

**AGENDA**  
**MONTGOMERY TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**October 11, 2011 - 8:00 P.M.**

[www.montgomerytp.org](http://www.montgomerytp.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 September 26, 2011 Meeting
6. Consider Appointment of New Planning Commission Member
7. Presentation of Check to Fire Department of Montgomery Township Fire Relief Association
8. Consider Approval of Request for Out-of-State Training – Department of Fire Services
9. Acknowledge Autumn Festival Workers and Volunteers
10. Consider Authorization to Advertise Public Hearing on Proposed Ordinance #11-251Z – to Amend the Township Zoning Ordinance – Billboard Overlay District Regulations and Proposed Ordinance #11-252Z - Zoning Map Amendment to Billboard Overlay District
11. Consider Request for Reduction in Amount of Maintenance Bond – Montgomery Square United Methodist Church – LDS#638
12. Consider Police Officer Pension Contribution Rate for 2012
13. Consider Approval of Distribution of 2011 Act 205 General Municipal Pension System State Aid
14. Consider Approval of Audit Proposal for Preparation of Comprehensive Annual Financial Reports for Fiscal Years 2011 and 2012
15. Consider Approval of Third Quarter Budget Amendments
16. Payment of Bills
17. Other Business
18. Adjournment

**Future Public Hearings/Meetings**

10-12-11 @6:45pm – Autumn Festival Committee  
10-12-11 @7:30pm – Park & Recreation Board  
10-18-11 @12:30pm – Business Development Partnership  
10-19-11 @7:00pm – Sewer Authority  
10-19-11 @7:30pm – Public Safety Committee  
10-19-11 @7:30pm – Shade Tree Commission  
10-20-11 @7:00pm – Pension Committee  
10-20-11 @7:30pm – Planning Commission  
10-24-11 @8:00pm – Board of Supervisors Meeting

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Public Comment

MEETING DATE: October 11, 2011

ITEM NUMBER: # 3

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

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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

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SUBJECT:       Announcement of Executive Session

MEETING DATE:       October 11, 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

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BACKGROUND:

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

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

None.

MOTION/RESOLUTION:

None.

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

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Approval of Minutes for September 26, 2011 Meeting

MEETING DATE: October 11, 2011

ITEM NUMBER: #5

MEETING/AGENDA: WORK SESSION

ACTION XX NONE

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

INITIATED BY: Lawrence J. Gegan  
Township Manager

BOARD LIAISON: Robert J. Birch, Chairman

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BACKGROUND:

Just a reminder – Please call Deb Rivas or Shirley Snyder on Tuesday, October 11, 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  
SEPTEMBER 26, 2011**

Chairman Robert Birch called to order the executive session at 7:00 p.m. In attendance were Supervisors Candyce Fluehr Chimera, Michael Fox, Jeffrey McDonnell and Joseph Walsh. Also in attendance were Lawrence Gregan, Frank R. Bartle, Esquire, Police Chief Richard Brady, Deputy Police Chief J. Scott Bendig and Peter Byrne. Two matters of personnel and one matter of potential litigation were discussed.

Chairman Robert Birch called the regular action meeting to order at 8:09 p.m. In attendance were Supervisors Candyce Fluehr Chimera, Michael Fox, Jeffrey McDonnell and Joseph Walsh. Also in attendance were Frank R. Bartle, Esquire, Lawrence Gregan, Richard Brady, Scott Bendig, Bruce Shoupe, Kevin Costello, Ann Shade, Shannon Drosnock, Stacy Crandell, Vicki Zidek, Richard Grier and Deborah Rivas.

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

Chairman Robert Birch announced that the report on the Open Burning Complaint from the Director of Fire Services would be postponed until the next Board meeting.

Frank R. Bartle, Esquire, reported that the Board met in an executive session earlier in the evening at 7:00 p.m. Mr. Bartle reported that there were two matters of personnel and one potential litigation matter that were discussed. Mr. Bartle reported that all of these matters are legitimate subjects of executive session pursuant to Pennsylvania's Sunshine Law.

Chairman Robert Birch made a motion to approve the minutes of the September 12, 2011 Board meeting and Supervisor Michael Fox seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Township Manager Lawrence Gregan announced the observance of Fire Prevention Week to be held from October 9<sup>th</sup> through October 15<sup>th</sup>. Mr. Gregan reported that this year's theme is "Protect Your Family from Fire". Mr. Gregan reported that the fire department will be

having fire safety education displays at the Township building, as well as the FDMT participation in the annual Autumn Festival on October 1, 2011. Resolution #1, adopted unanimously, officially recognizes October 9<sup>th</sup> through October 15<sup>th</sup>, 2011 as Fire Prevention Week.

Ruth Hardin, Co-Chair of the Autumn Festival Committee, and Stacy Crandell, Public Information Coordinator, reported on the highlights and summary of activities relative to the upcoming Autumn Festival event. Mrs. Hardin reported on the schedule of activities for the day, the sponsors for the event, the food vendors and all other vendors attending. The Board thanked the Committee members and Township staff for all of the hard work that was done to plan for the event.

Township Manager, Lawrence Gregan, reported that it was time for the Board to begin to review the proposed 2012 Budget and requested that the Board select four dates to hold the Budget workshops. The Board offered to send their available dates to Mr. Gregan within the next few days. Resolution #2, adopted unanimously, authorized the Township Manager to advertise for public meetings for the proposed 2012 Budget Workshops to be held on the four dates agreed upon.

Finance Director, Shannon Drosnock, reported that the Minimum Municipal Obligation (MMO) is the calculated funding obligation to the Township's Police and Non Uniformed Employee pension plans. Ms. Drosnock explained that Act 205, Section 304, requires that the Chief Administrative Officer submit the MMO for the upcoming budget year to the Board on or before the last business day in September. Ms. Drosnock reported that the MMO figure for the Police Pension Plan in 2012 would be \$464,060. The Township contribution to the MMO figure for the Non Uniform Plan would be \$232,954. Resolution #3, adopted unanimously, adopted the MMO figures for 2012.

Township Solicitor, Frank Bartle, reported that staff has been reviewing the Billboard Overlay District (BLI) Regulations in the Zoning Code because the Township has been receiving

inquiries and zoning hearing board appeals relative to modernizing and adding digital billboards to the district. Mr. Bartle explained that his position on this matter is that while our regulations are defensible and consistent with current case law. However, with the advances in digital billboard technology, the significant revenues generated by such signs, and the number of challenges occurring in municipalities around the region, he suggested that the Township may want to be proactive and develop regulations to permit digital billboards within the BLI District subject to size limitations and other conditions desired by the Township. Mr. Bartle reported that the committee has drafted proposed amendments to the Billboard Overlay District regulations. After some discussion, the Board agreed to review the proposed ordinance and provide any comments, additions or deletions to staff prior to the next meeting at which time the Board will consider setting a date for a public hearing on the proposal.

Planning Director, Bruce Shoupe, reported on the proposed Amendments to the Snow and Ice Removal Regulations. Mr. Shoupe reported that the amendments would clarify the language in the code as to what can be designated as a nuisance, the responsibilities and method of snow and ice removal under maintenance standards, and enforcement; as well as allowing the Police Department to respond to complaints and to issue citations up to \$600 if necessary. Mr. Shoupe explained that the proposed amendments were created due to the problems experienced last winter when private snowplows were pushing snow back onto Township streets which had been cleared by the Public Works crews. Resolution #4, adopted unanimously, approved Ordinance #11-249, Amendments to Chapter 201, Streets and Sidewalks, Article II, Removal of Snow and Ice.

Planning Director, Bruce Shoupe, reported that 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 the Montgomery Baptist Church to waive the roofing permit fee for the building at 510 Bethlehem Pike. The amount of the permit is \$342.

Resolution #5, adopted unanimously, approved the request of Montgomery Baptist Church to waive the roofing permit fee.

Planning Director, Bruce Shoupe, reported that the Ashburn Village Subdivision project, LDS#592, has been inspected by the Township consultants and they are recommending the release of the final construction escrow as all public improvements have been completed. Resolution #6, adopted unanimously, approved the final construction escrow release in the amount of \$120,000.00.

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

Chairman Robert Birch reported that there is a vacancy on the Environmental Advisory Committee and that an applicant has expressed an interest in joining this committee. Barry A. Baker has fourteen years of environmental experience as the Manager of URS Fort Washington Office of the Environmental Services Department. Chairman Birch reported that Mr. Baker would be appointed by resolution this evening and would take his oath of office at a later date. Resolution #7, adopted unanimously, appointed Barry A. Baker as a member of the Environmental Advisory Committee.

There being no further business to come before the Board, the meeting adjourned at 8:42 p.m.



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Appointment – Planning Commission Member

MEETING DATE: October 11, 2011

ITEM NUMBER: #6

MEETING/AGENDA:

ACTION XX

NONE

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

INITIATED BY: Bruce Shoupe  
Director of Planning and Zoning

BOARD LIAISON: Candyce Fluehr Chimera  
Liaison to MTPC

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BACKGROUND:

As you are aware, there is a vacant position on the Planning Commission. The Planning Commission has met with two candidates and would like to recommend that Steven Krumenacker be appointed to the vacant position. This appointment would be until January 2013.

Mr. Krumenacker's resume is attached.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider the appointment of Steven Krumenacker to the Planning Commission.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby appoint Steven Krumenacker to the Montgomery Township Planning Commission. This appointment is to fill the

unexpired term of Eric Phillips which will expire in January 2013.

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**

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SUBJECT: Presentation of Check to the FDMT Fire Relief Association

MEETING DATE: October 11, 2011

ITEM NUMBER: #1

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

REASON FOR CONSIDERATION:

Operational: **XX**

Policy:

Discussion:

Information:

INITIATED BY: Shannon Q. Drosnock  
Finance Director

BOARD LIAISON: Robert Birch Esq.  
Liaison - Public Safety and Finance Committee

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**BACKGROUND:**

The annual allocation by the Commonwealth of Pennsylvania of a share of the Foreign Fire Insurance Tax has been received in the amount of \$414,125.20; a 62% increase over the 2010 allocation. This increase in allocation is related to the collection methods and procedures at the State level and is expected to be a one year increase only. Normal allocation is expected to resume in 2012.

These funds are allocated by the State to support the Volunteer Fire Relief Association of the volunteer fire company that serves the Township. Fifty percent of the allocation is based on the populations of the Township and fifty percent is determined by the market value of real estate in the Township compared to the state average. Act 205 requires that the Township forward the proceeds to the FDMT Fire Relief Association within 60 days. The Township's check will be presented to the FDMT Fire Relief Association at the Tuesday, October 11, 2011 meeting.

**ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:** None.

**PREVIOUS BOARD ACTION:** None.

**ALTERNATIVES/OPTIONS:** None.

**BUDGET IMPACT:**

Distribution of the fire relief association allocation is in accordance with the approved 2011 Budget.

**RECOMMENDATION:**

Present the Township's check to the Relief Association and approve the resolution.

**MOTION/RESOLUTION:**

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby present a check in the amount of \$414,125.20 from the Commonwealth of Pennsylvania to the FDMT Fire Relief Association.

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.



Commonwealth of Pennsylvania  
Department of the Auditor General  
Harrisburg, Pennsylvania 17120-0018

JACK WAGNER  
AUDITOR GENERAL

September 22, 2011

Brian Feick, Treasurer  
Township of Montgomery (46-0084-05)  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Dear Mr. Feick:

Your payment in the amount of \$414,125.20 for the 2011 Commonwealth allocation supporting the **Volunteer Fire Relief Association(s)** of the volunteer fire company(ies) which serve your community has been **direct deposited on September 26, 2011**. The allocation is made in accordance with Act 205 of 1984 which stipulates that 50 percent of your allocation is based on the population of your municipality, and 50 percent is determined by the market value of real estate in your municipality compared to the state average.

These funds should be deposited into your municipality's general fund. As required by Act 205, proceeds from this amount must be paid within 60 days to the fire relief association(s) of the fire company(ies) recognized by your municipality who provide fire service to your citizens.

**Important Note:            The Enclosed Form 706B Must Be Completed and Returned:**

Department of the Auditor General  
Liquor/Firefighters Relief Association Audits  
406 UT, Finance Building  
Harrisburg, PA 17120-0018

If you have any questions please contact us 1-800-882-5073.

Sincerely,

A handwritten signature in cursive script that reads "Jack Wagner".

JACK WAGNER

Enclosure

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Request to Approve Out of State Training– Department of Fire Services

MEETING DATE: October 11, 2011

ITEM NUMBER: ~~4~~8

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 

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BACKGROUND:

In 1999, Pennsylvania adopted legislation that enacted the Uniform Construction Code (UCC). One aspect of the UCC is the requirement for inspectors to receive and maintain certification based on the type of work performed. Inspectors are required to complete 15 credit hours of continuing education in courses relating to the professional competency of code administration. An applicant with multiple certification areas shall complete 15 credit hours of continuing education for each category but not more than 45 credit hours for renewal.

Continuing education credit hours are offered through a variety means including the attendance at meetings and courses. Most commonly, inspectors attend courses presented by the Pennsylvania Construction Codes Academy. The courses, ranging from one to five days, are held across the state and cost between \$25.00 and \$325.00.

Firefighter Robert Hedden currently holds two certifications in the State of Pennsylvania. To maintain his Pennsylvania certifications, Firefighter Hedden respectfully requests permission to attend two out of state training sessions, one on October 12<sup>th</sup> and the other on December 8<sup>th</sup>, hosted by the New Jersey Center for Government Services. Courses offered through the Center for Government Services are offered free of charge.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

It is recommended that authorization be given to allow Firefighter Hedden attend two out of state training sessions hosted by the New Jersey Center for Government Services.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby authorize Firefighter Hedden to attend two training sessions hosted by the New Jersey Center for Government Services.

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.

## CENTER FOR GOVERNMENT SERVICES

N.J.A.C. 5:23-2.18. In addition, Right of Entry, Code of Ethics, and Conflict of Interest are discussed. 0.5 CEU

Wed, Sept 28 - Morris Cty Public Safety Training Academy,  
Parsippany

Tues, Oct 25 - Mount Laurel Fire Department, Mount Laurel

### A455

#### ETHICS, VALUES AND CONFLICT OF INTERESTS

Instructor: Dr. Philip Sabatelli

Ethical issues play an important role in the everyday activities of UCC personnel. Through exercises and discussion, participants will identify, define and apply selected concepts from the field of ethics and values as they relate to potential ethical dilemmas and their solutions. In addition, participants will learn definitions of different types of ethical styles and choices, test them against their own experiences, and clarify the differences between proper and inappropriate ethical choices on the job. 0.5 CEU

Tues, Sept 27 - Quality Inn, Toms River

Thurs, Oct 27 - Ramada Inn, East Hanover



### A456

#### THE UCC. IT'S THE LAW

Instructor: Richard Osworth

The local officials who are charged to enforce health and safety laws need to know the legislative underpinning in order to understand the regulatory enforcement process. This course explains to all who work in UCC enforcement the history, the structure and the process by which New Jersey enforces a uniform code. It covers the legislative process, the sources of information available to the local officials, the original structure of the code enforcement process, and the amendments that have changed that process. 0.5 CEU

Wed, Sept 21 - Holiday Inn, Hasbrouck Heights

Wed, Nov 23 - NJ Carpenter Contractor Trust, Edison

Thurs, Dec 8 - Holiday Inn, Cherry Hill

### A457

#### MUNICIPAL PROCEDURES – HOW TO ORGANIZE THE PROCESS

Instructor: Richard Osworth

The construction code process is becoming more automated with new software available from the DCA or private vendors. Software usage can only be enhanced when the staff that uses it can see beyond the various steps that are included in the packaged software. Flow charting is a simple tool that allows the local staff to organize their work tasks, understand staff functions and apply rules and regulations. The participants of this course will be able to actually build their own flow chart

## CONTINUING EDUCATION SEMINARS

that represents their office and how it works to deliver the ongoing routine and periodic inspection process. 0.5 CEU

Fri, Sept 23 - Northeast Spa and Pool Association, Hamilton  
Fri, Nov 18 - Sussex Cty Fire Academy, Newton

### D009/A139

#### BARRIER FREE SUBCODE

Instructor: Jack Boekhout

ONE TIME mandatory requirement for Building Inspectors

This course reviews each of the amendments to Subchapter 7, including the revisions to access requirements for multi-family residences and the use of the most recent technical standard for technical design. Emphasis is placed on ensuring that code officials understand where their enforcement authority lies and on showing where in Subchapter 7 and the ICC/ANSI A117.1 standard the provisions and requirements of the Barrier Free Subcode can be found. **Participants have the option of receiving building subcode (B214) duplicate credit for completion of this seminar.** 0.5 CEU

**This seminar is available online. For more information, please, go to page 37**

Thurs, Sept 29 - Quality Inn, Toms River

Wed, Oct 19 - Online - Go To Training

Tues, Nov 29 - Holiday Inn, Clinton

### D100/A187

#### REHABILITATION SUBCODE

Instructor: James Foran

Subchapter 6 of the UCC, the "Rehabilitation Subcode," was adopted on January 5, 1998, providing a new code to deal with rehabilitation projects on existing buildings in New Jersey. It replaces the 25/50 rule, the increase in size provisions, and the change of use section in the UCC. This course is a briefing in which the framework of this subcode is explained and illustrated. **Participants have the option of receiving building subcode (B495) duplicate credit for completion of this seminar.** 0.5 CEU

Wed, Sept 14 - Cape May Fire Academy, Cape May

Tues, Nov 22 - Bergen Cty Law and Public Safety Institute,  
Mahwah

Wed, Dec 7 - Lambertville Inn, Lambertville

### A423

#### STATUTORY DUTIES OF THE SUBCODE OFFICIAL REVIEW

Instructor: James Foran

This course is a refresher for licensed subcode officials (SCOs). It reacquaints or introduces individuals to the UCC regulations relating to the SCO's duties. The course



## CENTER FOR GOVERNMENT SERVICES

addresses various stages of the precast concrete construction process and engineering in relation to the 2009 IRC. Participants will discuss the building features and benefits of the material, anatomy of the superior walls, compressive and lateral loads, window and door openings, and green precast concrete buildings. Special focus of this seminar is on the pre and post inspection procedures. **Participants have the option of receiving special inspector credit under the steel category (SC02) for completion of this technical seminar.** 0.5 CEU

Fri, Sept 23 - Wildwood Convention Center, Wildwood  
Fri, Dec 16 - Holiday Inn, Hasbrouck Heights

### D114/B512

#### 2009 IBC SIGNIFICANT CHANGES

Instructor: James Quigley, International Code Council

This seminar familiarizes building officials, fire officials, plans examiners, inspectors, and design professionals with many of the significant changes in the 2006 IBC, it assists code users in identifying the specific code changes that have occurred and understanding the reason behind the change. It focuses on those code changes selected due to their frequency of application, special significance, or change in application. **Participants have the option of receiving fire subcode (F367) duplicate credit for completion of this technical seminar.** 0.5 CEU

Tues, Sept 20 - Wildwood Convention Center, Wildwood  
Wed, Oct 26 - Ramada Inn, East Hanover  
Fri, Dec 2 - Western Monmouth Higher Education Center, Freehold

### D115/B513

#### 2009 IRC SIGNIFICANT CHANGES

Instructor: James Quigley, International Code Council

This seminar reviews and analyzes selected significant changes from the 2006 IRC to the 2009 IRC. It familiarizes building officials, fire officials, plans examiners, inspectors and design professionals with many of the significant changes in the 2009 IRC. It assists code users in identifying the specific code changes that have occurred and helps them understand the reasons behind the changes. The seminar focuses on those code changes selected due to their frequency of application, special significance, or change in application. **Participants have the option of receiving fire subcode (F368) duplicate credit for completion of this technical seminar.** 0.5 CEU

Fri, Oct 28 - Mount Laurel Fire Department, Mount Laurel  
Thurs, Nov 10 - Bergen Cty Law and Public Safety Institute, Mahwah  
Thurs, Dec 15 - Somerset Cty Emergency Services Training Academy, Hillsborough

## CONTINUING EDUCATION SEMINARS

### D130/B532

#### 2009 IBC INSPECTING SOILS, FOOTINGS, FOUNDATIONS, AND CONCRETE SLABS

Instructor: James Quigley, International Code Council

This seminar provides an introduction to the inspection of soils, footings, foundations, and concrete slabs for compliance with the 2009 IBC. Key points are addressed for each type of inspection, as well as the overall process. **Participants have the option of receiving special inspector credit under the concrete category (SC01) for completion of this technical seminar.** 0.5 CEU

Thurs, Oct 13 - Atlantic Cty Fire Academy, Egg Harbor  
Thurs, Dec 1 - Western Monmouth Higher Education Center, Freehold

### D136/B562

#### 2009 IBC MIXED OCCUPANCIES

Instructor: James Quigley, International Code Council

This seminar is designed to provide a comprehensive overview of the code requirements that apply to mixed-occupancy conditions. Examples and exercises are utilized to demonstrate the application of the provisions. In addition, the concept and application of Accessory Occupancies will be addressed. Upon completion of this seminar, participants will be able to describe the relationship of occupancy classification, allowable height and area, occupancy separation to mixed-occupancy buildings; apply the separation and/or fire protection requirements for Incidental Accessory Occupancies; apply the missed-occupancy methods to a multi-story building. **Participants have the option of receiving fire subcode (F407) duplicate credit for completion of this technical seminar.** 0.5 CEU

Wed, Oct 12 - Rutgers EcoComplex, Bordentown  
Tues, Dec 13 - Quality Inn, Toms River

### D122/B527

#### 2009 IBC SOLVING MEANS OF EGRESS ISSUES IN COMMERCIAL BUILDINGS

Instructor: James Quigley, International Code Council

This seminar provides participants with an understanding of the International Building Code (IBC) as it relates to the Means of Egress. Plans for a four-story commercial building are provided to allow participants to practice problem solving related to each egress issue. Participants completing this course will better be able to identify seven fundamental means of egress design issues, calculate the occupant load, determine the required number of exits, evaluate the adequacy of a horizontal exit, and more. **Participants have the option of receiving fire subcode (F379) credit for the completion of this seminar.** 0.5 CEU

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Acknowledgment of Autumn Festival Volunteers and Workers

MEETING DATE: October 11, 2011

ITEM NUMBER: # 9

MEETING/AGENDA:

ACTION XX      CONSENT      NONE

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

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

BOARD LIAISON: Robert J. Birch  
Candyce Fluehr Chimera

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BACKGROUND:

In recognition of service provided by Volunteers and Workers in the coordination of events surrounding Montgomery Township's annual Autumn Festival on October 1, 2011, the following service groups are acknowledged by Montgomery Township for their contributions as they served in various roles in conjunction with Autumn Festival:

Autumn Festival Committee  
Park Board  
Environmental Advisory Committee  
Senior Committee  
300<sup>th</sup> Anniversary Committee  
Chambers Associates  
Employees of Montgomery Township  
Volunteer FDMT  
Key Club at North Penn High School and Central Bucks West  
North Penn High School National Honor Society  
North Penn High School Junior ROTC  
Pennbrook Middle School Volunteer Corps  
Residents of Montgomery Township

Montgomery Township wishes to acknowledge and thank the above groups and the over 150 corresponding individuals listed on the attached for their diligent contributions toward the success of this widely-attended community event.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

None.

RECOMMENDATION:

Consider acknowledgment of volunteers and workers for their diligent contributions toward the success of Autumn Festival held on October 1, 2011.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby acknowledge 100 volunteers and workers for their diligent contributions toward the success of Autumn Festival held on October 1, 2011.

MOTION: \_\_\_\_\_

SECOND: \_\_\_\_\_

ROLL CALL:

Candyce F. Chimera	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Michael J. Fox	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**

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**SUBJECT:** Consider Authorization to Advertise Public Hearing on Proposed Ordinance # 11-251Z and #11-252Z – to amend the Township Zoning Ordinance – Billboard Overlay District Regulations and Map

**MEETING DATE:** October 11, 2011

**ITEM NUMBER:** #10

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

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

**INITIATED BY:** Bruce S. Shoupe      **BOARD LIAISON:** Robert Birch, Chairman  
Director of Planning and Zoning 

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**BACKGROUND:**

Earlier this year, the Township received a letter from Loren Szczeny, Esq., representing the owner of the billboard sign located on 1076 Bethlehem Pike (Spineo Construction) within the BLI District, regarding their interest in the installation of a digital sign face at this location. Mr. Szczeny's letter indicated a possible zoning appeal to permit digital signs.

The Solicitor's position is that while our regulations are defensible and consistent with current case law, with the advances in digital billboard technology, the significant revenues generated by such signs and the number of challenges occurring in municipalities around the region, that the Township may want to be proactive and develop regulations to permit digital billboards within the BLI District subject to size limitations and other conditions desired by the Township. His memorandum of opinion is attached.

The Township's Planning Consultant, Van Riker has prepared proposed amendments to the "Billboard Overlay District" regulations and the Zoning Map. The Map amendment would expand the district to include the nonconforming billboard located north of Hartman Road on the northbound side of Bethlehem Pike. These proposed amendments would:

- Permit Digital Billboard signs to a maximum size of 672 sq. ft.
- Regulate the illumination brightness including requirements for automatic dimming after sunset and require annual certification;
- Limit copy to change a maximum of once every 30 seconds;
- Prohibit images that are interactive or produce sound;
- Prohibit signs that otherwise impair the vision of the driver, result in a nuisance to a driver, or interfere with the effectiveness of an official traffic sign, device or signal.
- Add language which would allow municipal and community service messages shall be permitted as may be directed by the Montgomery Township Board of Supervisors, up to fifteen percent (15%) of the time period that the sign is illuminated.
- Extend the Billboard Overlay District on the northbound side of Bethlehem Pike north for a distance of 1,500 feet with a depth of 150 feet from the centerline of Bethlehem Pike.

A copy of the proposed ordinances are attached.

Should the Board authorize the Public Hearing on these ordinances the proposed ordinances will be submitted to the Townships' Planning Commission and the Montgomery County Planning Commission for review and comments prior to the public hearing.

**ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:**

None.

**PREVIOUS BOARD ACTION:**

Request staff to review the Township's current regulations and prepare possible amendments for the Board to review.

ALTERNATIVES/OPTIONS:

Leave present BLI regulations unchanged and amend if and when required by new court decision.

BUDGET IMPACT:

None.

RECOMMENDATION:

Provide staff direction regarding setting a public hearing date for the amendments to the BLI District regulations and zoning map amendment as proposed by Van Rieker. A minimum of 60 days is required to schedule a hearing with the earliest possible date of December 12, 2011

MOTION/RESOLUTION:

See attached

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

RESOLUTION #

**BE IT RESOLVED** by the Board of Supervisors of Montgomery Township that we hereby set \_\_\_\_\_, after \_\_\_\_\_ in the Township Building as the date, time and place for a Public Hearing to consider the proposed amendments to the Billboard Ordinance by amending Article XVIII, Signs, Section 230-123A, Article XXXIII, BLI Billboard Limited Industrial District, Section 230-246, Compliance with code requirements, Subsections B and C, and to add a new Subsection D, Regulations for internal illumination and changeable copy and to amend the Zoning Map extending the BLI Zoning District on the northbound side of Bethlehem Pike by 1,500 linear feet from Hartman Road.

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

MOTION BY:

SECOND BY:

VOTE:

DATE:

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

**MONTGOMERY TOWNSHIP**

**DRAFT**

**ORDINANCE NO. 11-251Z**

**AN ORDINANCE AMENDING ARTICLE XVIII, SIGNS, SECTION 230-123.A, ARTICLE XXXIII, BLI BILLBOARD LIMITED INDUSTRIAL DISTRICT, SECTION 230-243, ESTABLISHMENT OF OVERLAY DISTRICT AND SECTION 230-246, COMPLIANCE WITH CODE REQUIREMENTS, SUBSECTIONS B AND C, AND TO ADD A NEW SUBSECTION D, REGULATIONS FOR INTERNAL ILLUMINATION AND CHANGEABLE COPY**

**NOW, THEREFORE**, it is hereby **ENACTED** and **ORDAINED** by the Board of Supervisors of Montgomery Township, Montgomery County, Pennsylvania, that Article XVIII, Signs, and Article XXXIII, BLI Billboard Limited Industrial District shall be amended as follows:

**SECTION 1. Amendment to §230-123.A.** §230-123, Definitions, subsection A, TYPES OF SIGNS (7) CHANGEABLE-COPY SIGN shall be amended by deleting the last sentence “This shall also include the changing of a copy on billboards”. The new section shall be restated to read as follows:

- (7) CHANGEABLE-COPY SIGN – A sign that is designed so that characters, letters, panels or illustrations can be changed or rearranged without altering the face or the surface of the sign.

**SECTION 2. Amendment to §230-243.** §230-243, Establishment of overlay district, subsection B (1) shall be deleted and restated to read as follows (deleted words struck out):

- (1) The property upon which the proposed billboard is to be sited must have frontage on PA Route 309. The BLI Districts shall be measured to a depth of one hundred fifty (150) feet from and parallel to the centerline of Route 309 (Bethlehem Pike).

**SECTION 3. Amendment to §230-246.** §230-246, Compliance with code requirements, subsection B shall be deleted and restated to read as follows (deleted words struck out):

- B. Electrical services and wiring shall be installed in accordance with the requirements of the National Electric Code and shall be certified by one of the approved electrical inspection agencies of the Township. Indirect sign illumination shall be in compliance with §230-123A of the Montgomery Township Zoning Ordinance. All sign components, connections, and installations shall conform to all electrical specifications of the Pa Act 45 of 1999,<sup>1</sup> National Electric Code as amended and Underwriters Laboratories and bear a UL seal. In no case shall any open spark or flame be used for display purposes. In no case shall flashing lights be used for display purposes. External illumination shall only be directed at the billboard itself and shall be directed and designed so as not to create a nuisance or hazard to motorists. In no case shall a billboard in total or part consist of a beacon light, festoon lighting, flashing sign, animated sign, or nonstationary sign as these terms are defined in §230-123A in Article XVIII herein. [Amended 7-23-2007 by Ord. No. 07-219Z]

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<sup>1</sup> Editor’s Note: See 35 P.S. §7210.101 et seq., the Pennsylvania Construction Code Act.

**SECTION 4. Amendment to §230-246.** §230-246, Compliance with code requirements, subsection C shall be deleted and restated to read as follows (deleted words struck out):

- C. Applicants for a building permit for a billboard must submit to the Township a building and electrical permit application and seal plans prepared by a licensed professional structural engineer certifying that the billboard meets or exceeds industry standards for wind load standards as a requirement for the permit.

**SECTION 5. Amendment to §230-246.** §230-246, Compliance with code requirements, shall be amended to add a new subsection D to read as follows:

- D. Regulations for internal illumination and changeable copy.
  - (1) The image, copy, or message of a billboard shall be static and not change more frequently than once per thirty (30) seconds. The change of an image, message, copy, color or brilliance of a billboard shall be instantaneous without any audio or visual effects. All changeable copy on a billboard shall change uniformly and completely. Once changed, the copy of any part of the billboard shall not change again in less than thirty (30) seconds.
    - (a) No image shall be transferred by any means beyond the perimeter of the billboard sign face.
    - (b) Billboards having internal illuminance shall have a pixel pitch or equivalent resolution of not greater than twelve (12) millimeters. The light source shall be equipped to automatically adjust brilliance levels based on ambient light conditions. White or light color backgrounds shall not exceed fifty percent (50%) of the surface area of the sign face of the billboard.
    - (c) No image shall be interactive, display interactive messages or 3-dimensional images; nor shall any sign or any part of a billboard structure produce sound of any kind.
    - (d) No billboard sign shall flash, scroll, fade, revolve, move, have intermittent lighting or movable characters or animated parts.
  - (2) Brightness.
    - (a) No billboard may be brighter than is necessary for clear and adequate visibility and shall not exceed a maximum of 700 NITS during nighttime hours. For the purpose of this regulation, nighttime shall be between one hour after sunset and sunrise.
    - (b) No billboard may display light of such intensity or brilliance to cause glare or otherwise impair the vision of the driver or result in a nuisance to a driver.
    - (c) No billboard may be of such intensity or brilliance that it interferes with the effectiveness of an official traffic sign, device, or signal.
    - (d) All digital billboards must be equipped with both a dimmer control and a photocell that automatically adjusts the display's intensity according to natural ambient light conditions.
    - (e) Prior to issuance of a sign permit, the applicant shall provide written certification from the sign manufacturer that the light intensity has been factory pre-set not to exceed 10,000 NITS daytime maximum and adheres to the



# DRAFT

nighttime hours maximum brilliance of 700 NITS and that the intensity level is protected from end-user manipulation by password-protected software or other method determined appropriate by the Township. Annual recertification shall be required from the manufacturer and delivered to the Township on the anniversary date of the issuance of the original permits to erect an electronic changeable copy billboard.

- (3) Default display. All billboards shall be designed and equipped to freeze in one position or immediately discontinue the display if a malfunction occurs.
- (4) Municipal and community service messages shall be permitted as may be directed by the Montgomery Township Board of Supervisors, up to fifteen percent (15%) of the time period that the sign is illuminated.

**SECTION 6. Severability.** In the event that any section, sentence, clause, phrase or word of this ordinance shall be declared illegal, invalid or unconstitutional by any Court of competent jurisdiction, such declaration shall not prevent, preclude or otherwise foreclose enforcement of any of the remaining portions of this ordinance.

**SECTION 7. Repealer.** All provisions of the Montgomery Township Zoning Ordinance unaffected by this Ordinance are declared to be in full force and effect. All provisions of the Montgomery Township Zoning Ordinance inconsistent with the provisions of this Ordinance are hereby repealed to the extent of the inconsistency.

**SECTION 8. Effective Date.** The provisions of this Ordinance shall be effective in five (5) business days after its adoption.

**ORDAINED** and **ENACTED** by the Montgomery Township Board of Supervisors, this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**MONTGOMERY TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
ROBERT J. BIRCH, Chairman

(SEAL)

**ATTEST:**

\_\_\_\_\_  
LAWRENCE J. GREGAN, Manager/Secretary

**MONTGOMERY TOWNSHIP**

**DRAFT**

**ORDINANCE NO. 11- 252Z**

**AN ORDINANCE AMENDING THE MONTGOMERY TOWNSHIP ZONING ORDINANCE, CHAPTER 230, WHICH CREATED THE BLI BILLBOARD LIMITED INDUSTRIAL OVERLAY DISTRICT BY EXTENDING THE LIMITS OF THIS OVERLAY DISTRICT**

**NOW, THEREFORE**, it is hereby **ENACTED** and **ORDAINED** by the Board of Supervisors of Montgomery Township, Montgomery County, Pennsylvania, that Article XXXIII, BLI Billboard Limited Industrial District shall be amended as follows:

**SECTION 1.** Chapter 230 of the Zoning Ordinance of Montgomery Township and the Zoning Map referred to in Section 230-6.B shall be amended by extending the BLI Billboard Limited Industrial District. The district shall be extended along the northbound side of Bethlehem Pike, measuring a depth of one hundred fifty (150) feet from and parallel to the centerline of Route 309 (Bethlehem Pike) and a distance of one thousand five hundred (1,500) feet from the intersection of Hartman Road and Bethlehem Pike to include the properties identified below on the northbound side of Bethlehem Pike and shown on the attached drawing;

ALL THAT CERTAIN area being shown on the BLI extension area drawing attached that include 1049 Bethlehem Pike being Parcel ID No. 460000088001 comprised of Tax Map 018 Units 11 & 28

**SECTION 2. Severability.** In the event that any section, sentence, clause, phrase or word of this ordinance shall be declared illegal, invalid or unconstitutional by any Court of competent jurisdiction, such declaration shall not prevent, preclude or otherwise foreclose enforcement of any of the remaining portions of this ordinance.

**SECTION 3. Repealer.** All provisions of the Montgomery Township Zoning Ordinance unaffected by this Ordinance are declared to be in full force and effect. All provisions of the Montgomery Township Zoning Ordinance inconsistent with the provisions of this Ordinance are hereby repealed to the extent of the inconsistency.

**SECTION 4. Effective Date.** The provisions of this Ordinance shall be effective in five (5) business days after its adoption.

**ORDAINED** and **ENACTED** by the Montgomery Township Board of Supervisors, this \_\_\_\_\_ day of \_\_\_\_\_, 2011.

**MONTGOMERY TOWNSHIP  
BOARD OF SUPERVISORS**

\_\_\_\_\_  
ROBERT J. BIRCH, Chairman

(SEAL)

**ATTEST:**

\_\_\_\_\_  
LAWRENCE J. GREGAN, Manager/Secretary

# BLI Overlay District Extension

Abc Neighborhoods

Streets

Abc Address

Features

Streams

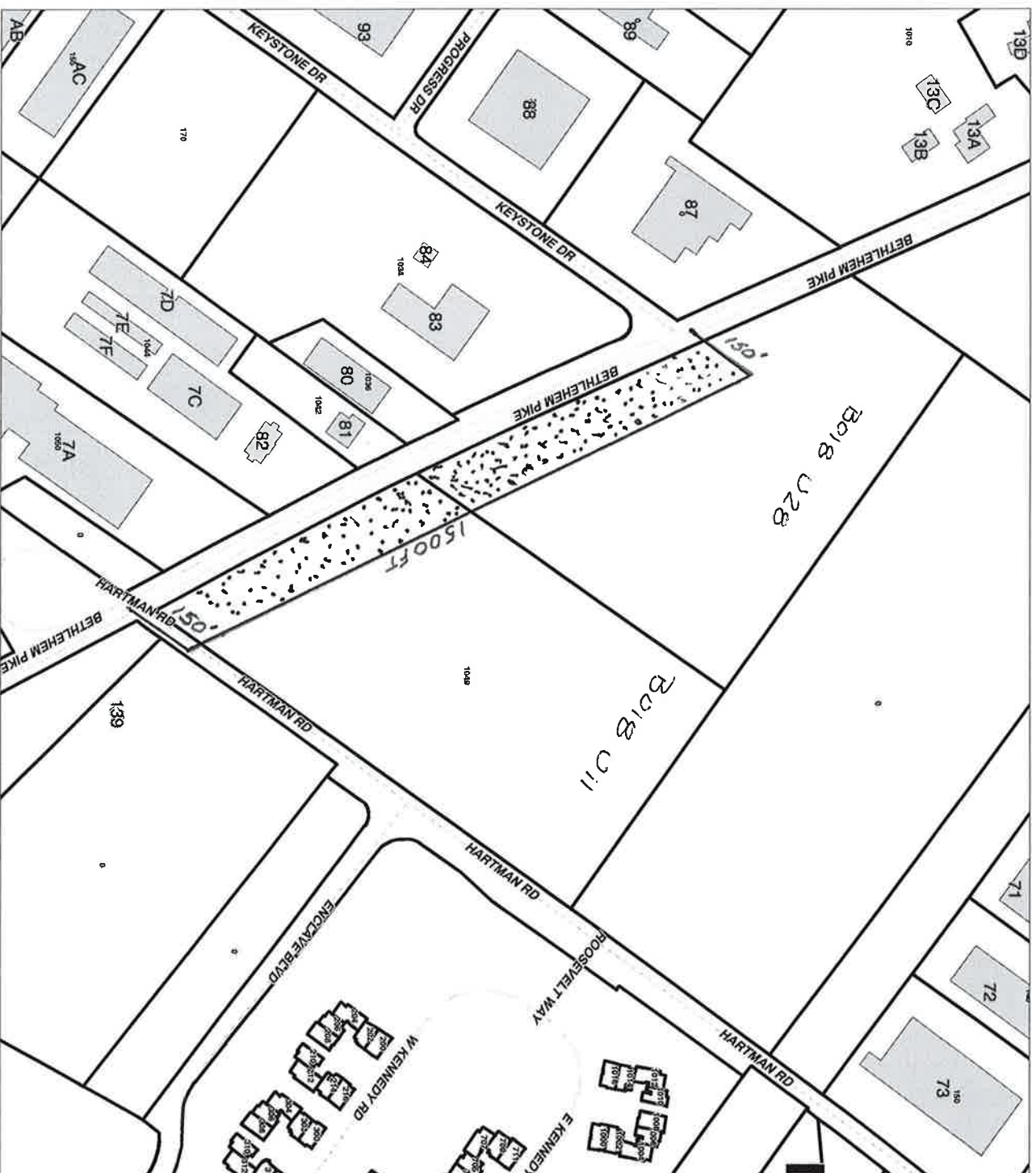
Buildings

Parcels

Hatfield Parcels

ParcelsHighlight

DRAFT



SCALE 1 : 4,319



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Consider Construction Escrow Release– Montgomery Square United Methodist Church -  
LDS#638

MEETING DATE: October 11, 2011

ITEM NUMBER: #11

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

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BACKGROUND:

Attached is correspondence received from Montgomery Square United Methodist Church asking that their construction escrow be reduced to five percent (5%) of the total escrow for the 18 month maintenance period. This project is completed and the Township consultants have indicated that all public improvements were approved.

The original amount of escrow was \$680,582.05 held as a Tri-Party Agreement. The current balance is \$100,243.20. Five percent would be \$34,029.60. The Township usually holds 15% for the maintenance period.

If this request is approved the amount of the release would be \$66,213.60.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None

ALTERNATIVES/OPTIONS:

Approve or not approve the construction escrow release.

BUDGET IMPACT:

None.

RECOMMENDATION:

That this construction escrow be released.

MOTION/RESOLUTION:

The 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.

RELEASE OF ESCROW FORM

Joseph P. Hanna, P.E.  
Chambers Associates, Inc.  
831 DeKalb Pike  
Center Square, PA 19422

Date: 10-05-2011  
CA Job #: 105-601

Development Name: Montgomery Square United Methodist Church

Release #6

Dear Mr. Hanna:

This is an escrow release request in the amount of \$66,213.60. Enclosed is a copy of our escrow spreadsheet with the quantities noted.


ESCROW RELEASE REQUESTS ARE LIMITED TO ONE PER MONTH.

Date: 10-05-2011

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

Dear Mr. Gregan:

We have reviewed the developer's request for an escrow release. We, therefore, recommend that \$66,213.60 be released. These improvements will be subject to a final observation prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

  
\_\_\_\_\_  
Joseph P. Hanna, P.E., Township Engineer

Resolution # \_\_\_\_\_

WHEREAS, a request for release of escrow was received from MONTGOMERY SQ. CHURCH for AN ESCROW RELEASE in the amount of \$ 66213.60, on the representation that work set forth in the Land Development Agreement to that extent has been completed and; WHEREAS, said request has been reviewed by the Township Engineer who recommends release of \$ 66213.60. ; NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we do hereby authorize release of \$ 66213.60. ; in accordance with the developer's request, and the officers of the Township are authorized to take the necessary action to obtain release of said sum. BE IT FURTHER RESOLVED that Township records indicate that escrow has been deposited via THIRD PARTY AGREEMENT with Montgomery Township in a total sum of \$ 680338.05 pursuant to a signed Land Development Agreement and that \$ 580338.85 has previously been release from this escrow. Therefore, the action of the Board is releasing said sum leaves a new balance of \$ 34029.60 in escrow.

MOTION BY: \_\_\_\_\_  
SECOND BY: \_\_\_\_\_  
DATED: \_\_\_\_\_  
RELEASED BY: \_\_\_\_\_

VOTE: \_\_\_\_\_

Department Director



## MONTGOMERY SQUARE UNITED METHODIST CHURCH

Founded 1842

**Pastor: Steven J. Handzel**

1900 County Line Road, North Wales, PA 19454

Church Phone/Fax (215) 996-0640

E-mail: [msqumc@verizon.net](mailto:msqumc@verizon.net)

[www.montgomerysquareumc.org](http://www.montgomerysquareumc.org)

September 9, 2011

Michael J. Fox, Chairman  
Montgomery Township Board of Supervisors  
1001 Stump Road  
Montgomeryville Pa 18936

**SEP 27 2011**

MONTGOMERY TOWNSHIP

Subject: Land Development Agreement  
Montgomery Square United Methodist Church  
1900 County Line Road  
North Wales, Pa 19454  
Parcel No.: 46-00-00533-00-4  
Block 17 Unit 2

Dear Mr. Fox,

Montgomery Square United Methodist Church would like to request a reduction of the Completion Guarantee from 15% to 5%. This would reduce the total Completion Guarantee to \$34,029.10. We feel this amount would still give the township the comfort level needed, should you feel it necessary for any future unknown circumstances.

Montgomery Square United Methodist Church has a long history in Montgomery Township since 1842, and we plan to be at 1900 County Line Road for many more years to come. In other words, we are not going anywhere.

The majority of the improvements to the property have been completed over a year ago, and they have survived an earthquake, hurricane and record rainfall, without any issues. The site work contractor was Blooming Glen, who have a well-established reputation of excellent work in and around the township, and they stand behind all their work.

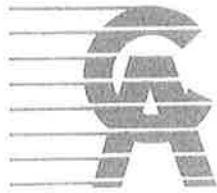
We just received our U & O on September 1<sup>st</sup>. We are presently worshipping in our beautiful new church, but money is very tight. The reduction we are requesting would go far to help cover extra expenses that have occurred during the course of the site construction.

Thank you in advance for your consideration and we look forward to your response.

Best regards,

William E. Carling  
President of Trustees

Consulting Engineers  
and Surveyors



**Chambers Associates, Inc.**

831 DeKalb Pike  
Center Square, PA 19422-1271  
610-275-1114  
FAX 610-275-1807  
EMAIL [staff.csq@chambersassoc.com](mailto:staff.csq@chambersassoc.com)

October 5, 2011

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

*Subject: Montgomery Square United Methodist Church - Escrow Release #6  
Job # 105-601*

Dear Larry:

In accordance with Section 509(j) of the Pennsylvania Municipal Planning Code, Montgomery Square United Methodist Church requested the release of \$66,213.60 on October 5, 2011, for work completed in accordance with the approved plans.

This letter is to certify that the improvements attached to this letter in the amount of \$66,213.60 have been completed.

Please be advised that these improvements will be subject to a final inspection prior to dedication and again at the end of the maintenance period. Any deficiencies will be required to be corrected.

If you have any questions or comments regarding this matter, please do not hesitate to contact me.

Very truly yours,

Edward Slaw  
/jvr

C via e-mail: Bruce Shoupe, Montgomery Township Planning & Development  
Frank Bartle, Esquire  
Montgomery Square United Methodist Church  
Blooming Glen Contractors, Inc.  
Montgomery Township Board of Supervisors



ESCROW FROM  
PROJECT: Montgomery Square United  
Methodist Church

TWP/JBORO: MONTGOMERY  
DATE: 10/06/11  
MMDDYY

RELEASE # :  
ESTIMATED COMPLETION DATE:

6

JOB #

105-901

\$880,582.05 ORIGINAL ESCROW AMOUNT  
\$580,338.65 PRIOR ESCROW RELEASED  
\$66,213.80 CURRENT ESCROW RELEASE REQUEST  
\$34,029.60 BALANCE AFTER CURRENT RELEASE

RECEIVED  
TOTAL

RELEASED  
TOTAL

ERROR

ITEM	UNIT	ESCROW QUANTITY	PRICE	ESCROW TOTAL	CURRENT QUANTITY	CURRENT TOTAL	RELEASED QUANTITY	RELEASED TOTAL	ERROR
<u>Erosion Control</u>									
Construction Entrance	140 sy		\$12.60	\$1,764.00		\$0.00	140	\$1,764.00	
Silt Fence 18"	1100 lf		\$3.10	\$3,410.00		\$0.00	1100	\$3,410.00	
Silt Fence 30"	225 lf		\$3.40	\$765.00		\$0.00	225	\$765.00	
Super Silt Fence	850 lf		\$8.50	\$7,225.00		\$0.00	850	\$7,225.00	
Tree Protection Fence	725 lf		\$3.30	\$2,382.50		\$0.00	725	\$2,382.50	
Basin Baffle	310 lf		\$55.10	\$17,081.00		\$0.00	310	\$17,081.00	
Basin Swale	3330 sf		\$0.60	\$1,998.00		\$0.00	3330	\$1,998.00	
Diversion Swale	14 ea		\$117.30	\$1,642.20		\$0.00	14	\$1,642.20	
Inlet Protection	1 ls		\$1,908.00	\$1,908.00		\$0.00	1	\$1,908.00	
Temporary Seeding	1 ea		\$2,360.00	\$2,360.00		\$0.00	1	\$2,360.00	
Temporary Riser	1 ls		\$33,016.00	\$33,016.00		\$0.00	1	\$33,016.00	
Sediment Trap									
<u>Storm Sewer</u>									
16" RCP	24 lf		\$30.00	\$720.00		\$0.00	24	\$720.00	
18" RCP	784 lf		\$30.00	\$23,520.00		\$0.00	784	\$23,520.00	
24" RCP	249 lf		\$37.15	\$9,250.35		\$0.00	249	\$9,250.35	
2A Backfill	890 tn		\$10.80	\$9,701.00		\$0.00	890	\$9,701.00	
Inlet Type C	12 ea		\$2,036.00	\$24,432.00		\$0.00	12	\$24,432.00	
Inlet Type M	3 ea		\$2,527.50	\$7,582.50		\$0.00	3	\$7,582.50	
DW Endwall	4 ea		\$1,451.40	\$5,805.60		\$0.00	4	\$5,805.60	
Outlet Structure	2 ea		\$2,231.05	\$4,462.10		\$0.00	2	\$4,462.10	
Tie into Existing Inlet	1 ea		\$1,741.15	\$1,741.15		\$0.00	1	\$1,741.15	
R-4 Rip-Rap Disperser	80 sy		\$35.65	\$2,852.00		\$0.00	80	\$2,852.00	
R-5 Rip-Rap Swale Lining	145 sy		\$43.20	\$6,264.00		\$0.00	145	\$6,264.00	
<u>Landscaping</u>									
<u>Shade Trees</u>									
Acer rubrum	31 ea		\$450.00	\$13,950.00	2	\$800.00	31	\$13,950.00	
Acer saccharum	11 ea		\$450.00	\$4,950.00	1	\$450.00	11	\$4,950.00	
Fraxinus americana	4 ea		\$450.00	\$1,800.00	3	\$1,350.00	4	\$1,800.00	
Fraxinus pennsylvanica	6 ea		\$450.00	\$2,700.00	2	\$900.00	6	\$2,700.00	
Gleditsia triacanthos	13 ea		\$450.00	\$5,850.00	2	\$900.00	13	\$6,850.00	
Platanus x acerifolia	12 ea		\$450.00	\$5,400.00	2	\$1,160.00	12	\$5,400.00	
Quercus bicolor	19 ea		\$675.00	\$12,825.00	7	\$4,025.00	19	\$10,925.00	
Quercus coccinea	30 ea		\$875.00	\$26,250.00	5	\$4,375.00	30	\$17,250.00	
Quercus palustris	23 ea		\$675.00	\$15,525.00			23	\$15,525.00	
<u>Evergreen Trees</u>									
Picea abies	2 ea		\$236.00	\$472.00		\$0.00	2	\$472.00	
Pinus strobus	5 ea		\$236.00	\$1,180.00		\$0.00	5	\$1,180.00	
Pseudotsuga taxifolia	5 ea		\$236.00	\$1,180.00		\$0.00	5	\$1,180.00	
Thuja occidentalis	11 ea		\$150.00	\$1,650.00		\$0.00	11	\$1,650.00	
<u>Flowering Trees</u>									
Amelanchier canadensis	7 ea		\$375.00	\$2,625.00		\$0.00	7	\$2,625.00	
Magnolia virginiana	5 ea		\$375.00	\$1,875.00		\$0.00	5	\$1,875.00	
<u>Shrubs</u>									
Aronia arbutifolia	11 ea		\$50.00	\$550.00	2	\$100.00	11	\$550.00	
Hamamelis virginiana	34 ea		\$50.00	\$1,700.00		\$0.00	34	\$1,700.00	
Ilex crenata	35 ea		\$45.00	\$1,575.00	5	\$225.00	35	\$1,575.00	
Ilex glabra	77 ea		\$45.00	\$3,465.00	8	\$360.00	77	\$3,465.00	
Ilex verticillata	36 ea		\$50.00	\$1,800.00		\$0.00	36	\$1,800.00	
Itea virginica	22 ea		\$45.00	\$990.00	9	\$405.00	22	\$990.00	
Juniperus conferta	28 ea		\$45.00	\$1,260.00	7	\$315.00	28	\$1,260.00	
Myrica pennsylvanica	20 ea		\$50.00	\$1,000.00		\$0.00	20	\$1,000.00	

ESCROW FROM  
PROJECT: Montgomery Square United  
Methodist Church

TWP./BORO: MONTGOMERY  
DATE: 10/05/11  
MMDDYY

ESCROW FROM  
PROJECT: Montgomery Square United  
Methodist Church

RELEASE #:

ESTIMATED COMPLETION DATE:

JOB #  
105-501

UNIT PRICE ESCROW QUANTITY UNIT

RELEAS  
QUANTITY

RELEAS  
TOTAL

ERROR

Landscaping Cont'd  
Spirea japonica  
Taxus densiformis  
Viburnum dentatum  
Viburnum tomentosum

38 ea  
40 ea  
12 ea  
84 ea

\$45.00  
\$45.00  
\$50.00  
\$50.00

Earthwork  
Clearing & Grubbing  
Strip Topsoil  
Blacktop Removal  
Site Cut/Fill  
Place Trench Spoils  
Rough Grade  
Fine Grade Slab  
Fine Grade for Paving  
Excavation/Backfill for Curb  
Replace Topsoil  
Export Excess Topsoil

1 ls  
7000 cy  
220 sy  
6185 cy  
950 cy  
398250 sf  
1630 sy  
7502 sy  
1970 sf  
6100 cy  
4788 cy

\$7,116.00  
\$1.60  
\$5.15  
\$3.55  
\$4.60  
\$0.02  
\$0.75  
\$0.65  
\$2.95  
\$5.36  
-\$1.75

Concrete Work  
Concrete Curb  
Belgian Block Curb  
Concrete Sidewalk

210 lf  
1760 lf  
1625 sf

\$10.95  
\$12.70  
\$8.50

Paving  
8" Crushed Aggregate Base  
1.5" Superpave Binder 25mm  
Sweep & Tack  
1" Superpave Wearing 9.5mm  
Line Striping & Signs  
Fire Lane

6412 sy  
6412 sy  
6412 sy  
6412 sy  
1 ls  
3872 sf

\$9.60  
\$5.65  
\$0.40  
\$6.30  
\$3,452.70  
\$8.90

Site Lighting  
Single Fixture Pole Mounted  
Double Fixture Pole Mounted

9 ea  
2 ea

\$2,000.00  
\$2,500.00

Miscellaneous  
Site Layout  
As-Built Drawings  
Mobilization/Supervision

1 ls  
1 ls  
1 ls

\$13,632.00  
\$5,000.00  
\$13,385.00

Contingency  
Escrow Total

1 ls

\$48,486.10

Engineering & Legal Cash Escrow

Totals

\$680,582.05

\$680,582.05 ORIGINAL ESCROW AMOUNT

\$680,338.85 PRIOR ESCROW RELEASED

\$66,213.60 CURRENT ESCROW RELEASE REQUEST

\$34,029.60 BALANCE AFTER CURRENT RELEASE

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

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SUBJECT: Consider Police Officer Pension Contribution Rate in 2012

MEETING DATE: October 11, 2011

ITEM NUMBER: #12

MEETING/AGENDA: ACTION XX CONSENT NONE

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

INITIATED BY: Shannon Q. Drosnock, Finance Director  BOARD LIAISON: Robert J. Birch, Chairman 

---

BACKGROUND:

Resolution #6, dated November 8, 1976, which established the Police Pension Plan, states the following under Section 9:

"The monthly contributions of the participants may be reduced or eliminated if an actuarial study annually indicates that such reduction or elimination for that year will not adversely affect the actuarial soundness of the Fund. If the actuarial study so indicates, the reduction or elimination shall be affected by an annual resolution and it shall be effective for one year. No reduction or elimination shall be made if any contribution by Montgomery Township will be required to keep the pension fund actuarially sound."

Attached is a copy of the Minimum Municipal Obligation calculated for the Police Pension Plan that establishes the minimum funding requirements for the Police Pension Plan for 2012 based upon January 1, 2009 Actuarial Valuation study of the plan.

The MMO calculation has determined that for 2012, a combination of State Aid (@ \$197,652), Township contributions (@ \$266,408) and Police Officer Contributions (Base, Longevity and Holiday pay at 5%) estimated at \$134,351, will be required to meet the funding obligations of the Plan and keep the pension fund actuarially sound.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

Contributions from Police Officers in the amount of 5% have been withheld from Police Officers in the years 2006, 2007, 2008, 2009, 2010 and 2011.

ALTERNATIVES/OPTIONS:

None

BUDGET IMPACT:

Waiving the Police Officer contribution requirement for 2012 would require that the Township contribute an additional \$134,351 to meet the funding requirements for Pension Plan for 2012 utilizing the Act 44 Optional 75% Amortization for Level 1 Distress Plans.

RECOMMENDATION:

Based on the Minimum Municipal Obligation calculation of the Police Pension Plan for 2012, contributions by the Township will be required to meet the funding obligations of the plan and keep the pension fund actuarially sound. Therefore, it is recommended that the Board of Supervisors continue to require Police Officer contributions to the Police Pension Plan in the amount of 5% of Base Salary, Longevity and Holiday pay for the year 2012.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby require Police Officer contributions to the Police Pension Plan in the amount of 5% of Base Salary, Longevity and Holiday pay for the year 2012 and direct that notice of the contribution be provided to the representatives of the Police Collective Bargaining Unit.

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 Police Pension Plan  
2012 Minimum Municipal Obligation

	<u>Regular Amortization</u>	<u>Act 44 Optional 75% Amortization</u>
1 Normal Cost Percentage <sup>1</sup>	<u>11.6%</u>	<u>11.6%</u>
2 Administrative Expense Percentage <sup>1</sup>	<u>1.0%</u>	<u>1.0%</u>
3 Total Percentage (1 + 2)	<u>12.6%</u>	<u>12.6%</u>
4 Estimated 2011 Total Gross W-2 Payroll	<u>2,925,467</u>	<u>2,925,467</u>
5 Annual Cost (3 x 4)	<u>368,609</u>	<u>368,609</u>
6 Amortization Contribution Requirement <sup>1</sup>	<u>\$306,403</u>	<u>\$229,802</u>
7 Financial Requirements (5 + 6)	<u>675,012</u>	<u>598,411</u>
8 Member Contributions Anticipated	<u>134,350</u>	<u>134,351</u>
9 10% of Negative Unfunded Liability	<u>\$0</u>	<u>\$0</u>
10 Minimum Municipal Obligation (7 - 8 - 9) (Due Before 12-31-2012)	<u>540,662</u>	<u>464,060</u>
11 Does the Plan elect to use the reduced amortization option as allowed by Act 44 of 2009?	<input type="checkbox"/> No	<input checked="" type="checkbox"/> Yes

  
Authorized Signature

9/26/11  
Date

<sup>1</sup> Based upon 01/01/2009 Actuarial Valuation

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

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SUBJECT: Consider Approval of Distribution of 2011 Act 205 General Municipal Pension System State Aid

MEETING DATE: October 11, 2011

ITEM NUMBER: #13

MEETING/AGENDA: WORK SESSION

ACTION **XX**

NONE

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

INITIATED BY: Shannon Q. Drosnock  
Finance Director

BOARD LIAISON: Jeffrey McDonald, Esq  
Pension Committee

---

BACKGROUND:

The annual General Municipal Pension System State Aid allocation for 2011 has been received in the amount of \$610,010.94; a 70% increase over last year's allocation. The increase in allocation is related to the collection methods and procedures at the State level and is expected to be a one year increase only; normal allocation is expected to resume in 2012.

The State requires that the Board of Supervisors adopt a resolution approving the allocation of the State Aid to the pension systems for its employees. Based on the 2011 Minimum Municipal (MMO) Obligations to the Police and Non-Uniformed Pension Plans, it is recommended that the 2011 Act 205 General Municipal Pension System State Aid be allocated as follows:

Police Pension Plan	– 67.2%	- \$ 410,010.94
Non Uniformed Pension Plan	– 32.8%	- \$ 200,000.00
		<u>\$ 610,010.94</u>

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT: None.

PREVIOUS BOARD ACTION: None.

ALTERNATIVES/OPTIONS: None.

BUDGET IMPACT: The State Aid provides the Township with assistance in meeting its annual pension funding obligation, and was factored into the Township's budget at last year's funding rate. The 70% increase in the funding rate will provide additional assistance to the Township's funding obligation thereby resulting in an increase to General Fund fund balance of approximately \$252K for this fiscal year.

RECOMMENDATION: Accept the recommended allocation and approve resolution.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby accept the recommendation to allocate the 2011 Act 205 General Municipal Pension System State Aid to the Police Pension Plan in the amount of \$ 410,010.94 and to the Non Uniformed Employee Pension Plan in the amount of \$ 200,000.

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 Audit Proposal for 2011

MEETING DATE: October 11, 2011

ITEM NUMBER: # 14

MEETING/AGENDA: WORK SESSION    ACTION xx    CONSENT    NONE

REASON FOR CONSIDERATION:

Operational: xx    Policy:    Discussion:    Information:

INITIATED BY: Shannon Q. Drosnock    BOARD LIAISON: Robert Birch, Chairman  
Finance Director     Finance Committee Liaison 

---

BACKGROUND:

Maillie Falconiero has performed the Township's annual audit since 2004 and has provided the Township with excellent service including assistance in converting the audit to the CAFR format. Maillie Falconiero also performs the audits for the Fire Department of Montgomery Township and its Relief Association. The current engagement with Maillie Falconiero expired with the completion of the 2010 audits. Ed Furman has submitted the attached proposal and engagement letter to perform the audits for 2011 and 2012 at the same cost as the 2010 audit.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

Ed Furman, partner with Maillie Falconiero, has offered to perform the audit for 2011 and 2012 for the following costs which were the same as charged for the 2010 Audit

Township Comprehensive Annual Financial Report - \$28,000.  
Fire Department of Montgomery Township Audited Financial Statement - \$2,700.  
Fire Department of Montgomery Township Relief Association Audited Financial Statement - \$2,700.

RECOMMENDATION:

Accept the proposal from Maillie Falconiero to perform the 2011 and 2012 audits for Montgomery Township, Fire Department of Montgomery Township and Fire Department of Montgomery Township Relief Associations at the same fees as charged for the 2010 Audits.



RESOLUTION:

BE IT RESOLVED by the Board of Supervisors that we hereby accept the proposals from Maillie Falconiero to perform the 2011 and 2012 audits for Montgomery Township, Fire Department of Montgomery Township and Fire Department of Montgomery Township Relief Associations for the following costs:

Township Comprehensive Annual Financial Report - \$28,000.  
Fire Department of Montgomery Township Audited Financial Statement - \$2,700.  
Fire Department of Montgomery Township Relief Association Audited Financial Statement - \$2,700.

ROLL CALL:

Candyce F. Chimera	Aye	Opposed	Abstain	Absent
Jeffrey W. McDonnell	Aye	Opposed	Abstain	Absent
Michael J. Fox	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.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

www.maillie.com

PO Box 680  
Oaks, PA 19456-0680  
610-935-1420  
Fax: 610-935-1632

September 1, 2011

D. Scott Detar  
John J. Crenny, Jr.  
Frank L. Pellegrini  
James M. Powers  
Glenn B. Bachman  
Raymond T. Mock  
Robert L. Caruso  
Edward J. Furman  
Robert L. Boland  
Robert M. Manero  
Donald J. Pierce  
Richard A. Flanagan IV  
Craig S. Springer

To the Board of Supervisors  
c/o Mr. Larry Gegan, Township Manager  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

We are pleased to confirm our understanding of the services we are to provide Montgomery Township for the year ended December 31, 2011. We will audit the financial statements of the governmental activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information, which collectively comprise the basic financial statements of Montgomery Township as of and for the year ended December 31, 2011. Accounting standards generally accepted in the United States provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Montgomery Township's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Montgomery Township's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedule.
3. Pension Plan Funding Progress.
4. Postemployment Benefits Other Than Pension Funding Progress.
5. Trend Data on Infrastructure Condition.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Supervisors  
c/o Mr. Larry Gregan, Township Manager  
Montgomery Township

- 2 -

September 1, 2011

Supplementary information other than RSI also accompanies Montgomery Township's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. General Fund
  - Schedule of Revenues and Other Financing Sources.
  - Schedule of Functional Expenditures by Activity and Other Financing Uses.
2. Other Governmental Funds
  - Combining Balance Sheet.
  - Combining Schedule of Revenues, Expenditures and Changes in Fund Balances.
3. Nonmajor Special Revenue Funds
  - Schedule of Revenues, Expenditures and Changes in Fund Balances, Budget and Actual.
4. Nonmajor Capital Projects Funds
  - Schedule of Revenues, Expenditures and Changes in Fund Balances (Deficit), Budget and Actual.
5. Nonmajor Debt Service Fund
  - Schedule of Revenues, Expenditures and Changes in Fund Balances, Budget and Actual.
6. Pension Trust Funds
  - Combining Schedule of Fiduciary Net Assets.
  - Combining Schedule of Changes in Fiduciary Net Assets.
7. Agency Fund
  - Schedule of Changes in Assets and Liabilities.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Supervisors  
c/o Mr. Larry Gregan, Township Manager  
Montgomery Township

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September 1, 2011

## **Audit Objective**

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements taken as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of the accounting records and other procedures we consider necessary to enable us to express such opinions. If our opinions on the financial statements are other than unqualified, we will fully discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or to issue a report as a result of this engagement.

## **Management Responsibilities**

Management is responsible for the basic financial statements and all accompanying information as well as all representations contained therein. You are also responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee our assistance with the preparation of your financial statements and related notes and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

Management is responsible for establishing and maintaining effective internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of the respective financial position of the governmental activities, the aggregate discretely presented component units, each major fund and the aggregate remaining fund information of Montgomery Township and the respective changes in financial position and where applicable, cash flows, in conformity with U.S. generally accepted accounting principles.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, regulators, or others.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Supervisors  
c/o Mr. Larry Gregan, Township Manager  
Montgomery Township

- 4 -

September 1, 2011

In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws and regulations. You are responsible for the preparation of the supplementary information in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to present the supplementary information with the audited financial statements.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information, and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.

## **Audit Procedures - General**

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Supervisors  
c/o Mr. Larry Gregan, Township Manager  
Montgomery Township

- 5 -

September 1, 2011

## **Audit Procedures - Internal Control**

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

## **Audit Procedures - Compliance**

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Montgomery Township's compliance with applicable laws and regulations and the provisions of contracts and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance, and we will not express such an opinion.

## **Engagement Administration, Fees and Other**

During the course of our professional practice, with the prior written consent of our clients, we provide our clients' confidential accounting and/or financial data, without the clients being specifically identified, to a third party, Sageworks, Inc., for statistical and/or industry research and/or benchmarking purposes only. In the course of this engagement, or thereafter, as long as you are a client of Maillie, Falconiero & Company, LLP, we may wish to provide your confidential data to that third party in such a format. You will not be identified in any way. By your signature on this letter, you expressly authorize us to make such disclosure of your confidential accounting and/or financial data, as we may elect within our discretion, with the understanding that, in doing so, you will not be specifically identified.

We understand that your employees will prepare all cash or other confirmations we request and will locate any documents selected by us for testing.

Edward J. Furman, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$28,000. This fee will also apply to our services for the year ended December 31, 2012. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Supervisors  
c/o Mr. Larry Gregan, Township Manager  
Montgomery Township

- 6 -

September 1, 2011

In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Montgomery Township and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

MAILLIE, FALCONIERO & COMPANY, LLP

Edward J. Furman

## RESPONSE:

This letter correctly sets forth the understanding of Montgomery Township.

By: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

www.maillie.com

PO Box 680  
Oaks, PA 19456-0680  
610-935-1420  
Fax: 610-935-1632

October 4, 2011

D. Scott Detar  
John J. Crenny, Jr.  
Frank L. Pellegrini  
James M. Powers  
Glenn B. Bachman  
Raymond T. Mock  
Robert L. Caruso  
Edward J. Furman  
Robert L. Boland  
Robert M. Manero  
Donald J. Pierce  
Richard A. Flanagan IV  
Craig S. Springer

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

We are pleased to confirm our understanding of the services we are to provide for the Fire Department of Montgomery Township for the year ended December 31, 2011.

We will audit the statement of financial position of the Fire Department of Montgomery Township as of December 31, 2011, and the related statements of activities, functional expenses and cash flows for the year then ended.

## Audit Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

## Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will also request written representations from the Fire Company's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.





## MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township

- 2 -

October 4, 2011

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Fire Company or to acts by management or employees acting on behalf of the Fire Company.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the Fire Company and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

During the course of our professional practice, with the prior written consent of our clients, we provide our clients' confidential accounting and/or financial data, without the clients being specifically identified, to a third party, Sageworks, Inc., for statistical and/or industry research and/or benchmarking purposes only. In the course of this engagement, or thereafter, as long as you are a client of Maillie, Falconiero & Company, LLP, we may wish to provide your confidential data to that third party in such a format. You will not be identified in any way. By your signature on this letter, you expressly authorize us to make such disclosure of your confidential accounting and/or financial data, as we may elect within our discretion, with the understanding that, in doing so, you will not be specifically identified.



## MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township

- 3 -

October 4, 2011

### Management Responsibilities

You are responsible for making all management decisions and performing all management functions; for designating an individual with suitable skill, knowledge, or experience to oversee the tax services and any other nonattest services we provide; and for evaluating the adequacy and results of those services and accepting responsibility for them.

You are responsible for establishing and maintaining internal controls, including monitoring ongoing activities; for the selection and application of accounting principles; and for the fair presentation in the financial statements of financial position, changes in net assets and cash flows in conformity with U.S. generally accepted accounting principles. You are also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the Fire Company involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Fire Company received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring the Fire Company complies with applicable laws and regulations and for taking timely and appropriate steps to remedy any fraud, illegal acts, or violations of contracts or grant agreements that we may report.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information, and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.



## MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township

- 4 -

October 4, 2011

Certain communications involving tax advice between you and our firm may be privileged and not subject to disclosure to the IRS. By disclosing the contents of those communications to anyone, or by turning over information about those communications to the government, you may be waiving this privilege. To protect your right to privileged communication between yourself and our firm, please consult with us or your attorney prior to disclosing any information about our tax advice.

### Engagement Administration, Fees and Other

We understand that your employees will prepare all cash, accounts receivable and other confirmations we request and will locate any documents selected by us for testing.

Edward J. Furman, CPA, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, will not exceed \$2,700. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 30 days or more overdue and will not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.



**MAILLIE, FALCONIERO & COMPANY, LLP**

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township

- 5 -

October 4, 2011

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

MAILLIE, FALCONIERO & COMPANY, LLP

Edward J. Furman

**RESPONSE:**

This letter correctly sets forth the understanding of the Fire Department of Montgomery Township.

Officer signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

www.maillie.com

PO Box 680  
Oaks, PA 19456-0680  
610-935-1420  
Fax: 610-935-1632

October 4, 2011

D. Scott Detar  
John J. Crenny, Jr.  
Frank L. Pellegrini  
James M. Powers  
Glenn B. Bachman  
Raymond T. Mock  
Robert L. Caruso  
Edward J. Furman  
Robert L. Boland  
Robert M. Manero  
Donald J. Pierce  
Richard A. Flanagan IV  
Craig S. Springer

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery Township Relief Association  
1001 Stump Road  
Montgomeryville, PA 18936-9605

We are pleased to confirm our understanding of the services we are to provide for the Fire Department of Montgomery Township Relief Association for the year ended December 31, 2011.

We will audit the statement of financial position of the Fire Department of Montgomery Township Relief Association as of December 31, 2011, and the related statements of activities, functional expenses and cash flows for the year then ended.

## Audit Objective

The objective of our audit is the expression of an opinion about whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and will include tests of your accounting records and other procedures we consider necessary to enable us to express such an opinion. If our opinion is other than unqualified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed an opinion, we may decline to express an opinion or to issue a report as a result of this engagement.

## Audit Procedures

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories and direct confirmation of receivables and certain assets and liabilities by correspondence with selected individuals, funding sources, creditors and financial institutions. We will also request written representations from the Relief Association's attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.



# MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township Relief Association

- 2 -

October 4, 2011

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Relief Association or to acts by management or employees acting on behalf of the Relief Association.

Because an audit is designed to provide reasonable, but not absolute, assurance and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our audit will include obtaining an understanding of the Relief Association and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing and extent of further audit procedures. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. However, during the audit, we will communicate to you and those charged with governance internal control related matters that are required to be communicated under professional standards.

During the course of our professional practice, with the prior written consent of our clients, we provide our clients' confidential accounting and/or financial data, without the clients being specifically identified, to a third party, Sageworks, Inc., for statistical and/or industry research and/or benchmarking purposes only. In the course of this engagement, or thereafter, as long as you are a client of Maillie, Falconiero & Company, LLP, we may wish to provide your confidential data to that third party in such a format. You will not be identified in any way. By your signature on this letter, you expressly authorize us to make such disclosure of your confidential accounting and/or financial data, as we may elect within our discretion, with the understanding that, in doing so, you will not be specifically identified.



## MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township Relief Association

- 3 -

October 4, 2011

### Management Responsibilities

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You are responsible for the design and implementation of programs and controls to prevent and detect fraud and for informing us about all known or suspected fraud affecting the Relief Association involving (1) management, (2) employees who have significant roles in internal control and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the Relief Association received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring the Relief Association complies with applicable laws and regulations and for taking timely and appropriate steps to remedy any fraud, illegal acts, or violations of contracts or grant agreements that we may report.

With regard to the electronic dissemination of audited financial statements, including financial statements published electronically on your website, you understand that electronic sites are a means to distribute information, and, therefore, we are not required to read the information contained in these sites or to consider the consistency of other information in the electronic site with the original document.



## MAILLIE, FALCONIERO & COMPANY, LLP

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township Relief Association

- 4 -

October 4, 2011

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**MAILLIE, FALCONIERO & COMPANY, LLP**

*Certified Public Accountants and Business Counselors*

To the Board of Directors  
Mr. Larry Gregan  
Fire Department of Montgomery  
Township Relief Association

- 5 -

October 4, 2011

We appreciate the opportunity to be of service to you and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

MAILLIE, FALCONIERO & COMPANY, LLP

Edward J. Furman

**RESPONSE:**

This letter correctly sets forth the understanding of the Fire Department of Montgomery Township Relief Association.

Officer signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

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

---

SUBJECT: Consider Third Quarter 2011 Budget Amendments

MEETING DATE: October 11, 2011

ITEM NUMBER: #15

MEETING/AGENDA:

ACTION XX

NONE

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

INITIATED BY: Shannon Q. Drosnock  
Finance Director

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

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**BACKGROUND:**

A budget amendment is required for internal and external reporting purposes and for proper budgetary control. Please see attached documentation showing recommended Budget Amendments to various line items within the 2011 General Fund, Capital Reserve Fund, Park and Recreation Fund and Police Donation Fund to reflect proposed expenditures as follows:

**Adjustment to Capital Reserve Fund – Designated Reserves**

- Two technology upgrades have occurred in the third quarter of 2011. The upgrades were to the audio system in the Board Meeting Room for a total cost of \$9,668 and the digital packet upgrade for an estimated cost of \$4,000. Both upgrades will be funded through the designated capital reserve line item for Technology Improvements. The balance of this line item is \$425,348 and will be reduced by the \$14,000 budget amendment.
- In August of 2011, the Board authorized the Police Department to purchase the two new vehicles that were originally scheduled for replacement purchase in 2012. Because the vehicle model will no longer be offered after 2011, the Police Department requested to make the purchase this year to ensure the vehicles would be the preferred model. The total cost of this purchase is \$46,920 and will be funded from the designated capital reserve line item for Equipment Replacement and transferred to the General Fund line item 01-411-4750 – Equipment Replacement. The balance of this line item is \$1,389,604 and will be reduced by the \$47,000 amendment.
- In August of 2011, the Park Board unanimously endorsed the recommendation to level and recoat the Fellowship Park tennis courts. This project was subsequently approved by the Board of Supervisors at a cost not to exceed \$20,000. The expenditures were allocated in the Park and Recreation Fund line items 05-450-4220 – Operating Supplies and 05-450-4450 Contracted Services. The budget amendment will increase the budgets for the aforementioned line items by \$10,000 each and will reduce the designated capital reserve line item for the Park Equipment Plan by \$20,000 from the balance of \$438,793.

**Adjustment to the Police Donation Fund**

- In January of 2011, the Board of Supervisors authorized the Police Department to purchase a canine and have Officer Daniel Rose attend canine handling training in North Carolina. In August of 2011 the Board of Supervisors authorized the purchase of a second canine and the subsequent training for Officer Brian Schreiber. The total cost was \$24,000 and was expensed to the Police Donation Fund (92). Donations of \$6,000 to be used for each canine and Officer training were given to the Department by District

Attorney Risa Ferman. The attached budget amendment spreadsheet details the budget amendments to be made in the Police Donation Fund.

ZONING, SUBDIVISION OR LAND DEVELOPMENT IMPACT:

None.

PREVIOUS BOARD ACTION:

None.

ALTERNATIVES/OPTIONS:

None.

BUDGET IMPACT:

With the approval of these Budget Amendments, the Township will continue to operate in accordance with all internal and external controls.

RECOMMENDATION:

Consider approval of the 2011 3<sup>rd</sup> Quarter Budget Amendments.

MOTION/RESOLUTION:

BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby approve the 2011 3<sup>rd</sup> Quarter Budget Amendments to the General Fund, Capital Reserve Fund, Park and Recreation Fund and the Police Donation Fund as per attached Exhibit A.

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,

**Montgomery Township**  
**Proposed 2011 3rd Quarter Budget Amendments**

Fund/Org	Account	Title	Current Budget	Expense/Revenue Increase	Amended Budget	Beginning Designated Reserve Balance	Projected Ending Designated Reserve Balance
<b>Capital Reserve Fund</b>							
01-411	4750	Police - Capital Replacement For 2 new vehicles	\$ 131,990.00	\$ 47,000.00	\$ 178,990.00		
01-392	3030	From Capital Reserve For 2 new Police vehicles	\$ 402,540.00	\$ 47,000.00	\$ 449,540.00		
30-492	4001	To General Fund For 2 new vehicles	\$ 402,540.00	\$ 47,000.00	\$ 449,540.00	\$ 1,595,871.00	\$ 1,146,331.00
30-400	4700	Capital New - Administration For audio and digital upgrades	\$ 44,100.00	\$ 14,000.00	\$ 58,100.00	\$ 425,348.00	\$ 411,348.00
05-450	4220	Operating Supplies For tennis court recoat	\$ 46,000.00	\$ 10,000.00	\$ 56,000.00		
05-450	4450	Contracted Services For tennis court recoat	\$ 24,000.00	\$ 10,000.00	\$ 34,000.00		
05-392	3030	From Capital Reserve Fellowship Park tennis recoat	\$ 36,150.00	\$ 20,000.00	\$ 56,150.00		
30-492	4005	To Park and Recreation Fellowship Park tennis recoat	\$ 36,150.00	\$ 20,000.00	\$ 56,150.00	\$ 445,623.00	\$ 389,473.00
92-387	3870	Contributions DA donation to Canine training	\$ -	\$ 12,000.00	\$ 12,000.00		
92-410	4460	Meetings and Conference Canine Training	\$ 5,000.00	\$ 19,000.00	\$ 24,000.00		

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

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SUBJECT: Payment of Bills

MEETING DATE: October 11, 2011

ITEM NUMBER: #16

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:

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
23873	9/29/11	671	MONTGOMERY TOWNSHIP	1,270.00
23874	9/29/11	1264	MORGAN STANLEY SMITH BARNEY INC	5,394.26
23875	10/3/11	00000967	DELAWARE VALLEY HEALTH INSURANCE	531.20
48871	9/30/11	00001660	LINDINGERS CATERING	558.75
48872	10/6/11	00000643	MONTGOMERY COUNTY-NORRISTOWN	15.00
48873	10/11/11	00000006	ACME UNIFORMS FOR INDUSTRY	375.44
48874	10/11/11	00000068	ADAM WEBSTER	60.00
48875	10/11/11	00000340	ADVENT SECURITY CORPORATION	207.00
48876	10/11/11	00000053	ALLIED WASTE SERVICES #320	770.53
48877	10/11/11	00000053	ALLIED WASTE SERVICES #320	917.37
48878	10/11/11	00000030	ASSOCIATED TRUCK PARTS	93.10
48879	10/11/11	00000031	AT&T	205.19
48880	10/11/11	00001997	AUTOMATIC SYNC TECHNOLOGIES, LLC	409.64
48881	10/11/11	00001917	AWCKLANDS PRODUCE	1,880.00
48882	10/11/11	00000043	BERGEY'S	892.70
48883	10/11/11	00001938	BILL WIEGMAN	90.00
48884	10/11/11	00000049	BISHOP WOOD PRODUCTS, INC.	113.40
48885	10/11/11	00001903	BRIAN JANSSENS	15.00
48886	10/11/11	00001370	A. BRUCE WEIKEL	52.00
48887	10/11/11	00902428	C & C FAMILY CONTRACTORS INC.	324.00
48888	10/11/11	00000071	CANON BUSINESS SOLUTIONS, INC.	437.85
48889	10/11/11	00001579	CARGO TRAILER SALES, INC	83.15
48890	10/11/11	00001601	CDW GOVERNMENT, INC.	1,282.08
48891	10/11/11	00000855	CHRISTOPHER MANN	300.00
48892	10/11/11	00001048	CLEAR SOUND INC.	175.00
48893	10/11/11	00000050	CODY MILLER	75.00
48894	10/11/11	00001480	KEN C. BERGEY LLC	233.20
48895	10/11/11	00000108	COUNTY ELECTRIC SUPPLY COMPANY, INC.	216.79
48896	10/11/11	00002007	YOON BROTHERS INC.	829.57
48897	10/11/11	00000086	DAVID D. DUNLAP	275.28
48898	10/11/11	00000024	DAVID P. BENNETT	15.00
48899	10/11/11	00001945	DAVID S. WOLFE	45.00
48900	10/11/11	00001941	DAVID W. VASCONEZ	120.00
48901	10/11/11	00000629	DAVIDHEISER'S INC.	647.00
48902	10/11/11	00000118	DEL-VAL INTERNATIONAL TRUCKS, INC.	500.22
48903	10/11/11	00001520	DELAWARE VALLEY INSURANCE TRUST	38,403.00
48904	10/11/11	00000120	DELAWARE VALLEY WORKERS	32,586.00
48905	10/11/11	00001762	LEONARD WASMANSKI	694.87
48906	10/11/11	00000967	DELAWARE VALLEY HEALTH INSURANCE	122,065.25
48907	10/11/11	00000967	DELAWARE VALLEY HEALTH INSURANCE	13,095.80
48908	10/11/11	00000146	E.A. DAGES, INC.	591.40

## Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
48909	10/11/11	00001957	EDMOND SKRZAT	60.00
48910	10/11/11	00000099	EQUITY APPRAISAL COMPANY, INC.	750.00
48911	10/11/11	00001943	ERIC C. FREAS	30.00
48912	10/11/11	BT002702	ESTATE OF ISAAC FRIEDMAN	34.29
48913	10/11/11	BT001496	FABRIC CENTER ASSOCIATES	287.88
48914	10/11/11	00001034	FASTENAL	160.46
48915	10/11/11	00000900	FDMTRA - FIRE DEPARTMENT OF	414,125.20
48916	10/11/11	00000174	FISHER & SON COMPANY, INC.	443.90
48917	10/11/11	00000167	FUEL SYSTEM SERVICES, LLC	353.82
48918	10/11/11	00902422	GEORGE / HOLLY KOTRIDI'S	1,000.00
48919	10/11/11	00000193	GEORGE ALLEN PORTABLE TOILETS, INC.	720.00
48920	10/11/11	00000198	GLASGOW, INC.	413.57
48921	10/11/11	00001842	GLEN ROETMAN	45.00
48922	10/11/11	00000229	GRAINGER	129.15
48923	10/11/11	00000213	HAJOCA CORPORATION	109.37
48924	10/11/11	00000114	HARLEYSVILLE MATERIALS, LLC	117.18
48925	10/11/11	00001793	HILLTOWN TOWNSHIP	2,479.73
48926	10/11/11	00000133	BYM INC.	148.00
48927	10/11/11	00001052	HORSHAM TOWNSHIP	1,859.80
48928	10/11/11	00001388	IPMA-HR INTERNATIONAL PUBLIC	38.00
48929	10/11/11	00000148	JONATHAN S. BEER	1,225.00
48930	10/11/11	00902425	JANE GIMPEL	120.00
48931	10/11/11	00902426	JENG YI	240.00
48932	10/11/11	00902427	JENNIFER TENFELDE	120.00
48933	10/11/11	00000890	JOHN H. MOGENSEN	75.00
48934	10/11/11	00001581	JOSEPH J. SIMES	210.00
48935	10/11/11	00001843	JOSEPH M. BENNETT	80.00
48936	10/11/11	00000112	JT LAFFREDO BUILDING & DESIGN, INC.	37,287.57
48937	10/11/11	00001210	JUSTICE INVESTIGATIONS, INC	375.00
48938	10/11/11	00000740	K.J. DOOR SERVICES INC.	204.00
48939	10/11/11	00000283	WILLIAM A. CRANE, V.M.D.,P.C.	128.50
48940	10/11/11	00002009	LORCO PETROLEUM SERVICES	69.00
48941	10/11/11	00001886	LOUIS RANIERI	45.00
48942	10/11/11	00001706	LOWE'S COMPANIES INC.	13.08
48943	10/11/11	00000093	MATTHEW MCCULLA	15.00
48944	10/11/11	00002000	MATTHEW SHINTON	45.00
48945	10/11/11	00001330	MCCALLION STAFFING SPECIALISTS	585.00
48946	10/11/11	BT005726	MICHAEL BRENT PLUMBING & HEATING	45.00
48947	10/11/11	00001920	MICHAEL H. BEAN	60.00
48948	10/11/11	00001961	MICHAEL LONG	15.00
48949	10/11/11	00000867	MICHAEL SHEARER	15.00

## Montgomery Township Check Register

Check Number	Check Date	Vendor No	Payee	Amount
48950	10/11/11	00002016	MICHAEL SHINTON	30.00
48951	10/11/11	00000147	MIJ SERVICES INC	260.00
48952	10/11/11	00001759	PAUL MICHAEL WINTJE	75.00
48953	10/11/11	00001051	MILLER TIRE AND AUTO COMPANY	140.00
48954	10/11/11	00000317	MONTGOMERY CO PLANNING COMMISSIO	5,664.75
48955	10/11/11	00000324	MOYER INDOOR / OUTDOOR	139.00
48956	10/11/11	00902423	NAHEED & GHOUSE MOHAMMED	1,000.00
48957	10/11/11	00001054	NEW BRITAIN TOWNSHIP	3,799.20
48958	10/11/11	00000336	NFPA-NATIONAL FIRE PROTECTION ASSO	407.20
48959	10/11/11	00000356	NORTH WALES WATER AUTHORITY	2,126.64
48960	10/11/11	00001134	OFFICE DEPOT, INC	359.02
48961	10/11/11	00001840	PAUL R. MOGENSEN	140.00
48962	10/11/11	00000095	PAUL SMITH	30.00
48963	10/11/11	00000397	PECO ENERGY	97.33
48964	10/11/11	00000595	PENN VALLEY CHEMICAL COMPANY	207.45
48965	10/11/11	00000560	PENNSYLVANIA HORTICULTURAL	1,258.00
48966	10/11/11	00001358	PENNSYLVANIA RECREATION AND PARK	1,726.00
48967	10/11/11	00001880	PHILIP C. STUMP	60.00
48968	10/11/11	00000945	PIPERSVILLE GARDEN CENTER, INC.	397.91
48969	10/11/11	00000436	RAY ALLEN MANUFACTURING CO INC	52.75
48970	10/11/11	00000136	RECYCLE AWAY, LLC	1,099.80
48971	10/11/11	00000439	RED THE UNIFORM TAILOR	956.20
48972	10/11/11	00000430	REM-ARK ALLOYS, INC.	192.42
48973	10/11/11	00000117	RIGGINS INC	1,602.05
48974	10/11/11	00000115	RIGGINS, INC	3,035.33
48975	10/11/11	00902424	ROBERT M. BRAUN	1,000.00
48976	10/11/11	00000061	ROBERT MCMONAGLE	45.00
48977	10/11/11	00902421	SARAH BRITT	33.00
48978	10/11/11	00000653	SCATTON'S HEATING & COOLING, INC.	1,563.47
48979	10/11/11	00000153	SHANNON DROSNOK	108.17
48980	10/11/11	00000005	SHRED ONE SECURITY CORP.	842.72
48981	10/11/11	00001847	STAPLES CONTRACT & COMMERCIAL, INC	507.00
48982	10/11/11	00001939	SERVICE TIRE TRUCK CENTERS	49.75
48983	10/11/11	00000483	SUBURBAN OFFICE SUPPLIERS, INC.	243.31
48984	10/11/11	00001200	SYNATEK	93.00
48985	10/11/11	00000485	SYRENA COLLISION CENTER, INC.	718.20
48986	10/11/11	00001164	THE GOOSE GUYS INC.	250.00
48987	10/11/11	00001791	PHILADELPHIA PROTECTION BUREAU, INC	3,528.00
48988	10/11/11	00000502	THOMAS W. MCCAULEY	67.50
48989	10/11/11	00000680	ROBERT E. TRAIL	652.08
48990	10/11/11	00000014	UPPER DUBLIN TOWNSHIP	203.92



**Montgomery Township Check Register**

<b>Check Number</b>	<b>Check Date</b>	<b>Vendor No</b>	<b>Payee</b>	<b>Amount</b>
48991	10/11/11	00000520	VALLEY POWER, INC.	1,672.66
48992	10/11/11	00000040	VERIZON PENNSYLVANIA INC	843.78
48993	10/11/11	00001492	VERIZON CABS	232.79
48994	10/11/11	00000170	VERIZON COMMUNICATIONS	104.99
48995	10/11/11	00000038	VERIZON WIRELESS SERVICES, LLC	129.03
48996	10/11/11	00001839	VINAY SETTY	45.00
48997	10/11/11	BT004341	VINCENT D. MARGIOTTI	30.94
48998	10/11/11	00000131	WAREHOUSE BATTERY OUTLET, INC.	84.85
48999	10/11/11	00001191	WARREN FUCHS	60.00
49000	10/11/11	00000538	WARRINGTON TOWNSHIP	2,783.93
49001	10/11/11	00000760	WASTE MANAGEMENT OF	428.75
49002	10/11/11	00001329	WELDON AUTO PARTS	209.13
49003	10/11/11	00001948	WILLIAM H. FLUCK IV	40.00
49004	10/11/11	00001317	WIRELESS COMMUNICATIONS &	800.96
49005	10/11/11	00000590	YOCUM FORD	316.77
49006	10/11/11	BT003431	ZEP INC.	6,881.05
49007	10/11/11	BT005093	ZINMAN CONCEPTS	60.41
<b>TOTAL</b>				<b>740,609.75</b>

**MONTGOMERY TOWNSHIP ELECTRONIC PAYROLL TAX PAYMENTS**

<u>DATE</u>	<u>VENDOR NAME</u>	<u>REASON FOR PAYMENT</u>	<u>AMOUNT</u>
09/29/2011	IRS	941 Payment	\$65,085.94
09/29/2011	BCG	401/457 Plan Payment	\$22,152.55
09/29/2011	PA-SCDU	Withholding Payment	\$1,853.06
10/03/2011	IRS	945 Payment	\$2,636.35
10/03/2011	ICMA	DROP Plan Payment	\$17,087.07
10/03/2011	City of Philadelphia	Sept Wage Tax Payment	\$784.14
10/05/2011	Commonwealth of PA	State Tax Payment	\$7,374.17
		<b>Total Paid as of 10/11/2011</b>	<b>\$116,973.28</b>