

**MINUTES OF MEETING  
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
DECEMBER 15, 2025**

**1. Call to Order:** The December 15, 2025 action meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chairwoman Audrey R. Ware-Jones called the meeting to order at 7:00 p.m.

**IN ATTENDANCE:**

Chairwoman Audrey R. Ware-Jones  
Vice-Chair Annette M. Long  
Supervisor Tanya C. Bamford  
Supervisor Candyce Fluehr Chimera  
Supervisor Beth A. Staab  
Township Solicitor John Walko, Esq.  
Township Manager Carolyn McCreary

**ALSO IN ATTENDANCE:**

Police Chief William Peoples  
Director of Finance Blaine Bergey  
Director of Planning & Zoning, Marianne McConnell  
Director of Public Works Greg Reiff  
Director of Recreation & Comm. Ctr. Floyd Shaffer  
Director of Information Technology Rich Grier  
Recording Secretary Deborah A. Rivas

**2. & 3. Pledge of Allegiance and Public Comment:** Following the Pledge of Allegiance, Ms. Ware-Jones called for public comment on any item not listed on the agenda, and there was none.

**4. Announcement of Executive Session:** Township Solicitor John Walko, Esquire, announced that the Board of Supervisors met in Executive Session earlier this evening at 6:15 p.m to Discuss potential litigation and personnel matters. Mr. Walko stated that the topics discussed are legitimate subjects of an Executive Session under the Commonwealth of Pennsylvania's Sunshine Law.

**5. Consent Agenda:**

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long, and unanimously carried (5-0), the minutes of the November 24, 2025 meeting, the payment of bills for December 15, 2025 in the amount of \$931,375.76, and the escrow release #7 for the Bharatiya Temple Phase 2 were approved as submitted.**

**Presentations:**

**6. Annual Donation Presentations:** The Board of Supervisors presented the following donations:

- North Wales Area Library - \$35,000. Jennifer Koch, Executive Director, was present to accept the donation.
- Montgomery County-Norristown Public Library - \$10,000. Karen DeAngelo, Executive Director and District Administrator, was present to accept the donation.
- Montgomery Township Historical Society - \$6,000. Lisa Knapp Siegel, President, was present to accept the donation.
- The PEAK Center - \$3,000. Elizabeth Beil, Executive Director, was present to accept the donation.

**Planning and Zoning:**

**7. Preliminary/Final Land Development – Animal Hospital at 108 Upper State Road:** Ms. McConnell reported that the applicant, Nicole Salas, has applied to construct a surgical services animal hospital at 1008 Upper State Road. The proposal is for a 10,000-square-foot, single-story facility on the property, which consists of 1.67 acres, and is permitted by Conditional Use in the BP Business Office and Professional District. Township staff and consultants, as well as the County Planning Commission, have had the opportunity to review the details of the application. Christin Pionzio, Esq., represented the applicant, and she presented a sketch of the project, while discussing the waivers requested. Under public comment, a Township resident who lives behind the property, expressed his concerns about impervious space, water runoff, environmental issues, concern for wildlife, invasive tree species, adding additional privacy to the project border, parking lot lighting and low signage profile.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Bamford, and unanimously carried (5-0), the Board adopted Resolution 2025-22, approving the preliminary/final land development application with requested waivers submitted by the applicant, Nicole Salas.**

**8. Adoption of Ordinance 25-349 – Amendment for Mobile Food Vendors –** Ms. McConnell reported that staff is requesting the adoption of the proposed amendment to the Montgomery Township Code, updating provisions for mobile food vendors.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Staab, and unanimously carried (5-0), the Board adopted Ordinance 25-349 proposed to amend Chapter 140 of the Code of Montgomery Township for Mobile Food Vendors.**

**Administration and Finance:**

**9. Resolution 2025-20, Setting the Volunteer Firefighter Stipend for 2025 and Affirming Criteria for Qualified Active Member Status:** Ms. McCreary reported that the Township approved the First Responder Recruitment and Retention Stipend on April 13, 2020, to incentivize volunteer first responders for their service. The Township must acknowledge the fire company's written criteria for determining Qualified Active Member Service and adopt a resolution setting the stipend for 2025.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long and unanimously carried (5-0), the Board affirmed the FDMT criteria for determining Qualified Active Member status and authorized Resolution 2025-20, setting the Volunteer Firefighter Stipend for 2025 at \$500 per Qualified Active Member.**

**10. Adoption of Ordinance 25-353, Establishing a Fire Tax:** Ms. McCreary reported that in keeping with the proposed plan for a fire tax to be levied to support the operations of the Township's fire department, the Solicitor's office has prepared and advertised an ordinance establishing a fire tax in Montgomery Township. Adoption of the ordinance allows the Township to notify the Township's tax collector to revise the real estate tax bills to show this as a separate line item like the streetlight tax. Currently, the Township internally allocates .56 mills towards

fire protection out of the 2025 real estate tax rate of 2.94 mills. This ordinance will add 1.15 mills, bringing the total to 1.71 mills.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long and carried by a majority vote of 3 to 2, Ms. Bamford and Ms. Staab voting Nay, the Board adopted Ordinance 25-353, formally establishing a fire tax in Montgomery Township.**

**11. Establish Real Estate Tax Millage for 2025:** Ms. McCreary reported that the Board of Supervisors approved the preliminary budget at the November 24, 2025 public meeting at 4.09 mills. The budget was then made available for public inspection at the Township building and on the township website's homepage. Under public comment, a Township resident inquired about the capital reserves and why the salary expenses had increased significantly. This resident also stated that the Board must do its due diligence if it does not know what is in the budget.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long and carried by a majority vote of 3 to 2, Ms. Bamford and Ms. Staab voting Nay, the Board adopted Resolution 2025-21, establishing the real estate tax millage for 2026 at 4.09 mills.**

**12. Adoption of the 2026 Budget:** Ms. McCreary reported that the Township Department Heads drafted operating budgets which were reviewed by the Finance Director and Township Manager. The proposed capital expenditures and the proposed operating budgets were presented by Department and discussed with the Board of Supervisors at the public worksession held on October 24<sup>th</sup>.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long and carried by a majority vote of 3 to 2, Ms. Bamford and Ms. Staab voting Nay, the Board adopted the 2026 budget for all funds with expenditures totaling \$36,134,300.**

**13. Montgomery Township Municipal Sewer Authority (MTMSA) 2026 Budget:** Under public comment, a Township resident questioned the Sewer Authority's budget table and the \$1,100,754.00 amount. It was explained that this amount is the Net Operating Position.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Bamford and unanimously carried (5-0), the Board approved the MTMSA budget for the fiscal year 2026.**

**14. Montgomery Township Municipal Sewer Authority (MTMSA) 2025 Tapping Fee Agreements:**

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Chimera, and unanimously carried (5-0), the Board confirmed that it has reviewed and approved the MTMSA tapping fee agreements as presented.**

**15. Annual Audit Engagement Letter:** Mr. Bergey reported that Maillie has submitted an engagement letter for the 2025 annual audit. Maillie proposes to audit the financial statements

of the governmental activities, the business-type activities, the component units, each major fund, and the aggregate remaining fund information of Montgomery Township as of December 31, 2025, and for the year that ended, and the related notes to the financial statements, which collectively comprise Montgomery Township's basic financial statements.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Chimera, and unanimously carried (5-0), the Board approved the attached engagement letter with Maillie for the 2025 annual audit at the estimated cost of \$36,000.**

**16. Approval of Financial Software Conversion:** Mr. Bergey reported that in 2023, the Township transitioned from BS&A Software to Tyler Technologies, Inc. under the direction of the previous Finance Director. Since its implementation, Tyler Technologies has not proven to be an improvement due to various reasons, including technical issues, customer support, integration deficiencies, missing functionality, cost escalation, and user experience. The Township previously utilized BS&A, and staff familiarity with the system should facilitate a smooth transition. BS&A is a good fit for a Township this size, whereas Tyler primarily serves larger municipalities. BS&A will be significantly less costly in the long term. The \$200,000 up-front investment (\$151,120 in 2025 at contract signing and \$48,000 at completion of installation in 2026) will be offset by year 5, at which point BS&A will be at least \$42,000 per year less than Tyler Technologies. BS&A has discounted its year 1 subscription by \$43,000 and guaranteed five years of no increases. Under public comment, a resident confirmed that the Township made a \$200,000.00 mistake in 2023 and is fixing it now with an offset of \$200,000.00 and \$43,000.00 per year thereafter.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Chimera, and unanimously carried (5-0), the Board authorized the change of software from Tyler Technologies, Inc. to BS&A Software and authorized the Township Manager to execute the agreement.**

**17. Ratification of Real Estate Tax Appeal Settlement – 1216 Welsh Road:** Mr. Bergey reported that the taxpayer filed an appeal for the property tax for the 2024 tax year. The assessed value of 1216 Welsh Road is \$508,140.00. Based upon the applicable Common Level Ratio, the current implied market value for the property is \$1,431,380.28 for tax year 2024, \$1,544,498.48 for tax year 2025, and \$1,651,950.59 for tax year 2026. On October 16, 2023, after the Taxpayer presented its evidence, the Board of Assessment Appeals issued a "Notice of No Change in Assessment." The Taxpayer thereafter filed an appeal with the Court of Common Pleas. The proposed settlement between the School District and the Taxpayer would result in fair market values of \$1,415,35.00 for tax year 2024, \$1,415,349.00 for tax year 2025, and \$1,415,344.00 for tax year 2026, resulting in a refund from the Township to the Taxpayer of \$141,65.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long, and unanimously carried (5-0), the Board approved the stipulated settlement for 1216 Welsh Road and authorized the Township Solicitor to execute the document on behalf of the Township.**

**18. Ratification of Real Estate Tax Appeal Settlement – 1350 Welsh Road:** Mr. Bergey reported that the taxpayer filed an appeal for the property tax for the 2025 tax year. The assessed value

of 1350 Welsh Road was initially \$4,799,150.00. On November 1, 2024, the Board of Assessment Appeals issued a "Notice of Assessment Reduction," reducing the assessed value to \$4,441,500.00. Based upon the applicable Common Level Ratio, the current implied market value for the property is as follows: \$13,500,000.00 for tax year 2025 and \$14,439,206.76 for tax year 2026. The taxpayer thereafter filed an appeal with the Court of Common Pleas. The proposed settlement between the School District and the Taxpayer would result in fair market values of \$13,000,000.00 for tax years 2025 and 2026, resulting in a refund from the Township to the Taxpayer of \$483.63.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Staab, and unanimously carried (5-0), the Board approved the stipulated settlement for 1350 Welsh Road and authorized the Township Solicitor to execute the document on behalf of the Township.**

**19. Disposal of Non-Permanent Township Records:**

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Bamford, and unanimously carried (5-0), the Board approved the disposal of non-permanent Township records as noted.**

**20. Acceptance of Resignation of the Township Auditor:** Ms. McCreary reported that the Township has received a letter from Eric S. Pelletier dated December 10, 2025, resigning as one of the elected auditors for Montgomery Township effective January 2, 2026. Mr. Pelletier has been elected to the Board of Supervisors and will begin his term on January 5, 2026.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Staab, and unanimously carried (5-0), the Board accepted Eric S. Pelletier's resignation letter as an elected auditor.**

**21. Acceptance of Resignation of Fire Chief, Bill Wiegman:** Ms. McCreary reported that she has received a resignation letter from Fire Chief Bill Wiegman dated December 10, 2025 and effective January 2, 2026. Under public comment, a Township resident stated that he was sorry to see Chief Wiegman leave the Township.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Bamford, and with a vote of 2 to 3, Ms. Chimera, Ms. Long, and Ms. Ware-Jones voting Nay, the Board did not accept the resignation of Fire Chief Wiegman ceremoniously.**

**Public Works:**

**22. Award of Contract for the Purchase and Installation of Rectangular Rapid Flashing Beacons (RRFB's) on Stump Road:** Mr. Reiff stated that the Township received and opened bids utilizing PennBid on December 5, 2025. Township Engineer Gilmore & Associates reviewed the five bids ranging from \$274,899.00 to \$342,525.10 and is recommending the award of the bid to NJS Concrete LLC, the lowest responsible bidder with a bid of \$274,899.00.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Staab, and unanimously carried (5-0), the Board awarded the contract for the purchase and installation of Rectangular Rapid Flashing Beacons (RRFB's) on Stump Road to NJS Concrete LLC, the lowest responsible bidder, in the amount of \$274,899.00 per the recommendation of Gilmore & Associates, Township Engineer.**

**23. Award Contract for the Traffic Signal Modernization at Route 309, English Village & Gwynedd Crossing:** Mr. Reiff reported that the Township received and opened bids utilizing PennBid on December 5, 2025. Township Engineer Gilmore & Associates reviewed the three bids ranging from \$560,291.25 to \$812,403.25 and is recommending the award of the bid to Armour & Sons Electric, Inc., the lowest responsible bidder with a bid of \$560,291.25. Under public comment, a Township resident commented that, other than the replacement of equipment, the timing of the light needs to be improved at that intersection. It was noted that additional turn lanes and left arrows would also be installed to improve traffic flow at that intersection.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Long, and unanimously carried (5-0), the Board awarded the contract for the traffic signal modernization at the intersection of Route 309 & English Village to Armour & Sons Electric, Inc., the lowest responsible bidder, in the amount of \$560,291.25 per the recommendation of Gilmore & Associates, Township Engineer.**

**24. Approval of 2026 Recreation Programs and Associated Fees:** Mr. Shaffer presented the proposed lineup of activities at the Montgomery Township Community and Recreation Center (Mont CRC) for Winter 2026. Ms. Bamford asked if the rates were for resident vs. non-resident fees, in addition to members and non-members for individual programs.

**MOTION: Upon motion by Ms. Ware-Jones, seconded by Ms. Bamford, and unanimously carried (5-0), the Board approved the 2026 Winter Recreation Program and Fee Schedule amendment as submitted, with the addition of columns for resident and non-resident fees.**

#### **Old Business:**

Ms. Chimera thanked Floyd Shaffer and his staff for the excellent Breakfast with Santa event. She also thanked Greg Reiff and his staff for their handling of the recent snowstorm. Lastly, Ms. Chimera thanked Fire Chief Bill Wiegman for his service to the Township. She said that this was his home, and in her opinion, he was no longer treated like he was welcome there. His departure is a true loss to the community. She said that we will forever be grateful for the time he spent here, and he will be sorely missed.

Ms. Ware-Jones noted that this is the last meeting for Supervisor Long, and she thanked her for her years of service to the Township, stating that her thoughtful questions, comments, and input were helpful to Ms. Ware-Jones, and she will be personally missed.

Ms. Long expressed her gratitude for the trust placed in her and for the privilege of serving the community for the past six years. She understood that her role was not about titles or politics,

but serving the people, listening, and showing up even when the work was hard. She was honored to have served as the first and only Latina woman on the Board in Montgomery Township and in the North Penn Area. She thanked the Township residents, Township Manager Ms. McCreary, staff, and volunteers.

Ms. Staab reminded everyone that the holidays are here, and no matter how you celebrate, remember to be kinder and gentler with one another and spread joy throughout the excellent Township we live and work in.

**25. Adjournment:** Upon motion by Ms. Long and seconded by Ms. Chimera, the meeting was adjourned at 8:18 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary