

AGENDA
MONTGOMERY TOWNSHIP
BOARD OF SUPERVISORS
August 22, 2011 - 8:00 P.M.

www.montgomerytwp.org

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 the August 8, 2011 Meeting
6. Consider Fee Waiver Request – Bear Ye One Another's Burdens Family Ministry Church
7. Consider Request to Acquire New Police Canine Dog and Approve Out of State Training
8. Consider Authorization to Advertise Proposed Ordinance #11-249 – Amendments to Snow Removal Ordinance
9. Consider Approval for Fellowship Park Tennis Court Leveling and Recoating Project
10. Consider Approval of Public Meeting Room Audio Equipment Upgrade
11. Consider Approval of Proposal for Emergency Service Vehicle Evaluation of Fire Department Equipment
12. Payment of Bills
13. Other Business
14. Adjournment

Future Public Hearings/Meetings

8-23-11 @ 7:00 PM – Environmental Advisory Committee
8-25-11 @ 7:30 PM – Finance Committee
9-01-11 @ 7:30 PM – Planning Commission
9-06-11 @ 7:30 PM – Zoning Hearing Board
9-12-11 @ 8:00 PM – Board of Supervisors

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Public Comment

MEETING DATE: August 22, 2011

ITEM NUMBER: **#3**

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

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

INITIATED BY: Lawrence J. Grogan
Township Manager



BOARD LIAISON: Robert J. Birch, Chairman

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: August 22, 2011

ITEM NUMBER: #4

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

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

INITIATED BY: Lawrence J. Gregan
 Township Manager 

BOARD LIAISON: Robert J. Birch, Chairman

BACKGROUND:

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

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

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

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Approval of Minutes for August 8, 2011 Meeting


MEETING DATE: August 22, 2011

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: Robert J. Birch, Chairman

BACKGROUND:

Just a reminder – Please call Deb Rivas or Shirley Snyder on Monday, August 22, 2011 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
AUGUST 8, 2011**

Chairman Robert Birch called to order the executive session at 7:30 p.m. In attendance were Supervisors Candyce Fluehr Chimera and Michael Fox. Supervisors Jeffrey McDonnell and Joseph Walsh were absent. Also in attendance were Lawrence Gegan and Frank R. Bartle, Esquire. Matters of litigation and potential litigation were discussed.

Chairman Robert Birch called the regular action meeting to order at 8:00 p.m. In attendance were Supervisors Candyce Fluehr Chimera and Michael Fox. Supervisors Jeffrey McDonnell and Joseph Walsh were absent. Also in attendance were Frank R. Bartle, Esquire, Lawrence Gegan, Richard Brady, Richard Lesniak, Bruce Shoupe, Kevin Costello, Shannon Drosnock, Stacy Crandell, Richard Grier and Shirley Snyder.

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

Frank R. Bartle, Esquire, announced that the Board met in an executive session earlier in the evening at 7:30 p.m. Mr. Bartle reported that a matter of litigation for the property located at 1314 Lansdale Avenue, Whetstone Zoning Hearing Board Appeal was discussed. Also a matter of potential litigation regarding real estate acquisition for potential Township open space was discussed. Mr. Bartle stated that these matters are legitimate subjects for an executive session pursuant to Pennsylvania Sunshine law.

Chairman Robert Birch made a motion to approve the minutes of the July 25, 2011 Board meeting and Supervisor Candyce Chimera seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Frank Bartle opened the public hearing for the T Mobile Cell Tower Conditional Use Application at 8:02 p.m. Court Reporter, Mark Manjardi was present to transcribe the public record for the hearing. Mr. Bartle stated that the following were being entered as Exhibits to this matter: B1 - the Application; B2 - Proof of Publication; B3 - Plan with the Application and B4 -

Letter from the applicants counsel, dated August 1, 2011, requesting a continuance to a date in November. Mr. Bartle stated that the public hearing for the T Mobile Cell Tower Conditional Use Application will be continued to Monday, November 14, 2011 at 8:00 p.m. at the Township Building, and no further advertisement of this hearing is required. The hearing was closed at 8:05 p.m. Motion #1 was made by Chairman Robert Birch to continue the public hearing for the T Mobile Cell Tower Conditional Use Application to November 14, 2011 at 8:00 p.m. at the Township building. The motion was seconded by Candyce Chimera and unanimously approved by a 3 – 0 vote.

The Director of Administration and Human Resources and the Finance Director traditionally serve as Co-Administrators of the Township's Pension Plans. The Board is being asked to consider naming Director of Finance, Shannon Q. Drosnock to this position. Resolution #1 unanimously appointed Shannon Q. Drosnock, Director of Finance, as the Co-Administrator of the Police Pension Plan, the 401(a) Plan and the 457 (b) Plan.

Montgomery Square United Methodist Church is seeking the release of a construction escrow in the amount of \$114,435. Resolution #2 unanimously approved the release of the construction escrow for Montgomery Square United Methodist Church – LDS#638.

The annual transfer of funds to the Autumn Festival Fund was considered by the Board. Resolution #3 unanimously approved the transfer of \$7,000 from the General Fund to the Autumn Festival Fund.

Chief Richard Brady reported that in 2012 the Police Department is scheduled to replace two marked patrol vehicles and one administrative vehicle. For several years, the department has purchased Ford Crown Victoria sedans for patrol vehicles. Ford will no longer be offering this model in 2012, replacing it with the Interceptor models. Chevrolet and Chrysler also have vehicles available, however, neither appears to accommodate the needs of the department. It is being recommended that the purchase of two 2011 Ford Crown Victoria vehicles be considered

at this time. These two vehicles will be delivered painted black and white. Chief Brady noted that the Police Department will have to purchase an aftermarket wiring harness for these vehicles in 2012, at a cost of \$495 each. These vehicles are in stock and the wiring harness option was not installed on these vehicles. Supervisor Michael Fox asked whether delivery needed to be taken now and how long the vehicles would be "stored" before being incorporated in the fleet of vehicles. Chief Brady reported that they would be in the parking lot until June 2012. Resolution #4 unanimously authorized the purchase of two (2) 2011 Ford Crown Victoria Police Vehicles from Milham Ford under the Pennsylvania State Costars Purchasing Contract #13-034 for a total price of \$46,920.

Chairman Robert Birch made a motion to approve the payment of bills. Supervisor Chimera seconded the motion. The payment of bills was unanimously approved as submitted.

There being no further business to come before the Board, the meeting was adjourned at 8:12 p.m.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Waiver of Fees – Special Event Permit – Bear Ye One Another's Burdens
Family Ministry Church

MEETING DATE: August 22, 2011

ITEM NUMBER: #6

MEETING/AGENDA:

ACTION XX

NONE

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

INITIATED BY: Bruce Shoupe



BOARD LIAISON: Robert J. Birch
(Chairman)

BACKGROUND:

In the past, it has been the policy of the Board of Supervisors to waive permit fees for non-profit and religious organizations. The Township has received a request from Bear Ye One Another's Burdens Family Ministry Church to waive all fees associated with the special event permit for their Picnic to be held on September 4, 2011, at the William F. Maule Park at Windlestrae.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

That permit fees be waived in conjunction with the Special Event Permit for the Bear Ye One Another's Burdens Family Ministry Church Picnic to be held at the William F. Maule Park at Windlestrae.

MOTION/RESOLUTION:

Resolution is attached.

MOTION: _____

SECOND: _____

ROLL CALL:

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
Robert J. Birch	Aye	Opposed	Abstain	Absent

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

Resolution #

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the request of Bear Ye One Another's Burdens Family Ministry Church to waive all fees associated with the Special Event Permit for their Picnic to be held on September 4, 2011, at the William F. Maule Park at Windlestrae.

MOTION BY:

SECOND BY:

VOTE:

DATE:

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

August 5, 2011

Montgomery Township Board of Supervisors
Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Re: Request to Waive Special Event Permit Fee

Dear Board of Supervisors,

On behalf of Bear ye One Another's Burdens Family Ministry Church, I am requesting that the Board waives the \$50.00 Special Event Permit Fee associated with the Special Event Permit, as we are a not-for-profit organization.

We plan to hold a church picnic on September 4, 2011 at the Windlestrae Park Pavilion and have submitted all of the necessary permits and waivers.

Should you need further information you may contact me.

Very Truly Yours,

A handwritten signature in dark ink, appearing to read "Ray McKeithan", with a stylized flourish extending from the end.

Pastor Ray McKeithan

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Request to Acquire New Police Canine Dog and Approve Out of State Training

MEETING DATE: August 22, 2011

ITEM NUMBER: 47

MEETING/AGENDA: ACTION CONSENT NONE

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

INITIATED BY: Chief Richard Brady

BOARD LIAISON: Robert Birch, Chariman
Liaison, Public Safety Committee

BACKGROUND:

The Police Canine Unit presently consists of three canine teams. Canine Aston, is an 8 year old German Shepard that is within a year of retirement due to physical problems. His handler Corporal Glenn Davis will not be retraining with another canine as he was recently promoted and desires to dedicate additional time to his supervisory position. Canine Corporal Robert Hart's Canine Jammer is nearly as old. These two canines have the potential to be placed out of service at any time, due to their age and/or health. Canine Officer Daniel Rose has recently completed training with Canine Duke.

Interviews of police officers desiring to be assigned to the Canine Unit have been conducted by the present Canine Officers and Canine Sergeant John Slavin, Cheltenham Township Police Department. Upon completion of the interviews Officer Brian Schreiber had been recommended to be the next Montgomery Township Police Canine Officer.

The canine will be purchased and trained by Tarheel Canine Training Academy, Sanford, N.C. Officer Schreiber will attend Canine Training from September 26, 2011 to October 24, 2011 in North Carolina. The canine will be trained in both patrol and narcotics detection. This canine academy imports their canines from Europe. The canines are bred and trained for police work. The canine will have been substantially trained prior to the start of the canine class. Upon completion of this training Officer Schreiber and his canine will receive two additional weeks of intense training under the supervision of Canine Corporal Robert Hart, a certified Canine Trainer.

The cost of purchasing and training the Canine Team is \$12,000.00, of which District Attorney Risa Ferman has offered to donate \$6,000.00. This will be the second Canine Team she has assisted in sponsoring this year.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

\$6,000.00 will be donated by District Attorney Risa Ferman and \$6,000.00 will be expended from the Police Donation Account.

RECOMMENDATION:

It is requested the police department be authorized to purchase a canine from Tarheel Canine Training Academy, Sanford, N.C. Further, that Officer Brian Schreiber be authorized to attend the required four week handler's course for this canine in Sanford, N.C .

MOTION/RESOLUTION:

BE IT RESOLVED that the Board of Supervisors hereby authorize the purchase of a new canine from the Tarheel Canine Training Academy and approve the attendance of Officer Brian Schreiber for the four weeks Handler's Training at the Tarheel Canine Training Academy, Sanford, N.C.

ROLL CALL:

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
Robert J. Birch	Aye	Opposed	Abstain	Absent

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

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Authorization to Advertise Public Meeting – Amendments to Snow and Ice Removal Ordinance

MEETING DATE: August 22, 2011

ITEM NUMBER: *#8*

MEETING/AGENDA: WORK SESSION ACTION XX NONE

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

INITIATED BY: Bruce Shoupe, Director of Planning
And Zoning

BOARD LIAISON: Robert J. Birch
(Chairman)

BACKGROUND:

Attached is a draft ordinance amendment for the removal of snow and ice from sidewalks and undedicated streets within the Township. The Township consultants and staff have developed this draft.

During the winter, a number of snow removal contractors deposit the snow from various private property driveways and parking lots out onto Township streets. This practice make our Public Works Department snow removal operations more difficult, especially when it is done after an area has already been cleared. Our present ordinance places enforcement responsibility on the Department of Planning and Zoning. The proposed revision to this ordinance would:

- Clarify the language in the code as to what is a nuisance, responsibilities and method of snow and ice removal under property maintenance standards and enforcement.
- Allow the Police Department to respond to complaints and issues citations up to \$600 on the spot if necessary.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

None

BUDGET IMPACT:

None

RECOMMENDATION:

The Board of Supervisors establish September 12, 2011, as the meeting date for this ordinance to be considered.

MOTION/RESOLUTION:

The Resolution is attached.

MOTION _____

SECOND _____

ROLL CALL:

Candyce 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
Robert J. Birch	Aye	Opposed	Abstain	Absent

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

RESOLUTION #

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby set Monday, September 12, 2011, after 8:00 PM in the Township Building as the date, time and place for a Public Meeting to consider the proposed amendments to Chapter 201, Streets and Sidewalks, Article II, Removal of Snow and Ice.

Be it further resolved that the Township Solicitor be authorized to advertise said public meeting date and time.

MOTION BY:

SECOND BY:

VOTE:

DATE:

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

ORDINANCE # 11-249

MONTGOMERY TOWNSHIP

Montgomery County, Pennsylvania

AN ORDINANCE AMENDING CHAPTER 201 [STREETS AND SIDEWALKS] ARTICLE II [REMOVAL OF SNOW AND ICE] PROVIDING PROVISIONS FOR DEFINITIONS, PUBLIC NUISANCE, RESPONSIBILITY TO CLEAR SIDEWALK, METHOD OF SNOW AND ICE REMOVAL, DEPOSITS ON SIDEWALKS, UNDEDICATED STREETS, ENFORCEMENT, AND VIOLATIONS AND PENALTIES

WHEREAS, it is deemed to be in the best interests of Montgomery Township that an ordinance be enacted to protect the general welfare and public interests of the community;

NOW, THEREFORE, be it ordained and enacted by the Board of Supervisors of Montgomery Township as follows:

SECTION 1. The current Chapter 201 [Streets and Sidewalks], Article II [Removal of Snow and Ice] of the Code of Ordinances of Montgomery Township, is hereby amended to read as follows:

§201-9. Definitions.

- A. When not inconsistent with the context, words used in the singular include the plural, and words in the plural include the singular, and words used in the present tense include the future. The word "shall" is always mandatory.
- B. The following words, terms and phrases as used in this chapter shall have the meanings given herein.

PERSON or PERSONS — Any individual or individuals, corporation, partnership, association, company, organization that is the owner, tenant, occupant or occupiers of occupied property or premises or the person in charge of unoccupied property or premises and vacant ground within the Township.

SIDEWALK — The footway or that part of the sidewalk area that is paved.

SIDEWALK AREA — The area between the curb-line and the side of the right-of-way.

STREET — Any highway or street (public or private) within the Township of Montgomery opened for public use.

**TOWNSHIP — The Township of Montgomery, Montgomery County,
Pennsylvania.**

§201-10. Public nuisance.

The allowance or permitting of or the causing of snow or ice to lie upon, remain upon or be piled or accumulated upon the sidewalks, or to shovel, plow, throw or otherwise deposit snow or ice into or upon any street within the Township in a manner which allows the snow or ice to remain on such street of the Township shall constitute a public nuisance.

§201-11. Responsibility to clear sidewalk.

It shall be the duty of all persons (as defined in this Article), not later than 24 hours after snow or ice has ceased to fall or the formation of ice, to clear or cause to be cleared a pathway on the sidewalk of their respective properties or sidewalks on land abutting their property (either in the front, rear or sides of the property) in the event of snow, ice or the formation of ice, in accordance with this Article. Such pathway shall not be less than 30 inches in width and shall be thoroughly cleared to that extent of snow and ice or other obstructions within 24 hours after snow or ice has ceased to fall or the formation of ice.

§201-12. Method of Snow and Ice Removal.

- A. Snow or ice removed from sidewalk areas shall be placed on the abutting property.
- B. If there shall be an excessive amount of snow or ice, and there is no longer any place on the abutting property to shovel the snow, then it may be placed along the curb-line. It is hereby declared to be unlawful to shovel, plow, throw or deposit snow or ice into or upon any street within the Township in a manner which allows the snow or ice to remain on such street.
- C. Should the snow or ice on the sidewalk be frozen so hard that it cannot be removed without injury to the pavement or damaging the base of the footpath, the person charged with the responsibility of the snow and ice removal shall cause the area abutting or adjacent to the sidewalk to be thoroughly cleared of snow and ice or covered with salt or sand or similar substance or material.
- D. It shall be illegal to throw or pile any snow around or upon any fire hydrant.

§201-13. Deposits on Sidewalks.

No person, in removing or causing to be removed snow or ice from the sidewalks, in accord with this Article, or otherwise, shall throw or cause to be thrown or blown snow or ice into the abutting street but shall throw or cause to be thrown or blown such snow into the area inside the sidewalk lane or between the sidewalk and the curb or otherwise dispose of and remove said snow.

§201-14. Undedicated Streets.

The owner, developer, or general contractor of all undedicated streets in the Township is hereby required to have such streets kept clear of snow or ice, or the formation of ice, in accord with this Article. If such undedicated streets are in a development, the owner, developer, or general contractor, shall have the sidewalks and pavements abutting any homes in the development that have not been sold or rented by the owner, developer or general contractor, as well as the undedicated streets, at all times kept clear of snow or ice, or the formation of snow, in such a manner that the streets, sidewalks and pavements shall be safe for pedestrian and vehicular traffic in accord with this Article.

§201-15. Enforcement.

The enforcement this Article shall be the responsibility of the Code Enforcement Officer or Police Department as a public nuisance.

§201-16. Violations and penalties.

- A. Any person, firm or corporation cited for violating any portion of this Article shall be issued a fine not to exceed six hundred dollars (\$600) per violation. If the fine for violating the Ordinance is not voluntarily paid to the Township, enforcement shall be by a civil enforcement proceeding before a district justice, in accordance with the Second Class Township Code, as amended. The Township shall initiate the civil enforcement proceeding by complaint or by such other means as may be provided by the Pennsylvania Rules of Civil Procedure. In addition to or in lieu of civil actions before a district justice, the Township may also enforce this Article in equity. In such an enforcement proceeding, any person, firm or corporation determined by the district justice to have violated this Article, shall be liable for the initial fine imposed, as well as additional daily fines for continuing violations, including failure to timely pay, all court-costs and reasonable Township fees, including attorney fees, incurred by the Township in the enforcement proceeding. A separate violation shall arise for each day or portion thereof in which a violation is found to exist or for each section of this Article which is found to have been violated. All fines and penalties collected for the violation this Article shall be paid to the Township treasurer.

SECTION 2. REPEAL AND RATIFICATION.

All ordinances or parts of ordinances inconsistent herewith or in conflict with any of the specific terms enacted hereby, to the extent of said inconsistencies or conflicts, are hereby specifically repealed. Any other terms and provisions of the ordinances of the Township that are unaffected by this Ordinance are hereby reaffirmed and ratified.

SECTION 3. SEVERABILITY.

Should any section, paragraph, sentence, clause, or phrase in this Ordinance be declared unconstitutional or invalid for any reason, the remainder of the Ordinance shall not be affected thereby and shall remain in full force and affect, and for this reason the provisions of this Ordinance shall be severable.

SECTION 4. EFFECTIVE DATE.

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

ORDAINED AND ENACTED this _____ day of _____ 2011, by
the Board of Supervisors of Montgomery Township.

**BOARD OF SUPERVISORS
MONTGOMERY TOWNSHIP**

[seal]

ROBERT BIRCH
Chairman

Attested by:

LAWRENCE J. GREGAN
Township Manager/Secretary

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval for Fellowship Park Tennis Court Leveling and Recoating Project

MEETING DATE: August 22, 2011

ITEM NUMBER: #9

MEETING/AGENDA:

ACTION XX

NONE

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

INITIATED BY: Kevin A. Costello
Director of Public Works

BOARD LIAISON: Michel J. Fox, Supervisor
Liaison – Park and Recreation Board



BACKGROUND:

The four tennis courts at Fellowship Park are in desperate need of leveling and recoating. The project was originally going to be proposed for the 2012 Budget until we observed how rapidly the surface was deteriorating as a result of the extended heat wave we experienced this summer. Holding off on repairs until 2012 would likely result in the courts having to be closed during next spring's peak season and most likely would be more costly to repair if delayed.

The Park Board has identified this project as a maintenance priority and is recommending that the work be moved up for completion in September of this year. At the August 10, 2011 Park Board Meeting, the Park Board voted unanimously to endorse the project with a "not to exceed number of \$20,000.00" and to send it to the Board of Supervisors for consideration for funding in 2011.

If authorized, the repair work will be coordinated by the Public Works Department utilizing our paving material supplies contract and contracted services as needed.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

The estimated cost for materials and contractor to perform this work is \$20,000.00 to be funded from the Park and Recreation Fund (05) Operating Supplies line number 05-450-4220 and Contracted Services line number 05-450-4450. A Budget amendment will be required for this additional work.

RECOMMENDATION:

Approve the Fellowship Park Tennis Court Leveling and Recoating Project with a not to exceed cost of \$20,000.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize the Public Works Department to perform the Fellowship Park Tennis Court Leveling and Recoating Project with a not to exceed cost of \$20,000.

MOTION: _____ SECOND: _____

ROLL CALL:

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
Robert J. Birch	Aye	Opposed	Abstain	Absent

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

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval of Public Meeting Room Audio Equipment Upgrade

MEETING DATE: August 22, 2011

ITEM NUMBER: #10

MEETING/AGENDA:

ACTION CONSENT **XX** NONE

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

INITIATED BY: Richard Grier
Technology Manager

BOARD LIAISON: Robert J. Birch, Chairman

BACKGROUND:

In 2010 the Board approved funds to partially upgrade the audio system in the Public Meeting room. This upgrade was completed in March 2011 and included a new mixer and new microphones for the Board members. The new equipment had an immediate impact to improve the audio level for televised meetings and closed captioning turnaround times.

Unfortunately the scope of this work did not address the issues of sound quality and reliability inside the Meeting Room itself due to the age and poor condition of the amplifiers and remaining original mixer. For example, during a well-attended public meeting in July, the audio cut out completely leaving residents unable to hear what was being said at the front of the meeting room. While we have been able to restore some audio to the speakers in the audience area, the audio inside the meeting room will continue to be unreliable until the amplifier is replaced.

Attached is a quote to expand the upgrade work to include a new mixer, 7 new microphones for the units that have not yet been upgraded and a new amplification system. This upgrade will greatly improve the audio quality in the Public Meeting Room and resolve the reliability problem.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

Include the cost of the upgrade in the 2012 budget and complete the upgrades early next year. However, delaying this upgrade could result in complete loss of audio.

BUDGET IMPACT:

Funds are available in the 2011 Capital Reserve Fund Budget for technology improvements which will cover the cost for the audio upgrade.

RECOMMENDATION:

The Board is requested to approve the quote from Clear Sound to complete the upgrades to the audio system for the Public Meeting room.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the audio upgrades to the Public Meeting Room as per the attached quote by Clear Sound for \$9,668.00 dated August 12, 2011.

MOTION: _____ SECOND: _____

ROLL CALL:

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
Robert J. Birch	Aye	Opposed	Abstain	Absent

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



546 Penn Street
Yeadon, PA 19050-3107

QUOTATION

8525
Quote Date: Aug 12, 2011
Page: 1

Voice: 610 626-7600
Fax: 610 626-2800

Quoted To:

Montgomery Township
1001 Stump Road
Montgomeryville, PA 18936

Customer ID	Good Thru	Payment Terms	Sales Rep
mongomerytwp	9/11/11	Net 15 Days	Hughes

Quantity	Item	Description
7.00	MX418S/S	Shure: 18" gooseneck condenser microphone, supercardioid
1.00	SM58S	Shure SM58 with Switch- durable- hand held or stand mount vocal mic
1.00	mic-25	25' heavy-duty professional microphone cable
2.00	Nexia CS	Nexia: 10 mic/line inputs and 6 mic/line outputs. DSP for conference applications such as boardrooms, courtrooms, and council chambers.
1.00	RED 1	Biamp: Nexia Remote Ethernet Control Device. Controls up to 32 inputs and functions with easy interface.
5.00	40-118	CAD Audio, Shock Mount Base with Selectable Soft Switch and "Mic Active" LED, Phantom Power Required.
5.00		Neutrik, NC3FP-BAG-1: 3 pole female receptacle, solder contacts, black metal housing, silver contacts.
2.00		Neutrik, NC3MRX: 3 pole right angle male cable connector, nickel housing, silver contacts.
1.00	SP2-DFN	Rapco single plate w-2 F XLR
1.00		Ethernet Switch.
1.00		PoE Adapter.
1.00	CX302V	QSC Amplifier: Commercial Dual Channel 70V 250 Watts
2.00	installation	Installation Labor: Clear Sound Installation crew as required to install specified system.

To accept this quotation, please sign and fax back to 610-626-2800. Once received with PO# or deposit (if applicable), this order will be fully executed.

Subtotal	9,668.00
Sales Tax	
Freight	
TOTAL	9,668.00

Agreed: _____ Date: _____

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Consider Approval of Proposal for Emergency Service Vehicle Evaluation of Fire Department Equipment.

MEETING DATE: August 22, 2011

ITEM NUMBER: #11

MEETING/AGENDA: ACTION XX NONE

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

INITIATED BY: Richard M. Lesniak
Director of Fire Services

BOARD LIAISON: Robert J. Birch, Chairman
Liaison – Public Safety Committee

BACKGROUND:

The Fire Department desires to have a vehicle evaluation performed on its three engines, rescue and ladder truck. The fleet will be evaluated in terms of age, condition, tool and equipment layout and hose loads. In addition, the evaluation will recommend a replacement schedule for the Fire Department fleet.

The consultant will use, among others, the following standards of performance and state-of-the-art best practices to evaluate current efforts and establish benchmarks:

- NFPA Standard 1720, "Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public, by Volunteer Fire Departments".
- Insurance Services Office Fire Suppression Rating Schedule.
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, "Lighting the Path of Evolution; the Red Ribbon Report; Leading the Transition in Volunteer and Combination Fire Departments".
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, "A Call for Action; The Blue Ribbon Report; Preserving and Improving the Future of the Volunteer Fire Service".

The Fire Department obtained proposals from the following two (2) companies:

- Emergency Vehicle Response, 121 Whitlock Road, Otisville, New York 10963 - \$9,800.00
- VFIS Education, Training and Consulting, 183 Leader Heights Road, York, PA 17405 - \$4,500.00

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

The 2011 Budget (30-413-4700) was approved with \$10,000.00 allocated for this fleet evaluation.

RECOMMENDATION:

It is recommended that the Board approve the proposal from VFIS Education, Training and Consulting to perform a vehicle evaluation for the Fire Department at a cost of \$4,500.00 in accordance with their proposal dated August 16, 2011.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the proposal from VFIS Education, Training and Consulting, dated August 16, 2011, to perform an emergency service vehicle evaluation for the Fire Department in the amount of \$4,500.00.

MOTION: _____ SECOND: _____

ROLL CALL:

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
Robert J. Birch	Aye	Opposed	Abstain	Absent

DISTRIBUTION: Board of Supervisors, Frank R. Bartle, Esq., file, S. Drosnock, L. Grogan

VFIS Education, Training and Consulting presents:

A Proposal on

Consulting Services

for

***Montgomery Township
Montgomeryville, Pennsylvania***

August 16, 2011



EDUCATION / TRAINING / CONSULTING

**183 Leader Heights Road
York, PA 17402**

Call: (800) 233-1957

Fax: (717) 747-7028

Web Site: www.vfis.com

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EXECUTIVE SUMMARY

EXECUTIVE SUMMARY

VFIS Education, Training, and Consulting Group (VFIS-ETC) is pleased to submit this proposal for consideration to Montgomery Township and the Fire Department of Montgomery Township to conduct an Emergency Service Vehicle Evaluation and develop a related plan for purchase and maintenance. This study will include an examination of:

Fire Apparatus Evaluation

Requirements will be established for each major piece of apparatus: engine, ladder, rescue, and special service units. The present apparatus fleet will be evaluated in terms of age, condition, tool and equipment layout and hose loads on engine companies. Specific recommendations will be made for each piece of apparatus. Evaluation of the fire department as it relates to present and future apparatus needs will be addressed, as well as a replacement schedule for the Fire Department Fleet

Equipment Evaluation

All tool, appliance and equipment carried on the apparatus will be reviewed for compliance with National Fire Protection Association Standard 1901, Automotive Fire Apparatus, 2009 edition, with recommendations for additional equipment that may be required.

If found necessary and appropriate, the team will determine a basic summary of the size, space, and equipment requirements for fire department facilities to adequately protect the designated service area in the Montgomery Township and the Fire Department of Montgomery Township.

Among other things, the following factors will be identified and considered:

1. Risks to be protected
2. Determination of required fire flow and availability to achieve same.
3. Present and future equipment needs
4. The distribution of vehicles
5. Staffing of vehicles
6. The composition of firefighting personnel in the future.
7. The relationship of the fire department facilities to community needs and neighboring departments.

Dr. William F. Jenaway, CFPS, CFO, is the Chief Executive Officer of VFIS-ETC and is the authorized representative for this project and would serve as Project Manager. His contact information is

William F. Jenaway, Ph.D., CFPS, CFO
Executive Vice President, VFIS-ETC
183 Leader Heights Road
PO Box 2726
York, PA 17405
Cell: (717) 882-1058
Email: wjenaway@vfis.com

VFIS-ETC is a division of VFIS, the nation's largest insurer of emergency service organizations. VFIS-ETC would approach the project as a customized consulting activity, using standard

decision-making models and industry best practices as foundation activities for work. Illustrations of the VFIS-ETC approach are best found in the following projects completed and available as indicated.

- NFPA 1720 Self Assessment Workbook www.vfis.com
- VFIS Vehicle Safety management tools www.vfis.com
- “Emergency Vehicle Safe Operations for Volunteer and Combination Emergency Medical Service Organizations”, for National Volunteer Fire Council/United States Fire Administration. www.nvfc.org

We believe VFIS-ETC, with the team chosen for your assignment, is unmatched in the industry. All team members are seasoned practitioners in emergency service organizations, have leadership roles in the discipline, and bring expertise in organizations like yours.

Project Manager **Dr. William Jenaway** led the Pennsylvania Senate Resolution 60 Commission in their assessment of the fire and EMS delivery system in the Commonwealth. He regularly provides testimony on key fire and rescue issues. In addition he is the Co-Chair of the board that accredits fire departments throughout the U.S. and the past–Chair of the National Fire Protection Association (NFPA) Committee “Establishing Emergency Services for the Public.” In 2006 Bill served as editor for the VFIS text, *“Managing Volunteer and Combination Emergency Service Organizations.”* He has served as Chief, President and Municipal Fire Board Chair of a large suburban fire/rescue system and is currently an elected official in that community. Bill serves on the NFPA Committee on Fire Apparatus (NFPA 1901).

Robert Drennen’s expertise lies in his knowledge and research of regional fire/EMS issues as Chair of the Public Safety Master’s Degree Program at St. Joseph’s University. As such, he is intimately involved in student projects in improving public safety in the tri-state area. He is also a retired Chief Officer of the Philadelphia Fire Department and currently serves as the Fire Official in Upper Moreland Township, Pennsylvania.

The expertise in analytical approach, knowledge of the discipline, knowledge of the region, and in establishing benchmarks is the hallmark of the team assigned to this project that would assure success. The opportunity for Montgomery Township and the Fire Department of Montgomery Township fire service representatives to learn from this team’s vast experience is enormous.

For purposes of this project, the following standards of performance and state-of-the-art best practices will be used to evaluate current efforts and establish benchmarks.

- NFPA Standard 1720, “Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public, by Volunteer Fire Departments”
- NFPA Standard 1201, “Standard for Providing Emergency Services to the Public”

- Fire & Emergency Services Self-Assessment Manual, 7th Edition, Commission on Fire Accreditation International.
- Insurance Services Office Fire Suppression Rating Schedule
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “Lighting the Path of Evolution; the Red Ribbon Report; Leading the Transition in Volunteer and Combination Fire Departments”
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “A Call for Action; The Blue Ribbon Report; Preserving and Improving the Future of the Volunteer Fire Service”
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “Keeping the Lights On, the Trucks Running and the Volunteers Responding; The White Ribbon Report; Managing the Business of the Fire Department”
- “NFPA 1901 – Standard for Automotive Fire Apparatus”

STATEMENT OF WORK

STATEMENT OF WORK

PROJECT OVERVIEW/SCOPE OF WORK

It is the understanding of VFIS-ETC that Montgomery Township and the Fire Department of Montgomery Township is interested in having a survey conducted regarding:

Fire Apparatus Evaluation

Requirements will be established for each major piece of apparatus: engine, ladder, rescue, and special service units. The present apparatus fleet will be evaluated in terms of age, condition, tool and equipment layout and hose loads on engine companies. Specific recommendations will be made for each piece of apparatus. Evaluation of the fire department as it relates to present and future apparatus needs will be addressed, as well as a replacement schedule for the Fire Department Fleet

Equipment Evaluation

All tool, appliance and equipment carried on the apparatus will be reviewed for compliance with National Fire Protection Association Standard 1901, Automotive Fire Apparatus, 2009 edition, with recommendations for additional equipment that may be required.

PROJECT ACTIVITIES AND REFERENCES

A meeting would be held with the Fire Chief, President, and others as appropriate. A review of the apparatus will be conducted.

Information required from the fire department includes

- process, documentation and costs for current vehicle maintenance program
- any risk assessments/target hazard pre-plans completed within the community
- mutual and automatic aid plans in place,
- current capital financing and spending plan for fire/EMS apparatus
- current Insurance Services Office (ISO) report

This is integrated into phases of work, as noted in the Phases of Work segment

For purposes of this project, the following standards of performance and state-of-the-art best practices will be used to evaluate current efforts and establish benchmarks.

- NFPA Standard 1720, “Standard for the Organization and Deployment of Fire Suppression Operations, Emergency Medical Operations, and Special Operations to the Public, by Volunteer Fire Departments”
- NFPA Standard 1201, “Standard for Providing Emergency Services to the Public”
- Insurance Services Office Fire Suppression Rating Schedule
- Fire and Emergency Service Self Assessment Manual, 7th Edition, (Vehicle Related criteria), Commission on Fire Accreditation International.

- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “Lighting the Path of Evolution; the Red Ribbon Report; Leading the Transition in Volunteer and Combination Fire Departments”
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “A Call for Action; The Blue Ribbon Report; Preserving and Improving the Future of the Volunteer Fire Service”
- International Association of Fire Chiefs Volunteer Combination Officer Section Report, “Keeping the Lights On, the Trucks Running and the Volunteers Responding; The White Ribbon Report; Managing the Business of the Fire Department”
- NFPA 1901 “Standard for Automotive Fire Apparatus

TECHNICAL PROPOSAL

TECHNICAL PROPOSAL

PHASE I – Initiate Project

- Upon award of contract, hold joint planning meeting with Montgomery Township and the Fire Department of Montgomery Township and VFIS-ETC to develop project plan. The meeting will result in a plan that defines
 1. Primary tasks to be performed
 2. Person(s) responsible for each task
 3. Timetable for each task to be completed
 4. Method of evaluating results
 5. Resources to be utilized
 6. Possible obstacles or problem areas associated with the accomplishment of each task. This plan will be completed within 14 days of the awarding of the project to the consultant. This plan will list actions of proposed interviewees.
 7. Data requirements will be made to the Director of Fire Services and the Fire Department of Montgomery Township Leadership Team.
- Through a series of meetings and similar activities, gather information from the following, as deemed appropriate:
 1. Director of Fire Service
 2. Chief and other officers as deemed appropriate
 3. Others as they may contribute to this project, with approval of the Director of Fire Services and the Fire Chief.

- **The client will be asked to complete selected components of an NFPA 1720 self-evaluation questionnaire (based on current industry best practices and a propriety analytical tool developed by VFIS-ETC), and Commission on Fire Accreditation Self Assessment Criteria which will then be correlated and validated by the consultants working on this project. These need to be returned and correlated before meetings are held.**

From these interviews, the consultants will obtain an additional perspective on operational, staffing, economics, and policy issues facing the fire service regarding the fleet program. In addition the consultant will learn more about availability of data necessary to meet projected goals.

PHASE II – Emergency Services Information Review

- Data received by VFIS-ETC will be evaluated in concert with additional documents received from each agency meeting, including but not limited to
 1. Strategic Plans
 2. Annual Plans (including goals and objectives)
 3. Response Data
 4. Standard of Response Cover

5. Appropriate Township/Fire Department Documents (Fire/EMS delivery requirements)
 6. Risk Assessment/Target Hazards, Etc.
- Opportunities will be identified for standardization, benchmarking and service delivery. They will include analysis of
 1. ISO Report
 2. Prior Consulting Reports
 - As part of this review, VFIS-ETC will review the current organization's operational and management structure to include policies, procedures and organizational guidelines, as it relates to the use of vehicles and related staffing. If no standard of cover exists, data will be analyzed to develop a hypothetical standard of response cover for consideration by the township and Fire Department. If no risk assessment exists, the development of one will be recommended.
 - VFIS-ETC will also use its proprietary products of budget analysis and capital planning to analyze income stream and incurred expense relationships with regard to capital expenditures.

PHASE IIIA – Site Visits and Meetings

- VFIS-ETC will conduct site visits and meetings at the Township and the Fire Department of Montgomery Township convenience of the staff and volunteers, to assure the project team meets with those individuals/groups indicated in Phase I.

These visits will enable VFIS-ETC to acquire physical observations and assessments, enable interviews with various officers.

- This effort will include the Fire Services function, staffing, vehicle performance and maintenance, level of impact/effectiveness, and options to enhance community fire safety.
- Upon completion of all visits and data gathering the consulting team will validate/redefine assumptions, recommendations, and re-query as needed.
- A comparison will be made to national and regional benchmarks.

NOTE: It is anticipated that the Township and/or Fire Department of Montgomery Township will provide an individual who will play a key role in coordinating meetings.

PHASE IIIB – Evaluation Items and Report Components

Activity:

Upon completing phase IIIA, a summary evaluation will be prepared which will discuss the following aspects as it relates to the vehicles:

- Organizational Overview & Design
- Management Overview
- Staffing
- Recordkeeping
- Standard of Cover
- Capital Funding and Spending Plan
- Facilities
- Apparatus and Equipment
- Operator Qualifications and Training
- Mutual Aid Agreements & Relationships
- Response Times

PHASE IV – Prepare Draft Report

A draft report will be submitted to the Director of Fire Services and the Fire Department of Montgomery Township that will undergo a process review for accuracy by key Montgomery Township and the Fire Department of Montgomery Township representatives and the consultant in preparation for the production of the final report. The editorial and critical comments obtained shall be considered as essential information in the final report.

PHASE V – Prepare Final Report

Adhering to the parameters as established by the Township and Fire Department, VFIS-ETC will prepare and present a written report, focused for stakeholders in the process (public and fire/EMS). VFIS-ETC will also provide an electronic/PDF version of the final report suitable for posting and distribution on a public access website. The report will detail the data and information acquired during the engagement and the consultant's analysis and recommendations.

ORGANIZATION SUPPORT AND EXPERTISE

ORGANIZATION SUPPORT AND EXPERIENCE

VFIS Education, Training and Consulting, once a concept, became a reality in 1976, when there were several claims reported to VFIS, related to driver training. Our Loss Control Department took these claims seriously. VFIS researched these claims and decided to start a training program to reduce the losses taking place. The Education, Training Services (ETS) Department was established and we continue to grow through the years in knowledge and experience, as Emergency Services Education and Consulting Group. Our home is in York, Pennsylvania on the campus of The Glatfelter Insurance Group. Our full-time Education and Training Staff has over 300 years of combined emergency service experience.

Since 1969, Arthur J. Glatfelter, the founder of VFIS, recognized the emergency services (of that time) were grossly underinsured. Art did not realize how far underinsured fire departments were until a firefighter in his early thirties died in the line of duty and Art had to deliver a check to the wife of this deceased firefighter. To Art's embarrassment, the check was for only \$10,000. To his dismay, when he hand delivered the check to the young widow, she answered the door with a young child at her feet and expecting another child. To only give a widow \$10,000 for the life of her husband who volunteered his time and energy as a firefighter just did not make sense. To eliminate further embarrassment, Art worked day and night to develop some of the best coverages in the industry, and his ingenuity has built VFIS to be as reputable as it is today in the emergency service market. Our training, education, and consulting services are an extension of this commitment and philosophy.

Today, competition is stronger than ever. As VFIS continues their commitment and upholds their life-long reputation, they remain the number one provider of emergency service coverages. To add, VFIS clients who decided to try our competitors, are finding their way back home to VFIS because of our state-of-the-art programs and we cannot forget ... SERVICE. VFIS is the front-runner and continues to gain speed.

In the 1990's consulting services became a consistent client need. Today, VFIS-ETC offers over 600 programs and trains some 20,000 emergency responders annually; while conducting customized consulting services on a regular basis. Our staff consults with clients daily in the area of fire service management expertise and operations. VFIS-ETC has provided the following fire services consulting services in recent years:

Middletown Township, Delaware County, Pennsylvania, Fire Services Assessment

Upper Dublin Township, Montgomery County, Pennsylvania, Risk Analysis and Standard of Response Cover

Upper Dublin Township, Montgomery County, Pennsylvania, Fire Apparatus Assessment

Haverford Township, Delaware County, Pennsylvania, Fire Apparatus Assessment

Jenkintown Borough, Pennsylvania, Fire Apparatus Assessment

United States Fire Administration – Safe Vehicle Operations for Volunteer and Small Combination Emergency Service Organizations

United States Fire Administration – 21st Century Emergency Services Recruitment and Retention (text and training program)

National Volunteer Fire Council
– Volunteer Fire Department Cost Savings Calculator and
– Volunteer EMS Cost Savings Calculator

National Volunteer Fire Council – NVFC Strategic Plan

Delaware State Fireman’s Association – Development of a Strategic Plan for Recruitment and Retention of Fire and EMS Personnel in the State of Delaware.

National Volunteer Fire Council – Recruitment and Retention Workshops in Alaska, Nebraska, Missouri, Louisiana

Moorestown Fire District #1 and Moorestown First Aid Squad – Fire and EMS Evaluation and Strategic Plan

Newtown Square Fire Company, Pennsylvania, Fire/EMS Strategic Plan

Rockwall, Texas – Fire Department Evaluation

National Volunteer Fire Council – Fire Corps Curriculum Development and facilitate Webinar Series

National Volunteer Fire Council – Establishing Mutual Aid Agreements in Volunteer and Small Combination Emergency Service Organizations

Lower Providence Community Ambulance, PA – Comprehensive Operations Assessment

Upper Providence Township, PA – Fire Service Training, Officer Qualification, and Programmatic Development

National Volunteer Fire Council – Threat Assessment Program

National Volunteer Fire Council – Emergent Safety Issues

Lower Gwynedd Township, Pennsylvania, Fire/EMS Evaluation and Station Location Study

Carteret County, North Carolina, Fire, EMS and Rescue Services Assessments.

Mecklenburg County, North Carolina, Fire Services Assessments.

Lower Moreland Township, Pennsylvania Fire/EMS Evaluation

Pottstown Borough, Pennsylvania, Fire/EMS Evaluation

West Redding Connecticut, SOG Development

Union County, North Carolina, Fire Services Assessments.

Wayne County, North Carolina, Radio System Implementation Training

New Hanover Township, Pennsylvania, Fire Services Assessment.

Limerick Township Pennsylvania, Fire Services Assessment

Rotterdam Fire District #3, New York, Fire Apparatus Assesment

Current Projects include:

Columbia Borough, Pennsylvania, Fire Service Assessment

Warwick Township, Pennsylvania, Fire Service Assessment

Governor Mifflin Fire Service Region, Pennsylvania, Fire Service Assessment

Hopewell Township, New Jersey, Growth Impact Assessment & High-Rise Training

Our VFIS-ETC Associates have over 300 years of emergency service experience.

VFIS-ETC staff for this project has over 100 years of emergency service experience.

PROJECT MANAGEMENT

VFIS-ETC will provide the following staff for this project:

PROJECT MANAGER

William F. Jenaway, Ph.D., CFPS, CFO, MIFE (Principal Consultant)

PROJECT STAFF

Robert Drennen, M.S., M.Ed., CFPS (Consultant)

ROLES AND RESPONSIBILITIES

The Project Manager shall oversee, direct, coordinate and control all work that is done. He shall provide liaison with the representative identified by the Montgomery Township and the Fire Department of Montgomery Township to be responsible for the content and quality of the project, make necessary presentations, and insure that the project is completed in a timely fashion. Ultimately, VFIS-ETC principal William F. Jenaway shall remain fully responsible for the timeliness, quality and overall content of the final work product. Our educational and consulting methodology ensures that the desired results are efficiently delivered and that the customer's objectives are met. All consultants are accomplished professionals with experience and maintain credentials in the matters to which they are assigned. Individuals will be used based upon times, dates, and the technical nature of meetings, analyses or reviews.

VFIS-ETC will provide not only expertise in analyzing the fire service, but will provide you the tools that can be used in complying with recommendations, making implementation easier for you.

STAFF ASSIGNED TO THE PROJECT

William F. Jenaway, Ph.D., CFO, CFPS, Principal Consultant, Project Manager.

Dr. William F. Jenaway, CFO, CFPS will serve as Project Manager for this engagement. Dr. Jenaway is the CEO of VFIS-ETC responsible for training, education and consulting services provided to client of VFIS -ETC. His organization provides training to over 20,000 fire/EMS personnel annually and provides technical guidance and consultation to over 200 agencies annually. He has served as Chief and Fire Marshal of the East Bethlehem Township, Pennsylvania Volunteer Fire Department; and as Chief and President of the King of Prussia, Pennsylvania Volunteer Fire Company, as well as being Chairman of the municipality's Fire and Rescue Services Board. Under Chief Jenaway's leadership, the department became the first all volunteer Accredited Fire Service Agency in the US. Fire Chief Magazine named him the "Volunteer Fire Chief of the Year" in 2001. Bill's background includes 30-plus years of volunteer fire and EMS experience.

In 2004 he was named to Chair the Pennsylvania Senate Resolution 60 Commission to evaluate and provide recommendations to the Pennsylvania legislature and fire service on strategic approaches to the state's fire and EMS delivery system.

Over the years, Bill has authored over 200 articles, seven texts and provided over 100 speeches on fire and life safety issues. He holds Certified Fire Protection Specialist and Certified Fire Officer designations as well. In 1999 he was named to the Presidential/Congressional Commission known as the "Advisory Panel to Assess preparedness for Terroristic Acts Involving Weapons of Mass Destruction" (a/k/a Gilmore Commission). Dr. Jenaway also serves as President of the Congressional Fire Services Institute and is Past President of the Pennsylvania Fire Services Institute. He serves on the National Fire Protection Association Committees of Emergency Services Risk Management; Providing Emergency Services to the Public; Fire Department Apparatus, and Fire Service Training. Dr. Jenaway is in his second, three-year term as a Commissioner on the Commission on Fire Department Accreditation.

Robert Drennen, M.S. CFPS, Consultant.

Robert Drennen is the Fire Official In Upper Moreland Township, Pennsylvania and the former Director of the St. Joseph's University Public Safety and Environmental Protection Master's Degree Program. Within this program Mr. Drennen directs the students' development and the course program. Research papers of the students serve to broaden the perspective of Mr. Drennen and his team in the development of new techniques and procedures for fire service. Under the direction of Mr. Drennen, St. Joseph's worked with Dr. Jenaway in the development of an efficient and effective model for businesses to utilize in the preparation, prevention, response and recovery to emergencies as well as projects for the National Volunteer Fire Council involving volunteer recruitment, retention and cost savings. Mr. Drennen is responsible for student research projects, many of which involve specialized evaluations of their local emergency service organization. This provides him with a unique insight and understanding of current trends in volunteer and combination fire service operations in the Mid-Atlantic states. Mr. Drennen holds a Masters Degree, is a Certified Fire Protection Specialist and is a retired Chief Officer of the Philadelphia Fire Department.

GENERAL REQUIREMENTS

GENERAL REQUIREMENTS

1. VFIS-ETC shall not assign or sublet the whole or part of the contract without prior written consent of the client(s).
2. VFIS-ETC will agree not to refuse to hire, discharge, promote, demote or to otherwise discriminate in matters of compensation against any person otherwise qualified, solely because of age, race, creed, color, sex, national origin, ancestry or handicap.
3. VFIS-ETC is a subsidiary of The Glatfelter Insurance Group, York, PA. Upon request, VFIS-ETC will provide all required certificates of insurance coverage or bonds upon award of contract.
4. All instruction and consultation provided by associates of VFIS-ETC is provided to the recipients of such service without guarantee of fitness or applicability to any particular setting or circumstance. The advice, consultation, or education provided is for the use of the purchaser and/or participant and the decision to employ the processes or procedures identified are at the sole discretion of the purchaser or participant.
5. It is possible that members of the project team may be known to members of the fire companies or have had a member of the project team as a class instructor, due to the fact that some project team members are active instructors in the fire service and reside in New York, however this will not impact on the professional analysis required for this project.

COST PROPOSAL

- ❖ Quote is effective for 60 days from date of letter and proposal.
- ❖ Work to be performed with not less than 15 days notice.
- ❖ Starting date to be determined. We are prepared to begin the project on or about 9/1/11.

VFIS-ETC will conduct an evaluation of your Emergency Services Operations as indicated for the fee of \$4,500 PLUS REASONABLE AND NECESSARY TRAVEL EXPENSES IF NECESSARY.

TOTAL COST \$4,500 INCLUSIVE OF ALL EXPENSES AND PRINTING COSTS.

William J. Jernsey

VFIS-ETC 800.233.1957, ext. 7902
183 Leader Heights Road Fax: 717.741.3130
York, Pennsylvania 17402 Cell: 717-887-1058

wjenaway@vfis.com

Please sign, date, and mail this form (in the enclosed envelope) to assure you and/or your organization accept this agreement as written in this Proposal. Signing this form documents that you have agreed to the Scope of Work and Cost Quotation that VFIS-ETC states in this Proposal. Please send the original signed document and make a "COPY" for your file.

Organization: _____

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
BOARD ACTION SUMMARY

SUBJECT: Payment of Bills

MEETING DATE: August 22, 2011

ITEM NUMBER: #12

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

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

INITIATED BY: Lawrence J. Gregan
Township Manager

BOARD LIAISON: Robert J. Birch, Chairman

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:

Approve all bills as presented.

MOTION/RESOLUTION:

None.

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

Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
23800	8/18/11	1264	MORGAN STANLEY SMITH BARNEY INC	5,350.96
48466	8/9/11	00000170	VERIZON COMMUNICATIONS	580.96
48467	8/11/11	00000331	HATFIELD TOWNSHIP	222.00
48468	8/11/11	00002014	TRANSPORTATION SERVICES INC.	245.00
48469	8/12/11	00001785	YELLOWBIRD BUS COMPANY, INC.	276.00
48470	8/15/11	00001783	THE HOMER GROUP	1,996.01
48471	8/22/11	00000209	BOUCHER & JAMES, INC.	1,952.07
48473	8/22/11	00000085	CHAMBERS ASSOCIATES, INC.	29,507.70
48474	8/22/11	00000125	DISCHELL, BARTLE, YANOFF & DOOLEY	8,181.25
48475	8/22/11	00001963	HUGHES, KALKBRENNER &	1,387.50
48476	8/22/11	00000604	KEYSTONE MUNICIPAL SERVICES, INC	11,852.50
48477	8/22/11	00001972	ROBERT L. BRANT	6,474.02
48478	8/22/11	00001984	TRAFFIC PLANNING AND DESIGN, INC.	7,093.14
48479	8/22/11	00000842	911 SAFETY EQUIPMENT	129.00
48480	8/22/11	BT005392	ABINGTON ORTHOPAEDIC SPECIALIST	4,430.97
48481	8/22/11	00001794	ACTEON NETWORKS, LLC.	868.50
48482	8/22/11	00001202	AIRGAS EAST, INC.	145.80
48483	8/22/11	00000075	ALDERFER GLASS COMPANY, INC.	130.00
48484	8/22/11	BT000842	AMERICAN EAGLE OUTFITTERS	1,090.02
48485	8/22/11	BT004346	ARCHETYPIC SYSTEMS, INC.	10.00
48486	8/22/11	00000027	ARMOUR & SONS ELECTRIC, INC.	1,170.00
48487	8/22/11	00000043	BERGEY'S	592.51
48488	8/22/11	00001938	BILL WIEGMAN	30.00
48489	8/22/11	00001718	BREATHE SAFE AIR SYSTEMS	160.00
48490	8/22/11	00001903	BRIAN JANSSENS	30.00
48491	8/22/11	00902399	BRIAN QUINTRELL	33.00
48492	8/22/11	00000076	GREGORY BENCSIK	16.50
48493	8/22/11	00000074	CARDINAL CAMERA & VIDEO CENTER	149.99
48494	8/22/11	00001178	CHIEF	455.00
48495	8/22/11	00902384	CHRISTINA LAMBERT	36.00
48496	8/22/11	00000855	CHRISTOPHER MANN	300.00
48497	8/22/11	00000050	CODY MILLER	30.00
48498	8/22/11	00000363	COMCAST CABLE	429.80
48499	8/22/11	BT-00021	E.A. DAGES, INC.	48.00
48500	8/22/11	00000108	COUNTY ELECTRIC SUPPLY COMPANY,	708.75
48501	8/22/11	00000159	SSL GROUP LP	169.97
48502	8/22/11	00000111	DAVID H. LIGHTKEP, INC.	597.95
48503	8/22/11	00000024	DAVID P. BENNETT	15.00
48504	8/22/11	00001945	DAVID S. WOLFE	30.00
48505	8/22/11	00001941	DAVID W. VASCONEZ	120.00
48506	8/22/11	00001627	DEER PARK SPRING WATER COMPANY	133.49

Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
48507	8/22/11	00000208	DELL MARKETING L.P.	1,258.20
48508	8/22/11	00001344	E. THOMAS BRETT	49.00
48509	8/22/11	00000146	E.A. DAGES, INC.	177.00
48510	8/22/11	00902400	ELIZABETH MCGLINN	33.00
48511	8/22/11	00001902	ELLIOTT GREENLEAF &	6,241.12
48512	8/22/11	00001943	ERIC C. FREAS	15.00
48513	8/22/11	00000161	EUREKA STONE QUARRY, INC.	5,382.52
48514	8/22/11	00000169	FEDEX	264.28
48515	8/22/11	00001466	FEDEX OFFICE	19.99
48517	8/22/11	00000198	GLASGOW, INC.	455,168.36
48518	8/22/11	00000229	GRAINGER	182.46
48519	8/22/11	00000203	GRANTURK EQUIPMENT CO., INC.	568.13
48520	8/22/11	00000211	HAGEY COACH INC.	1,075.00
48521	8/22/11	00000213	HAJOCA CORPORATION	56.40
48522	8/22/11	00000215	HAVIS, INC.	252.00
48523	8/22/11	00001510	HOLLY DAYS NURSERY, INC.	2,179.75
48524	8/22/11	00000903	HOME DEPOT CREDIT SERVICES	609.96
48525	8/22/11	00902398	JENNIFER JANKE	50.00
48526	8/22/11	00902132	JENNIFER NORMAN	54.00
48527	8/22/11	00001964	JOHN CATALDI	30.00
48528	8/22/11	00000890	JOHN H. MOGENSEN	30.00
48529	8/22/11	00001581	JOSEPH J. SIMES	120.00
48530	8/22/11	00001843	JOSEPH M. BENNETT	40.00
48531	8/22/11	BT005533	JUST ME MUSIC	25.66
48532	8/22/11	00001995	KALER MOTOR COMPANY, LLC	544.90
48533	8/22/11	00902394	KATHY RAPINO	41.80
48534	8/22/11	00000271	LANSDALE CHRYSLER PLYMOUTH INC.	225.00
48535	8/22/11	00001886	LOUIS RANIERI	30.00
48536	8/22/11	00000354	MAD SCIENCE OF WEST NEW JERSEY	2,709.00
48537	8/22/11	00902397	MAINSH G. PATEL	1,000.00
48538	8/22/11	00000055	MARK MANJARDI	181.50
48539	8/22/11	00000093	MATTHEW MCCULLA	15.00
48540	8/22/11	00002000	MATTHEW SHINTON	30.00
48541	8/22/11	00001920	MICHAEL H. BEAN	60.00
48542	8/22/11	00001961	MICHAEL LONG	15.00
48543	8/22/11	00000867	MICHAEL SHEARER	45.00
48544	8/22/11	00002016	MICHAEL SHINTON	30.00
48545	8/22/11	00000912	MICHENER'S GRASS ROOTS, INC.	23.40
48546	8/22/11	00001759	PAUL MICHAEL WINTJE	75.00
48547	8/22/11	00902173	MILENA SONG	36.00
48548	8/22/11	00902401	MOIRA CALHOUN	33.00

Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
48549	8/22/11	00000324	MOYER INDOOR / OUTDOOR	128.00
48550	8/22/11	00001381	NATIONAL DECALCRAFT CORP.	180.00
48551	8/22/11	00000356	NORTH WALES WATER AUTHORITY	75.04
48552	8/22/11	00000367	P.K. MOYER & SONS, INC.	191,585.25
48553	8/22/11	00001400	PA CHIEFS OF POLICE ASSOCIATION	130.00
48554	8/22/11	00902402	PATRICK CARBONE	33.00
48555	8/22/11	00001840	PAUL R. MOGENSEN	140.00
48556	8/22/11	00000095	PAUL SMITH	15.00
48557	8/22/11	00000399	PECO ENERGY	11,774.47
48558	8/22/11	00000397	PECO ENERGY	12,551.81
48559	8/22/11	00000595	PENN VALLEY CHEMICAL COMPANY	463.60
48560	8/22/11	00000726	PENN-HOLO SALES & SERVICES	45.50
48561	8/22/11	00000388	PENNSYLVANIA ONE CALL SYSTEM, INC	253.88
48562	8/22/11	00000009	PETTY CASH	300.00
48563	8/22/11	00001880	PHILIP C. STUMP	40.00
48564	8/22/11	00000945	PIPERSVILLE GARDEN CENTER, INC.	609.04
48565	8/22/11	00001155	PITNEY BOWES GLOBAL FINANCIAL	222.24
48566	8/22/11	00000345	PRINTWORKS & COMPANY, INC.	762.58
48567	8/22/11	00001630	PSI - PROTECTION SERVICES INC.	126.00
48568	8/22/11	00000439	RED THE UNIFORM TAILOR	188.00
48569	8/22/11	00000430	REM-ARK ALLOYS, INC.	413.40
48570	8/22/11	00001146	RESERVE ACCOUNT	1,500.00
48571	8/22/11	00000117	RIGGINS INC	4,746.08
48572	8/22/11	00000115	RIGGINS, INC	2,490.06
48573	8/22/11	00000061	ROBERT MCMONAGLE	30.00
48574	8/22/11	00001618	SEALMASTER	275.10
48575	8/22/11	00000163	SHARON TUCKER	85.41
48576	8/22/11	00000833	THE SHERWIN WILLIAMS COMPANY	46.39
48577	8/22/11	00001030	SIGNAL CONTROL PRODUCTS, INC.	286.00
48578	8/22/11	00001774	EXEMPLIS CORPORATION	2,009.60
48579	8/22/11	00902395	SNEHAL PATEL	119.00
48580	8/22/11	00000015	NEXTEL PARTNERS OPERATING CORP	393.01
48581	8/22/11	00000469	SPRINT SPECTRUM, L.P.	59.99
48582	8/22/11	00001394	STANDARD INSURANCE COMPANY	6,640.31
48583	8/22/11	00001847	STAPLES CONTRACT & COMMERCIAL, IN	421.25
48584	8/22/11	00000636	STAPLES CREDIT PLAN	242.77
48585	8/22/11	00000483	SUBURBAN OFFICE SUPPLIERS, INC.	174.85
48586	8/22/11	00902396	SUSAN BIDDLE	50.00
48587	8/22/11	00001783	THE HOMER GROUP	4,061.42
48588	8/22/11	00000506	TRANS UNION LLC	10.00
48589	8/22/11	00000077	TRISTATE ENVIRONMENTAL	360.00

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Check Number	Check Date	Vendor No	Payee	Amount
48590	8/22/11	00000327	U.S. MUNICIPAL SUPPLY, INC.	324.32
48591	8/22/11	00000032	VISA	631.82
48592	8/22/11	00000040	VERIZON PENNSYLVANIA INC	56.58
48593	8/22/11	00001839	VINAY SETTY	45.00
48594	8/22/11	BT004148	W.B.I., INC. / VILLAGE CATERERS	57.51
48595	8/22/11	00001191	WARREN FUCHS	30.00
48596	8/22/11	00001094	WEST SIDE LAWNMOWER, INC.	219.46
48597	8/22/11	00001948	WILLIAM H. FLUCK IV	15.00
TOTAL				811,573.53

MONTGOMERY TOWNSHIP ELECTRONIC PAYROLL TAX PAYMENTS

<u>DATE</u>	<u>VENDOR NAME</u>	<u>REASON FOR PAYMENT</u>	<u>AMOUNT</u>
08/10/2011	Commonwealth of PA	State Tax Payment	\$8,664.05
08/18/2011	IRS	941 Payment	\$69,038.27
08/18/2011	BCG	401/457 Plan Payment	\$22,031.50
08/18/2011	PA-SCDU	Withholding Payment	\$1,853.06
Total Paid as of 08/22/2011			\$101,586.88