



**AGENDA  
MONTGOMERY TOWNSHIP  
BOARD OF SUPERVISORS  
JUNE 22, 2020**

**[www.montgomerytwp.org](http://www.montgomerytwp.org)**

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

Carolyn McCreary  
Township Manager

**ACTION MEETING – 7:00 PM**

1. Call to Order by Chairman
2. Pledge of Allegiance
3. Roll Call
4. Announcements
5. Public Comment
6. Announcement of Executive Session
7. Consider Approval of Minutes of June 8, 2020 Meeting
8. Consider Approval of Installation of Sensory-Activated Fixtures in All Township Facilities
9. Consider Reclassification of 2020 Budgeted Capital Expenditures
10. Consider Payment of Bills
11. Other Business
  - a. Department Reports
  - b. Committee Liaison Reports
12. Adjournment

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

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SUBJECT: Roll Call  
MEETING DATE: June 22, 2020  
BOARD LIAISON:  
INITIATED BY: Deborah Rivas, Recording Secretary

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BACKGROUND:

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

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

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

Item # **4**

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SUBJECT:	Announcements
MEETING DATE:	June 22, 2020
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chair

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BACKGROUND:

Here are a few announcements to be made:

We are pleased to announce that we are moving forward with planning and implementing steps for reopening our services and amenities for our residents. Here are a few items currently in the works:

- Township staff are taking steps to prepare for onsite public meetings at the Township building. The plan is to possibly begin having onsite meetings in the month of July;
- The Bookmobile has returned to the Community and Recreation Center as of last Thursday, June 18<sup>th</sup>. The hours are Thursday afternoons from 12pm to 5pm and Friday mornings from 10:30am to 12:30pm;
- The Montgomery Township Baseball and Softball Association has begun using the fields for scheduled skills practices;
- All Township tennis courts have been opened for singles play at this time and new outside pickle ball courts have been installed at Fellowship Park;
- In accordance with the Governor's directions, amenities such as the Bark Park, playgrounds, and other fields and courts will remain closed until the county moves to the "green phase". At that time, these amenities will begin to open with social distancing and other requirements as necessary to provide for everyone's safety.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

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

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SUBJECT: Public Comment  
MEETING DATE: June 22, 2020  
BOARD LIAISON:  
INITIATED BY: Tanya C. Bamford, Chair

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**BACKGROUND:**

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

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

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

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

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

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

**PREVIOUS BOARD ACTION:**

**BUDGET IMPACT:**

**RECOMMENDATION:**

**MOTION/RESOLUTION:**

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # 6

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SUBJECT:                   Announcement of Executive Session  
MEETING DATE:       June 22, 2020  
BOARD LIAISON:  
INITIATED BY:         Tanya C. Bamford, Chair

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BACKGROUND:

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

**The Board of Supervisors met in Executive Session via a virtual meeting on Monday, June 22, 2020 at 3:30 p.m. to discuss a personnel matter.**

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # **7**

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SUBJECT: Consider Approval of Minutes for June 8, 2020 Board Meeting  
MEETING DATE: June 22, 2020  
BOARD LIAISON:  
INITIATED BY: Tanya C. Bamford, Chair

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**BACKGROUND:**

Please contact Deb Rivas on Monday, June 22, 2020 before noon with any changes to the minutes. Thank you.

**PREVIOUS BOARD ACTION:**

**BUDGET IMPACT:**

**RECOMMENDATION:**

**MOTION/RESOLUTION:**

**DRAFT**

**MINUTES OF MEETING  
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
JUNE 8, 2020**

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

**IN ATTENDANCE:**

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

**ABSENT:**

Supervisor Candyce Fluehr Chimera

**ALSO IN ATTENDANCE:**

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

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

Chair Tanya C. Bamford acknowledged the tumultuous few weeks that we have had recently. On top of the COVID-19 pandemic, we have had some recent violent storms which knocked out power throughout the Township last week. Ms. Bamford also stated that recently the nation was rocked by the senseless murder of George Floyd sparking protests across the globe. Ms. Bamford reported that she and several Board members attended a peaceful protest that was conducted in the Township over the past weekend. On behalf of the Board of Supervisors, Ms. Bamford stated they stand with those fighting against racism and violence towards people of color and that black lives matter. Ms. Bamford also said that thoughts go out to all of those affected by the COVID-19 pandemic. To date, 204 Township residents have tested positive and 28 deaths have occurred.

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

Police Chief Scott Bendig stated that events of the past few weeks have noticeably impacted our community. The criminal actions of the Minneapolis police officers and subsequent repercussions continue to traumatize not only our residents, but business owners as well. Chief Bendig stated that he felt it was essential he update the Board on recent Township events surrounding these unsettling times. On May 30 and June 6, peaceful protests were held on the Route 202 Parkway at Route 309. On both occasions, members of the department spoke with event organizers, working to facilitate their demonstration while ensuring their safety. Chief Bendig reported that social media threats

regarding the looting of Township businesses had been made. Patrol strategies have been altered, and staffing has been added to ensure the safety and well being of our businesses as they work to emerge from the COVID-19 pandemic. The department continues to reach out to those they serve to address their fears and concerns. This is occurring through several means, in addition to the social media platforms. Chief Bendig stated that efforts including engaging with residents individually regarding questions surrounding department policies or practices that may have come into question regarding this event. Officers are also engaging with members of the business development partnership to deliver a message of commitment and assistance to our businesses post COVID-19; and arranging engagement opportunities with advocacy groups and individual citizens, including the NAACP and Worship Centers within the Township. Chief Bendig stated that unfortunately, the relationships and trust that the department has worked so hard to build with those that are served have been negatively impacted by these tragic and disturbing events. The Police Department will continue to do their part to change this narrative and rebuild those relationships, one interaction at a time. Chief Bendig thanked the Township residents for their continue support.

Chair Tanya C. Bamford thanked Chief Bendig, stating that it is critical to keep an open dialog and she applauds his efforts on that part.

Vice Chairman Matthew W. Quigg stated that it is important to note that Chief Bendig mentioned rebuilding trust one interaction at a time. One of the things that the Montgomery Township Police Department has been is transparent in their interactions with individuals of difference races. The department is not required to, but they keep track and analyze this data on a consistent basis. Mr. Quigg stated that the Chief should be commended for this good work.

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

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

Chair Tanya C. Bamford made a motion to approve the minutes of the May 26, 2020 Board of Supervisors meeting and Supervisor Annette M. Long seconded the motion. The minutes of the meeting were unanimously approved as submitted.

Director of Planning and Zoning Bruce Shoupe presented a draft finalized resolution for proposed guidelines and policies for existing businesses in the Township to follow now that outdoor sales of food and merchandise is allowed during the coronavirus pandemic. The resolution will be in effect for 90 days. Businesses should contact the Department of Planning and Zoning for a review of plans and approval to proceed. Resolution #20-102 made by Chair Tanya C. Bamford, seconded by Vice Chair Matthew W. Quigg and adopted unanimously, approved the guidelines and policy for outdoor sales of merchandise and outdoor dining during the Coronavirus Pandemic.

Resolution #20-102 made by Chair Tanya C. Bamford, seconded by Supervisor Beth A. Staab and adopted unanimously, approved the Deeds of Dedication for roads Harley Court and Destiny Way, (including streetlights, storm sewer, and other public improvements, but excluding curb, sidewalk and driveway aprons) in the Montgomery Knoll, 33-Lot Subdivision, which will be dedicated to the Township and added to the official street map of the Township.



Director of Finance Brian Shapiro reported that he recently reviewed the Township's revenues with the Board of Supervisors and wanted to follow up a review of current expenditures. Mr. Shapiro stated that while the revenues are not consistent on a month-to-month basis, expenditures are more likely to occur on a month-to-month basis. Right now, the usual rate of expenses by the end of May runs around 42% of budget. At this time, in 2020, the average expenses are running in the low 30% range. Overall, the Township has expensed less this year at this time, than the previous two years. Some of the decrease in expenses can be attributed to the staff furloughs and the reduction of costs overall due to the COVID-19 pandemic. Mr. Shapiro also provided an update to the revenue numbers which are tracking approximately 7% behind this time last year. As the Earned Income Tax and Real Estate Tax deadlines were extended, it will take longer for those revenues to come in, but it is expected that they will. In addition, Mr. Shapiro confirmed that the Township's COVID-19 expenses were at \$47,000 and that he is working with the Emergency Preparedness Director Bill Wiegman to submit the applications to FEMA and PEMA for as much reimbursement as possible for the Township.

Township Manager Carolyn McCreary provided an update of the Township's operations during the Commonwealth's "Yellow Phase". Ms. McCreary reported that a "normal" resumption of operations is occurring with all employees who were working from home returning to the office as of June 8, 2020. Public access to the building is by appointment only at this time and masks must be worn by the public while in the Township building. Once onsite meetings begin, committees and staff will be instructed to practice social distancing. A new building access system has been installed with increased security options. Township department operations continue throughout the closure of the building. The Planning department has been accepting permit applications continuously and were being processed in advance of the Governor's order permitting construction to restart. The IT department worked to setup staff to work from home, enabled the Board of Supervisors to hold virtual public meetings and oversaw the installation of the secure building access system. The Finance department was able to conduct all key processes remotely, including paying invoices and processing payroll. An exterior dropbox was installed to allow all payments to be dropped off at any time. The Administration and Human Resources department developed policies required for the COVID-19 pandemic, purchased signage for the building, and installed personal protection equipment where needed. The Public Works department assisted with office changes and setups, installed a new water dispenser in the lobby, and is working to install hands-free sinks and soap dispensers, as well as stand-alone hand sanitizer stations for all Township entrances to the building. The Fire department ensured that necessary PPE supplies were available and monitored conditions at two long-term care facilities in the Township. The Police department worked to continue operations as usual during the pandemic and maintain the safety of all those in the department. Ms. McCreary stated that she was very proud of the staff and the many accomplishments that have occurred over the past three months. Chair Tanya C. Bamford thanked Ms. McCreary and stated that she and the Board were very proud and pleased to have her in charge at the Township.

A motion to approve the payment of bills was made by Chair Tanya C. Bamford, seconded by Vice Chair Matthew W. Quigg, and adopted unanimously, approving the ratification of the payment of bills as submitted for June 8, 2020.

There were two public comment questions submitted during the meeting.

Andrew Hatstat asked about the plan/criteria to reopen the outdoor playgrounds. Township Manager Carolyn McCreary responded that the Township does not plan to reopen the playgrounds until the County moves to the "green phase". The parks and trails are open. Currently, the basketball courts, fields, playground equipment and bathrooms are closed. Tennis courts and a pickleball court are open for singles play at this time.

Albert Gelson of Bonnie Lane asked what enforcement mechanisms are in place to make sure that businesses comply with the guidelines established for reopening? Township Manager Carolyn McCreary responded that the Township does not have the power to enforce guidelines provided by the State. Ms. McCreary also stated that it is important that people who patronize a business and see that they may not be practicing the guidelines required, should walk out and go elsewhere. Vice Chairman Matthew Quigg asked Ms. McCreary to elaborate on the new outdoor dining and sales or merchandise guidelines and how the Township would enforce the policies in the resolution. Ms. McCreary stated that because the Board of Supervisors approved the guidelines, the Township can enforce the businesses that take advantage of the outside dining and sales opportunities if they do something that goes against the policy. The Township has the right to shut down the operation in this case.

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

Respectfully submitted,

Deborah A. Rivas, Recording Secretary

**MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS**  
**BOARD ACTION SUMMARY**  
Item #8

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SUBJECT:	Installation of Sensory-Activated Fixtures in All Township Facilities
MEETING DATE:	June 22, 2020
BOARD LIAISON:	
INITIATED BY:	Carolyn McCreary, Township Manager

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**BACKGROUND:**

Staff is recommending removing 21 toilet flush valves, 8 urinal assemblies, 11 soap dispensers and 23 faucets and replacing them with sensory-activated equipment. The retrofitting of equipment will be in Battalion 1 and 2, Police, Public Works and Administration buildings. This recommendation is to provide touchless equipment in high impact areas, as a response to COVID-19.

**PREVIOUS BOARD ACTION:**

None

**BUDGET IMPACT:**

The Township received three quotes as follows:

- Marcells - \$20,073.00
- Carney Plumbing and Heating - \$29,450.00
- IT Landes - \$32,000.00

In the 2020 Capital Fund budget there is \$100,000 for building improvements. This project would be expensed from that allocation.

**RECOMMENDATION:**

Staff has reviewed all quotes for accuracy. In accordance with State bidding thresholds, the Township received three written quotes. This project does not require formal bidding as the lowest bidder was below the State's requirement (\$21,000). Staff is recommending that the Board of Supervisors approve Marcells' quote in the amount of \$20,073.00.

**MOTION/RESOLUTION:**

I move to authorize the contract for the installation of sensory-activated fixtures in Township facilities to Marcells Plumbing, Heating, Cooling per their quote dated 05/13/20 in the amount of \$20,073.00

MOTION BY: \_\_\_\_\_ SECOND BY: \_\_\_\_\_

MARCELS

Plumbing, Heating, Cooling  
2218 Briar Patch Lane  
Hatfield, Pa. 19440

## Estimate

Date	Estimate #
5/13/2020	211-Admin

Name / Address
Montgomery Township 1001 Stump Rd Montgomeryville, Pa. 18936

			Project
Description	Cost	Qty	Total
Remove existing handle assembly from toilet's flush valve. Install new Zurn Auto Flusher. Tune for location. Test	220.00	9	1,980.00
Remove existing handle assembly from urinal. Install new Zurn Auto Flusher (ZERK-CPM). Tune for location. Test.	220.00	3	660.00
Remove existing soap dispenser. Install new Sloan(3346091) Sensor activated soap dispenser. Test.	375.00	7	2,625.00
Remove existing faucet. Install new Sloan (3362119) Sensor Activated vanity faucet. Connect to existing water lines. Set temperature. Test.	416.00	6	2,496.00
Any questions ,please call.			<b>Total</b> \$7,761.00

Phone #
215.361.8292

MARCELS

Plumbing, Heating, Cooling  
2218 Briar Patch Lane  
Hatfield, Pa. 19440

## Estimate

Date	Estimate #
5/13/2020	213-Bat2

Name / Address
Montgomery Township 1001 Stump Rd Montgomeryville, Pa. 18936

			Project
Description	Cost	Qty	Total
Remove existing handle assembly from toilet's flush valve. Install new Zurn Auto Flusher. Tune for location. Test	220.00	3	660.00
Remove existing handle assembly from urinal. Install new Zurn Auto Flusher (ZERK-CPM). Tune for location. Test.	220.00	1	220.00
Remove existing faucet. Install new Sloan (3362119) Sensor Activated vanity faucet. Connect to existing water lines. Set temperature. Test.	416.00	5	2,080.00
Any questions, please call.			<b>Total</b> \$2,960.00

Phone #
215.361.8292

MARCELS

Plumbing, Heating, Cooling  
2218 Briar Patch Lane  
Hatfield, Pa. 19440

## Estimate

Date	Estimate #
5/13/2020	212-Bat 1

Name / Address
Montgomery Township 1001 Stump Rd Montgomeryville, Pa. 18936

Project

Description	Cost	Qty	Total
Remove existing handle assembly from toilet's flush valve. Install new Zurn Auto Flusher. Tune for location. Test	220.00	4	880.00
Remove existing handle assembly from urinal. Install new Zurn Auto Flusher (ZERK-CPM). Tune for location. Test.	220.00	1	220.00
Remove existing faucet. Install new Sloan (3362119) Sensor Activated vanity faucet. Connect to existing water lines. Set temperature. Test.	416.00	5	2,080.00
Any questions ,please call.		<b>Total</b>	\$3,180.00

Phone #
215.361.8292

MARCELS

Plumbing, Heating, Cooling  
2218 Briar Patch Lane  
Hatfield, Pa. 19440

## Estimate

Date	Estimate #
5/13/2020	214-P.W.

Name / Address
Montgomery Township 1001 Stump Rd Montgomeryville, Pa. 18936

			Project
Description	Cost	Qty	Total
Remove existing handle assembly from urinal. Install new Zurn Auto Flusher (ZERK-CPM). Tune for location. Test.	220.00	1	220.00
Remove existing faucet. Install new Sloan (3362119) Sensor Activated vanity faucet. Connect to existing water lines. Set temperature. Test.	416.00	2	832.00
Any questions ,please call.			<b>Total</b> \$1,052.00

Phone #
215.361.8292

MARCELS

Plumbing, Heating, Cooling  
2218 Briar Patch Lane  
Hatfield, Pa. 19440

## Estimate

Date	Estimate #
5/13/2020	210-Police

Name / Address
Montgomery Township 1001 Stump Rd Montgomeryville, Pa. 18936

Project

Description	Cost	Qty	Total
Remove existing handle assembly from toilet's flush valve. Install new Zurn Auto Flusher. Tune for location. Test	220.00	5	1,100.00
Remove existing handle assembly from urinal. Install new Zurn Auto Flusher (ZERK-CPM). Tune for location. Test.	220.00	2	440.00
Remove existing soap dispenser. Install new Sloan(3346091) Sensor activated soap dispenser. Test.	375.00	4	1,500.00
Remove existing faucet. Install new Sloan (3362119) Sensor Activated vanity faucet. Connect to existing water lines. Set temperature. Test.	416.00	5	2,080.00
Any questions ,please call.		<b>Total</b>	\$5,120.00

Phone #
215.361.8292





PO Box 79 – 900 Old Bethlehem Pike, Line Lexington, PA 18932 – PA#8229  
[www.carneyphc.com](http://www.carneyphc.com) – 215-822-9029 (Phone) – 215-822-8028 (Fax)

June 11, 2020

Montgomery Township  
1001 Stump Road  
Montgomeryville PA 18936

It was my pleasure to meet with you, and thank you for the opportunity to quote this plumbing work. For your consideration we are pleased to offer the following:

#### SCOPE OF WORK

##### [ ] Option #1

###### Administration Department – 1001 Stump Road

Remove 9 sloan flush valves.

Supply and Install 9 sloan battery operated auto flush heads and remove handle assembly and cap.

Supply and Install 3 urinal auto flush valves and caps.

Supply and Install 7 deck mount auto soap dispensers.

Supply and Install 6 sloan auto sensor faucets-model # EBF-650 in chrome.

###### Police Department – 1001 Stump Road

Remove 5 sloan flush valves.

Supply and Install 5 sloan battery operated auto flush heads and remove handle assembly and cap.

Supply and Install 2 urinal auto flush valves and caps.

Supply and Install 4 deck mount auto soap dispensers.

Supply and Install 5 sloan auto sensor faucets-model # EBF-650 in chrome.

###### Public Works – 90 Domorah Drive

Supply and Install 1 urinal auto flush valves and caps.

Supply and Install 2 sloan auto sensor faucets-model # EBF-650 in chrome.

###### Fire Station-Battalion 1 – 384 Stump Road

Remove 4 sloan flush valves.

Supply and Install 4 sloan battery operated auto flush heads and remove handle assembly and cap.

Supply and Install 1 urinal auto flush valves and caps.

Supply and Install 5 sloan auto sensor faucets-model # EBF-650 in chrome.

Fire Station-Battalion 2 – 435 Doylestown Road

Remove 3 sloan flush valves.

Supply and Install 3 sloan battery operated auto flush heads and remove handle assembly and cap.

Supply and Install 1 urinal auto flush valves and caps.

Supply and Install 5 sloan auto sensor faucets-model # EBF-650 in chrome.

Note: Using G2 Sloan Optima Plus Retro kits for all 29 combined toilets and urinals above.

Total Investment            \$33,426.00

☐ Option #2

Supply and Install EBV-200-A Sloan side mount Retro fit Auto flushers instead of G2 Sloan Optima Plus Retro kits for all 29 combined toilets and urinals above.

Total Investment            \$29,450.00

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☐ Add-On #1

Supply and Install Instant hot unit and faucet.

Electric required by others.

Add-on Pricing            \$1,260.00

☐ Add-On #2

Supply and Install 23 grid drains and traps.

Add-on Pricing            \$2,399.00

☐ Add-On #3

If needed, replace lavatory shut off valve/s

Add-on Pricing per valve   \$65.00

\* Includes applicable taxes

Please indicate which option/s you agree to by checking the box ☒

WARRANTY

- 1 Year – Parts
- 1 Year – Labor
- If you have a recurring CCM without lapse the warranty will be 3 years Parts and Labor.
- Company is not responsible or liable for the condition of any existing or reused parts or materials

Payment Terms and Option

- A 50% deposit is due upon execution of this agreement if paying via credit card or check.
- The balance will be due upon completion of Carney's scope of work as listed above
- We accept cash, check, or most major credit cards

- Financing is available with approved credit through Wells Fargo; please call for details. No deposit required.

Carney Plumbing, Heating and Cooling is a family owned and operated business. We employ licensed, factory trained, certified, and experienced technicians (not sub-contractors) who receive continuous training to upgrade their skills. We are proud to have been serving Bucks and Montgomery Counties for all of their plumbing, heating, cooling and geothermal needs since 1976.

If the terms of this proposal do not meet your expectations, please advise.

Feel free to contact me if you have any questions or require additional information.

Thank you for the opportunity to quote this project.

Sincerely,

Kevin Lanigan  
Carney PHC  
215-822-9029

Accepted: \_\_\_\_\_

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



EMPLOYEE-OWNED

**LANDES®**

WE RECOMMEND. YOU DECIDE.™

## PROPOSAL

June 16, 2020

**Montgomery Township**

**Attn: Brian Shapiro**

1001 Stump Road

Montgomeryville, PA 18936

(e) [bshapiro@montgomerytp.org](mailto:bshapiro@montgomerytp.org)

**RE: No Touch Faucet Installation**

Quote figured to be done at the following locations:

1. Administration
2. Police
3. Fire Station – Battalion 1
4. Fire Station – Battalion 2
5. Public Works

**Scope of Work:**

- Toilet and urinal valves – install new sensor activated handle auto flush (total of 29)
- Soap dispenser – replace existing with sensor activated soap dispenser (total of 11)
- Lavatory faucets – replace existing lavatory faucets w/new sensor activated faucets. Also includes mixing valves. (total of 23)
- Instant Hot – Administration – install new Instant Hot (total of 1)
  - Toilets – EBV-200-A Sloan side mount retro fit kit
  - Urinals – EBV-200-A Sloan side mount retro fit kit
  - Soap dispenser – ESD-250C Sloan battery operated soap dispenser
  - Lavatory faucet – Toto TEL-105-DIOEHCP ECO faucet
  - Watts Mixing valve
  - H-Classic – SS hot water dispenser
- Braided flex tubes
- Chrome shut off valve for instant hot
- All work quoted to be done during regular hours
- No alterations to any counter tops included
- No electrical work included
- No valve replacement included. Job figured that the new faucets will connect to existing shutoffs.
- No replacement of any existing parts in the Sloan valves
- No replacement of any traps included
- Any unforeseen work that may be needed and not part of this quote, will be kept extra and done on a time and material basis

**Labor and Material**

**\$ 32,000.00**

**PLUMBING • HEATING & COOLING • FUEL OIL**

247 MAIN STREET - HARLEYSVILLE, PA 19438 - P 215.256.4221 - F 215.256.1414  
EMAIL: [ITL@ITLANDES.COM](mailto:ITL@ITLANDES.COM) - [WWW.ITLANDES.COM](http://WWW.ITLANDES.COM) - PA#023382

Montgomery Township

June 16, 2020

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**Alternate:**

- Include electric wiring for the instant hot                      **ADD                      \$ 425.00 Yes or No**

**Terms: Net 30 Days After Completion of Job**

**PRICE VALID FOR 30 DAYS.**

Sincerely,

IT Landes

*JR Godshall*

JR Godshall  
Special Projects Estimator

JG/cdg

**Acceptance of Proposal –**

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

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

Item # 9

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SUBJECT:	Consider Reclassification of 2020 Budgeted Capital Expenditures
MEETING DATE:	June 22, 2020
BOARD LIAISON:	Annette M. Long, Supervisor
INITIATED BY:	Brian Shapiro, Director of Finance

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**BACKGROUND:**

The Board of Supervisors approved the 2020 budget on December 16, 2019. Within the budget was the inclusion of various capital projects in the following operating funds: General (\$505,960), Fire (\$29,270), and Parks and Recreation (\$23,140). The Capital Fund (Fund 30) has a transfer (expenditure) into the operating accounts to offset these costs. Prior year budgets included capital projects in the operating funds as well.

The operating accounts should only expense the day to day costs of the Township. The inclusion of capital expenditures in the operating accounts can fluctuate the year to year comparisons of departments and funds. As an example in the 2020 Police Services (01-410-4750), there is \$47,150 budgeted for capital. In 2019 there was \$260,645 expensed in capital. When looking at the two years side by side it would appear that the 2019 budget was higher.

Moving forward with the 2021 reformatted budget, staff will no longer include capital projects in the operating accounts. They will be accounted for in the Capital Fund. Staff is recommending that the 2020 budgeted capital expenses within the operating accounts be reallocated to the Capital Fund.

**PREVIOUS BOARD ACTION:**

None

**BUDGET IMPACT:**

None. The operating accounts and capital fund have these items budgeted. In the 2020 budget there are interfund transfers from the Capital Fund to the operating accounts to offset these expenses. The reallocation would eliminate the need for the interfund transfers.

**RECOMMENDATION:**

Staff is recommending that the 2020 budgeted capital expenses within the operating accounts be reallocated to the Capital Fund. The attached lists the 2020 approved budget and the proposed reallocation.

**MOTION/RESOLUTION:**

**Be it resolved** that the Board of Supervisors approve the reallocation of capital expenditures identified above from the General Fund into the Capital Fund per the recommendation of the Finance Director and Township Manager.

MOTION BY: \_\_\_\_\_ SECOND BY: \_\_\_\_\_

**Approved Budget**

<u>Fund</u>	<u>Department</u>	<u>Category</u>	<u>Description</u>	<u>Expense</u>
01	400	4750	Capital Replacement	\$ 31,080
01	405	4750	Capital Replacement	4,610
01	407	4750	Capital Replacement	15,510
01	410	4750	Capital Replacement	47,150
01	411	4750	Capital Replacement	112,300
01	414	4750	Capital Replacement	8,200
01	430	4750	Capital Replacement	258,600
01	432	4750	Capital Replacement	21,280
01	433	4750	Capital Replacement	<u>7,230</u>
				\$ 505,960
04	413	4740	Capital Replacement	<u>\$ 29,270</u>
				\$ 29,270
05	440	4750	Capital Replacement	<u>\$ 23,140</u>
				\$ 23,140

**Reallocated Budget**

<u>Fund</u>	<u>Department</u>	<u>Category</u>	<u>Description</u>	<u>Expense</u>
30	400	4700	Capital Replacement	\$ 31,080
30	405	4700	Capital Replacement	4,610
30	407	4700	Capital Replacement	15,510
30	410	4700	Capital Replacement	47,150
30	411	4700	Capital Replacement	112,300
30	414	4700	Capital Replacement	8,200
30	430	4700	Capital Replacement	258,600
30	432	4700	Capital Replacement	21,280
30	433	4700	Capital Replacement	<u>7,230</u>
				\$ 505,960
30	413	4700	Capital Replacement	<u>\$ 29,270</u>
				\$ 29,270
30	440	4700	Capital Replacement	<u>\$ 23,140</u>
				\$ 23,140

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

Item # 10

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SUBJECT: Consider Payment of Bills  
MEETING DATE: June 22, 2020  
BOARD LIAISON:  
INITIATED BY: Tanya C. Bamford, Chair

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BACKGROUND:

Please find attached a list of bills for your review.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:



Check Date	Bank	Check	Vendor	Vendor Name	Amount
Bank 01 UNIVEST CHECKING					
06/18/2020	01	38(S)	100000405	C.E.S.	0.00
06/19/2020	01	39(S)	100000405	C.E.S.	0.00
06/18/2020	01	78807	00000006	ACME UNIFORMS FOR INDUSTRY	38.02
06/18/2020	01	78808	00000069	C L WEBER CO INC.	22.32
06/18/2020	01	78809	00000222	COMMONWEALTH PRECAST, INC.	600.00
06/18/2020	01	78810	00001663	FIRE DEPARTMENT OF MONTGOMERY	100.00
06/18/2020	01	78811	00000198	GLASGOW, INC.	282.09
06/18/2020	01	78812	00000608	GOOSE SQUAD L.L.C.	900.00
06/18/2020	01	78813	100000754	PETROLEUM TRADERS CORP.	814.36
06/18/2020	01	78814	100000755	PETROLEUM TRADERS CORP.	846.99
06/18/2020	01	78815	00000446	PHISCON ENTERPRISES, INC.	200.00
06/19/2020	01	78816	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	190.26
06/19/2020	01	78817	00000842	911 SAFETY EQUIPMENT	203.95
06/19/2020	01	78818	100001191	A. GIULIANI CO.INC.	4,784.50
06/19/2020	01	78819	00000001	ACCIDENT RECONSTRUCTION JOURNAL	59.00
06/19/2020	01	78820	00000006	ACME UNIFORMS FOR INDUSTRY	207.53
06/19/2020	01	78821	100000892	ADAM ZWISLEWSKI	120.00
06/19/2020	01	78822	00001202	AIRGAS, INC.	371.62
06/19/2020	01	78823	100001548	ALLEN DOOR & SERVICE CORP.	148.00
06/19/2020	01	78824	100000814	AMAZON.COM SERVICES, INC	2,958.59
06/19/2020	01	78825	00000027	ARMOUR & SONS ELECTRIC, INC.	285.00
06/19/2020	01	78826	00000043	BERGEY'S	214.80
06/19/2020	01	78827	00000209	BOUCHER & JAMES, INC.	26,683.19
06/19/2020	01	78828	100001244	BRANDI BLUSIEWICZ	105.00
06/19/2020	01	78829	100000979	BRANDON UZDZIENSKI	75.00
06/19/2020	01	78830	100001063	BRIAN ALLEN	60.00
06/19/2020	01	78831	100001549	BROTHER MOBILE SOLUTIONS, INC.	149.00
06/19/2020	01	78832	100000319	CANDORIS	2,999.49
06/19/2020	01	78833	100000878	CARL HERR	120.00
06/19/2020	01	78834	100001052	CHARLIE'S LAWN CARE	945.00
06/19/2020	01	78835	100000221	COLMAR VETERINARY HOSPITAL	487.82
06/19/2020	01	78836	00000363	COMCAST	755.99
06/19/2020	01	78837	00000335	COMCAST CORPORATION	977.92
06/19/2020	01	78838	00903100	COURIER TIMES, INC.	10.00
06/19/2020	01	78839	100001249	CUSTOM TRUCK ONE SOURCE	1,130.98
06/19/2020	01	78840	00000125	DISCHELL, BARTLE DOOLEY PC	6,134.50
06/19/2020	01	78841	100000893	DONALD TUCKER	60.00
06/19/2020	01	78842	00000967	DVHT - DELAWARE VALLEY HEALTH TRUST	186,118.04
06/19/2020	01	78843	00001332	EAGLE POWER & EQUIPMENT CORP	29,485.76
06/19/2020	01	78844	00001873	EGOV STRATEGIES LLC	2,434.00
06/19/2020	01	78845	00903110	ESTABLISHED TRAFFIC CONTROL	271.75
06/19/2020	01	78846	00000161	EUREKA STONE QUARRY, INC.	221.82
06/19/2020	01	78847	00000169	FEDEX	33.37
06/19/2020	01	78848	00001466	FEDEX OFFICE	16.12
06/19/2020	01	78849	03214568	FULTON CARDMEMBER SERVICES	4,736.09
06/19/2020	01	78850	00001504	GALETON GLOVES	1,052.31
06/19/2020	01	78851	00000188	GALLS, AN ARAMARK CO., LLC	126.29
06/19/2020	01	78852	00001524	GEMPLER'S	559.00
06/19/2020	01	78853	00906136	GEORGE T. BISEL CO., INC	411.22
06/19/2020	01	78854	00000198	GLASGOW, INC.	530.45
06/19/2020	01	78855	00001784	GOOGLE INC.	30.00
06/19/2020	01	78856	100000162	HERMAN GOLDNER COMPANY, INC.	3,001.00
06/19/2020	01	78857	00000903	HOME DEPOT CREDIT SERVICES	208.68
06/19/2020	01	78858	00441122	HORSHAM CAR WASH	10.99
06/19/2020	01	78859	00000102	INTERSTATE BATTERY SYSTEMS OF	225.90
06/19/2020	01	78860	100000882	JACOB MILLEVOI	135.00
06/19/2020	01	78861	100000889	JACOB WELTMAN	75.00
06/19/2020	01	78862	100000881	JOHN H. MOGENSEN	135.00
06/19/2020	01	78863	100000887	JON WASHINGTON	150.00
06/19/2020	01	78864	100001547	KATIE WERT	42.00
06/19/2020	01	78865	100001532	LEI ZHOU	1,080.00
06/19/2020	01	78866	00000284	LIZELL OFFICE FURNITURE	770.00
06/19/2020	01	78867	00001706	LOWE'S COMPANIES INC.	132.28
06/19/2020	01	78868	00001065	MAILLIE LLP	9,700.00
06/19/2020	01	78869	00000201	MASTERTech AUTO SERVICE, LLC	2,548.08
06/19/2020	01	78870	100000875	MICHAEL BEAN	45.00
06/19/2020	01	78871	100000885	MICHAEL SHEARER	105.00
06/19/2020	01	78872	00905057	MICROSOFT CORPORATION	10,679.56
06/19/2020	01	78873	100000188	MJ EARL	350.00
06/19/2020	01	78874	MISC	MONGAN JOSEPH E & LISA A	1,200.00
06/19/2020	01	78875	00000356	NORTH WALES WATER AUTHORITY	847.84
06/19/2020	01	78876	00001134	OFFICE DEPOT, INC	102.40
06/19/2020	01	78877	100000867	PATROL PC	336.00
06/19/2020	01	78878	100000890	PAUL MOGENSEN	345.00
06/19/2020	01	78879	00000397	PECO ENERGY	7,470.46
06/19/2020	01	78880	00000399	PECO ENERGY	8,670.04
06/19/2020	01	78881	00000595	PENN VALLEY CHEMICAL COMPANY	275.00
06/19/2020	01	78882	00000388	PENNSYLVANIA ONE CALL SYSTEM, INC.	137.40

Check Date	Bank	Check	Vendor	Vendor Name	Amount
06/19/2020	01	78883	100000754	PETROLEUM TRADERS CORP.	845.56
06/19/2020	01	78884	00000446	PHISCON ENTERPRISES, INC.	400.00
06/19/2020	01	78885	00000252	PURE CLEANERS	475.25
06/19/2020	01	78886	100001010	RACHEL GIBSON	170.00
06/19/2020	01	78887	100000886	RACHEL TROUTMAN	60.00
06/19/2020	01	78888	00906102	READY REFRESH	80.51
06/19/2020	01	78889	00001146	RESERVE ACCOUNT	1,500.00
06/19/2020	01	78890	00001591	RHOMAR INDUSTRIES, INC.	791.49
06/19/2020	01	78891	100000873	RYAN ALLISON	30.00
06/19/2020	01	78892	100000884	RYAN RUDELL	105.00
06/19/2020	01	78893	100000874	SEAN ALLISON	105.00
06/19/2020	01	78894	00000713	SETON IDENTIFICATION PRODUCTS	207.95
06/19/2020	01	78895	100001242	SILENCERCO, LLC	6,311.20
06/19/2020	01	78896	00000015	SPRINT	313.03
06/19/2020	01	78897	00001394	STANDARD INSURANCE COMPANY	8,039.83
06/19/2020	01	78898	100000701	STAPLES BUSINESS CREDIT	605.73
06/19/2020	01	78899	100000898	STEC- EQUIPMENT, INC	747.83
06/19/2020	01	78900	00003015	STEPHEN A. SPLENDIDO	75.00
06/19/2020	01	78901	00906111	THE PROTECTION BUREAU	14,548.00
06/19/2020	01	78902	00906111	THE PROTECTION BUREAU	4,577.00
06/19/2020	01	78903	00002020	THOMSON REUTERS	231.53
06/19/2020	01	78904	00001984	TRAFFIC PLANNING AND DESIGN, INC.	11,350.15
06/19/2020	01	78905	00001984	TRAFFIC PLANNING AND DESIGN, INC.	485.50
06/19/2020	01	78906	00000506	TRANS UNION LLC	84.80
06/19/2020	01	78907	100000897	TREVOR DALTON	30.00
06/19/2020	01	78908	0903444	TURNER SEMRAU	15.00
06/19/2020	01	78909	MISC	VELVET CROWN RESTORATION	179.50
06/19/2020	01	78910	00000040	VERIZON	139.99
06/19/2020	01	78911	100000854	VINAY SETTY	300.00
06/19/2020	01	78912	100000891	VINCENT ZIRPOLI	120.00
06/19/2020	01	78913	00001329	WELDON AUTO PARTS	369.23
06/19/2020	01	78914	100001552	WHEN TO WORK, INC.	200.00
06/19/2020	01	78915	100001042	ZACHARY EIDEN	75.00
06/19/2020	01	78916	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	190.26
06/19/2020	01	78917	00000006	ACME UNIFORMS FOR INDUSTRY	131.49
06/19/2020	01	78918	00002032	ALBURTIS AUTO INC.	144.00
06/19/2020	01	78919	100000814	AMAZON.COM SERVICES, INC	734.54
06/19/2020	01	78920	00000027	ARMOUR & SONS ELECTRIC, INC.	3,379.02
06/19/2020	01	78921	00000043	BERGEY'S	21.75
06/19/2020	01	78922	100000405	C.E.S.	518.01
06/19/2020	01	78923	00000161	EUREKA STONE QUARRY, INC.	186.25
06/19/2020	01	78924	00000193	GEORGE ALLEN PORTABLE TOILETS, INC.	621.00
06/19/2020	01	78925	00000235	GLENN A. DAVIS	1,000.00
06/19/2020	01	78926	00000223	GUIDEMARK, INC.	2,200.00
06/19/2020	01	78927	00000903	HOME DEPOT CREDIT SERVICES	220.76
06/19/2020	01	78928	00000168	JEFFREY DEPOLO	1,000.00
06/19/2020	01	78929	00000740	K.J. DOOR SERVICES INC.	1,091.68
06/19/2020	01	78930	00001706	LOWE'S COMPANIES INC.	28.49
06/19/2020	01	78931	00000201	MASTERTech AUTO SERVICE, LLC	94.70
06/19/2020	01	78932	100000875	MICHAEL BEAN	45.00
06/19/2020	01	78933	00000356	NORTH WALES WATER AUTHORITY	237.75
06/19/2020	01	78934	00000726	PENN-HOLO SALES & SERVICES	228.23
06/19/2020	01	78935	100000754	PETROLEUM TRADERS CORP.	1,820.45
06/19/2020	01	78936	100000755	PETROLEUM TRADERS CORP.	1,701.47
06/19/2020	01	78937	00000945	PIPERSVILLE GARDEN CENTER, INC.	868.13
06/19/2020	01	78938	00906102	READY REFRESH	45.29
06/19/2020	01	78939	00001153	RICARDO DEJESUS	1,000.00
06/19/2020	01	78940	00000969	SAFETY-KLEEN SYSTEMS, INC.	568.58
06/19/2020	01	78941	00000653	SCATTON'S HEATING & COOLING, INC.	102.00
06/19/2020	01	78942	00001618	SEALMASTER	276.00
06/19/2020	01	78943	00001860	TAYLOR JONES	1,000.00
06/19/2020	01	78944	00001351	TEN-TRAC, INC.	950.00
06/19/2020	01	78945	100000434	TODD WALTER	1,000.00
06/19/2020	01	78946	00001329	WELDON AUTO PARTS	713.17

01 TOTALS:

Total of 142 Disbursements:

404,531.87

**Check List**  
**For Checks Dated 06/09/2020 - 06/22/2020**

<b>Check Date</b>	<b>Vendor Name</b>	<b>Description</b>	<b>Amount</b>
06/11/20	US Treasury	941 Payment	\$ 82,289.18
06/11/20	Morgan Stanley	Police Pension	\$ 7,089.66
06/11/20	BCG 401	401 Payment	\$ 12,828.97
06/11/20	BCG 457	457 Payment	\$ 12,194.08
06/11/20	PBA	PBA Payment	\$ 1,303.00
06/11/20	PA SCDU	Withholding Payment	\$ 470.02
06/17/20	State of PA	State Tax Payment	\$ 8,985.71
<b>Total Checks: 7</b>			<b>\$ 125,160.62</b>

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

Item # **11a.**

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SUBJECT: Other Business – Department Reports  
MEETING DATE: June 22, 2020  
BOARD LIAISON:  
INITIATED BY: Carolyn McCreary, Township Manager

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BACKGROUND:

Township staff has prepared reports for the month of May. If there are any questions, the Department Directors will be available to answer them at the public meeting.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION:

## **ADMINISTRATION REPORT**

### **May 2020**

#### **Administrative Matters (Township Manager)**

- The landscaping project for Montgomery Pointe, Montgomery Preserve, and Montgomery Walk has been completed. The plantings will continue to be monitored as the weather continues to get warmer with any replacement plantings being done in the fall. Plans are being reviewed for Montgomery Knoll with a staff meeting scheduled for June to discuss notifying residents, and a timeline for bidding with planting to occur in the fall, which is the optimum time.
- The Township building continued to remain closed to the public as a result of the Governor's order. All staff currently working from home will be back into the office full-time beginning on Monday, June 8. During May staff began resuming office work on a staggered basis to allow everyone to get used to the changes that have been made in the offices. A concrete pad was installed at the Police Department entrance and the drop box was put in place. The box is labeled for all payments to the Township and Tax Collector.
- Seven (7) employees remain furloughed through June 30. We will evaluate this by mid-June and make any necessary adjustments.
- Meetings with Department Heads continue as a group and individually relating to our current operations and planning for the resumption of operations as the County advances in the Governor's prescribed phases.
- Plans are in place to allow the Zoning Hearing Board to meet in the Township building during June and a plan is being developed for the Board of Supervisors' public meetings to resume.
- Normal monthly meetings with the Township's professionals continue to be held virtually and may continue indefinitely as this has not impeded our progress in addressing items as they arise.
- The streetlight installation project is underway with Public Works facilities staff coordinating investigating any installation questions and assuring that all Township streetlights have been properly accounted for in the planned upgrade.
- I have been asked to serve on the Administration and Operations Subcommittee for the Wissahickon Clean Water Partnership. This group will meet monthly as we wait for the PADEP to review the draft of the water quality improvement plan submitted.

#### **Grants (Township Manager)**

#### **TRANSPORTATION ALTERNATIVES PROGRAM (TAP) GRANT- POWER LINE TRAIL- PHASE I**

I have submitted the data request for the CLOMR study from FEMA and expect to have it sent to me in early June. Once I receive the data I will send it to Gilmore & Associates who are now working on this with the Township staff.

## **DCED GRANT- FRIENDSHIP PARK**

This project will be on PennBid by mid-June with the bid opening scheduled for July 8<sup>th</sup> and a recommendation to award the bid presented for consideration at the Board of Supervisors July 13<sup>th</sup> public meeting.

## **GREEN LIGHT GO GRANT- BETHLEHEM PIKE (ROUTE 309) AND HORSHAM ROAD TRAFFIC SIGNAL MODERNIZATIONS**

The Township received notice from PennDOT that due to the impacts of COVID-19 on motor license revenue, they are unable to execute the grant agreement and encumber the funds at this time. They will contact us when funds become available to determine if a new grant agreement should be executed for the project. The original amount requested was \$753,788 with \$400,206 being awarded.

A comprehensive evaluation is needed of all our traffic signal issues and proposed upgrades so we can prepare a prioritized list which can be used to determine proposed expenditures each year to get the work completed in as timely a manner as possible with or without grants.

## **AUTOMATED RED LIGHT ENFORCEMENT (ARLE) GRANT**

Staff is reviewing options for a new submission for traffic signal improvements to the program which will require a Township match. If the grant would be awarded the matching funds would be taken from the Capital Reserves.

### **Human Resources**

- Finalization of policies and distribution to employees – Temporary Telecommuting and EFMLA and EPSLA
- Seasonal laborer onboarding process started
- Posting of FT Laborer position
- COVID-19 employee communications decision trees, office protocols, signage, EAP information, safety practices and procedures
- Welcome and new hire process for Andrew Backlund, FT firefighter
- One-on-one employee meeting coordination (held Thursday, 5/7) with Tom Schatzman, consultant, Morgan Stanley (457b/401a Plan)
- Finalize updated job descriptions for Fire Services

### **Public Information**

- Memorial Day Montgomery Tour planning and communications alongside Police and Fire
- Montgomery Township Town Hall communications
- Communications for COVID-19, Polling Locations Update, Kids U status, Blood Drive, Leaf & Yard Waste Pick-Up, and various other daily updates and communications
- Google Translate on website

- Employee Newsletter in team effort with Administration
- Virtual activities planning with the Fire Department and Police Department
- Plan and host Virtual Public Information Consortium

# Community and Recreation Center Report

## May 2020

- Through cleaning of the outdoor playground area at the CRC began in anticipation of Montgomery County moving to the “Green” phase.
- Reconfiguration of the indoor spaces of the CRC to adjust to “*Post-COVID-19 Life*” is underway in accordance with guidelines and directives from the Commonwealth of PA and the Centers for Disease Control.
- A weekly e-newsletter titled “Mont CRC Connection” is currently being sent to all accounts on our [montcrc.com](http://montcrc.com) system each Wednesday. The first “issue” was sent May 20<sup>th</sup>. The “Connection” highlights family activity ideas, updates about programs and the CRC, and celebrations of offbeat/lesser known holidays. Some of these holidays included:
  - National Scavenger Hunt Day (May 24)
  - National Senior Health & Fitness Day (May 27)
  - National Hamburger & Brisket Day (May 28)
- Several virtual online recreation programs were conducted in cooperation with the Public Information Office during May. The most popular were the virtual park-based scavenger hunts.
- We have developed a smaller alternate program to our cancelled Kids University summer program called the “Midsummer Mavericks” for the children of Montgomery Township in accordance with guidelines and directives from the Commonwealth of PA and the Federal CDC.
- In anticipation of a community celebration this fall, an online Logo design contest is being conducted for the **20<sup>th</sup> Annual Autumn Festival** scheduled to be held on Saturday, October 10<sup>th</sup>. Detail information can be found on all of Montgomery Township’s media outlets.
- Program supplies and necessary facility operation items are being ordered in preparation for resumed programming and operations.



- The American Red Cross continues to use our facility for much needed Community Blood Drives. Two were conducted during the month of May.
- Virtual volunteer Committee Meetings continue to be held as necessary.

\*\*\*\*\* All of us at the Montgomery Township Community Recreation Center are eagerly awaiting the return of cars to our parking lot and residents utilizing a reconfigured facility.



## Montgomery Township Inter-Office Memo

**To:** Carolyn McCreary, Township Manager  
**From:** Brian Shapiro, Director of Finance  
**Date:** 06/22/2020  
**Subject:** June Finance Committee Report

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Attached is a revenue and expenditure report as of 05/31/2020 for the Montgomery Township 2020 budget and a comparison of major sources of revenues from this period for 2019 versus 2020. Other budgetary highlights are:

### Taxes

- Real Estate – As previously discussed, Real Estate Taxes are mainly collected through mortgage escrows and the Township should be within budget for 2020. Moving forward to the 2021 budget the Township will need to monitor reassessments and foreclosures. The Township extended the deadline to December 31<sup>st</sup>.
- Earned Income – The Township is starting to receive deposits from the 1<sup>st</sup> quarter of 2020. Berkheimer remits these payments to the Township after the employer submits the necessary filings. This tax is typically a quarter behind as employers remit quarterly. With business being closed and Berkheimer adjusting operations, the Township has seen a delay in 1<sup>st</sup> quarter deposits. Berkheimer extended the filing deadline to July 15<sup>th</sup>. The Township is seeing a delay in collections until then.
- Local Services – Berkheimer collects this tax for the Township and has the same quarterly reporting as the Earned Income. Berkheimer extended the filing deadline to July 15<sup>th</sup>. The Township is seeing a delay in collections until then.
- Mercantile/Business Privilege – Overall, the Township is at 86.39% of total budgeted collections. At this time last year, the Township was at 89.30% of total budgeted collections. With the Township building closed and the deadline extended indefinitely, some tax fillings have been delayed.

### **General Fund 2020 Budget**

- Overall, total General Fund revenues are \$8,054,284 or 57.17% of budget. The majority of the revenues (\$5,944,063) have been from Act 511 Taxes (Earned Income, Real Estate Transfer, Local Services, Amusement and Mercantile/Business Privilege Taxes).
- Total General Fund Expenditures are \$4,457,957 or 33.58% of budget. Department expenditures are within budget and trending as normal.
- The Snow and Ice expenditures (01-432) are at 18.05% of budget due to the warm winter season.

### **Other Funds**

- Fund 08 – Recreation Center Fund – Due to the Governor’s order shutting down recreation centers, this fund will experience a decline in revenue. Operating costs will also decrease, but will still need to expense basic operational costs, utility, etc.
- With the Township cancelling Kids U, staff has been issuing refunds in the month of May. That revenue line item, 08-367-3671 (page 23), will be zero on next month’s report.

### **Department Operations**

- On June 8<sup>th</sup> staff resumed working from the office full-time. All operations/protocols returned to normal.
- The public is heavily utilizing the payment drop box.
- The Montgomery County Consortium has formed a COVI-19 financial impact analyst committee. Finance Directors/Assistant Managers from Lansdale, Springfield, Hatboro, Norristown, Whitmarsh and Montgomery are focusing on specific data points to help assist communities in developing 2021 budgets and forecasting the remainder of 2020. Data points being reviewed are: unemployment, income levels, zoning demographics (make up of residential/commercial/industry), Berkheimer data, real estate transfer, building permits, and other critical revenue sources. The committee is also working with the Bucks County Consortium, Delaware Valley Regional Planning Commission and other agencies for information.

**DEPARTMENT of FIRE SERVICES**  
**May 2020**  
**MONTHLY ACTIVITY REPORT**

During the month May 2020, the Department of Fire Services performed the following activities:

**EMERGENCY RESPONSES-49**

**Average response time of 1<sup>st</sup> arriving apparatus:**

Stipend Crews –8 minutes 1 sec  
Volunteer Crews – 8 minutes 19 sec  
Career Crews – 4 minutes 48 sec

**Total responses and average number of personnel:**

Stipend Crews – 8 calls; average of 7 FF members  
Volunteer Crews – 16 calls; average of 11 FF members  
Career Crews – 22 calls; average of 9 FF members with 4 representing Career Staff

**Average number of personnel on fire/emergency scene:**

Stipend Crews – 5 FF members  
Volunteer Crews – 8 FF members  
Career Crews – 5 FF members

**Staffing:**

There were 43.50 career staff hours with only 3 firefighters on duty.

*\*Average number of responding personnel have been limited due to Chief's Order 2020-01 which is a comprehensive staff management plan in order to limit personnel exposure to COVID-19*

**ADMINISTRATIVE**

Meetings attended (phone/virtual) during the month remotely during the COVID 19 Pandemic:

- Weekly Officers' Meetings
- Weekly DFS Staff Meetings
- Weekly Tower Ladder Replacement Committee Meetings
- Weekly Department Heads Meetings with Township Manager
- Weekly North Penn Area Emergency Managers Meetings
- Weekly Eastern Montgomery County Emergency Managers Meetings
- Meeting with MT Public Works Staff
- FDMT Business Meetings of the FDMT & FDMT Relief Association
- Meetings with Mutual Aid Fire Marshals & Emergency Managers
- Meetings with Deputy Chief & President of the FDMT
- PEMA & FEMA for COVID-19 Cost Recovery
- Meeting with the Leadership of IAFF 4890
- Meeting with the Career Captains

*Memorial Day Montgomery Tour  
May 25, 2020*



*The Montgomery Township EMS Departments along with neighboring supporters had a Memorial Day Montgomery Tour to honor the many veterans of the Montgomery Township community for their honorable service and remember the fallen heroes.*

*Special Thanks extended to our residents for their support and participation and all the EMS staff and neighboring participants who made this tour a truly wonderful, celebrated day for all.*

**FIRE MARSHAL'S OFFICE**

*\*Regular Fire Inspections and Re-Inspections have been limited or suspended during the COVID-19 Pandemic due to Chief's Order 2020-01 which is a comprehensive staff management plan in order to limit personnel exposure to COVID-19.*

**Inspections:**

- Initial Life Safety Inspections – 0
- Life Safety Re-inspections – 0
- Closed Out Life Safety Inspections – 0
- Inspections turned over to Chief Fire Marshal for Multiple Outstanding Violations – 0
- Health Department /Citizen Complaint Inspections – 0
- Walk through and preliminary inspection of Montgomery Mall including emergency lighting, egress areas, and mall re-opening planning

**Knox-Boxes:**

- There were no inquiries from property owners/tenants to activate new Knox Box systems for their buildings.

**Follow Up:**

- No follows up for May were reported/conducted

**Smoke Alarms:**

- Representatives from the Fire Marshal's Office had no inquiries from township residents for assistance with the battery installation in their dwellings.

### **Fire Investigations:**

- Chief Fire Marshal Wiegman assisted with fire investigations at the following properties:
  - Wissahickon Park Apartments, Lansdale
  - Bacco Italian Restaurant, Upper Gwynedd

*\*Fire Marshal's Office activities have been limited due to Chief's Order 2020-01 which has limited the activities of the department in order to limit personnel exposure to COVID-19*

### **Training:**

The following training occurred during the month of May for the Department:

- The Career Staff members did various in-house, online-training sessions, and webinars during the month due to the COVID-19 Pandemic.
- Director Wiegman, Captain Colelli, Captain Scheiter, FF Conicelli, FF Backlund, Administrative Asst. Fessler, as well as, several members of the FDMT completed any additional available COVID-19 Online Training through the month.
  - DVT - COVID-19 A Pandemic Response
  - DVT - Practicing Hand Hygiene

Other Staff Training Topics Included

- DVT - Dealing with Conflict
- DVT - Defining a Problem
- DVT - Determining Your Problem - Solving Style
- DVT - Ethics in the Workplace

\*Firefighter Backlund's Probation Packet Training included the following:

- Apparatus Familiarization Training
- Station Familiarization Training
- Forcible Entry Training
- Driver Vehicle Training
- Map-Books Training
- Communications Training
- Pump Operations Training
- PPE/SCBA donning Training
- SCBA Confidence Course Training

- The members of the FDMT continued with training for the National Pro-board Driver Operator Certification through the BCPSTC.
- Director Wiegman & Deputy Chief Setty continued training for the National Pro-board Instructor 3 Certification through the BCPSTC.
- The members of the FDMT Fire Police Unit completed various trainings.

*\*Department wide trainings have been limited due to Chief's Order 2020-01 which is a comprehensive in order to limit personnel exposure to COVID-19.*

## **OFFICE OF EMERGENCY MANAGEMENT**

The department has dedicated numerous hours of preparation, coordination, and execution of practices and procedures in association with the Montgomery Township Police, Public Works, VMSC, and outside organizations and businesses with the COVID-19 Pandemic to offer maximum protection and resources for personnel and the community of Montgomery Township at large throughout the month of May.

### **Activities Included:**

- Procurement of supplies for the Township including but not limited to: N95 masks, P100 masks, cloth masks, medical masks, medical gloves, hand sanitizer, various forms of PPE, and disinfectant.
- Staff Management Plans for the DFS & FDMT.
- Fire Chief's Order 2020-01, Fire Department Procedures for COVID-19 Updated
- Assistance with Emergency Declaration for Township
- Coordination and Needs Assessment for Manor Care & Park Creek Place
- Needs Assessment for local supermarkets, BJ's, Target, and Costco
- Montgomery County, PEMA, and FEMA cost recovery efforts for COVID-19

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**MAY 2020 FIRE CALL REPORT**

<b>TYPE OF CALL</b>	<b>MONT</b>	<b>AWAY</b>	<b>TOTALS</b>	<b>TOTAL (YTD)</b>
FIRE ALARM	18	2	20	94
OTHER (GOOD INTENT)	0	0	0	1
BUILDING FIRE	0	2	2	16
FIRE POLICE	3	0	3	13
DUMPSTER	1	0	1	2
VEHICLE RESCUE	2	0	2	11
VEHICLE ACCIDENT S/B	1	0	1	4
VEHICLE FIRE	3	0	3	6
DWELLINGS	2	0	2	11
ELECTRICAL OUTSIDE	0	1	1	3
COVER OTHER COMPANY	1	0	1	3
ODOR GAS (INSIDE)	0	0	0	12
ODOR GAS (OUTSIDE)	2	0	2	5
CO	2	0	2	5
ASSIST EMS	0	0	0	8
ASSIST PD	0	0	0	0
INVESTIGATION	5	0	5	15
RIT	0	0	0	0
HAZ MAT	0	0	0	1
HELICOPTER	1	0	1	2
RESCUE (OTHER)	0	0	0	1
BRUSH/TRASH/RUBBISH	1	0	1	3
APPLIANCES	1	1	2	4
<b>TOTAL</b>	<b>43</b>	<b>6</b>	<b>49</b>	<b>220</b>





## Montgomery Township Inter-Office Memo

**To:** Carolyn McCreary, Township Manager  
**From:** Richard Grier, Director of IT  
**Date:** June 11, 2020  
**Subject:** May 2020 Information Technology activities

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The following are the activities of the IT Department for the month of May 2020.

- Coordinated install of repaired tower camera at the Township Building
- Completed install of Police rollcall audio/visual upgrades
  - EDSTV removed projector and outdated whiteboard
  - Install new speakers, Apple TV and 82-inch flat screen
- Setup and attended firewall and networking meeting with consultant (Adam Lion)
- Complete electronic recycling cleanup in IT basement (3 pallets of screens, PCs and accessories)
- Started Access Control install at Township Building
- Reinstated login accounts for staff member returning from furlough in the Planning Dept.
- Indexed 3 years of email data and filtered for discovery (Schaub)
- Started migration of Sprint/T-Mobile account to Verizon Wireless for Public Works Department
- Setup and tested PDQ Deploy for updated BS&A software across the LAN
- Produced May 11th and 26<sup>th</sup> BOS Meeting for TV broadcast and online streaming
- Began install of FiOS fiber line at Rec Center
- Attended multiple vendor meetings for Firewall and networking upgrades for 2020

### **Scheduled Projects for June**

- Complete Access control upgrade for Battalion 2 bay door entry
- Complete MONTCRC front desk (Re-wire and organize desk)
- Complete Access Control install at Township building
- Continue 2020 Network Switch and Firewall upgrades
- Start mailbox migration to Office 365
- Upgrade Wi-Fi for Battalion 1

## DEPARTMENT OF PLANNING & ZONING MAY 2020

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<b>Permits Submitted</b> – 106	<i>(May 2020 - 127)</i>
<b>YTD Permits Submitted</b> – 428	<i>(TYD May 2020 – 554)</i>
<b>Permit Fees Collected</b> - \$89,318	<i>(May 2019 – 63,580)</i>
<b>May 2020 YTD Permit Fees</b> - \$365,104	<i>(YTD May 2019 - \$340,244)</i>

**Permits Issued** – 9 (State Exemptions Granted - no permits issued after 3/19 per Governor's No Construction Order – Permit Submittals and Plan Reviews continue so permits are ready to be issued once the order is lifted)

**Violations / Complaints Investigated** – 39 *(May 2019 – 52)*

Each year beginning in late March the Code Enforcement office (your Civil Enforcement branch of local government) sees an increase in complaints. Some complaints are valid, others are not. All complaints are investigated. In some instances neighbors do not want anyone to know that they are complaining and do not understand what authority the Township Codes give the Township staff. In other cases it is just one neighbor deliberating annoying another. Should there be a violation on the property, we advise the owner of what the corrective action is, discuss options to correct the problem and then conduct a follow up inspection. Sometimes, at a later date, the cycle starts all over again. There have been times, when an un-kept property does not necessarily violate the property maintenance code. Each complaint stands alone. Not everyone is keeping their properties maintained the same as others in the neighborhood.

If the complaint is a violation of the Zoning Code, staff will provide the property owner direction as to correct the violation, file an appeal to the Zoning Hearing Board to seek relief or in some instances, staff may need to elevate the matter to citations within the Court System. Every property owner has the same rights as the person filing the complaint.

If the complaint is concerning the Property Maintenance Code a site visit is conducted. Such complaints include: high grass & weeds, accumulation of debris and materials, inoperable vehicles and vehicles in major disrepair, unsafe structures, and hoarding.

Unfortunately, if the violation is not in plain sight such as if there is an issue behind the solid fence, we have no right to access the property or peek over the fence, and we are not allowed to run license plates nor enter private property without permission from the property owner.

**Zoning Hearing Board Applications heard:** none – continued to June

**Businesses issued Certificate of Occupancy:** none

### Active Land Development Projects:

PROJECT NAME	LDS#	LOCATION	APP. DATE	STATUS	Comments
Walnut Creek – Toll Bros		Bethlehem Pike and Maple Ave		APPROVED WITH CONDITIONS	Phase I, Phase II, Phase III under construction
Parkview – Toll Bros	679	Bethlehem Pike	1/20/2015	APPROVED WITH CONDITIONS	Construction permits issued
510 Bethlehem Pike	688	Bethlehem Pike	4/22/2016	REVISED PLANS SUBMITTED	Approved project up for sale by Developer
Hawthorn Retirement Residence	690	Doylestown Road	7/27/2016	UNDER CONSTRUCTION	Permits Issued under construction
Montgomeryville Nissan	691	Bethlehem Pike	8/3/2016	APPROVED WITH CONDITIONS	Phase 2 Under Construction
FedEx Ground	696	Welsh Road	3/23/18	REVISED PLANS SUBMITTED	Plans Recorded Under Construction
ProReal Carwash	699	Welsh Road	7/6/18	Preliminary Approval Granted	Final Approval granted - project pending regulatory permits
Police and Fire Federal Credit Union	700	Bethlehem Pike	10/11/2019	Certificate of CO issued February	Open for business
Montgomery Realty Assoc.	701	Bethlehem Pike	10/29/18	REVISED PLANS SUBMITTED 5/20/19	Final Approval pending regulatory permits
Lightbridge Academy		Bethlehem Pike		APPROVED WITH CONDITIONS	Interior work completed pending lifting of Governors Order
Higher Rock		Bethlehem Pike and Stump Road		APPROVED	Wawa Opened Jan 2020, Citadel Bank opened March 2020, Wendy's bldg. plans under review, Wawa opened Jan 2020
Redners Gas		Welsh Road		Granted Conditional Use – Pending Land Development Approval	Conditional Use Hearing 2/24
Bharatiya Temple		County Line Road		Under Review	Phase 2 – Educational Center under review by regulatory agencies
Villages at Windsor		North Wales Rd and Horsham Rd			Under Review



# MONTGOMERY TOWNSHIP POLICE DEPARTMENT



## Monthly Activity Report for May 2020

<b>Crime Data:</b>	Total Calls for Service:	2,162
	Total Part I Crimes:	7
	Total Part II Crimes:	120
	Total Criminal Arrests:	47
<b>Crash Data:</b>	Total Crashes:	46
	Reportable Crashes:	12
	Non Reportable Crashes:	33
	Injuries:	11
<b>Traffic Enforcement Activities:</b>	Traffic Stops:	365
	Traffic Citations:	200
	Warning Notices:	12
	Field Contact Cards:	172
	Traffic Complaints Received	30
	Selective Enforcements:	115
<b>Other Police Activities:</b>	Assist Fire Department:	38
	Building Alarms:	118
	Direct Patrols:	542
	Lockouts:	10
	Medical Assistance:	95
	School Walk-Through:	0
	Vacant Home Checks:	16
	Training Hours:	285
<b>Speciality Unit Usage:</b>	Canine Unit:	48
	Mobile Incident Response Team:	1
	Montgomery County SWAT-CR:	0
<b>Personnel Overtime:</b>	Court Overtime:	0
	Highway Grant Overtime:	43
	Regular Overtime:	56
	Special Duty Overtime	0
	Non-Sworn Overtime:	26.5
	Sworn Comp Time:	16
	Non-Sworn Comp Time:	0

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**May 2020**

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**NOTE:** This month, I have elected to forgo my regular report, choosing to concentrate on addressing questions that you may be asked regarding the policies/practices of the police department. In addition, I have included two additional lines of questions/answers that have arisen in light of the Minneapolis incident. Should you have any further questions or concerns regarding this information or have questions regarding other activities that occurred in May 2020, please feel free to contact me.

**Yearly Reports:**

Yearly reports have been attached detailing the activity of the Department since 2017.

**Relevant Biased Based/De-escalation Training:**

- *Discovering Diversity and Creating Community* on February 21, 2019, and February 28, 2019, through Pearl S. Buck International. All sworn personnel completed instruction.
- *Managing Implicit Bias for Law Enforcement* in 2020 through the Anti-Defamation League of Philadelphia, PA. A portion of sworn personnel completed instruction. The training was paused due to COVID 19.
- *Management of Aggressive Behavior (MOAB)* in 2018. Two officers are certified instructors through MOAB Training International. All sworn personnel completed training.
- Department recently subscribed to the Police One Academy on-line training platform. Officers are required to complete monthly training in relevant topics selected by Command Staff.
- Yearly review of accredited critical department policies, including:
  - Sexual harassment
  - Dealing with mental health consumers
  - Biased based policing
  - Use of force (to include relevant case law)

**Body Worn Cameras:**

In 2018, the police department initiated its body-worn camera (BWC) program.

The township, with grant assistance from the Department of Justice and Pennsylvania Chiefs of Police Association, purchased a BWC for every sworn officer in the organization, including Command Staff personnel. A policy was created dictating the use of the BWC, which has been approved by the Department of Justice. Supervisors audit random BWC footage on a monthly basis. Command Staff audit random BWC footage of supervisors. BWC footage is reviewed for **ALL** personnel complaints, use of force incidents, or pursuits.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**May 2020**

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**Accreditation/Policies:**

In July of 2001, The Pennsylvania Chiefs of Police Association introduced the Pennsylvania Law Enforcement Accreditation Program. This program was designed and developed to provide a strategy for the continued professionalization of law enforcement agencies within our Commonwealth. The accreditation process involves the development and incorporation of best police practices and procedures in over three hundred identifiable benchmarks targeted to improve department performance. In 2004, the Montgomery Township Police Department became the eighteenth police department in Pennsylvania to be accredited under the Accreditation Program. Since achieving accreditation in 2004, the Police Department has undergone reaccreditation in 2007, 2011, 2014, 2017, and in 2020. In March of 2020, the Department was deemed a Premier Agency by the Pennsylvania Law Enforcement Accreditation Commission for its ongoing commitment to excellence through the accreditation program. The Montgomery Township Police Department is one of only ten agencies (out of approximately 1200 law enforcement agencies in the Commonwealth) to achieve this status.

In February of 2020, the Montgomery Township Police Department entered into an agreement with Lexipol LLC Risk Management Solution to work with department leadership to adopt contemporary and department-specific policies that align with best practice and officer safety techniques and concepts accepted on a national level.

Additionally, the service provides regular and urgent updates that address necessary changes as a result of Supreme Court rulings, safety specific issues, and Pennsylvania specific legal updates.

**Community Policing Liaison Officer:**

In 1990, Montgomery Township Police Department created the position of a full-time Community Policing Officer. That position has evolved today in the organization into the Community Policing Liaison Officer, a position currently held by Officer Robert Johnson.

Community policing is not a person; it is a way of policing. Community Policing is a department-wide philosophy that promotes organizational strategies that support the systematic use of partnerships and problem-solving techniques to proactively address the immediate conditions that give rise to public safety issues such as crime, social disorder, and fear of crime.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**May 2020**

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The police department engages in a wide variety of community-based programs to strengthen our ties to our municipality. In addition to meeting with local civic groups and conducting community presentations, our annual law enforcement engagement events include:

- Emergency Services Day
- National Night Out
- Junior Police Academy
- Citizens Police Academy
- DARE (all elementary schools)
- Coffee with a Cop
- North Penn Police Athletic League Events

**Personnel Complaints:**

All personnel complaints are and have been investigated and documented per department policy.

**Performance Evaluations:**

Personnel evaluations are conducted twice a year for sworn personnel and once a year for non-sworn personnel. All evaluations are reviewed via the chain of command.

**Internal Affairs File:**

A centralized database and hard file are maintained by the Chief of Police that includes the following:

- Personnel Complaints/Disposition
- Vehicle Pursuits
- Response to Resistance/Use of Force
- Early Intervention Warning System

**Additional Critical Files:**

A centralized database and hard file are maintained by the Chief of Police that includes the following:

- Percentage of Arrest by Demographics (tabulated yearly)
- Biased Based Traffic Stop Policing Audit (tabulated quarterly)

**General Questions:**

Recently, I received an email posing questions surrounding department policy and Use of Force issues. These questions are listed below, along with responses:

- Are the police officers in the Montgomery Township Police Department being trained to de-escalate altercations by using peaceful conflict resolution strategies? ***Yes, to include Management of Aggressive Behavior (MOAB) training.***

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**May 2020**

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- Are the police officers in the Montgomery Township Police Department forbidden from using carotid restraints (chokeholds, strangleholds, etc.) and hog-tying methods? ***Yes- Policy forbids use.***
- Furthermore, are they forbidden from transporting civilians in uncomfortable positions, such as face down in a vehicle? ***Yes, all individuals are to be seat belted in vehicles.***
- Are the police officers in the Montgomery Township Police Department required to intervene if they witness another officer using excessive force? Will officers be reprimanded if they fail to intervene? ***Policy requires intervention. Officers will face disciplinary action if they fail to obey policy.***
- Are the police officers in the Montgomery Township Police Department forbidden from shooting at moving vehicles? ***Yes, unless needed to prevent death or serious bodily injury.***
- Is there a clear and enforced use-of-force continuum that details what weapons and force are acceptable in a wide variety of civilian-police interactions? ***Yes***
- Are the officers in the Montgomery Township Police Department required to exhaust every other possible option before using excessive force? ***We don't use excessive force. Policy requires to use de-escalating level of force as control is achieved.***
- Are the officers in the Montgomery Township Police Department required to give a verbal warning to civilians before drawing their weapon or using excessive force? ***We don't use excessive force. Officers are required to warn an individual, when practical.***
- Are the officers in the Montgomery Township Police Department required to report each time they threaten to or use force on civilians? ***Yes, all uses of force are tracked. Reporting is required.***
- Are the officers in the Montgomery Township Police Department thoroughly vetted to ensure that they do not have a history with abuse, racism, xenophobia, homophobia/transphobia, or discrimination? ***Yes, officers undergo an extensive background investigation, to include a polygraph examination.***
- Are the officers in the Montgomery Township Police Department trained to perform and seek necessary medical action after using excessive force? ***Yes, policy requires individuals to be seen by a medical professional.***
- Is there an early intervention system enforced to correct officers who use excessive force? ***Yes.***
- Additionally, how many complaints does an officer have to receive before they are reprimanded? Before they are terminated? More than three complaints are unacceptable. ***Complaints are documented and investigated per policy. Should fault be found in the officers' actions, they are handled in a manner consistent with a progressive level of discipline, which can include termination for serious offenses.***



**Montgomery Township Police Department**  
**Monthly Activity Report**  
**May 2020**

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**#8cantwait.com**

This popular website advocates for police reform, and the adoption of specific police use of force policies. These policies are, along with the Department's current policy status:

- Ban chokeholds and strangleholds. *Yes, policy bans actions.*
- Require de-escalation. *Yes, policy requires de-escalation.*
- Require warning before shooting. *Yes, policy requires a warning, unless an exigency exists.*
- Requires exhaust all alternatives before shooting. *Officers are granted the authority to use a level of force necessary to overcome the resistance encountered. Officers will not warn an individual to stop shooting at them before they engage the individual shooting.*
- Duty to intervene. *Yes, policy requires a duty to intervene.*
- Ban shooting at moving vehicle. *Yes, policy bans actions, unless needed to prevent death or serious bodily injury.*
- Require a use of force continuum. *Yes, policy contains a force continuum.*
- Require comprehensive reporting. *Yes, policy has a mandatory reporting component.*

# **Montgomery Township Public Works Department**

## **Monthly Report – May 2020**

### **PARKS/OPEN SPACE:**

- As a result of COVID-19 and the governor's orders, work in the parks was limited.
- Took down a total of 5 dead trees from various Township owned locations.
- Planted flowers in the flower beds at the Administration/Police building.
- Spread Humistart on all athletic fields throughout the Township.
- Pulled plugs in the athletic fields at Windlestrae Park – Rose Twig and Zehr Tract.
- 5/13/20 – Moyer Indoor/Outdoor sprayed broadleaf weed control at all Township owned parks.
- Put out two new concrete picnic tables at Gazebo Park/Administration building.
- Verti-drained soccer fields 1, 2 & 3 at Zehr Tract and all athletic fields at Windlestrae Park – Rose Twig.
- Pulled weeds and mulched the flower beds at the Route 202 Firehouse.
- Replaced or repaired the multiple chains, locks, caution tape, signs, etc. that were cut off/removed from the closed areas (COVID-19) of the Township owned parks.

### **ROADS:**

- As a result of COVID-19 and the governor's orders, work on the roads was limited.
- Continued street sweeping as part of the MS4 Storm Water Management Program.
- Continued performing the inlet repairs/replacements in preparation for the 2020 Paving Project.
- Performed all necessary vehicle inspections and services.
- Dug out, formed and poured a new concrete pad for the new MT mailbox. New mailbox has been installed.
- Pressure washed the monument and park benches at the Administration/Police building. Sealed the park benches at the Administration/Police building.
- Removed and rebuilt a severely deteriorated yard inlet at Goodwin Lane & Lower State Road.
- Removed and replaced the blacktop on both sides of the Richard J. Brady Bridge to eliminate significant trip hazards.
- Cleaned graffiti from the walls of the Richard J. Brady Bridge.
- Participated in the first Memorial Day tour throughout the Township.
- Dug out the road on Fairacres Drive to remove a tree root that grew up through it and re-blacktopped.

### **FACILITIES:**

- As a result of COVID-19 and the governor's orders, facility work was limited.
- 5/13/20 – Rt. 202 Parkway & Route 463 – Installed Silica Packs in a Camera
- 5/13/20 – Rt. 202 Parkway & Costco Drive – Installed Silica Packs in a Camera
- 5/13/20 – Rt. 309 & Upper State Road – Realigned the Shifted Rhythm Camera
- 5/15/20 – D. Fulton attended the LTAP virtual training on "Introduction to Traffic Studies"
- 5/16/20 – Route 309 & Richardson Road – Traffic Signal Knockdown – Vehicle Accident

- 5/19/20 – Preconstruction Meeting for LED Street Lighting Conversion
- 5/26/20 – 126 Davis Drive – Street Light Knockdown – Vehicle Accident
- Finished installing new LED recessed lighting around the exterior of the restrooms at Spring Valley Park.
- Continued scraping, & painting the gas line on the roof of the Administration/Police building.
- Finished installing the receptacle for the new water bottle filler station at the Administration building.
- Removed and disposed of the old PD gym equipment and assisted with the installation of the new equipment.
- Worked with TPD, Rhythm Engineering and Tony Still to address ongoing issues at the following intersections:
  - Stump Rd. & Witchwood Drive
  - Stump Rd. & Rt. 309
  - Route 309 & Taylor Road
  - Route 202 Parkway & Connector A
- Began researching touch free toilets, urinals, faucets and soap dispensers to be installed throughout the Township as a result of COVID-19.
- Installed a new stop sign at Bishop Drive & Ellison Drive and another one at Ellison Drive & Ellison Drive.
- Reinstalled the repaired camera on the antenna tower at the Police Department.
- Installed a new 240v circuit for the new tire changer at the Public Works Garage.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
BOARD ACTION SUMMARY

Item # 11b.

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SUBJECT:	Other Business – Committee Board Liaison Reports
MEETING DATE:	June 22, 2020
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chair

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BACKGROUND:

This is an opportunity for any Supervisors who are liaisons to volunteer committees or boards who may have met in the month of May to provide an update on those meetings.

PREVIOUS BOARD ACTION:

BUDGET IMPACT:

RECOMMENDATION:

MOTION/RESOLUTION: