

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
JUNE 28, 2021**

1. Call to Order: The June 28, 2021 action meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chair Tanya C. Bamford called the meeting to order at 7:00 p.m.

IN ATTENDANCE:

Chair Tanya C. Bamford
Vice Chair Matthew W. Quigg
Supervisor Candyce Fluehr Chimera
Supervisor Annette M. Long
Supervisor Beth A. Staab
Township Manager Carolyn McCreary
Township Solicitor Sean Kilkenny, Esq.

ALSO IN ATTENDANCE:

Police Chief J. Scott Bendig
Director of Administration & HR Ann Shade
Director of Finance Brian Shapiro
Director of Fire Services William Wiegman
Director of Information Technology Rich Grier
Director of Planning & Zoning Bruce Shoupe
Director of Public Works Greg Reiff
Recording Secretary Deborah A. Rivas

2. & 3. Pledge of Allegiance and Announcements: Following the Pledge of Allegiance, the following announcements were made:

Ms. Bamford stated that the Fire Service Certification Advisory Committee of the PA Office of the State Fire Commissioner recently recognized the Montgomery Township Department of Fire Services as a Participating Department of the Pennsylvania Fire Service Certification Program. The department was recognized for 75% of the membership certifying to National Professional Qualification Standards. The certification includes career members of the DFS and volunteer members of the FDMT. Ms. Bamford also thanked the members of the FDMT for participating in the Friendship Park ribbon cutting and dedication on Saturday, June 26, 2021 as well as the Boy Scouts Rocket Launch later that day.

4. Public Comment – There was no public comment from the audience.

5. Consent Agenda:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long and unanimously carried, the minutes of the May 24, 2021 meeting and the bills list dated June 28, 2021 were approved as presented.

6. Recognition of Township Resident, Rachel Beck: Ms. Bamford stated that Rachel Beck has been described as an inspiration in her commitment to capturing stunning images for our communities, friends and families. She is part of the Chamber of Commerce for Greater Montgomery County's *Power Your Potential* women's leadership conference. The Board of Supervisors recognized and congratulated Rachel for being the recipient of the Chamber's Women in Leadership Award for the month of June.

7. Township's Popular Annual Financial Report (PAFR) – Ms. Lucy Gonzalez from the Finance Department provided a summary of the first Popular Annual Financial Report. The report is based on the Township's most recently completed Comprehensive Financial Report. It provides information about the Township's financial condition without overwhelming detail and technical governmental accounting jargon. The report will be submitted to the Government Finance Officers' Association (GFOA) for consideration of their award in this category. Ms. McCreary and Mr. Shapiro recognized Ms. Gonzalez for her outstanding work on this project.

Planning & Zoning:

8. Conditional Final Minor Subdivision Approval for 311 Stump Road – George Hartman, P.E. of Bohler Engineering, representing the applicant, John Antonucci, presented the plan for a two-lot subdivision located at 311 Stump Road. The applicant proposes to create one buildable lot for a new single-family home. Mr. Hartman discussed the three waivers for curb and sidewalk, streetlights and existing features to be shown. Discussion followed regarding the curb and sidewalk. The applicant agreed to add sidewalk at the future request of the Township.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board adopted Resolution No. 2021-31 granting preliminary/final approval of the minor two-lot subdivision located at 311 Stump Road (LDS 715).

9. Escrow Release #3 – Timberlane, 150 Domorah Drive:

MOTION: Upon motion by Ms. Long, seconded by Ms. Chimera and unanimously carried, the Board authorized a construction escrow release in the amount of \$19,117.72 as recommended by the Township Engineer for RMS Development Company, LP.

10. Extension of Outdoor Dining Guidelines:

MOTION: Upon motion by Ms. Bamford, seconded by Mr. Quiqq, the Board considered authorizing the extension of the time limit of Resolution #20-102 that established guidelines and a policy for limited outdoor sales of merchandise and outdoor dining for existing businesses in the Township until November 30, 2021.

Discussion followed concerning whether this would be permitted considering the Governor's emergency declaration orders had expired and the Township's current code had not been modified. The Board asked the Township Solicitor and Zoning Officer to review this matter and tabled it for future consideration.

11. Waiver of Permit Fee – 753 Hidden Springs Lane

MOTION: Upon motion by Ms. Staab, seconded by Ms. Long and unanimously carried, the Board approved the request to waive the permit fee in the amount of \$274.50

associated with the installation of a handicap ramp by the Veterans Administration at 753 Hidden Springs Lane.

12. Board Positions for Zoning Hearing Board Applications: Mr. Shoupe presented four applications to be considered by the Zoning Hearing Board at their July meeting. The first application is for 988 Bethlehem Pike to permit outdoor sales. The second application is for 122 Gwynmont Drive for a basement egress. The third application is for 1200 Welsh Road for a dental office variance. The fourth application is for 801 Bethlehem Pike for a outdoor dining area to be constructed on the stand alone pad site formerly occupied by Wendy's. The Board declined to intervene on the applications.

Administration and Finance:

13. Award of Contract for Police Pension Fund Investment Consultant: Ms. McCreary reported that the Board had authorized staff to prepare and place an RFP for investment consultant services for the Police Pension Fund.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved the stipulated settlement for 422 Stump Road and authorized the Township Solicitor to execute the settlement stipulations.

14. Assignment of General Fund Surplus to Capital Reserves Fund:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved the transfer of \$481,774 from the General Fund to the Capital Reserves Fund in accordance with past Township practice.

15. Presentation: Results of 2020 Operations (Audited Financial Statements): Mr. Shapiro summarized the 2020 audited financial statements. The Township received a clean audit with no findings. The annual report has been submitted to the GFOA for consideration of the award for excellence in financial reporting. A summary of the 2020 results of operations can be found in the newly drafted Popular Annual Financial Report. The fund balance as of 12/31/20 for all government funds is \$16.3 million with the General Fund at \$4.2 million and the Capital Reserve Fund at \$8.4 million. Even in a year where the COVID-19 pandemic was at the forefront of everyone's lives, the Township was able to continue its operations and complete a variety of projects resulting in expenditures of \$16.7 million.

16. Presentation and Discussion: Township's Capital Investment Plan: Ms. McCreary stated that during the budget, staff introduced a capital investment plan. The purpose of the plan was to have a blueprint for future capital needs; infrastructure, equipment, vehicles, etc. Many hours went into this plan and every person involved was committed to the goal, which is a plan that presents a clear and accurate picture of the Township's future capital needs. Ms. McCreary also noted the importance that all of the items included in the CIP have a useful life of 5 to 30 years and as such, staff believes that serious consideration should be given to borrowing money to

fund part of the CIP. This funding would remove the need to utilize current resources and stretches the reserves further to meet unexpected capital needs that could arise. With interest rates continuing to be at historic lows, now would be the opportune time to begin the necessary work to issue a General Obligation bond. Discussion followed. The Board's consensus was to move forward and investigate a financial analysis regarding a borrowing of funds up to \$20 million.

17. Other Business: Department and Committee Liaison Reports: There were no questions for the Department heads regarding their reports for the month of May.

At the request of Ms. Bamford, each Department has been asked to be featured each month and provide an update at the meeting. The Finance Department was selected for this meeting. Mr. Shapiro stated that he would be following up on the year 2020 and his most recent presentation to the Finance Committee. The receipt and timing of revenues during the year were discussed.

Under Committee Liaison reports: Ms. Staab stated that the Shade Tree Commission had reported on its latest tree project which involved numerous plantings of trees along 202 and around the retention basin. The Environmental Advisory Committee (EAC) will be hosting a Solar Summit on July 27 at 7:00 p.m. where information will be provided to residents about the process for solar energy panel installation.

Ms. Long reported that the Public Safety Committee met in person for the first time before the summer break. The volunteer fire department has four new volunteer members. There have been no offers made on Ladder 18. The Police Department is ready for the Public Safety Committee to interview for two new police officer positions and there are three good candidates.

Ms. Bamford reported on the latest Bio Bot study and that the current COVID cases are way down in the Township. Ms. Bamford recommended that everyone continue to use safety protocols.

Ms. Bamford also reported on the 71st Anniversary Commemoration of the Korean War event which was held at the Korean American Alliance Peace Park.

Ms. Bamford stated that she wanted to discuss the identity crisis that is occurring in the Township. She said that there is a lack of awareness of residents as to where they live. Many people think they live in Lansdale, North Wales, or Colmar because of the post office mailing address. Montgomeryville is a small section of the Township. Discussion followed and suggestions were made to work on a campaign on social media to educate residents as to where they live so that people could have a better understanding and appreciation. The Community and Recreation Center was also discussed as not having an identity as to what residents call it. It was agreed that staff would work on ideas to help educate the public.

Adjournment: Upon motion by Ms. Bamford and seconded by Ms. Chimera, the meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary