destiny Way, (including street lights, storm sewer and other public improvements, but excluding curb, sidewalk and driveway aprons) in the Montgomery Knoll, 33-Lot Subdivision, which will be dedicated to the Township and added the Official street map of the Township.

PREVIOUS BOARD ACTION:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Acceptance of the deeds of dedication for this subdivision.

MOTION/RESOLUTION:

The resolution is attached.

MOTION BY: _____ SECOND BY: _____ VOTE: _____

**MONTGOMERY TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION 2020-

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby accept the deed of dedication for Harley Court and Destiny Way (including street lights, storm sewer and other public improvements, but excluding curb, sidewalk and driveway aprons) in conjunction with the Montgomery Knoll 33-Lot Subdivision.

BE IT FURTHER RESOLVED that the Solicitor is hereby authorized to record the deed in the Montgomery County Courthouse, the Public Works Director is authorized to register this resolution at the Montgomery County Prothonotary Office and the Township Engineer and Manager are authorized to add these road(s) to the Township official street map and to advise the Pennsylvania Department of Transportation for the purpose of liquid fuels fund allocation.

MOTION BY:

SECOND BY:

VOTE:

DATE:

xc: Developer, F. Bartle, J. Dougherty, B. Shoupe, K. Costello, M. Gambino, Minute Book, Resolution File, File

This is to certify that the above is a true and correct copy of Resolution # , enacted by the Board of Supervisors of Montgomery Township on June 8, 2020.

Deborah A. Rivas, Assistant Secretary

**TOWNHOME
SECTION
MONTGOMERY POINTE**

MONTGOMERY WALK

FUTURE TOWNSHIP PARK - FRIENDSHIP PARK

**MONTGOMERY
KNOLL
(33 LOTS)**

ENCLOSURE MONITORING DEVELOPMENT INDEX CALCULATION

[illegible]

SITE LOCATION MAP 1"
WAIVERS GRANTED

- [illegible]

OWNER INFORMATION

COUNTY: WASHINGTON			COUNTY: WASHINGTON
PARCEL ID	RECORD NUMBER	SACRED AREA	
PARCEL ID	VARIOUS OWNERS	0.1779 AC	
PARCEL ID	THE CUTLER GROUP, INC. 5 ARDOL ROAD, SUITE 1 PLYMOUTH MEETING, PA 19462	2.1827 AC	
TwpId=00-00018-00-4			0.0000 AC
PARCEL ID	THE CUTLER GROUP, INC. 5 ARDOL ROAD, SUITE 1 PLYMOUTH MEETING, PA 19462	0.0000 AC	
PARCEL ID	THE CUTLER GROUP, INC. 5 ARDOL ROAD, SUITE 1 PLYMOUTH MEETING, PA 19462	0.0000 AC	
PARCEL ID	THE CUTLER GROUP, INC. 5 ARDOL ROAD, SUITE 1 PLYMOUTH MEETING, PA 19462	0.0000 AC	

RECORDING ACKNOWLEDGEMENTS

[illegible]

ENGINEER CERTIFICATION

I, CLIFFORD J. STOUT DO HEREBY CERTIFY TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF THAT THE INFORMATION CONTAINED IN THE ACCOMPANYING PLANS, SPECIFICATIONS AND REPORTS HAS BEEN PREPARED IN ACCORDANCE WITH ACCEPTED ENGINEERING PRACTICE AND IS TRUE AND CORRECT AND IS IN CONFORMANCE WITH THE ZONING ORDINANCE AND THE SUBSIDIARY ORDINANCE OF THE TOWNSHIP OF EFFET AT THE TIME OF PRELIMINARY PLAN SUBMISSION FOR THIS SITE.

SURVEYOR'S CERTIFICATION

L. CLIFFORD J. STOUT, P.L.S., HEREBY CERTIFY THAT THIS PLAN REPRESENTS A SURVEY MADE BY STOUT, TACCHINI & ASSOCIATES, INC. THAT THE MONUMENTATION SHOWN HEREON EXISTS AS LOCATED, AND THAT ALL DIMENSIONAL AND GEODETIC DETAILS ARE CORRECT.

RECORDING NOTES

- [illegible]

LEGEND

PHASE LINE

AMENDED FINAL SUBDIVISION PLAN (OVERALL)
OF
MONTGOMERY KNOLL
AS PART OF
THE ENCLAVE AT MONTGOMERY
REGISTERED FOR
THE CUTLER GROUP, INC.,
ONE TRACT IN
MONTGOMERY TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA

S.T.A. Engineering, Inc.

Civil Engineering and Land Surveying
3446 KNIGHT ROAD, PENNSBURG, PA 18071

MAILING P.O. BOX 87, RED HILL, PA 18076
PH: (215) 679-0200 FAX: (215) 679-9200

PLAN TITLE WOOD TRAIL	DRAWN BY A.C.H.	PROJECT NUMBER SAR	PLAN SHEET NUMBER
--------------------------	--------------------	-----------------------	-------------------

1"=100' PROJECT NUMBER 4667-KNOLL DRAWING FILE NUMBER 4667SITE 1 OF 13

Curve	Radius (ft)	Length (ft)	Ch-100	Ch-100
01	175.00	40.34	40.75	500.54' 10" V
02	50.00	3.27	3.21	500.54' 10" W
03	163.34	35.99	36.43	500.54' 10" V
04	175.00	23.17	23.88	500.54' 10" W

PARK DRIVE
BETHLEHEM PIKE, S.R. 0309

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # **11**

SUBJECT:	Review of Year-To-Date General Fund Expenditures
MEETING DATE:	June 8, 2020
BOARD LIAISON:	Annette M. Long, Supervisor
INITIATED BY:	Brian Shapiro, Director of Finance

BACKGROUND:

Staff will be providing a review of year-to-date General Fund Expenditures.

PREVIOUS BOARD ACTION:

None

BUDGET IMPACT:

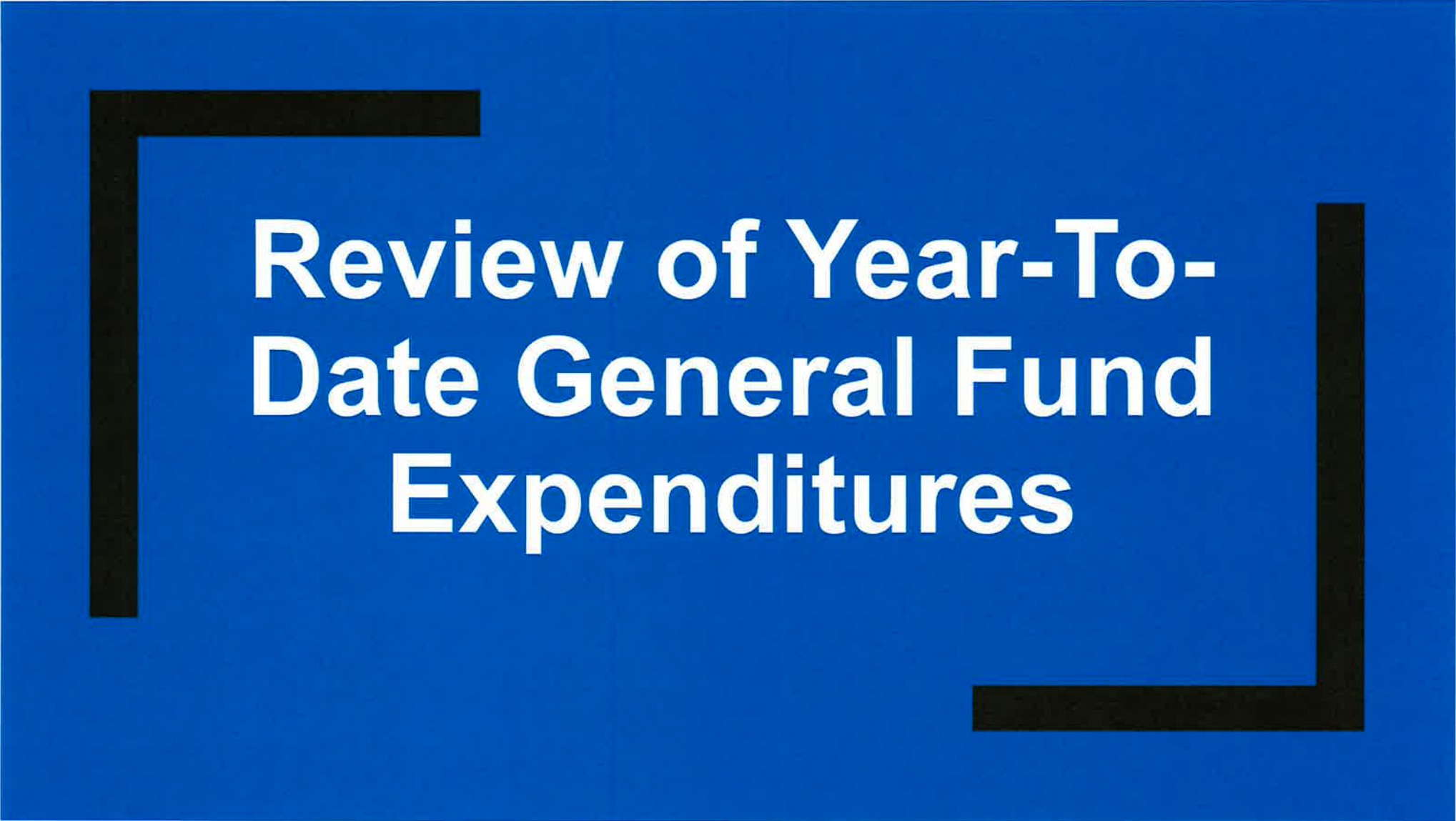
None.

RECOMMENDATION:

None

MOTION/RESOLUTION:

None



Review of Year-To- Date General Fund Expenditures

Overview of General Fund Expenditure Budget

<u>DESCRIPTION</u>	2020 BUDGET	AS OF 05/31/20
OPERATING EXPENDITURES		
Administration	\$ 1,421,360	\$ 502,448
Tax Collection	209,860	84,937
Finance	430,330	154,129
Information Technology	328,690	103,906
Police Services	7,414,560	2,590,748
Fire Protection	91,520	92,891
Code Enforcement	809,740	226,201
Emergency and VMSC	14,520	1,636
Public Works	<u>2,556,610</u>	<u>731,509</u>
TOTAL OPERATING EXPENDITURES	\$13,277,190	\$ 4,488,404
NON-OPERATING EXPENDITURES		
Interfund Transfers	\$ 1,342,000	\$ 404,684
Miscellaneous Expenditures	<u>-</u>	<u>47,319</u>
TOTAL NON-OPERATING EXPENDITURES	\$ 1,342,000	\$ 452,003
TOTAL EXPENDITURES	\$14,619,190	\$ 4,940,406

Department Descriptions

Administration – Responsibilities Include: implementing ordinances and polices passed by the BOS, supervising the administration of all departments and boards, and preparing and submitting the annual budget of the Township. Administration is also the conduit for managing internal services, including legal matters, personnel, grant applications, special projects, public information, and customer service.

Tax Collection/Finance – Responsible for the daily operations of account, accounts payable and receivable, collection of BPT/Mercantile Tax, and payroll. The Department also leads the preparation of the annual budget and comprehensive annual financial report, provides regular revenue and expenses reports to the BOS and Department Directors, and works with the Township Manager on financial matters and polices related to the investment of funds.

Information Technology – Manages the architecture, hardware, software and networking of computers in the Township. The department performs a numbers of duties to ensure that employees have full access to the computer systems. They assist in installing new software, repairing hardware problems, installing new hardware, troubleshooting problems and training new employees how to use new software programs.

Department Descriptions

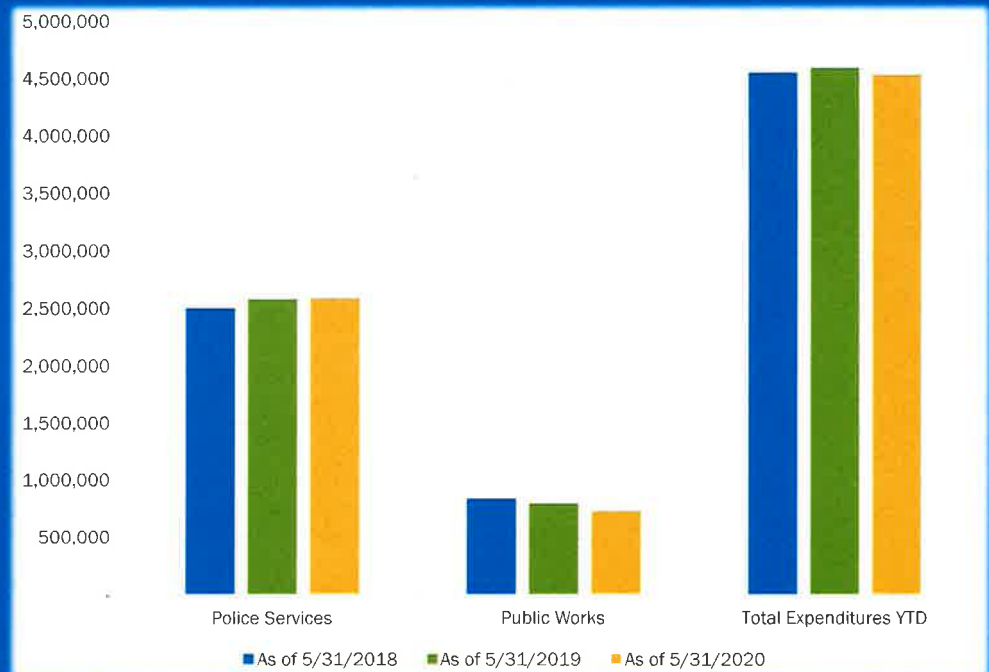
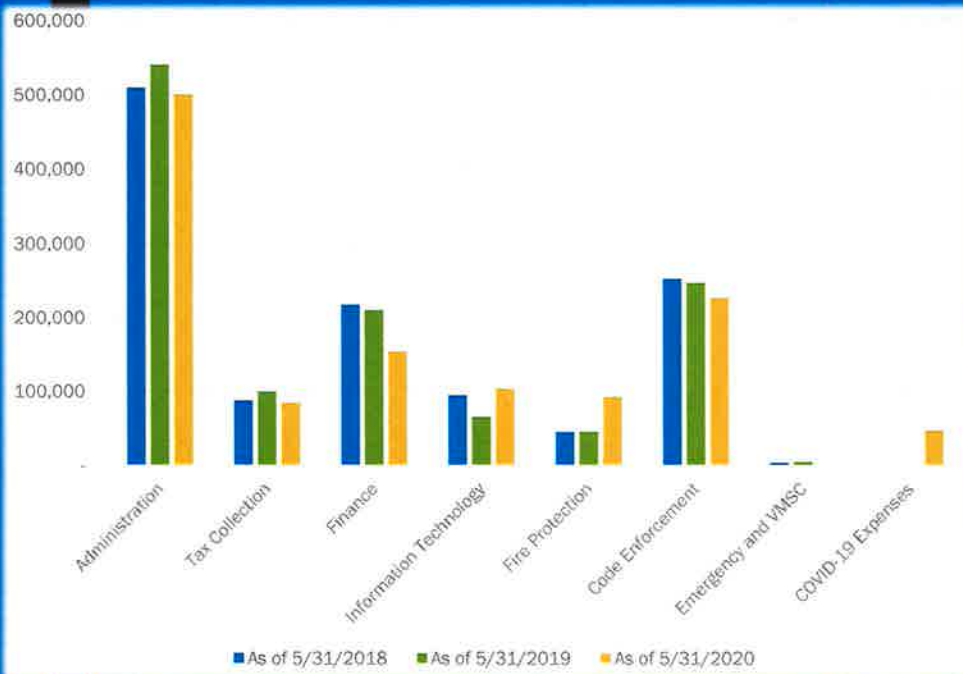
Police Services – The mission of the Montgomery Township Police Department is to achieve and maintain a highly professional organization that affirmatively promotes, preserves and delivers a feeling of security, safety and quality services to members of the residential, commercial, and industrial community.

Fire Protection – The Mission of the Fire Department is to serve the residents, merchants, and businesses of the Township with excellence. We provide the Township with emergency services twenty-four hours a day. We respond to all types of emergencies and provide fire suppression, fire prevention, and public safety education with a customer first service philosophy. We take pride in providing a total systems approach to serve the community with other agencies within township government.

Code Enforcement – Responsible for the enforcement of the Township's zoning, subdivision, and land development ordinances and administers the processing of Zoning Hearing Board and Planning Commission applications. The department also administers the building, electrical, and plumbing code, minimum housing standards, and Township property maintenance ordinances.

Public Works – Maintains Township's roads, parks, open space, and recreation lands owned by Middletown Township. The staff maintains and repairs streetlights owned by the Township and maintains all Township-owned buildings, structures, and infrastructure. Seasonally, staff oversees grass cutting on Township properties as well as snow plowing on Township roads. Public Works staff also respond to complaints and tips about equipment that needs to be repaired or areas of the Township that require their services.

2018, 2019, 2020 Total Expenditures YTD



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

Item # 12

SUBJECT: Review of Township Operations Moving to Yellow Phase
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Carolyn McCreary, Township Manager

BACKGROUND:

The Township Manager will provide an overview to the Board of Supervisors concerning what changes have been and are being made regarding operations as a result of COVID-19 and the phasing plan from Governor Wolf's office.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY
Item # **13**

SUBJECT: Consider Payment of Bills
MEETING DATE: June 8, 2020
BOARD LIAISON:
INITIATED BY: Tanya C. Bamford, Chair

BACKGROUND:

Please find attached a list of bills for your review.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 01 UNIVEST CHECKING					
05/27/2020	01	78701	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	190.26
05/27/2020	01	78702	100000892	ADAM ZWISLEWSKI	55.00
05/27/2020	01	78703	100000814	AMAZON.COM SERVICES, INC	494.93
05/27/2020	01	78704	100001369	AMBER ANGLIN	42.00
05/27/2020	01	78705	100000853	ANDREW HABER	3,185.36
05/27/2020	01	78706	00000043	BERGEY'S	42.76
05/27/2020	01	78707	100001244	BRANDI BLUSIEWICZ	45.00
05/27/2020	01	78708	100000979	BRANDON UZDZIENSKI	40.00
05/27/2020	01	78709	100000405	C.E.S.	51.69
05/27/2020	01	78710	100000878	CARL HERR	40.00
05/27/2020	01	78711	00001601	CDW GOVERNMENT, INC.	542.88
05/27/2020	01	78712	100001540	CHIH-WEI LIAO	540.00
05/27/2020	01	78713	100000893	DONALD TUCKER	40.00
05/27/2020	01	78714	00001852	G.L. SAYRE, INC.	52.61
05/27/2020	01	78715	00000903	HOME DEPOT CREDIT SERVICES	28.42
05/27/2020	01	78716	100000882	JACOB MILLEVOI	75.00
05/27/2020	01	78717	100000889	JACOB WELTMAN	30.00
05/27/2020	01	78718	100001539	JINGYUN WANG	166.00
05/27/2020	01	78719	100000881	JOHN H. MOGENSEN	60.00
05/27/2020	01	78720	100000887	JON WASHINGTON	90.00
05/27/2020	01	78721	100000307	LAUREN TATE	69.00
05/27/2020	01	78722	100000875	MICHAEL BEAN	45.00
05/27/2020	01	78723	100000885	MICHAEL SHEARER	45.00
05/27/2020	01	78724	00000715	MID-ATLANTIC FIRE AND AIR	2,424.75
05/27/2020	01	78725	00001840	PAUL R. MOGENSEN	160.00
05/27/2020	01	78726	00000446	PHISCON ENTERPRISES, INC.	200.00
05/27/2020	01	78727	100001010	RACHEL GIBSON	110.00
05/27/2020	01	78728	100000873	RYAN ALLISON	15.00
05/27/2020	01	78729	100000884	RYAN RUDELL	45.00
05/27/2020	01	78730	100000874	SEAN ALLISON	90.00
05/27/2020	01	78731	00001394	STANDARD INSURANCE COMPANY	7,868.64
05/27/2020	01	78732	00003015	STEPHEN A. SPLENDIDO	45.00
05/27/2020	01	78733	00001860	TAYLOR JONES	1,494.55
05/27/2020	01	78734	00000502	THOMAS W. MCCAULEY	545.50
05/27/2020	01	78735	00002020	THOMSON REUTERS	231.53
05/27/2020	01	78736	100000897	TREVOR DALTON	15.00
05/27/2020	01	78737	100000854	VINAY SETTY	210.00
05/27/2020	01	78738	MISC	WELDON AUTO PARTS WAREHOUSE CENTER	18.02
05/27/2020	01	78739	100001042	ZACHARY EIDEN	45.00
05/29/2020	01	78740	00000006	ACME UNIFORMS FOR INDUSTRY	131.49
05/29/2020	01	78741	00000340	ADVENT SECURITY CORPORATION	114.00
05/29/2020	01	78742	100001483	ALICIA PECCO	170.00
05/29/2020	01	78743	100000814	AMAZON.COM SERVICES, INC	216.26
05/29/2020	01	78744	00000043	BERGEY'S	28.05
05/29/2020	01	78745	100001542	CAROL BIGHAM	120.00
05/29/2020	01	78746	00001601	CDW GOVERNMENT, INC.	95.04
05/29/2020	01	78747	00000363	COMCAST	409.71
05/29/2020	01	78748	00000335	COMCAST CORPORATION	631.38
05/29/2020	01	78749	00000161	EUREKA STONE QUARRY, INC.	225.63
05/29/2020	01	78750	00000180	FRANK CALLAHAN COMPANY, INC.	440.00
05/29/2020	01	78751	00000188	GALLS, AN ARAMARK CO., LLC	16.41
05/29/2020	01	78752	00000198	GLASGOW, INC.	75.00
05/29/2020	01	78753	00001323	GLICK FIRE EQUIPMENT COMPANY INC	7,747.23
05/29/2020	01	78754	00000203	GRANTURK EQUIPMENT CO., INC.	904.50
05/29/2020	01	78755	00000903	HOME DEPOT CREDIT SERVICES	73.25
05/29/2020	01	78756	100001290	JOSEPH SCHOTT	1,650.00
05/29/2020	01	78757	00000264	KENCO HYDRAULICS, INC.	25.20
05/29/2020	01	78758	00000057	LAWN AND GOLF SUPPLY COMPANY, INC.	862.96
05/29/2020	01	78759	00001706	LOWE'S COMPANIES INC.	180.32
05/29/2020	01	78760	100001543	MARTIN COHEN	50.00
05/29/2020	01	78761	00000324	MOYER INDOOR / OUTDOOR	17,310.00
05/29/2020	01	78762	00000595	PENN VALLEY CHEMICAL COMPANY	52.42
05/29/2020	01	78763	100000754	PETROLEUM TRADERS CORP.	517.41
05/29/2020	01	78764	00000009	PETTY CASH	165.00
05/29/2020	01	78765	00000446	PHISCON ENTERPRISES, INC.	200.00
05/29/2020	01	78766	00000345	PRINTWORKS & COMPANY, INC.	768.00
05/29/2020	01	78767	100000886	RACHEL TROUTMAN	30.00
05/29/2020	01	78768	00906111	THE PROTECTION BUREAU	494.00
05/29/2020	01	78769	00001273	TIM KUREK	104.50
05/29/2020	01	78770	00000040	VERIZON	185.89
05/29/2020	01	78771	00000038	VERIZON WIRELESS SERVICES, LLC	1,777.33
05/29/2020	01	78772	00001084	WITMER ASSOCIATES, INC.	119.88
05/29/2020	01	78773	00000760	WM CORPORATE SERVICES, INC	1,305.69
06/02/2020	01	78774	00000006	ACME UNIFORMS FOR INDUSTRY	169.51
06/02/2020	01	78775	100000814	AMAZON.COM SERVICES, INC	76.64
06/02/2020	01	78776	00001601	CDW GOVERNMENT, INC.	585.09
06/02/2020	01	78777	00000629	DAVIDHEISER'S INC.	68.00
06/02/2020	01	78778	100000258	FRANK J. COLELLI	558.90

06/05/2020 09:44 AM
User: msanders
DB: Montgomery Twp

CHECK REGISTER FOR MONTGOMERY TOWNSHIP
CHECK DATE FROM 05/27/2020 - 06/08/2020

Page: 2/2

Check Date	Bank	Check	Vendor	Vendor Name	Amount
06/02/2020	01	78779	00001524	GEMPLER'S	252.94
06/02/2020	01	78780	00000817	GILMORE & ASSOCIATES, INC.	26,964.85
06/02/2020	01	78781	00000261	KERSHAW & FRITZ TIRE SERVICE, INC.	1,100.00
06/02/2020	01	78782	00000271	LANSDALE CHRYSLER PLYMOUTH INC.	66.72
06/02/2020	01	78783	00001134	OFFICE DEPOT, INC	463.18
06/02/2020	01	78784	00000446	PHISCON ENTERPRISES, INC.	200.00
06/02/2020	01	78785	00000252	PURE CLEANERS	694.25
06/02/2020	01	78786	00000430	REM-ARK ALLOYS, INC.	179.94
06/02/2020	01	78787	00001939	SERVICE TIRE TRUCK CENTERS	240.34
06/02/2020	01	78788	00000465	SHAPIRO FIRE PROTECTION COMPANY	143.63
06/02/2020	01	78789	100000701	STAPLES BUSINESS CREDIT	163.37
06/02/2020	01	78790	00906111	THE PROTECTION BUREAU	312.00
06/02/2020	01	78791	00903114	VICKI SOUDER	74.00
06/02/2020	01	78792	100001544	W2005 CNL FARGO MEZZ I LLC	138,366.39
06/02/2020	01	78793	00001329	WELDON AUTO PARTS	650.56
06/05/2020	01	78794	00000031	AT&T	121.55
06/05/2020	01	78795	00000072	CANON FINANCIAL SERVICES, INC	1,622.00
06/05/2020	01	78796	00000817	GILMORE & ASSOCIATES, INC.	11,662.87
06/05/2020	01	78797	100001546	GORE CON, INC	149,646.23
06/05/2020	01	78798	100001545	JUDY YORK	54.00
06/05/2020	01	78799	MISC	MAIN STREET FENCE CO. INC.	3,138.17
06/05/2020	01	78800	00000345	PRINTWORKS & COMPANY, INC.	193.54
06/05/2020	01	78801	100001218	ROBERT DECKER ENTERPRISES, INC.	387.30
06/05/2020	01	78802	03214665	ROBERT GORDON	200.00
06/05/2020	01	78803	00000040	VERIZON	263.92
06/05/2020	01	78804	00000040	VERIZON	144.99
06/05/2020	01	78805	00000040	VERIZON	263.52
06/05/2020	01	78806	MISC	WING SHOP	40.39

01 TOTALS:

Total of 106 Disbursements:

395,984.24

Check List
For Checks Dated 05/27/2020 - 06/08/2020

Check Date	Vendor Name	Description	Amount
05/28/20	US Treasury	941 Payment	\$ 79,745.32
05/28/20	BCG 401	401 Payment	\$ 12,741.17
05/28/20	BCG 457	457 Payment	\$ 12,086.63
05/28/20	PBA	PBA Payment	\$ 1,303.00
05/28/20	PA SCDU	Withholding Payment	\$ 470.02
06/01/20	ICMA	DROP Payment	\$ 16,311.13
06/03/20	State of PA	State Tax Payment	\$ 8,749.14
Total Checks: 7			\$ 131,406.41