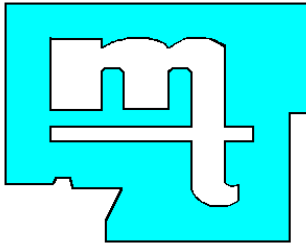


**WORK SESSION AGENDA**  
**MONTGOMERY TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**FEBRUARY 28, 2022**  
**6:30 P.M.**

1. Introduction of Prospective Volunteers for Township Committees



**AGENDA**  
**MONTGOMERY TOWNSHIP**  
**BOARD OF SUPERVISORS**  
**FEBRUARY 28, 2022**  
**7:00 P.M.**

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

Tanya C. Bamford  
Candyce Fluehr Chimera  
Annette M. Long  
Beth A. Staab  
Audrey R. Ware

Carolyn McCreary  
Township Manager

1. Call Meeting to Order
2. Pledge of Allegiance
3. Announcements
4. Consent Agenda:
  - Minutes of February 14, 2022 Meeting
  - Payment of the Bills for February 28, 2022

**Presentation:**

5. Police Department to Officer Joe McGuigan

**Recognition:**

6. Women's History Month (Resolution 2022-12)

**Public Hearings:**

7. Conditional Use: Caliber Car Wash, Bethlehem Pike

**Public Comment**

**Planning and Zoning:**

8. Review of Zoning Hearing Board Applications

**Administration and Finance:**

9. Police Pension Investment Policy Statement Update

**Public Safety:**

10. Purchase of New Fire Department SUV
11. Purchase of Gym Equipment for Battalion 1

**Parks and Recreation:**

12. Authorization to Advertise Bid for Dog Park and Bocce Courts
13. Approval of Spring/Summer 2022 Programs and Fee Schedule

**Public Works:**

14. Authorization to Bid Curbing Work for 2022 Road Projects

**Old Business:**

- 15. Update on Committee Bylaws
- 16. Appointments to Volunteer Committees
- 17. Role of the Open Space Committee
- 18. Ready For 100 Planning and Status

**New Business:**

- 19. Department Reports
- 20. Committee Liaison Reports
- 21. Adjournment

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

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SUBJECT: Announcements  
MEETING DATE: February 28, 2022  
BOARD LIAISON:  
INITIATED BY: Tanya C. Bamford, Chairwoman

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- A new LED outdoor sign has been installed at the Community & Recreation Center. Three more are expected to be installed on Monday, February 28 at the Township Administration Building, Fire Battalion 1, and Fire Battalion 2. These signs will play a major role in public information, community engagement, and emergency notifications for drivers in Montgomery Township.
- Registration for the Kids University Summer Program begins online on March 17 at 10am. This program for ages 6-12 and offers diverse activities, trips, and guest presentations for the residents of Montgomery Township and beyond. Registration will take place on [montcrc.com](http://montcrc.com). Information about the program is available there as well.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 4.

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SUBJECT: Consent Agenda  
MEETING DATE: February 28, 2022  
BOARD LIAISON:  
INITIATED BY:

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**BACKGROUND:**

**MOTION TO APPROVE THE CONSENT AGENDA AS PRESENTED for the following:**

- Minutes of the February 14, 2022 Board meeting;
- Payment of Bill for February 28, 2022

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for a vote.

**MINUTES OF MEETING  
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
FEBRUARY 14, 2022**

**1. Call to Order:** The February 14, 2022 public meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chairwoman Tanya C. Bamford called the meeting to order at 7:00 p.m.

**IN ATTENDANCE:**

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

**ALSO, IN ATTENDANCE:**

Police Chief, J. Scott Bendig  
Director of Fire Services, William Wiegman  
Director of Finance, Brian Shapiro  
Director of Administration & HR, Ann Shade  
Director of Rec. & Community Ctr., Floyd Shaffer  
Director of Information Technology, Rich Grier  
Public Information Coordinator, Derek Muller  
Deputy Zoning Officer Marianne McConnell  
Recording Secretary, Deborah A. Rivas

**2. & 3. Pledge of Allegiance and Announcements:** Following the Pledge of Allegiance, the following announcement was made by Ms. Bamford:

- The Township is currently hiring for summer seasonal positions. These opportunities include Summer Laborer with the Public Works Department and various positions within the Kids University Summer Program. More information about these opportunities can be found on the Township's website.

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

**5. Announcement of Executive Session** – Township Solicitor Sean Kilkenny, Esquire, announced that the Board of Supervisors met in an Executive Session earlier this evening at 6:45 p.m. to discuss a matter of potential litigation. Mr. Kilkenny stated that the topic discussed is a legitimate subject of an Executive Session pursuant to the Commonwealth of Pennsylvania's Sunshine Law.

**6. Consent Agenda:**

**MOTION:** Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the minutes of the January 24, 2022 meeting, the ratification of the Payment of Bills for January 24, 2022, and the Payment of Bills for February 14, 2022 were approved as presented.

**7. Recognition – Black History Month (Resolution 2022-07):** Ms. Bamford announced that the Board was proud to recognize the month of February as Black History Month for the first time in Montgomery Township by official resolution.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Ware and unanimously carried, the Board adopted Resolution No. 2022-07 recognizing February as Black History Month.**

**Planning and Zoning:**

**8. Land Development Waiver – Fence Guys, 111 Domorah Drive –** Ms. McCreary reported that the applicant proposes to construct a 1440 square foot pole barn in the rear of the property to be attached on the north side of the existing building. The area is an existing impervious area. The property sits within the LI-Limited Industrial District and is currently improved with a one-story office/warehouse building with associated parking and outdoor storage area. Review letters from the Township Engineer and Public Safety staff indicated there are no concerns with this request.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford and unanimously carried, the Board approved Resolution #2022-10, granting a waiver of the requirement of a formal land development application for the Fence Guys, located at 111 Domorah Drive for a 1440 square foot pole barn.**

**9. Land Development Waiver – Harbor Freight, 978 Bethlehem Pike:** Ms. McCreary reported that the applicant proposes to construct a new loading area and forklift ramp at the southwest corner of an existing two-tenant building. Harbor Freight Tools will occupy the 15,627 square foot space formerly occupied by Thomasville Furniture. The applicant has submitted permits and building plans for the proposed interior alternations to the building and loading area with forklift ramp. No additional exterior work is proposed. The applicant has reviewed the Consultants and Township letters and has submitted response letters complying with all comments noted.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long and unanimously carried, the Board approved Resolution #2022-11, granting a waiver of the requirement of a formal land development application for Harbor Freight Tools, located at 978 Bethlehem Pike for the construction of a loading dock with forklift ramp.**

**10. Escrow Release 14 – Firefox Phase 1 and Start of 18-Month Maintenance Period:**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Ware and unanimously carried, the Board authorized the construction escrow release in the amount of \$358,344.84 as recommended by the Township Engineer for Crystal Road Enterprise, LLC, contingent upon payment of all outstanding bills and the submission of an 18-month Financial Maintenance Surety approved by the Township Solicitor.**

**Administration and Finance:**

**11. Resolution Establishing Authorized Signatures:** Ms. McCreary reported that the Township's main operating and savings accounts are with Univest Bank and Trust Co. They require a yearly resolution establishing authorized signers for all accounts. The positions identified in the resolution as authorized signers are: Board of Supervisors Chairperson, Vice Chairperson, Township Manager and Director of Finance.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board approved Resolution #2022-08, establishing authorized signers for all accounts at Univest Bank and Trust Co.**

**12. Business Credit Card Account:** Ms. McCreary reported that the Township currently utilizes Fulton Bank business credit cards for certain purchases of the Township. The cards are a secondary purchasing source and only used on a limited basis to facilitate certain purchases. Due to the current setup with Fulton Bank, the Finance Department has limited control to help assist the cardholders. Only the department head may contact Fulton Bank to resolve issues and make other necessary adjustments. The Finance Department is recommending canceling the business account with Fulton Bank and establishing a corporate account with T.D. Bank. A corporate account will allow the Finance Department to assist department heads with any issues and provide on-line access to manage each cardholder's account. The Township did discuss a corporate account with Fulton Bank and they do not provide that service, nor does Univest Bank.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved Resolution #2022-09, establishing a corporate business credit card account with T.D. Bank.**

Ms. Bamford requested Mr. Shapiro to provide an explanation of the ARPA funds that have been received by the Township and what the funds can be used for. The American Rescue Plan Act (ARPA), signed into law in March 2021, provides funds in relief to states and local governments to combat the continued impact of the COVID-19 pandemic. Mr. Shapiro reported that to date the Township has received \$1.3 million and will receive an additional \$1.3 million next year. A bank account, separate from the Township's business accounts, was established. The funds cannot be used for bills or other general Township expenses and there will be strict reporting rules. Eligible uses of these funds include:

- Revenue replacement for the provision of government services to the extent of the reduction in revenue due to the COVID-19 public health emergency, relative to revenues collected in the most recent fiscal year prior to the emergency,
- COVID-19 expenditures or negative economic impacts of COVID-19, including assistance to small businesses, households, and hard-hit industries, and economic recovery,
- Premium pay for essential workers,
- Investments in water, sewer, and broadband infrastructure.



Ms. McCreary explained that the Township has until 2025 to spend the money and plans to use the funds for its significant stormwater mitigation efforts and MS4 requirements, which can include basin retrofitting and education of residents.

**13. IRS Section Updates Required for Non-Sworn Employees' 401(a) Plan:** Ms. McCreary reported that last year the Board approved changes to the Township's 401(a) Pension Plan. Those changes were submitted to the plan administrator, Empower. Any plan change prompts a review of the entire plan. During that review, Empower identified a regulatory item, IRS Notice 2017-37, that should be incorporated into the plan documents. This establishes a six-year review cycle in which the IRS publishes Cumulative Lists to identify changes in the qualification requirements that will be considered by the IRS in its review of pre-approved plan documents for purposes of issuing opinion letters. A change in the qualification requirements includes a statutory change or a change in the requirement provided in regulations or other guidance published in the Internal Revenue Bulletin. The plan documents allow for the Township Manager to execute the changes to the plan.

**Public Safety:**

**14. PA Office of the State Fire Commissioner Grant Awards:** Chief Wiegman reported that the Department of Fire Services and the Fire Department of Montgomery Township applied for the 2021-2022 PA Office of State Fire Commissioner Grant in the Fall of 2021. The DFS and FDMT were notified on January 31, 2022 that both agencies were awarded the full grant amount of \$15,000.00. The grant money will be utilized to purchase new rope and confined space rescue equipment that will replace the department's aging technical rescue equipment.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board approved the PA Office of State Fire Commissioner Grant Awards of \$15,000.00 for the DFS and \$15,000.00 for the FDMT.**

**15. Tower 18 Mounting of Equipment:** Chief Wiegman reported that the new Tower truck will need to have the equipment and tools mounted on the apparatus prior to the Tower being placed in service with the Township and the County. The Department requested three bids and Campbell Supply Company, the dealer for Tower 18, provided a service estimate of \$21,495.10. The other two companies were unable to perform the work for a least three to five months.

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long and unanimously carried, the Board approved the service estimate for the mounting of tools and equipment on Tower 18 by Campbell Supply Company in the amount of \$21,495.10.**

**16. Fire Services Agreement – Proposed Amendments:** Chief Wiegman reported that he and Ms. McCreary have been working to eliminate any conflicting language in the fire services agreement and ordinance while the volunteers of FDMT are simultaneously updating their bylaws. This is being done to support the vision of One Department, One Mission. The Board recently adopted

the ordinance changing the title of Director of Fire Services to Fire Chief. Amending the fire services agreement will complete that change.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried, the Board approved and executed the amended Fire Services Agreement.**

**17. Discussion – Proposed Ordinance Regarding Dogs in Township Parks:** Chief Bendig reported that in January 2022, the Public Safety Committee addressed correspondence received from a Montgomery Township resident regarding dogs running at large in Montgomery Township parks. At present, the Township has no mechanisms in place requiring dogs to be on leash within Township Parks. Currently, the Police Department utilizes a provision under the Pennsylvania Dog Law that does not require dogs to be on a leash, only *under the reasonable control of some person*. Staff reviewed ordained municipal park regulations in surrounding communities, many of whom require dogs to be on a leash while in municipality-owned parks. Ms. Bamford and Ms. Ware indicated that they are aware of residents who meet with their dogs in Hourglass and Friendship parks and allow the dogs to play together off leash. Ms. Chimera asked Chief Bendig if the Police Department received many calls regarding dogs off leash and he indicated that they do not receive very many. They do receive a lot of dog bites which must be investigated. After some discussion the Board agreed to ask Chief Bendig to evaluate dogs off leash complaints for the next six months and report back to the Board. In addition, Ms. Chimera commented on vehicles parked in Township parks after hours and after discussion, the Board asked Chief Bendig to move forward with crafting an ordinance to prohibit parking of vehicles in Township parks after hours.

**Public Works:**

**18. 2022 Annual Road Paving Project:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board authorized the advertisement of the bid for the 2022 Road Paving projects.**

**19. Sassafras Stormwater Pipe Replacement Project:**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long and unanimously carried, the Board authorized the advertisement of the bid for the Sassafras Stormwater Pipe Replacement project.**

**20. Purchase of Zero-Turn Mower:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board awarded the contract for the purchase of one 2022 Toro Z Master 7500D Series (Model #72076) Zero-Turn Mower from Turf Equipment and Supply**

**Company, an authorized vendor under the Co-Stars Cooperative Purchase Program, at a total cost of \$23,576.35 per their quote dated January 16, 2022.**

**21. Purchase of Backhoe:**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Bamford and unanimously carried, the Board awarded the contract for the purchase of one Case 590SN T4 Backhoe from Eagle Power and Equipment, an authorized vendor under the Co-Stars Cooperative Purchase Program, at a total cost of \$152,243.00 per their quote dated January 24, 2022.**

**22. Purchase of a Vibratory Roller:**

**MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long and unanimously carried, the Board awarded the contract for the purchase of one Case DV36E T4 Vibratory Roller from Eagle Power and Equipment, an authorized vendor under the Co-Stars Cooperative Purchase Program, at a total cost of \$65,643.00 per their quote dated January 25, 2022.**

At the conclusion of this motion, Ms. Bamford mentioned that there were some icing issues that are a reoccurring problem and complaints have been received about the intersection of Canterbury Drive and Upper State Road. Ms. Bamford asked staff to investigate this issue to see if there is something that can be done about it.

**23. Proposed Property Dimensions to Accommodate Chickens:** Ms. McCreary reported that this matter was previously brought before the Board to obtain consensus about the proposed use on residential properties, and the recommended size of the property. Based on the consensus of the majority of the past Board, Township staff prepared language for an ordinance that would permit the keeping of backyard chickens on residential properties 20,000 SF or greater. This would not apply to properties where an HOA is in place that prohibits this. Additionally, if property owners cannot meet the setback requirements for an accessory structure or other requirements noted in the ordinance, they will need to seek relief from the Zoning Hearing Board in the form of a variance. Other requirements proposed were listed.

Discussion followed regarding inspections, permitted usage vs. special exception and the various requirements were discussed. Ms. Chimera indicated that she had concerns about residential neighbors not having to be notified if the use was permitted by right.

Under public comment, Valerie Moyer of 116 Gwynmont Circle stated that she appreciated the time and attention that the Board has given this subject. She stated that the requirements being proposed have restrictions that would prohibit her family from putting up a coop. She asked the Board to reconsider the setback requirements and make them reasonable for most residents in the Township.

Emily Stark of 134 Heartwood Drive wanted to share her interest and support of raising chickens. Ms. Stark worked in a long-term care center as an activity director and she has raised chickens for the residents to adopt and care for. She said that she supports the raising of backyard chickens.

Harry Ettinger of 305 Cowpath Road stated that he is in favor of chickens and that he currently has his own backyard coop. He has not had a single complaint from any neighbors. He gives eggs to his neighbors and he keeps his chickens purely for the eggs. Mr. Ettinger stated that the requirements in the proposed ordinance are not reasonable because you are asking residents to put a 10 x 10 coop in a 20,000 square foot property. He feels that the requirements are too restrictive, and that the Township should consider a trial run and test the process with five people. He also said that he is willing to work with whomever wants to spearhead any further efforts on this subject.

Ms. Bamford took a poll of the Supervisors regarding the lot size suggested and all five Board members were in favor of 20,000 square feet of property or larger. Ms. Long and Ms. Chimera preferred that the use be by special exception and Ms. Bamford, Ms. Staab and Ms. Ware preferred that the use be permitted by right. The Board agreed that they would prefer to revisit this matter in the future if experience dictates that is necessary.

Under additional public comment, Amy Hanson of 116 Gwynmont Circle stated that after reviewing the proposed ordinance requirements, she believes that most residents will be unable to meet them and will still have to apply for a variance. Most people who raise chickens will want to give them more space than 100 square feet as it is more humane and provides more room, leads to less noise, less pecking, running around and less smell. Ms. Hanson stated that another concern was a different approach to predator proofing and securing the coop as there are ways to do it besides trenching down underneath.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and carried by a vote of 3 to 2, with Ms. Long and Ms. Chimera voting nay, the Board authorized the preparation and advertisement of an ordinance permitting the keeping of backyard chickens on residential properties.**

**15. Adjournment:** Upon motion by Ms. Bamford and seconded by Ms. Chimera, the meeting was adjourned at 8:45 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary

02/24/2022 01:59 PM  
User: msanders  
DB: Montgomery Twp

CHECK REGISTER FOR MONTGOMERY TOWNSHIP  
CHECK DATE FROM 02/15/2022 - 02/28/2022

Page: 1/2

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02/16/2022	01	90771	100001744	FUNDAMENTAL TENNIS	720.00
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02/16/2022	01	90773	00000040	VERIZON	131.81
02/16/2022	01	90774	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	410.36
02/18/2022	01	90775	100000582	COMMONWEALTH OF PA - USTIF	97.38
02/18/2022	01	90776	03214568	FULTON CARDMEMBER SERVICES	6,253.68
02/24/2022	01	90777	00000496	21ST CENTURY MEDIA NEWSPAPERS LLC	2,518.13
02/24/2022	01	90778	00000006	ACME UNIFORMS FOR INDUSTRY	548.00
02/24/2022	01	90779	100000892	ADAM ZWISLEWSKI	280.00
02/24/2022	01	90780	00001202	AIRGAS, INC.	283.55
02/24/2022	01	90781	100000876	ALEXANDER J. DEANGELIS	50.00
02/24/2022	01	90782	100001754	ALEXANDER L. AVALLO III	50.00
02/24/2022	01	90783	100000360	ALLIED 100	740.15
02/24/2022	01	90784	100000814	AMAZON.COM SERVICES, INC	540.35
02/24/2022	01	90785	100001705	ANDREW BACKLUND	73.92
02/24/2022	01	90786	100000888	ANDREW WEINER	150.00
02/24/2022	01	90787	100001890	ANGEL G. MEJIAS	750.00
02/24/2022	01	90788	100000568	APMM	275.00
02/24/2022	01	90789	00000027	ARMOUR & SONS ELECTRIC, INC.	3,008.44
02/24/2022	01	90790	MISC	BARNES & NOBLE BOOKSELLERS, INC.	141.72
02/24/2022	01	90791	00906105	BATTERIES & BULBS	13.49
02/24/2022	01	90792	00001977	BENCHMARK PROFESSIONAL	295.00
02/24/2022	01	90793	00000043	BERGEY'S	152.86
02/24/2022	01	90794	100000979	BRANDON UZDZIENSKI	150.00
02/24/2022	01	90795	100001631	BRIDGE GLOBAL SERVICES	2,185.00
02/24/2022	01	90796	03214625	BUX-MONT AWARDS & ENGRAVING	15.00
02/24/2022	01	90797	100000319	CANDORIS	8,258.80
02/24/2022	01	90798	00000072	CANON FINANCIAL SERVICES, INC	1,996.30
02/24/2022	01	90799	00001579	CARGO TRAILER SALES, INC	6.00
02/24/2022	01	90800	100000878	CARL F. HERR	100.00
02/24/2022	01	90801	100001879	CARLOS A. GONZALEZ JR	300.00
02/24/2022	01	90802	00001601	CDW GOVERNMENT, INC.	637.74
02/24/2022	01	90803	100001842	COLONIAL OIL INDUSTRIES, INC	3,152.94
02/24/2022	01	90804	100001843	COLONIAL OIL INDUSTRIES, INC	3,411.39
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02/24/2022	01	90806	00000335	COMCAST CORPORATION	1,476.73
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02/24/2022	01	90808	00000111	DAVID H. LIGHTKEP, INC.	5.32
02/24/2022	01	90809	00000125	DISCHELL, BARTLE DOOLEY PC	160.00
02/24/2022	01	90810	100000213	DOG TOWN	369.95
02/24/2022	01	90811	100000893	DONALD B.TUCKER III	50.00
02/24/2022	01	90812	03214663	ELITE 3 FACILITIES MAINTNEANCE, LLC	4,240.00
02/24/2022	01	90813	100000906	FBI LEEDA	695.00
02/24/2022	01	90814	00002052	FOREMOST PROMOTIONS	384.83
02/24/2022	01	90815	100001602	FRANK J. BLUSIEWICZ JR	150.00
02/24/2022	01	90816	100001744	FUNDAMENTAL TENNIS	900.00
02/24/2022	01	90817	00001504	GALETON GLOVES	832.67
02/24/2022	01	90818	100001012	GARY DAVIS	150.00
02/24/2022	01	90819	00000193	GEORGE ALLEN PORTABLE TOILETS, INC.	621.00
02/24/2022	01	90820	00001842	GLEN ROETMAN	200.00
02/24/2022	01	90821	00001323	GLICK FIRE EQUIPMENT COMPANY INC	996.77
02/24/2022	01	90822	00000219	GLOBAL EQUIPMENT COMPANY	928.84
02/24/2022	01	90823	00001793	HILLTOWN TOWNSHIP	2,324.37
02/24/2022	01	90824	00000903	HOME DEPOT CREDIT SERVICES	338.27
02/24/2022	01	90825	00000368	HOOVER STEEL INC.	927.00
02/24/2022	01	90826	100000882	JACOB MILLEVOI	50.00
02/24/2022	01	90827	100001667	JACOB SCHMIDT & SON	79.50
02/24/2022	01	90828	100001893	JEFFERSON LANSDALE HOSPITAL	75.00
02/24/2022	01	90829	100000881	JOHN H. MOGENSEN	50.00
02/24/2022	01	90830	100001763	JOHN W. KEPLINGER & SON	149.94
02/24/2022	01	90831	100000467	JOSEPH MILLIGAN	80.00
02/24/2022	01	90832	00000740	K.J. DOOR SERVICES INC.	2,666.00
02/24/2022	01	90833	100000554	KEITH GRIERSON	50.00
02/24/2022	01	90834	100000195	KEVIN WANG	40.00
02/24/2022	01	90835	00000574	KEVIN CARNEY	77.91
02/24/2022	01	90836	100001811	KEYSTONE MUNICIPAL SERVICES, INC.	8,775.00
02/24/2022	01	90837	100001661	KYLE W. STUMP	250.00
02/24/2022	01	90838	902930	LAUREN BENANTE	83.00
02/24/2022	01	90839	00001706	LOWE'S COMPANIES INC.	31.34
02/24/2022	01	90840	100001765	MARVIN MOSEBY	50.00
02/24/2022	01	90841	00002016	MICHAEL D. SHINTON	100.00
02/24/2022	01	90842	100000875	MICHAEL H. BEAN	150.00
02/24/2022	01	90843	100000885	MICHAEL SHEARER	50.00
02/24/2022	01	90844	100000885	MICHAEL SHEARER	15.00
02/24/2022	01	90845	100000188	MJ EARL	633.95
02/24/2022	01	90846	00002073	MORTON SALT INC	19,388.89
02/24/2022	01	90847	100001343	NAFI - NATIONAL ASSOCIATION OF	55.00

02/24/2022 01:59 PM  
User: msanders  
DB: Montgomery Twp

CHECK REGISTER FOR MONTGOMERY TOWNSHIP  
CHECK DATE FROM 02/15/2022 - 02/28/2022

Page: 2/2

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02/24/2022	01	90851	00000597	PATRICIA A. GALLAGHER	2,131.45
02/24/2022	01	90852	100000890	PAUL R. MOGENSEN	100.00
02/24/2022	01	90853	03214629	PENNSYLVANIA CHIEFS OF POLICE ASSOC	150.00
02/24/2022	01	90854	00000955	PENNSYLVANIA MUNICIPAL LEAGUE (PML)	515.00
02/24/2022	01	90855	100001910	PHILADELPHIA ZOO	50.00
02/24/2022	01	90856	00000945	PIPERSVILLE GARDEN CENTER, INC.	994.79
02/24/2022	01	90857	00001158	PITNEY BOWES	733.95
02/24/2022	01	90858	100001909	QUALIFICATION TARGETS INC.	202.22
02/24/2022	01	90859	100001010	RACHEL GIBSON	300.00
02/24/2022	01	90860	100000886	RACHEL TROUTMAN	100.00
02/24/2022	01	90861	100001899	RCX SPORTS LLC	3,390.00
02/24/2022	01	90862	00906102	READY REFRESH	142.78
02/24/2022	01	90863	00000430	REM-ARK ALLOYS, INC.	482.04
02/24/2022	01	90864	100000780	RHYTHM ENGINEERING	150.00
02/24/2022	01	90865	00001662	RICHARD GRIER	75.98
02/24/2022	01	90866	100000412	RODCHINE LUSANE	160.00
02/24/2022	01	90867	100000044	SAFEGUARD BUSINESS SYSTEMS	262.13
02/24/2022	01	90868	00000653	SCATTON'S HEATING & COOLING, INC.	183.67
02/24/2022	01	90869	100000874	SEAN ALLISON	50.00
02/24/2022	01	90870	100000411	SPENCER D. BORINE	80.00
02/24/2022	01	90871	00000015	SPRINT	39.41
02/24/2022	01	90872	00001394	STANDARD INSURANCE COMPANY	8,592.45
02/24/2022	01	90873	100000701	STAPLES BUSINESS CREDIT	146.85
02/24/2022	01	90874	00661122	TEES WITH A PURPOSE	682.75
02/24/2022	01	90875	100000897	TREVOR DALTON	150.00
02/24/2022	01	90876	00000040	VERIZON	269.00
02/24/2022	01	90877	00000040	VERIZON	66.67
02/24/2022	01	90878	00000040	VERIZON	38.72
02/24/2022	01	90879	100000854	VINAY P. SETTY	400.00
02/24/2022	01	90880	100000891	VINCENT ZIRPOLI	450.00
02/24/2022	01	90881	00001329	WELDON AUTO PARTS	144.35
02/24/2022	01	90882	100001042	ZACHARY M. EIDEN	100.00
02/24/2022	01	90883	100001658	ZACHARY P. ASSENMACHER	100.00

01 TOTALS:

Total of 114 Disbursements:

109,241.17

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD INFORMATION SUMMARY**  
Item # 5.

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SUBJECT: Police Department Presentation to Officer McGuigan  
MEETING DATE: February 28, 2022  
BOARD LIAISON:  
INITIATED BY: J. Scott Bendig, Police Chief

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BACKGROUND:

Tonight on behalf of the Police Department, Chief Bendig will make a presentation to Officer Joe McGuigan, honoring the recent passing of Canine Cody.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 6.

---

SUBJECT: Women's History Month  
MEETING DATE: February 28, 2022  
BOARD LIAISON: Tanya C. Bamford, Chairwoman  
INITIATED BY:

---

BACKGROUND:

Please see attached resolution for consideration.

MOTION/RESOLUTION:

**Motion** to adopt resolution no. 2022-12 recognizing March as Women's History Month.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for vote.





**A RESOLUTION OF THE BOARD OF SUPERVISORS OF MONTGOMERY TOWNSHIP,  
MONTGOMERY COUNTY, PENNSYLVANIA TO RECOGNIZE MARCH AS  
WOMEN'S HISTORY MONTH**

**RESOLUTION 2022-12**

**WHEREAS**, since 1987 March has been observed annually as Women's History Month; and

**WHEREAS**, Women's History Month is an annual celebration of achievements of women's contributions to history, culture, and society; and

**WHEREAS**, Women's History Month is a dedicated month to reflect on the often overlooked contributions of women in United States history stretching back to our country's founding;

**WHEREAS**, this year's theme of "*Providing Healing, Providing Hope*" is both a tribute to the ceaseless work of caregivers and frontline workers during this ongoing pandemic and also a recognition of the thousands of ways women of all cultures have provided both hope and healing throughout history as they have advocated for compassionate treatments and new directions in public health";

**NOW, THEREFORE BE IT RESOLVED** by the Board of Supervisors of Montgomery Township, Montgomery County, Pennsylvania, that we hereby recognize the month of March as Women's History Month.

**AND BE IT FURTHER, RESOLVED**, that we celebrate this month as the first duly elected all-women Board of Supervisors for Montgomery Township.

**RESOLVED**, at the duly convened meeting of the Board of Supervisors of Montgomery Township conducted on this 28th day of February 2022.

\_\_\_\_\_  
Tanya C. Bamford, Chairwoman

\_\_\_\_\_  
Candyce Fluehr Chimera, Vice-Chairwoman

\_\_\_\_\_  
Annette M. Long, Member

\_\_\_\_\_  
Beth A. Staab, Member

\_\_\_\_\_  
Audrey R. Ware, Member

\_\_\_\_\_  
Attest: Carolyn McCreary, Secretary

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 7.

---

**SUBJECT:** Consider Caliber Capital, LLC. - Conditional Use Hearing C-76  
739 Bethlehem Pike  
**MEETING DATE:** February 28, 2022  
**BOARD LIAISON** Tanya C. Bamford, Chair  
**INITIATED BY:** Carolyn McCreary, Township Manager

---

**BACKGROUND:**

The applicant is equitable owner of the 46,914 square foot property located at 739 Bethlehem Pike. The property is currently improved with an 8,225 square foot two-story vacant building (former Fabric Store/Schoolhouse). The applicant proposes to demolish the existing building and construct a new 3,680 square foot one-story car wash with associated drive aisles, parking, and double-lane stacking. The applicant was granted zoning relief in regard to required landscaped areas and the requirement to provide a loading space.

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

The Township Planning Commission recommended this project, subject to the Consultants and staff reviews.

A public hearing had been authorized for the Applicant to provide the Board with information on this proposed development. A packet of the review information of this proposed use is attached and contain:

- Copy of the Conditional Use application submitted.
- Montgomery Township Planning Commission Minutes February 17, 2022 (draft)
- Gilmore & Associates Review letter (General Engineering, Landscaping, Traffic) dated January 26, 2022.
- Montgomery County Planning Commission letter dated February 2, 2022.
- Montgomery Township Police Department review dated January 31, 2022.
- Montgomery Township Department of Fire Services review dated February 2, 2022.

**MOTION/RESOLUTION:**

**MOTION** to deny, approve or approve with conditions for the Caliber Capital, LLC Conditional Use Application C-76.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for vote.

Resolution #

WHEREAS, Caliber Capital, LLC has submitted an application to the Township of Montgomery for Conditional Use approval to allow a car wash to be constructed on the parcel located at 739 Bethlehem Pike.

WHEREAS, said application was submitted in compliance with Section 230- 156.2 of the Zoning Code; and

WHEREAS, the Board has considered said application, the evidence presented at this hearing, and compliance with the recommendations of the Township staff and consultants, and the opinions of the citizens of the Township.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors of Montgomery Township that we hereby;

\_\_\_\_\_ Deny the Conditional Use as presented

\_\_\_\_\_ Approve the Conditional Use as presented

\_\_\_\_\_ Approve the Conditional Use with Conditions

MOTION BY:

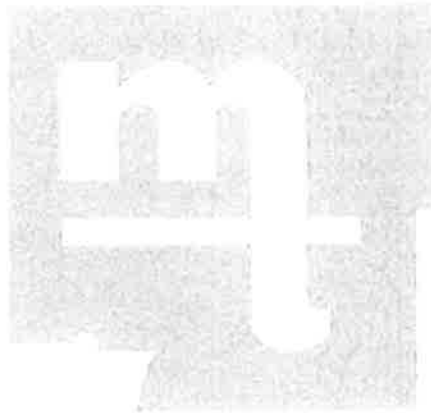
SECOND BY:

VOTE:

DATE:

xc: Applicant, B. Shoupe, Minute Book, Resolution File, File

# Application for Conditional Use



Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Telephone: 215-393-6920  
Fax: 215-855-1498  
[www.montgomerytp.org](http://www.montgomerytp.org)

**Application for Conditional Use**

**Township of Montgomery, Montgomery County, Pennsylvania**

**Notice Of Appeal**

Appellant:	Name:	Caliber Capital, LLC	
	Address:	P.O. Box 19154	
		Atlanta, GA 31126	
	Phone:	(727) 518-4656	Fax: _____
	E-Mail	dyork@caliber-capital.com	
Owner:	Name:	Provco Pineville 309 Partners LP	
	Address:	795 E. Lancaster Avenue, Suite 200	
		Villanova PA 19085	
	Phone:	_____	Fax: _____
	E-Mail	mcooley@provcogroup.com	
Attorney:	Name:	Matthew J. McHugh, Esq.; Augusta M. O'Neill, Esq.	
	Address:	1835 Market Street, Suite 1400	
		Philadelphia, PA 19103	
	Phone:	(215) 569-1662	Fax: (215) 568-6603
	E-Mail	mmchugh@klehr.com; aoneill@klehr.com	

Notice of Appeal  
Page 2

Interest of appellant, if not owner (agent, lessee, etc.):

Equitable owner.

1. Brief Description of Real Estate Affected:

Block and Unit Number 46-00-00181-00-7

Location 739 Bethlehem Pike

Lot Size 1.077 acres

Present Use Vacant retail store.

Present Zoning Classification C- Commercial

Present Improvements Upon Land 8,225 square 2 story stone building

Deed Recorded at Norristown in Deed Book 5798 Page 540

2. Specific reference to section of the Zoning Ordinance upon which application is based.

Sections 230-75(A) and Table 230-A

3.

Action desired by appellant or applicant (statement of proposed use)

See attached addendum.

4. Reasons appellant believes Board should approved desired action (refer to section(s) of Ordinance under which it is felt that desired action may be allowed, as well as regulations contained in Article XVII, Signs, Article XIX, Off Street Parking and Loading and Article XXI, Miscellaneous Provisions.

See attached addendum

5. Has previous application for conditional use been filed in connection with these premises?  
☐ Yes ☒ No

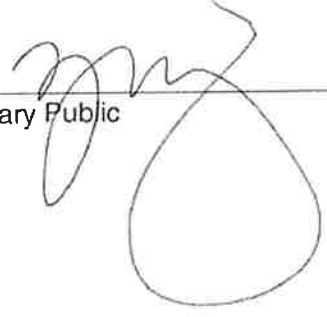
NOTE:

If more space is required, attach a separate sheet and make specific reference to the question being answered.

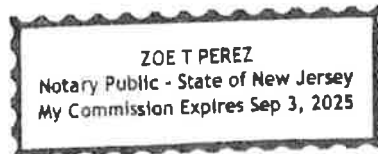
I, hereby depose and say that all of the above statements and the statements contained in any papers or plans submitted herewith, are true to the best of my knowledge and belief.

SWORN TO AND SUBSCRIBED BEFORE ME THIS

21<sup>th</sup> DAY OF August 2021

  
Notary Public

August O'Neil (Attorney for applicant)  
Appellant's or Owner's Signature



## MONTGOMERY TOWNSHIP

### ADDENDUM TO CONDITIONAL USE APPLICATION

Applicant: Caliber Capital, LLC  
P.O. Box 19154  
Atlanta, GA 19154

Owner: Provco Pineville 309 Partners LP  
795 E. Lancaster Avenue, Suite 200  
Villanova, PA 19085

Subject Property: 739 Bethlehem Pike  
Mongtomery, PA 19031  
TMP: 46-00-00181-00-7

Attorney: Matthew J. McHugh, Esquire  
Augusta M. O'Neill, Esquire  
KLEHR HARRISON HARVEY BRANZBURG LLP  
1835 Market Street, Suite 1400  
Philadelphia, PA 19102  
mmchugh@klehr.com/aoneill@klehr.com  
(215) 569-2700

#### *Relief Requested:*

1. A conditional use from Section 230-75(A) and Table 230-A of the Montgomery Township Zoning Ordinance to permit a Car Wash on the Subject Property within the C - Commercial Zoning District.

#### *Summary of Application*

The Applicant is a membership-driven premium express car wash company that was formed in 2018 with a mission to provide customers with a car wash that meets the highest caliber of standards. The first Caliber Car Wash opened in Ocala, Florida, in 2019. Just a few months later, Caliber's second wash opened in North Carolina, leading the way for the company's significant expansion plans across the Southeast. Caliber Car Wash now boasts over a dozen washes across the Southeast, and seeks to expand more locations in the northeast, including Montgomery Township. It proposes to install a 5,040 SF car wash with twenty-six (26) automobile wash parking spaces and eight (8) stacking spaces at the Property.

Car washes, both automatic and self-serve, are permitted by conditional use in the C - Commercial Zoning District.



As part of its application for a conditional use, the Applicant will demonstrate compliance with the below general conditional use standards and criteria set forth in the Montgomery Township Zoning Ordinance:

1. The proposed use is permitted by conditional use, and it will conform to the applicable regulations of the district in which it is located or any district regulations which may relate to or apply to the use, including but not limited to setbacks, building coverage, open space and buffering.

2. The proposed use will conform to the regulations applicable according to use and/or district, including but not limited to regulations contained in Article **XVIII**, Signs, Article **XIX**, Off-Street Parking and Loading, Article **XX**, Nonconforming Uses and Article **XXI**, Miscellaneous Provisions.

3. Points of vehicular access to the lot are provided at a distance from the intersections and other points of access and in number sufficient to prevent undue traffic hazards and obstruction to the movement of traffic.

4. The location of the site with respect to the existing public roads giving access to it is such that the safe capacity of the public roads is not exceeded by the estimated traffic attracted or generated by the proposed use, and the traffic generated or attracted is not out of character with the normal traffic using said public roads.

5. A determination that the proposed use will not have an unwarranted impact on traffic in the area, either creating significant additional congestion in an area of existing congestion or posing a threat of significant additional congestion where there is a high probability of future congestion. In addition, the Board shall consider whether the proposed use will create any traffic hazard dangerous to the public safety.

6. Screening of the proposed use from adjacent uses is sufficient to prevent the deleterious impact of the uses upon each other, considering the type, dimension and character of the screening.

7. The proposed use does not adversely affect or contradict Montgomery Township's Comprehensive Plan.

8. The proposed use meets the purpose described in Article **I** of this chapter.

9. The proposed use is suitable for the character of the neighborhood and the uses of the surrounding properties.

10. The proposed use will not impair an adequate supply of light and air to adjacent property.

11. The proposed use will not adversely affect the public health, safety or general welfare.

12. The proposed use will not adversely affect transportation or unduly burden water, sewer, school, park or other public facilities.

13. The proposed use shall not overcrowd land or create undue concentration of population or undue intensity of use.

The Applicant believes and therefore avers that the Subject Property is an appropriate location for a car wash and the proposed use and location is consistent with the spirit and intent of the general conditional use standards and criteria contained in the Montgomery Township Zoning Ordinance.

### *Conclusion*

At the hearing on this matter, the Applicant will present sufficient credible testimony and evidence to support its entitlement to the Relief Requested herein.



## MONTGOMERY TOWNSHIP

1001 STUMP ROAD  
MONTGOMERYVILLE, PA 18936-9605  
Telephone: 215-393-6920 · Fax: 215-855-1498  
[www.montgomerytwp.org](http://www.montgomerytwp.org)

### Planning Commission Meeting Minutes February 17, 2022

The regular monthly meeting of the Montgomery Township Planning Commission was held at the Township Building at 7:30 pm, Thursday, February 17, 2022. The members of the Planning Commission in attendance included: Jim Rall, Jay Glickman, Rutuke Patel, and Leon McGuire. Also present: Patrick Hitchens, Township Solicitor; and Marianne McConnell, Deputy Zoning Officer.

**Approval of Minutes** – The November 2021 minutes were tabled for approval for the next scheduled meeting.

**Conditional Use Application Caliber Capital, LLC / 739 Bethlehem Pike** - The applicant is equitable owner of the 46,914 square foot property located at 739 Bethlehem Pike. The property is currently improved with an 8,225 square foot two-story vacant building (former Fabric Store / Schoolhouse). The applicant proposes to demolish the existing building and construct a new 3,680 square foot one-story car wash with associated drive aisles, parking and double lane stacking. The applicant was granted zoning relief earlier this month in regards to the required landscaped areas and the requirement to provide a loading space.

The applicant's attorney, Matthew McHugh, and Lindsey Brehlinger of Bohler Engineering presented the proposed project to the Commission. The applicant proposes a tunnel express style car wash with 20 vacuum spaces and 3 additional parking spaces for employees. The car wash provides total stacking of up to 22 vehicles from the tunnel to the access drive aisle (18 stacking from the pay station to the access). The Planning Commission members posed questions and concerns to the applicant in regards to timing, stacking, and heavy volume after snowstorms. The applicant provided the following information: Memberships are available and provide a faster option to customers; the pay station reads the license plate and notifies the vehicle to proceed. Non-members are limited to three options to choose from at the pay station. The double lanes merge into one after the pay station. A gate in each lane will open allowing each vehicle to proceed accordingly. An attendant is available at the pay station area and three employees are on site during the hours of operation. Once through the tunnel the vehicle either leaves the site or proceeds to the vacuum stalls (parking area). The applicant testified that it takes a vehicle 20 seconds to move through the tunnel with seven seconds between vehicles.

The applicant confirmed that they will comply with the review letter comments (other than the waivers requested) and stated that the Access Agreement with the adjacent property owner allowing access at the Bethlehem Pike entrance is currently being finalized.

The applicant also conducted a traffic count at another local express car wash to determine needs and has agreed to implement a contingency plan about vehicles spilling onto Horsham Road or Bethlehem Pike during peak times after significant weather events creating increased traffic / volume than normal.

On a motion made by Jay Glickman and seconded by Rutuke Patel, the Planning Commission recommends that the Board of Supervisors approve the Conditional Use application subject to Township Consultant and Staff review letters. All in favor.

**Adjournment:** There being no further business to come before the Commission, the meeting adjourned at 8:00 pm. The next meeting will be held at 7:30 pm on March 17, 2022 at the Township Building.



**GILMORE & ASSOCIATES, INC.**  
ENGINEERING & CONSULTING SERVICES

January 26, 2022

File No. 2021-09013

Bruce S. Shoupe, Director of Planning and Zoning  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936-9605

Reference: Conditional Use Application – C-76  
Caliber Car Wash - 739 Bethlehem Pike  
Tax Map Parcel Number: 46-00-00181-00-7

Dear Bruce:

As requested, Gilmore & Associates, Inc. has reviewed the information listed below with regard to the conditional use application referenced above.

- A. Conditional Use Plan for 739 Bethlehem Pike (7 sheets), prepared by Bohler Engineering, dated August 5, 2021, last revised January 11, 2022.
- B. Carwash Queue Observations Memo, prepared by Traffic Planning and Design, Inc. dated January 13, 2022.
- C. Comment Response Letter, prepared by Bohler Engineering, dated January 13, 2022.

The subject property is located at 739 Bethlehem Pike in Montgomery Township. The property is within the C Commercial District. The existing parcel is a 1.08-acre commercial lot with frontage on Horsham Road and Bethlehem Pike. The Applicant, Caliber Capital, LLC, proposes demolition of the existing vacant 2-story building and development of a membership-driven premium express car wash. The proposed use "car wash, automatic and self-serve" is permitted as a Conditional Use in the Commercial Zoning District (§230-75.A(1)). The proposal includes the car wash building along with the associated drive aisles, parking areas, and vacuum stations.

We offer the following comments for consideration by the Montgomery Township Board of Supervisors. Our review includes consistency with the Township Comprehensive Plan, and the Township Zoning Ordinance (Chapter 230). It is noted that these revised plans include some information regarding site improvements and utilities. However, these are not shown in sufficient detail to allow for review of these features. Our review is limited to the conditional use application. A detailed review of the site development will be provided at the time of preliminary land development application.

#### **PLANNING REVIEW**

##### **1. Existing Conditions and Surrounding Land Uses**

- a. The site currently consists of a vacant structure. The proposed use of the site is retail/commercial (car wash).
- b. The site is located in the C Commercial Zoning District and has frontage along Bethlehem Pike and Horsham Road. The site is predominantly surrounded by commercial uses.

##### **2. Consistency with the Comprehensive Plan**

- a. As per the 2008 Comprehensive Plan Update, the property is currently identified as Mixed Use. The Vision Plan identifies the property as part of the area designated as Town Center. Goals and objectives for the Town Center include:

65 East Butler Avenue | Suite 100 | New Britain, PA 18901 | Phone: 215-345-4330 | Fax: 215-345-8606

- *“Increase and upgrade the quality of retail and services, including medical centers or clinics. Add mixed-use buildings, primarily in the new town center.”*
  - *“Provide facilities for residents to gather and participate in the community. Consider creating new public cultural facilities, such as a community center or a performing arts center.”*
  - *“Ensure the town center is easily accessible to township residents and is created as a pedestrian-oriented, walkable environment with pleasant and enjoyable streetscapes and public spaces.”*
  - *“Ensure the new town center includes a diversity of retail and service uses, especially upscale stores, entertainment, recreation, and medical centers.”*
  - *“Concentrate destinations and residential uses in the town center.”*
- b. While the Plan states the intended goal of economic development within the Township is to stimulate the growth of businesses by expanding, modernizing and adding new businesses and the proposed development is generally consistent with this intent, the location of the proposed development in the designated Town Center does not appear to meet the intent of the town center use as stated in the above goals and objectives.
3. Traffic and Pedestrian Circulation Patterns
- a. The site has two access drives; one from Bethlehem Pike and one from Horsham Road.
- b. There are existing sidewalks along the frontage of the property on both Bethlehem Pike and Horsham Road. No additional pedestrian circulation improvements are proposed.
4. Conditional Use Requirements

In order to obtain Conditional Use approval, the applicant shall demonstrate the following for the Conditional Use Hearing:

- a. The proposed use is permitted by conditional use, and it will conform to the applicable regulations of the district in which it is located or any district regulations which may relate to or apply to the use, including but not limited to setbacks, building coverage, open space and buffering.
- b. The proposed use will conform to the regulations applicable according to use and/or district, including but not limited to regulations contained in Article XVIII, Signs, Article XIX, Off-Street Parking and Loading, Article XX, Nonconforming Uses and Article XXI, Miscellaneous Provisions.
- c. Points of vehicular access to the lot are provided at a distance from the intersections and other points of access and in number sufficient to prevent undue traffic hazards and obstruction to the movement of traffic.
- d. The location of the site with respect to the existing public roads giving access to it is such that the safe capacity of the public roads is not exceeded by the estimated traffic attracted or generated by the proposed use, and the traffic generated or attracted is not out of character with the normal traffic using said public roads.
- e. A determination that the proposed use will not have an unwarranted impact on traffic in the area, either creating significant additional congestion in an area of existing congestion or posing a threat of significant additional congestion where there is a high probability of future congestion. In addition, the Board shall consider whether the proposed use will create any traffic hazard dangerous to the public safety.
- f. Screening of the proposed use from adjacent uses is sufficient to prevent the deleterious impact of the uses upon each other, considering the type, dimension and character of the screening.
- g. The proposed use does not adversely affect or contradict Montgomery Township's Comprehensive Plan.
- h. The proposed use meets the purpose described in Article I of this chapter.
- i. The proposed use is suitable for the character of the neighborhood and the uses of the surrounding properties.

- j. The proposed use will not impair an adequate supply of light and air to adjacent property.
- k. The proposed use will not adversely affect the public health, safety or general welfare.
- l. The proposed use will not adversely affect transportation or unduly burden water, sewer, school, park or other public facilities.
- m. The proposed use shall not overcrowd land or create undue concentration of population or undue intensity of use.

## **LANDSCAPE REVIEW**

### **Zoning Ordinance (Chapter 230)**

- 5. §230-78.A requires the provision of a 25' planting area along all street frontages, exclusive of driveway and access areas, and along all side and rear boundary lines. The required planting setbacks have not been provided in all locations required. The 1/13/22 Bohler Engineering response letter indicates that a variance is being requested from this requirement due to existing nonconformities.

### **Subdivision and Land Development Ordinance (Chapter 205)**

- 6. The plans shall be revised to comply with all applicable requirements of the recently adopted Montgomery Township Ordinance No. 21-325, the Landscape Ordinance amendment (adopted 12/13/21).
- 7. §205-49.F – the plans shall be revised to demonstrate compliance with the revised notes and details included in Appendix C of the Landscape Ordinance amendment.
- 8. §205-52.D – the plans shall be revised to demonstrate compliance with the parking lot landscaping and shade requirements outlined in this section, or waivers would be required.
- 9. §205-53 – the plans shall be revised to demonstrate compliance with the preservation and protection of trees requirements outlined in this section, including the provision of tree protection fencing. In addition, we note that the landscape plan indicates that only five (5) trees are to be removed out of the fourteen (14) located on the site. However, the landscape plan only shows four (4) existing trees on the property as remaining, and the demolition plan shows ten (10) trees as to be removed. The plans shall be revised to correct this discrepancy and to demonstrate compliance with the ordinance requirements, or a waiver would be required.

## **TRAFFIC REVIEW**

### **Zoning Ordinance (Chapter 230)**

- 10. §230-156.2 C.(2) - All parking spaces are to be a minimum of 10 feet in width by 20 feet in depth (§230-138). We note the proposed three (3) spaces along the shared access driveway are only 18 feet deep. Verify three (3) spaces are adequate to accommodate staff parking or if shared parking with the adjacent property owner is required.
- 11. §230-156.2 C.(5) – A determination shall be provided that the proposed use will not have an unwarranted impact on traffic in the area, either creating significant additional congestion in an area of existing congestion or posing a threat of significant additional congestion where there is a high probability of future congestion. In addition, the Board shall consider whether the proposed use will create any traffic hazard dangerous to the public safety.
  - a. Queuing for the drive-thru must be further evaluated and addressed. The report indicates availability for 22 queued vehicles between the tunnel and the shared access driveway. Queue data was gathered and provided from the Pete's Express Car Wash located at 75 Easton Road, Warrington, PA. The data indicates that the maximum queue was recorded at 21 vehicles on a Saturday during the peak hour. We note that the most recent Google aerial on a random day at the same location shows a queue of 37 vehicles between the tunnel and Easton Road. Therefore, there are concerns that the available stacking length of 22 vehicles will not be adequate to accommodate the queue at times. The queues from the facility must not extend to Bethlehem Pike (SR 0309) or Horsham Rd (SR 0463). It is recommended the applicant develop a contingency plan on how these queues can be handled if they begin to extend to the SR 0309 or SR 0463 access where traffic will be impacted and could create hazardous conditions on the

adjacent roadways. This plan could be implemented when the car wash knows there will be higher demand such as the weekend after a snowstorm. This plan may include utilizing space on the adjacent property lot if agreed to by the adjacent owner. If the contingency plan is found acceptable, the Township will keep a copy of the plan on file and car wash employees are to be trained on the contingency plan. Also, it is recommended to stripe the existing shared access driveway for a left-turn lane coming from the Route 309 access. This will allow motorists to bypass vehicles that are waiting to turn left into the car wash facility.

- b. The queue observations letter indicates that there is a "member's only" lane which would allow customers to bypass the queue and proceed through the gate. If one of the lanes is designated as a "members only lane", please advise how this will impact queues. It is our experience that the "bottleneck" of many similar facilities is getting vehicles through the car wash tunnel. Getting vehicles through the payment process does not typically appear to be the source of the queues. Can the highspeed camera and membership tag be installed on both lanes? With limited queuing available, losing 8 queue spots for a members only lane could have a detrimental impact and could have queues extend beyond the driveway.
  - c. Areas for servicing of refuse collection, shall be provided and shall be adequate in size and arranged that they may be used without blockage or interference with the use of accessways or automobile parking facilities. The plans shall include truck turning templates to indicate that trucks can navigate the site and access the loading/refuse collection areas.
  - d. The report indicates that a right turn lane is warranted at the Bethlehem Pike right-in entrance to the site. The Applicant notes that they will coordinate with PennDOT to determine if a right-turn lane should be installed by the applicant in conjunction with already planned PennDOT improvements.
  - e. The minimum aisle width for two lanes of traffic shall be 22 feet. Ensure that adequate width is provided for the queued traffic approaching the pay stations.
12. §230-156.2 C.(11) - The sidewalk along the site frontage and across the driveways will be required to be updated to meet the latest ADA standards. **The applicant has acknowledged this requirement.**
13. §230-156.2 C.(12) - The proposed development will have shared access with Horsham Realty Associates LLC. Provide a copy of the shared access agreement and show the easement on the plans. **The applicant has indicated an easement agreement is being worked out with the neighboring property owner. Upon receipt of the signed document, it will be forwarded to the Township.**

## **ENGINEERING REVIEW**

### **Zoning Ordinance (Chapter 230)**

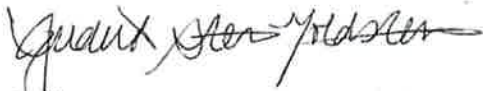
- 14. §230-75.A(1) – The use "car wash, automatic and self-serve" is a Conditional Use in the Commercial Zoning District.
- 15. §230-78.B, & C – The entrance shall be of sufficient width to conveniently and safely accommodate traffic. The entrance driveway is bisected by the property line. An easement is required for the full use of the driveway. A copy of the easement shall be provided and shown on the plans.
- 16. §230-78.D – Safe and efficient ingress and egress is to be provided to and from public street serving the site without undue congestion to or interference with traffic flow. Queuing for the drive-thru must be further evaluated and addressed as noted above.
- 17. §230-78.G – A loading space shall be designated on the plans.
- 18. At least one accessible route is required from accessible building entrances to the public right of way. If the proposed building will have public access, ADA compliant pedestrian routes are required from the two public rights-of-way.

If the Board grants approval of the conditional use, the applicant will be required to demonstrate compliance with all Local, County, State, and Federal requirements that are applicable to this development at the time of Preliminary Land Development Application.



We note additional comments may be provided upon review of new or revised information submitted with future submissions. If you have any questions regarding the above, please contact this office.

Sincerely,



Judith Stern Goldstein, R.L.A., ASLA  
Senior Project Manager  
Gilmore & Associates, Inc.



Valerie L. Liggett, R.L.A., ASLA, ISA Certified Arborist  
Senior Landscape Architect  
Gilmore & Associates, Inc.



Damon A. Drummond, P.E., PTOE  
Senior Transportation Engineer  
Gilmore & Associates, Inc.



James P. Dougherty, P.E.  
Senior Project Manager  
Gilmore & Associates, Inc.

JSG/VLL/DAD/JPD/gja/sl

cc: Carolyn McCreary, Manager – Montgomery Township  
Marianne McConnell, Deputy Zoning Officer – Montgomery Township  
Mary Gambino, Project Coordinator – Montgomery Township  
Bill Wiegman, Director of Fire Services - Montgomery Township  
Sean Kilkenny, Esq., Solicitor – Kilkenny Law  
Caliber Capital, LLC – Applicant  
Provco Pineville 309 Partners LP – Owner  
Matthew J. McHugh, Esq. - Klehr Harrison Harvey Branzburg LLP  
Augusta M. O'Neill, Esq. - Klehr Harrison Harvey Branzburg LLP  
Cornelius Brown, P.E. – Bohler Engineering



**MONTGOMERY COUNTY  
BOARD OF COMMISSIONERS**

VALERIE A. ARKOOSH, MD, MPH, CHAIR  
KENNETH E. LAWRENCE, JR., VICE CHAIR  
JOSEPH C. GALE, COMMISSIONER



**MONTGOMERY COUNTY  
PLANNING COMMISSION**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311  
NORRISTOWN, PA 19404-0311  
610-278-3722  
FAX: 610-278-3941 • TDD: 610-631-1211  
WWW.MONTCOPA.ORG

SCOTT FRANCE, AICP  
EXECUTIVE DIRECTOR

February 2, 2022

Mr. Bruce S. Shoupe, Director of Planning/Zoning  
Montgomery Township  
1001 Stump Road  
Montgomeryville, Pennsylvania 18936-9605

Re: MCPC #21-0247-002  
Plan Name: Caliber Car Wash  
(1 lot, approx. 1.08 acres)  
Situate: 739 Bethlehem Pike, near Horsham Road  
Montgomery Township

Dear Mr. Shoupe:

We have reviewed the above-referenced land development plan in accordance with Section 502 of Act 247, "The Pennsylvania Municipalities Planning Code," as you requested on January 14, 2022. We forward this letter as a report of our review.

## BACKGROUND

The applicant, Caliber Capital, LLC, proposes to construct a single-lane automatic car wash complex on a 1.08 acre lot at 739 Bethlehem Pike, a property with access to northbound PA Route 309 (Bethlehem Pike) and eastbound PA Route 463 (Horsham Road) that was formerly the site of the Montgomeryville Fabric Center. The existing building will be demolished and replaced with a 3,680-square foot car wash building, two nine-car stacking lines with access from a connecting driveway on the property, and parking/vacuum bays for employees and customers totaling 26 spaces. Access to the site will be via a shared connecting driveway with the property to the south, available via an existing right-in/right-out access point from northbound Bethlehem Pike, as well as a right-in/right-out access point from eastbound Horsham Road. The current zoning for this area in Montgomery Township is Commercial. A previous letter regarding the conditional use application for this property was sent on September 21, 2021; subsequent to the previous letter, the proposal was revised to show a smaller car wash building, a longer dual-lane queue area, a sidewalk connecting Bethlehem Pike and Horsham Road running through the property, and a relocation of the trash enclosure.



## COMPREHENSIVE PLAN COMPLIANCE

*Comprehensive plan compliance comments are reprinted from our previous letters.*

Montgomery Township's 2008 *Comprehensive Plan Update Vision Plan* identified the triangular-shaped area between Bethlehem Pike, Horsham Road, and North Wales Road as a future location for a "Town Center", with "one or more small public open spaces", "at least one major public attraction", "2 to 4 story buildings close to the sidewalk", "mixed uses including retail", "be pedestrian-friendly", and "have attractive streetscapes". While this proposal on its own will not make or break the success of a possible town center master planned area, the Township should strongly consider reassessing the suitability of this area for a town center during its ongoing comprehensive plan update process.

Montgomery County's comprehensive plan, *Montco 2040: A Shared Vision*, identifies this area as part of Regional Mixed-Use Center on the Future Land Use map, which extends north and south along Bethlehem Pike. The plan is supportive of development where infrastructure already exists. This proposal is compatible with *Montco 2040's* goal of redeveloping older retail properties.

## RECOMMENDATION

The Montgomery County Planning Commission (MCPC) generally supports the applicant's proposal, however, in the course of our review we have identified the following issues that the applicant and municipality may wish to consider prior to final plan approval. Our comments are as follows.

## REVIEW COMMENTS

### DESIGN

1. We note that the car wash building as shown in this plan revision is about 27% smaller than the originally proposed building. We trust that the applicant is confident in the current proposal to accommodate the desired business operations and site design.
2. We applaud the applicant for keeping the street trees currently placed along Bethlehem Pike and for proposing to add an additional one. This will help make the overall corridor more appealing to passing vehicles and customers alike.

### TRANSPORTATION

1. With the revision to the plan showing a longer two-lane queue and a wider curve of the driveway approach to the car wash building, we would recommend that the applicant consider posting a sign or appropriate pavement striping to advise drivers to yield and merge into one lane after the pay station and before the car wash building.
2. We commend the applicant's revised plan showing a sidewalk connection across the property. This segment will be an important part of building out a comprehensive sidewalk network in the immediate area around Five Points.

## CONCLUSION

Please note that the review comments and recommendations contained in this report are advisory to the municipality and final disposition for the approval of any proposal will be made by the municipality.

Should the governing body approve a final plat of this proposal, the applicant must present the plan to our office for seal and signature prior to recording with the Recorder of Deeds office. A paper copy bearing the municipal seal and signature of approval must be supplied for our files. Please print the assigned MCPC number (#21-0247-002) on any plans submitted for final recording.

Sincerely,

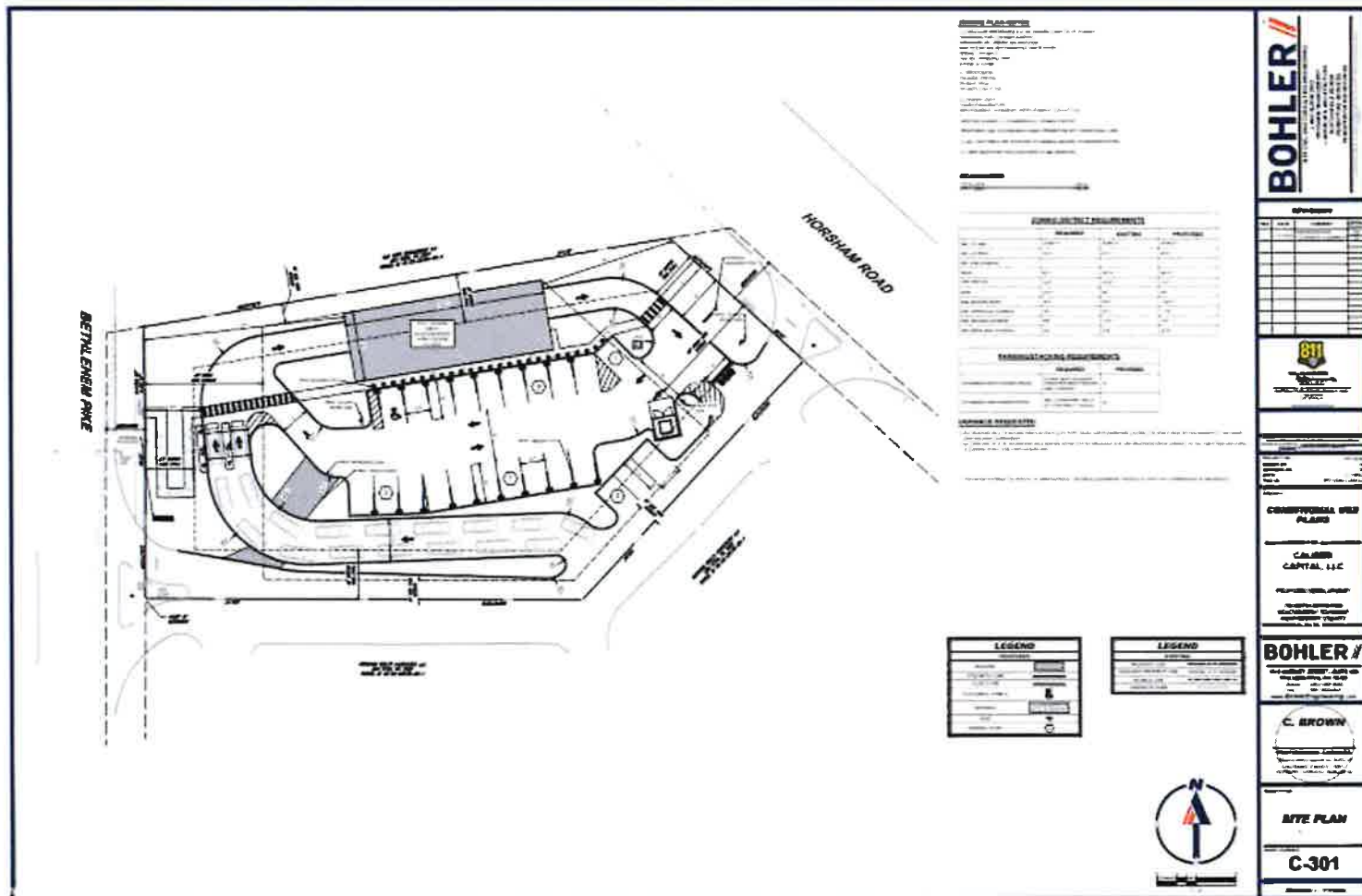


Matthew Popek, AICP  
Transportation Planning Assistant Manager  
[mpopek@montcopa.org](mailto:mpopek@montcopa.org) - 610-278-3730

c: Caliber Capital, LLC, Applicant  
Augusta M. O'Neill, Esq., Applicant's Representative  
Carolyn McCreary, Twp. Manager  
Jim Rall, Chrm., Twp. Planning Commission

Attachments: (1) Site Plan  
(2) Aerial

Site Plan – 739 Bethlehem Pike, Montgomery Township



*Aerial – 739 Bethlehem Pike, Montgomery Township*



**Caliber Car Wash**  
**MCPC #210247002**

Montgomery  
County  
Planning  
Commission  
Montgomery County/Countywide - Planning Commission  
1100 E. 1st St. • Normal, IL 61701-1000  
p 317.247.3122 • f 317.247.3121  
www.montcoplanning.com  
Aerial photography provided by Google Maps





## MONTGOMERY TOWNSHIP POLICE DEPARTMENT

---

J. Scott Bendig  
Chief of Police

1001 Stump Road • P.O. Box 68 • Montgomeryville, PA 18936  
215-362-2301 • Fax 215-362-6383

To: Bruce S. Shoupe  
Director of Planning and Code Enforcement

From: J. Scott Bendig, Chief of Police *JSB*

Date: January 31, 2022

Re: Conditional Use C-76  
Caliber Car Wash

---

A review of the above-referenced conditional use was conducted on this date. There are no areas of concern to the Police Department at this time. Thank you for the opportunity to review this conditional use. Please contact me if you have any issues or concerns.



**MONTGOMERY TOWNSHIP**  
**DEPARTMENT OF FIRE SERVICES**  
1001 STUMP ROAD  
MONTGOMERYVILLE, PA 1 18936-9605  
Telephone: 215-393-6935 • Fax: 215-699-1560  
email: [wwiegman@montgomerytp.org](mailto:wwiegman@montgomerytp.org)  
[www.montgomerytp.org](http://www.montgomerytp.org)

**William Wiegman**  
DIRECTOR OF FIRE SERVICES  
FIRE MARSHAL  
EMERGENCY MANAGEMENT  
COORDINATOR

**FIRE MARSHALS OFFICE:**  
215-393-6936

February 2, 2022

Bruce Shoupe  
Director of Planning and Zoning  
Montgomery Township  
1001 Stump Road  
Montgomeryville, PA 18936

Re: Caliber Car Wash 739 Bethlehem Pike

Dear Bruce:

Thank you for allowing the Fire Marshal's Office to comment on the proposed land development plans of the: Caliber Car Wash 739 Bethlehem Pike.

Using the 2015 edition of the International Fire Code for guidance, the Fire Marshal's Office offers the following comments:

1. **503.2.3 Surface.** Fire apparatus access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be surfaced so as to provide all weather driving capabilities.  
**Comment: The applicant proposes to install an underground storm water basin area. The stormwater basin area should be designed to support the imposed loads of our fire apparatus. Design calculations shall be submitted to the Township Engineer for review and approval. The grass pavers proposed shall meet the same as stated above for the storm water basin areas. The access to the marked areas for grass pavers shall be of a mountable curb style so fire apparatus will not be damaged.**
2. **503.2.2 Authority.** The *fire code official* shall have the authority to require or permit modifications to the required access widths where they are inadequate for fire or rescue operations or where necessary to meet the public safety objectives of the jurisdiction. **Comment: Shall provide a minimum of 26 feet around building for emergency access.**
3. **503.2.4 Turning radius.** The required turning radius of a fire apparatus access road shall be determined by the *fire code official*.  
**Comment: Shall provide truck turning template of MTFD ladder truck maneuvering around building.**
4. **503.3 Marking.** Where required by the *fire code official*, approved signs or other approved notices or markings that include the words NO PARKING – FIRE LANE shall be provided for fire apparatus access roads to identify such roads or prohibit the obstruction thereof. The means by which fire lanes are designated shall be maintained in a clean and legible condition at all times and be replaced or

repaired when necessary to provide adequate visibility. "NO PARKING FIRE LANE" signage SHALL be provided at all fire lanes at intervals of not more than 50 ft. or as otherwise directed by the Fire Marshal's Office.

- Fire apparatus roads 20 to 26 feet wide (6096 to 7925 mm) shall be posted on both sides as a *fire lane*.
- Fire apparatus access roads more than 26 feet wide (7925 mm) to 32 feet wide (9754 mm) shall be posted on one side of the road as a *fire lane*.

5. **505.1 Address identification.** New and existing buildings shall have *approved* address numbers, building numbers or *approved* building identification placed in a position that is plainly legible and visible from the street or road fronting the property. These numbers shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall be a minimum of 4 inches (101.6 mm) high with a minimum stroke width of .05 inch (12.7 mm). Where access is by means of a private road and the building cannot be viewed from the *public way*, a monument, pole or other sign or means shall be used to identify the structure.
6. **C103.1 Fire hydrants available.** The minimum number of hydrants available to a building shall not be less than that listed in Table C105.1. The number of fire hydrants available to a building shall not be less than that determined by spacing requirements listed in Table C105.1 when applied to fire apparatus access roads and perimeter public streets from which fire operations could be conducted.  
**Comment: Fire hydrant shall be located within 100 feet of Fire Department Connection.**

## GENERAL COMMENTS

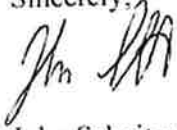
7. Any gas services that are accessible/vulnerable to vehicular traffic SHALL have approved vehicle impact protection installed.
8. All buildings that are 5,000 square feet or more shall be fully sprinklered and the Fire Department Connection shall be shown to indicate exact location.
9. All buildings of Truss Construction SHALL comply with the Montgomery Township Truss Ordinance #04-188. Truss emblems can be obtained through the Fire Marshal's Office or Code Enforcement Office. The Fire Marshal's Office SHALL be contacted in regards to placement of truss placard.
10. Fire Department key boxes (Knox Box) SHALL be provided on buildings at an approved location. Knox Box forms are available through the Fire Marshals or Code Enforcement Office.
11. All applicants are to contact the Code Enforcement Office when underground piping is being hydrostatically tested on site. Applicants are also reminded that flushing of the underground piping SHALL be witnessed by a township official prior to final riser connections per NFPA 13.



The Fire Marshal's Office recommends that the proposed plans need to be revised and reviewed by the Fire Marshal prior to the development being approved.

Should you have any questions or need additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Scheiter', with a stylized flourish at the end.

John Scheiter

Captain/Asst. Fire Marshal

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

Item #

---

SUBJECT:                   Public Comment  
MEETING DATE:       February 28, 2022  
BOARD LIAISON:  
INITIATED BY:

---

**BACKGROUND:**

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

Please come forward to the microphone and state your name and address for the record.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 8.

---

SUBJECT:	New Zoning Hearing Board Applications
MEETING DATE:	February 28, 2022
BOARD LIAISON	Tanya C. Bamford, Chairwoman
INITIATED BY:	Carolyn McCreary, Township Manager

---

**BACKGROUND:**

Included in your packet is a summary of the application which will be before the Zoning Hearing Board at their March 2<sup>nd</sup> meeting.

**Potential Action of the Board:**

The Board may remain neutral on the applications and let the Zoning Hearing Board render a decision based on the testimony presented.

The Board may send the Solicitor's office to oppose an application. This action would require a motion, second and vote of the Board.



## Montgomery Township Zoning Hearing Board

**Meeting Date: March 2, 2022 – 6:30 pm**

*The agenda for the scheduled hearing is as follows:*

**1. Application #22020001 – Forst / 161 Canterbury Lane** – The applicants, own and reside in a single family home located at 161 Canterbury Lane. The 20,000 square foot lot sits within the R-2 Residential District. The lot was subdivided in 2013 from a larger lot at the corner of Upper State Road and Canterbury Lane (1407 Upper State Rd) creating lot 2 on Canterbury Lane. The original lot, lot 1, sits within the R-2 District also. The other adjacent homes and across the street were part of a larger development in the late 1980's (Canterbury II). These homes sit within the R-2 Cluster District with smaller lots. The front yard setback for 161 Canterbury Lane follows the R-2 regulations requiring a minimum 50-foot front yard setback. The other surrounding neighborhood homes were developed under the R-2 Cluster regulations with a minimum 40-foot front yard setback.

The applicants request a variance from the provisions of Section 230-33B in order to construct a 4ft x 10ft front porch with roof 46 feet from the front property line where a minimum of 50 feet is required.

**\*\*Copies of the Application(s) and accompanying documents are on file in the Township's Planning and Zoning Department and may be seen upon request\*\***

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 9.

---

SUBJECT:	Consider Revision to Investment Policy for Police Pension Fund
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Tanya C. Bamford, Chairperson
INITIATED BY:	Brian Shapiro, Finance Director

---

**BACKGROUND:**

The Montgomery Township Police Pension Committee met on February 9, 2022 to review recommended changes to the Investment Policy Statement (IPS) with the Township's investment advisor, AndCo.

The recommendation is: changing the index used for comparison for the Fidelity Mid Cap Index Fund (FSMDX). The investment policy currently uses the S&P Mid Cap 400 index. It is recommend using the Russell Mid Cap Index. The indices are similar in nature. AndCo uses both indices for investment policies. AndCo is recommending the change because the Fidelity Mid Cap Index Fund (FSMDX) that is in the portfolio uses the Russell Mid Cap index as its benchmark. It is more appropriate to use the Russell Mid Cap index for this investment.

**BUDGET IMPACT:** None

**RECOMMENDATION:**

The Committee recommends the Board of Supervisors adopt the revised investment policy.

**MOTION/RESOLUTION:**

- 1) **Motion** to adopt the Investment Policy for the Montgomery Township Police Pension Fund.
- 2) Motion by \_\_\_\_\_ Second by: \_\_\_\_\_
- 3) Chairwoman will call for Public Comment.
- 4) Chairwoman will call for a vote.

**MONTYGOMERY TOWNSHIP POLICE PENSION FUND**

**INVESTMENT POLICY STATEMENT**

Adopted August 9, 2021  
[Amended February 28, 2022](#)

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## **I. Executive Summary**

This document defines the investment policies, objectives, and procedures applicable to the Montgomery Township Police Pension Plan (the “Plan”) Assets.

The purpose of this document is threefold. First, it will constitute the guidelines for investing the assets. Second, it will serve as a communication tool between Montgomery Township (the “Plan Sponsor”) and the service providers. Third, it will provide a framework to measure the ongoing progress of the assets.

The Plan Sponsor, in adopting the following Investment Policy Statement, has relied in good faith on information, opinions, reports or statements, including financial statements, investment data and other financial or investment data provided to the Plan Sponsor by its Investment Consultant, and its representatives, including any such information provided to Plan Sponsor by Investment Manager(s) with the knowledge of the Investment Consultant and/or its representatives. The Plan Sponsor understands that the Investment Policy Statement is designed to maximize the return on the Plan’s assets in a prudent and cost effective manner without compromising the security of the Plan assets and in a manner designed to meet or exceed the Plan’s actuarial investment assumption over time. It is the intent of the Plan Sponsor to maintain the Plan as a defined benefit plan for the Montgomery Township Police and to comply with all applicable Pennsylvania regulations.

## **II. Statement of Purpose**

### **Mission Statement**

The fundamental mission of the Plan is to provide funding of scheduled benefit payments, both current and future obligations. The Plan is funded by contributions from both the Plan Sponsor and the active participants in the Plan.

### **Investment Philosophy**

Asset allocation is the key determinant of return and therefore, commitments to asset allocation targets will be maintained through a disciplined rebalancing policy. Historical performance results and future expectations suggest that stocks and equities will provide higher total investment returns than bonds and fixed-income securities over a long-term investment horizon. However, one can expect an increase in portfolio volatility as the exposure to equity investments is increased. In an effort to maximize return, the Plan will maintain an appropriately balanced portfolio of equities and fixed income securities; and in an effort to mitigate risk, the Plan will contain diversifying asset classes, as appropriate.

An important element embedded in the Plan’s investment philosophy will be recognition of the Plan’s obligation for current and future benefit payments. To that end, the Plan must be cognizant of its future obligations, and be diligent to monitor its net cash flow, relative to Plan Sponsor and participant contributions, and net of fee investment returns. Both active and passive management of Plan assets are considered suitable investment strategies, with passive management preferable in highly efficient markets. Market timing is strictly precluded as an acceptable investment strategy.



## **Goals and Objectives**

The primary objective of the Plan is to maintain the actuarial soundness of the Plan in order to meet future obligations by preserving the inflation adjusted value of the Plan's assets after all of the investment expenses, administrative costs, benefit payments, and refunds. This will be accomplished by obtaining an average annual rate of investment return equal to or greater than the actuarial assumed rate with an emphasis over a longer term (i.e. fifteen year) trailing period.

## **III. Roles and Responsibilities**

### **Plan Sponsor**

General duties of the Plan Sponsor are the responsibility of establishing and maintaining broad policies and objectives for the Plan.

Investment-related duties of the Plan Sponsor will be to review, on a periodic basis, and approve the development or revision of the following documents:

- The Investment Policy Statement
- The Asset Allocation Policy and Performance Benchmarks

The "Prudent Person Rule" is applicable to investments in the Plan. In general, the "Prudent Person Rule" requires the same judgment and care that men of prudence, discretion, and intelligence exercise in the management of their own affairs. The decision makers must consider both the probable income to be earned from an investment and the probable safety of the underlying capital.

### **Internal Staff**

The staff will administer the Plan and its financial records. The Plan Sponsor will work closely with the Plan's professional advisors, including, but not limited to the Investment Consultant, Investment Managers, Actuaries, and Custodian to ensure that proper internal controls are developed and maintained to safeguard the assets of the Plan.

### **Investment Consultant**

The Investment Consultant's responsibility is to monitor overall compliance to the Plan's stated investment policies and objectives. Such responsibilities include, but are not limited to, working with the Plan Sponsor, and internal staff to manage the investment process. This shall include:

- Review of asset allocations and manager performance;
- Assist with Investment Manager searches and selections; and make any and all necessary recommendations to the Plan Sponsor;
- Inform the Plan Sponsor and discuss the impact of material changes taking place within any current manager's investment process;
- Meet periodically with the Plan Sponsor to provide an independent perspective on the Plan's goals, policies, structure, performance and objectives, net of fees.

Investment Consultant will acknowledge in writing its fiduciary responsibility.

### **Investment Manager(s)**

The Investment Manager(s) will have discretion to manage the assets according to their professional judgment and fiduciary obligations, subject to the constraints imposed by law and this document. Investment Manager(s) will select, buy, and sell specific securities pursuant to this Investment Policy Statement. Detailed investment strategies and the ultimate purchases and sales of securities are deemed to be within the discretion of the professional Investment Manager(s).

The Investment Manager's strategy and performance shall be communicated through the Investment Consultant and shall be reviewed with the Plan Sponsor at regularly scheduled meetings. Investment Manager(s) will provide the Plan with quarterly reporting and communicate any major changes in policy, economic outlook, or investment process: ownership structure; key personnel; management; or any other matter for which the manager has an obligation to disclose to the Plan Sponsor. More importantly, notification must be provided in the event of any change in key or administrative personnel directly related to the Plan, any loss of a significant client, any other factors materially changing the manner of portfolio management, or any conflict of interest that should arise affecting or impacting the Investment Manager and its responsibilities in managing assets for the Plan Sponsor.

The standard of prudence applied to Investment Manager(s) shall be the prudent investor rule and this standard shall be applied in the context of managing the overall portfolio.

Investment Manager(s) will acknowledge its fiduciary responsibility and relationship to the Pension Plan and provide a written statement acknowledging the acceptance of this document; and the Investment Manager(s) will acknowledge in writing that they are and will be in compliance with the Global Investment Performance Standards (GIPS).

Any variance from the Investment Policy Statement must be approved in writing by the Plan Sponsor.

The Plan Sponsor entrusts to its Investment Manager(s) the responsibility to vote proxies related to securities held by the manager(s) in portfolios they manage on behalf of the Plan and its participants.

### **Other External Providers**

The Plan may retain a Custodian, an Actuary, Independent Auditors, other Attorneys/Litigators and a Depository Institution(s) to implement and execute its investment program.

The Custodian shall hold cash and securities. The Custodian shall sweep all the Fund's accounts daily into a cash management account to ensure no Fund assets are left uninvested. The Custodian will be responsible for providing a records maintenance system, fund accounting on a trade date basis, and other services as defined in the contract, such as performance reporting. The Custodian of the Plan is expected to provide monthly statements of portfolio transactions and investment positions (by cost and market). The Custodian shall make periodic disbursements and provide annual tax reporting documents to beneficiaries.

The Depository Institution(s) will be utilized to accept and hold cash prior to allocating it to the Investment Manager(s) or to Plan participants or beneficiaries receiving monthly benefits.

The Plan shall retain an Actuary to prepare actuarial valuations and periodically analyze the actuarial assumptions and experience of the Plan.

## **IV. Asset Allocation Policy**

Asset allocation is generally regarded as the most important decision in the investment process.

The purpose of an Asset Allocation Policy is to provide an optimal mix of investments that has the potential to produce the desired returns and meet current and future liabilities, with the least amount of volatility and fluctuation in the overall value of the investment portfolio. By allocating funds among asset classes, and investment types, there is an increased probability that if one investment class or type is decreasing in value, another asset class or type may be increasing in value.

Asset allocation ranges established by this investment policy represent a long-term perspective in a favorable securities market environment. However, rapid conditions may cause the asset mix to fall outside of the policy range. It is expected that any deviation shall be reported by the Investment Consultant and discussed with the Plan Sponsor. Any deviation shall be of a short-term nature.

The equity portion of the Plan may be allocated among the following types of asset classes: a domestic portfolio including Large-capitalization, Mid-capitalization, and Small-capitalization; and, a well-diversified international portfolio, including emerging and developed markets.

The fixed income portion of the Plan may be allocated among the following types of asset classes: Long-term Bonds, Intermediate-term Bonds, Short-term Bonds, Treasury Inflation Protected Securities (TIPS); a well-diversified international portfolio, and high-yield bonds.

The real-estate portion of the Plan may be allocated among the following types of asset classes: Real Estate Investment Trusts (REITs) and open-ended commingled real estate funds.

Based on the investment goals and risk tolerances stated in this Investment Policy Statement, the following Asset Allocation Policy is appropriate for the long-term goals and objectives of the Plan, as set forth in Section II of this document. Investments shall not exceed the minimum and/or maximum levels, valued at market, without approval from the Plan Sponsor.

Asset Allocation Policy				
Asset Class	Minimum	Target	Maximum	
Large Cap Core	15%	25%	35%	
Mid Cap Core	5%	10%	15%	
Small Cap Core	5%	10%	15%	
International Equity	5%	10%	15%	
Core Fixed Income	5%	10%	15%	
Core Plus Fixed Income	10%	15%	20%	
Global Tactical Asset Allocation (GTAA)	5%	10%	15%	
Real Estate Investment Trusts	5%	10%	15%	

### Rebalancing Policy

The Investment Consultant will monitor the Asset Allocation Policy and shall recommend any necessary rebalancing on a periodic basis. At each periodic meeting, the Investment Consultant will provide the Plan's actual and target allocations (including ranges). Upon any Plan Sponsor approval, the Investment Consultant will initiate rebalancing.

The process of rebalancing is to ensure the Plan adheres to its Asset Allocation Policy, which is the Plan's explicit statement of its investment approach. More importantly, historical portfolio analysis indicates that rebalancing reduces volatility and increases returns in comparison to a similar portfolio that is not rebalanced. Money or securities can be transferred from the over-allocated asset classes, to the under-allocated asset classes. All strategies should anticipate the future cash-flow needs.

## **V. Investment Guidelines**

### **Permissible Investments**

Listed below are examples of permissible investment vehicles:

- All domestic and international equity investments publicly traded on an exchange
- Common stock
- Preferred stock
- Convertible stocks and convertible bonds
- Real Estate Investment Trusts (REITs)
- Hedge funds
- Mutual Funds
- Electronically Traded Funds (ETFs)

Listed below are examples of permissible Bonds & Fixed Income Investments:

- Obligations issued or guaranteed by the U.S. government, any federal agency, and/or a government-sponsored corporation.
- Obligations of domestic or foreign corporations, including:
  - Commercial Paper, Notes, Bonds, and Debentures.
- Obligations of domestic or foreign commercial banks or bank holding companies, including:
  - Commercial Paper, Bankers Acceptances, Certificates of Deposit, Notes, and Bonds.
- Repurchase agreements with major banks otherwise eligible for investment and “primary” government securities firms, fully secured by U.S. government or federal agency collateral.
- Treasury Inflation Protected Securities
- Money Market Funds

The Plan Sponsor may elect to invest Plan assets in a commingled fund (i.e. Mutual Fund and ETFs), and the investment shall be managed in accordance with the objectives and guidelines of the fund, recognizing that the Plan Sponsor cannot impose specific investment objectives and guidelines on a commingled fund. To the extent possible, the Investment Manager of the commingled fund shall be required to report significant changes in its business operations or investment strategy to the Plan Sponsor.

### **Alternative Investment Policies**

Alternative investments can be defined as investments that are generally not included in the traditional investment classes of stocks, bonds, real estate, commodities and cash.

The Plan Sponsor may elect to include alternative investments as part of the Plan’s Asset Allocation Policy. When evaluating alternative investments, the Plan Sponsor should consider additional policies and special criteria including, but not limited to: fees (expenses) charged by the investment firm; the tenure and track-record of the firm’s management; the liquidity and leverage provisions of the investment fund; and the diversification and duration of the fund’s investments.

## **Prohibited Investments**

Prohibited investments include those not specifically identified in the Plan's Asset Allocation Policy without prior approval of the Plan Sponsor, upon the recommendation of the Investment Consultant.

## **Diversification**

An equity Investment Manager of a separate account should diversify their portfolio in an attempt to minimize the impact of a substantial loss in any specific sector, industry, or company and therefore, shall not hold more than 5% of the portfolio valued at market in any one company. The economic sector weighting shall not exceed the greater of two and half times the appropriate benchmark, valued at market, or 15% of the equity portfolio. The market for individual security holdings in the equity portfolio shall be liquid enough to allow for easy monetization.

A fixed-income Investment Manager of a separate account should diversify their portfolio in an attempt to minimize the adverse effects of interest rate fluctuations and default risk; and, therefore shall not hold more than 5% of the fixed-income portfolio in any one issuer, excluding direct and/or indirect obligations of the U.S. Government. The market for individual security holdings in the fixed-income portfolio shall be liquid enough to allow for easy monetization.

## **Quality**

There are no qualitative guidelines suggested with regard to equity ratings, rankings, et cetera, except that prudent standards should be developed and maintained by the Investment Manager(s). Convertible bonds will be considered as an equity investment and must be rated investment grade ("Baa/BBB") or better by at least one credit rating agency. Specific constraints include the avoidance of restricted issues, which have limited marketability, and liquidity.

The minimum quality rating for any fixed-income security is an "investment grade" rating as determined by at least one nationally recognized credit rating agency. Bonds held in the fixed-income portfolio must be rated investment grade ("Baa/BBB") or better by at least one agency, except for securities held in a high-yield bond fund. In the event that a security is downgraded below the minimum, the Investment Manager shall immediately notify the Plan Sponsor.

The duration of the bonds held in the portfolios are at the discretion of the Investment Manager(s). However, the effective duration of a fixed-income portfolio should be within  $\pm 20\%$  of the index.

If commercial paper is used for short-term investments, it must be of high quality, rated at least the equivalent of "A-1" or "P-1" by at least one nationally recognized credit rating agency.

## Benchmarks

Investment plan objectives are intended to provide quantifiable benchmarks to measure and evaluate portfolio return and risk. The following objectives apply to actively and passively managed assets, and will be measured on a one, three, five, ten and fifteen year period (net-of-fees):

Investment Plan Objectives		
Asset Class	Index	Return Expectation
Large Cap Core	S&P 500	Equal or exceed index
Mid Cap Core	<del>S&amp;P Mid Cap 400</del> Russell Mid Cap Index	Equal or exceed index
Small Cap Core	S&P SmallCap 600 Index	Equal or exceed index
International Equity	MSCI ACWI Ex US	Equal or exceed index
Core Fixed Income	Blmbrg Barclays US Aggregate Flt Adjusted Index	Equal or exceed index
Core Plus Fixed Income	Blmbrg Barclays US Aggregate Flt Adjusted Index	Equal or exceed index
Global Tactical Asset Allocation	CPI +3%	Equal or exceed index
Real Estate Investment Trusts (REITs)	MSCI REIT Index	Equal or exceed index
Cash and Equivalents	91-day T-Bill Index	Equal or exceed index

Total Plan Benchmark is 25% S&P 500, 10% ~~S&P Mid Cap 400~~ Russell Mid Cap -Index, 10% S&P SmallCap 600 Index, 10% MSCI ACWI Ex US Index, 25% Bloomberg Barclay's Aggregate Flt Adjusted Index, 10% CPI+3, 10% MSCI REIT Index.

## **VI. Reporting / Performance Monitoring**

The purpose of monitoring and reporting on investment performance is for the Plan Sponsor to be able to:

- Manage the risk of the portfolio;
- Measure the performance of investment manager(s);
- Monitor the compliance with Plan policy and applicable law;

Periodically, the Plan Sponsor shall receive the following information from the Investment Consultant:

- Portfolio performance versus the assigned benchmark index and peer group;
- Portfolio composition relative to the Asset Allocation Policy.

In addition to the specified elements of a quarterly report, an annual report should contain:

- A review of performance versus assigned benchmarks for the most recent quarter end, for one- three-, five- and ten year periods, if available, ending with the most recent quarter.
- A summary of performance versus assigned benchmarks will be reported for the total portfolio including an analysis of the portfolio by asset class, net of fees.

## **VII. Selection and Termination of External Investment Professionals**

### **Selection criteria for Investment Consultants.**

The Plan Sponsor will follow the general guidelines for external investment professionals. In developing selection criteria, consideration will be given, but not limited to, the following criteria:

- Independence—refers to practices that ensure the consulting firm does not have other business relationships that could be construed as a conflict of interest.
- Amount of education, experience, and stability of key personnel;
- Time the firm has been in business; and
- Number of clients and the size of clients.

### **Selection criteria for Investment Managers.**

The Plan Sponsor will follow the general guidelines for external investment professionals. In developing selection criteria, consideration will be given, but not limited to, the following criteria:

- Independence—refers to practices that ensure the consulting firm does not have other business relationships that could be construed as a conflict of interest.
- Amount of education, experience, and stability of key personnel;
- Time the firm has been in business;
- Number of clients and the size of clients.

Additionally, the Plan Sponsor will consider the manager's investment experience with a comparable portfolio, and the manager's investment performance versus the appropriate benchmarks.



Furthermore, the Plan Sponsor will consider the dollar amount of other public pension assets under current management, and also the dollar amount of the total assets under current management. Finally, the Plan Sponsor will determine if the manager is GIPS compliant.

#### **Review Criteria For Investment Manager(s).**

Termination may be necessitated by a change in Asset Allocation Policy, or by changes in the factors that had resulted in the selection of the investment management firm.

A manager may be terminated for any reason, including the following criteria:

- **Qualitative changes** – structural or other organizational changes by the Investment Manager, including any personnel changes or policy/legal violations.
- **Quantitative changes** – underperformance by the Investment Manager relative to investment objectives over a full market cycle and style deviations.

The Plan Sponsor and its Investment Consultant will review performance on an on-going basis, and determine if the Investment Manager continues to outperform the benchmark over longer periods of time; or continues to meet risk-adjusted return expectations. The Plan Sponsor maintains its authority to add or remove Investment Managers, with or without cause, as soon as practical according to the provisions of the agreement with the Investment Manager; and nothing in this Investment Policy Statement should be read to limit or diminish that authority.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 10.

---

SUBJECT:	Department of Fire Services 2021 Ford Utility Command SUV
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Annette M. Long, Supervisor
INITIATED BY:	William Wiegman, Fire Chief

---

**BACKGROUND:**

The Department was given permission to hire a career Assistant Fire Chief/ Deputy Fire Marshal/ Deputy Emergency Management Coordinator in 2022. The position will require the Department to purchase an additional SUV for the DFS's Command Staff. The Department is seeking Board approval to purchase a 2021 Ford Utility Command SUV from Fred Beans Ford of Doylestown, PA. The Command SUV will need to be upfitted with a command cabinet, laptop/MDC, and audible/visual warning devices.

1. 2021 Police Interceptor Utility AWD from Fred Beans of Doylestown	\$34,500.00
a. PA COSTARS Contract ID # 013-142	
2. Marriott's Emergency Equipment & Install	\$15,225.00
a. PA COSTARS Vendor #0000537627	
3. CDW-G G-TAC Laptop/MDC	\$4,544.87
<b>TOTAL</b>	<b>\$54,269.87</b>

**BUDGET IMPACT:**

The Department budgeted this purchase in the Capital budget.

**RECOMMENDATION:**

It is the recommendation of Staff that the Board of Supervisors approve the above estimates for the purchasing and upfit of a new Command SUV for the DFS in the amount of \$54,269.87.

**MOTION/RESOLUTION:**

**Motion** to approve the purchase and upfit of a new 2021 Police Interceptor Utility vehicle from Fred Beans of Doylestown for the Department of Fire Services in the amount of \$54,269.97.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chair will call for public comment.
- 3) Chair will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **11.**

---

SUBJECT:	Battalion 1 Fitness Equipment DFS/FDMT Joint Purchase
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Annette M. Long
INITIATED BY:	William Wiegman, Fire Chief

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**BACKGROUND:**

The primary cause of firefighter line of duty fatalities are cardiac events. The Department intends to offer the membership the ability to engage in physical fitness training with new equipment at Battalion 1. The Department is requesting permission from the BOS for a joint purchase of new workout equipment to benefit both career and volunteer members of the department.

The Department solicited three bids for the purchase of the new workout equipment.

- |                                      |             |
|--------------------------------------|-------------|
| 1. Johnson Fitness and Wellness, LLC | \$18,682.58 |
| 2. Fitness Equipment Empire, Inc     | \$18,723.00 |
| 3. Life Fitness                      | \$19,427.79 |

**BUDGET IMPACT:**

The Department budgeted \$20,000.00 from the 2022 capital budgets (DFS \$10,000.00 & FDMT \$10,000.00) for the purchase of new workout equipment for the Battalion 1 firehouse.

**RECOMMENDATION:**

It is the recommendation of Staff that the Board of Supervisors approve the DFS/FDMT joint purchase of new workout equipment for the Battalion 1 firehouse.

**MOTION/RESOLUTION:**

**Motion** to approve the DFS/FDMT joint purchase of new workout equipment for the Battalion 1 firehouse in the amount of \$18,682.50 from Johnson Fitness and Wellness, LLC.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chair will call for public comment.
- 3) Chair will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # 12.

---

SUBJECT: Authorization to Advertise Bid for Dog Park and Bocce Courts  
MEETING DATE: February 28, 2022  
BOARD LIAISON: Tanya C. Bamford, Chairwoman  
INITIATED BY: Carolyn McCreary, Township Manager

---

**BACKGROUND:**

Included in the meeting packet is the rendering for the proposed Dog Park with cost estimate and the bocce courts proposed at Friendship Park with its cost estimate.

The Parks and Recreation Advisory Board has reviewed the proposal for the dog park, as it originated with their request and subsequent feasibility study which was approved by the Board of Supervisors.

**RECOMMENDATION:**

Staff is recommending the Board authorize the advertisement of the bid for these projects as soon as the design is completed, and documents are ready to be posted on PennBid.

**BUDGET IMPACT:**

The projects were included in the 2022 adopted budget as part of the Capital Investment Plan.

**MOTION/RESOLUTION:**

**Motion** to authorize the advertisement of the bid for the construction of the dog park and bocce courts.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman will call for vote.



**OPINION OF APPROXIMATE COST  
MONTGOMERY TOWNSHIP - KNAPP ROAD DOG PARK (JULY 6, 2021)**

PROJECT #21-04099

ITEM DESCRIPTION	SIZE	UNIT	UNIT COST	QUANTITY	TOTAL
<b>B. <u>Option 2: Dog Park with Small Dog, Large Dog, and Rotation Areas</u></b>					
<b>Parking</b>					
Accessible Parking Striping & Signage		LS	\$ 2,500.00	1	\$ 2,500.00
<b>Subtotal</b>					<b>\$ 2,500.00</b>
<b>Earthwork and Trails</b>					
Standard Concrete (Paths, Transfer Area, & Landing Pads)		SF	\$ 15.00	1,380	\$ 20,700.00
Concrete Bench Pads (8'x4')		EA	\$ 500.00	6	\$ 3,000.00
<b>Subtotal</b>					<b>\$ 23,700.00</b>
<b>Fencing</b>					
6' Ht. Chainlink Fence		LF	\$ 45.00	1,616	\$ 72,720.00
5' Wide Entry Gates		EA	\$ 1,000.00	4	\$ 4,000.00
10' Wide Maintenance Access Gates		EA	\$ 2,000.00	5	\$ 10,000.00
<b>Subtotal</b>					<b>\$ 86,720.00</b>
<b>Site Amenities</b>					
Bench - Township Standard		EA	\$ 392.00	6	\$ 2,352.00
Concrete Picnic Table - Township Standard		EA	\$ 817.00	3	\$ 2,451.00
Triangular Fabric Shade Sails (Including Posts)		EA	\$ 7,500.00	3	\$ 22,500.00
Kiosk		EA	\$ 5,000.00	1	\$ 5,000.00
PVC Agility Equipment (Installed Set in Red Grit)		EA	\$ 1,500.00	12	\$ 18,000.00
Mutt Mitts Dispenser (Including Mitts)		EA	\$ 1,000.00	4	\$ 4,000.00
Waste Receptacles		EA	\$ 2,000.00	4	\$ 8,000.00
<b>Subtotal</b>					<b>\$ 62,303.00</b>
<b>Planting and Seeding</b>					
Overseeding (Using Pennington Tri-Plex Tall Fescue Mix)		LB	\$ 2.00	436	\$ 872.00
Broadcast Seeding		AC	\$ 125.00	2	\$ 250.00
Evergreen Trees		EA	\$ 550.00	8	\$ 4,400.00
Large Evergreen Shrubs (Arborvitae or Similar to Create a Screen)		EA	\$ 250.00	17	\$ 4,250.00
<b>Subtotal</b>					<b>\$ 9,772.00</b>
<b><u>OVERALL SUBTOTAL</u></b>					<b>\$ 184,995.00</b>
15% Contingency					\$ 27,749.25
<b><u>TOTAL</u></b>					<b>\$ 212,744.25</b>

2/14/2022

O:\MUNICIPAL\2021\2104099PLN-MT\_Knapp Road Dog Park\correspondence\Knapp Road Dog Park Estimates





## PRELIMINARY COST OPINION WORKSHEET

PROJECT: 2021-09037 Bocce Courts  
 LOCATION: Montgomery Township, PA  
 DESCRIPTION: Proposed Bocce Courts  
 DATE: 9/17/2021

PREPARED BY:



**GILMORE & ASSOCIATES, INC.**  
 ENGINEERING & CONSULTING SERVICES

ITEM					TOTAL COST
NO.	DESCRIPTION	NO.	UNIT	\$/UNIT	
A	Community & Recreation Center - 2 Courts				
1	Bocce Courts (13' x 91' clay surface and ADA borders)	2	LS	35,500.00	\$ 71,000
2	Asphalt Paving	443	SY	85.00	\$ 37,655
3	Seating/Retaining Wall	620	SF	60.00	\$ 37,200
4	Benches - Township Standard	2	EA	392.00	\$ 784
5	Concrete Pads (8' x 4')	2	EA	500.00	\$ 1,000
6	E&S/Site Grading & Restoration	1	LS	2,000.00	\$ 2,000
7	Survey & Design (10% of Construction Costs)	1	LS	14,963.90	\$ 14,964
TOTAL - CRC					\$ 164,603
B	Friendship Park - 2 Courts				
1	Bocce Courts (including clay surface and ADA borders)	2	LS	35,500.00	\$ 71,000
2	Asphalt Paving	445	SY	85.00	\$ 37,825
3	Seating/Retaining Wall	620	SF	60.00	\$ 37,200
4	Benches - Township Standard	2	EA	392.00	\$ 784
5	Concrete Pads (8' x 4')	2	EA	500.00	\$ 1,000
6	Storage Shed (6' x 3')	1	LS	1,000.00	\$ 1,000
7	E&S/Site Grading & Restoration	1	LS	2,000.00	\$ 2,000
8	Survey & Design (10% of Construction Costs)	1	LS	15,080.90	\$ 15,081
TOTAL - FRIENDSHIP PARK					\$ 165,890
CONSTRUCTION ITEM SUB-TOTAL					\$ 330,493
CONSTRUCTION CONTINGENCY (10%)					\$ 33,049
TOTAL COST					\$ 363,542



MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # **13.**

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SUBJECT: Approval of Spring/Summer 2022 Recreation Programs  
MEETING DATE: February 28, 2022  
BOARD LIAISON: Tanya C. Bamford, Chairwoman  
INITIATED BY: Angelina Capozzi, Community & Recreation Center Program Supervisor  
Floyd S. Shaffer, Community & Recreation Center Director

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**BACKGROUND:**

Attached is the proposed lineup of activity at the the Montgomery Township Community and Recreation Center (Mont CRC) for Spring/Summer 2022. The recommended fees/charges for each program/event are also included. The schedule will be valid from April 1, 2022 through September 1<sup>st</sup>, 2022. All Mont CRC activities and events will be promoted through our normal publicity methods as well as social media.

The diverse lineup of activities, programs, and special events provides a safe foundation of both indoor and outdoor recreation opportunities. A wide array of healthy fitness sessions, fun recreation services, and positive educational programs will be available for individuals of all ages and abilities within the Montgomery Township community.

**PREVIOUS BOARD ACTION:**

Approval of fees and charges for each quarter of Seasonal Recreation Programs.

**BUDGET IMPACT:**

Recreation opportunities are expected to be budget neutral.

**RECOMMENDATION:**

Approve the 2022 Spring/Summer Recreation Program and Fee Schedule amendment as submitted.

**MOTION/RESOLUTION:**

**Motion** to approve the 2022 Spring/Summer Recreation Program and Fee Schedule amendment as submitted.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will call for public comment.
- 3) Chairwoman will call for a vote.

## Montgomery Township Recreation Center Spring/Summer 2022

Pre-School	When	Ages	Time	Cost
Toddler Tech	First and third Wednesdays	All Ages	10:00 - 11:00 am	No Charge
Color with a Cop	June	All Ages	10:00 - 11:00 am	No Charge
Daddy Daughter Workshop	May	All Ages	5:00 - 6:00 pm	Res-\$20 Non Res-\$25
Fingerpaint with Fight men	June	All Ages	10:00 - 11:00 am	No Charge
Get Up & Move Toddler Time	April-May	Ages 1-3	Mondays 10:00-10:45 am	Res-\$25 Non Res-\$30
Messy Art	April-May	Ages 3-5	Tuesdays 10:00-10:45 am	Res-\$25 Non Res-\$30
Science Explorers Camp	July 11th-14th	Ages 4-6	9:00 - 12:00 pm	Res-\$225 Non Res-\$230
Soccer Shots	April - June	Ages 2-8	Fridays, Saturdays, Sundays	Res- \$115.00 Non-Res \$120.00
Soccer Skills & Drills	March	Ages 4-6	Wednesdays 5:00 - 5:45 pm	Res-\$30 Non Res-\$35
Storytime with North Wales Library	Varies	All	Wednesdays at 10:00 am	No Charge
T-Ball Skills & Drills	April 13th - May 18th	Ages 4-6	Wednesdays 5:15 - 6:00 pm	Res-\$30 Non Res-\$35
Young Rembrandts Drawing	March	Ages 4-6	Saturdays 9:00-9:45 am	Res-\$65 Non Res-\$70
Elementary	When	Ages	Time	Cost
Color with a Cop	June	All Ages	10:00 - 11:00 am	No Charge
Daddy Daughter Workshop	May	All Ages	5:00 - 6:00 pm	Res-\$10 Non Res-\$15
Fingerpaint with Fight men	June - August	All Ages	10:00 - 11:00 am	No Charge
Jewelry Design Camp	July 25th - 29th	8 and up	Monday-Thursday	\$80.00 Res \$85.00 Non Res
Jr Firefighting Training Camp	April	All Ages	Thursday 5:30 - 6:30 pm	No Charge
Jr Pickleball	April - May	Ages 8-12	Tuesdays 4:30-5:15	Res-\$45 Non Res-\$50
Kids University Summer Camp	June - August	Ages 6-12	Monday-Friday	Res-\$175 Non Res-\$185
Minds in Motion	May-June	Ages 6-12	Tuesdays 5:00 - 6:00 pm	Res-\$130 Non Res-\$135
Paint Party	February - April	Ages 6-12	Sunday 10:00 am - 12:00 pm	Res-\$12 Non Res-\$18
Pottery Design Camp	July 25th - 29th	5 and up	Monday-Thursday	Res-\$180 Non Res-\$185
Safe Sitter Course	March 5th	Ages 11-14	Saturday 9:00 am - 3:30 pm	Res-\$85 Non Res-\$90
Science Explorers	July 11th-14th	Ages 7-11	1:00 - 4:00 pm	Res-\$225 Non Res-\$230
Soccer Skills & Drills	March	Ages 5-6	Wednesdays 5:00 - 5:45 pm	Res-\$30 Non Res-\$35
Storytime with North Wales Library	Varies	All	Wednesdays at 10:00 am	No Charge
T-Ball Skills & Drills	April 13th - May 18th	Ages 5-6	Wednesdays 5:15 - 6:00 pm	Res-\$30 Non Res-\$35
Tennis Lessons	March-June	Ages 5-13	Saturdays	Res-\$80 Non Res-\$85
Volleyball Skills & Drills	March	Ages 8-12	Wednesday 5:00-6:00 pm	Res-\$30 Non Res-\$35
Young Rembrandts Drawing	March	Ages 7-14	Saturdays 10:00 -11:00 am	Res-\$65 Non Res-\$70

Teen	When	Ages	Time	Cost
Paint Party	February - April	All Ages	Sunday 10:00 am - 12:00 pm	Res-\$12 Non Res-\$18
Teen Entrepreneurship Business Course	March 1st -29th	Ages 13-16	Tuesdays 5:00 - 7:00 pm	Res-\$140 Non Res-\$145
Volleyball Skills & Drills	March	Ages 8-12	Wednesday 5:00-6:00 pm	Res-\$30 Non Res-\$35
Jr Pickleball	April - May	Ages 8-12	Tuesdays 4:30-5:15	Res-\$45 Non Res-\$50
Young Rembrandts Drawing	March	Ages 7-14	Saturdays 10:00 -11:00 am	Res-\$65 Non Res-\$70
Safe Sitter Course	March 5th	Ages 11-14	Saturday 9:00 am - 3:30 pm	Res-\$85 Non Res-\$90
CPR Certification	Varies	12+	Tuesdays 5:00 - 8:00 pm	Res-\$95 Non Res-\$100
Adult	When	Ages	Time	Cost
Adult Basketball League	April - June	18+	Wednesdays 7:30 - 10:30 pm	Res-\$95 Non Res-\$100
Badminton Open Play	All Spring	All Ages	Fridays & Sundays	No Charge
CPR Certification	Varies	12+	Tuesdays 5:00-8:00 pm	Res-\$95 Non Res-\$100
Dance Party	All Spring	18+	Tuesday & Thursday 9:30	N/C member \$5.00 dropinfee
Paint Party	February - April	All Ages	Sunday 10:00 am - 12:00 pm	Res-\$12 Non Res-\$18
Pickleball Lessons	All Spring	18+	Thursdays	Res-\$45 Non Res-\$50
Pickleball Open Play	All Spring	All Ages	Varies	N/C member \$5.00 dropinfee
Pilates Yoga Fusion	All Spring	18+	Friday at 9:30	N/C member \$5.00 dropinfee
Pilates/Barre	All Spring	18+	Monday 6:15 & Thursdays at 7:30 pm	N/C member \$5.00 dropinfee
Pottery	May 5th	15+	6:30 - 8:30 pm	N/C member \$5.00 dropinfee
Spin	All Spring	18+	Tuesdays 6:30	N/C member \$5.00 dropinfee
Strength and Tone	All Spring	18+	Monday & Wednesday at 9:30	N/C member \$5.00 dropinfee
Yoga	All Spring	18+	Mondays at 7:30 pm & Thursdays 6:15	N/C member \$5.00 dropinfee
Zumba	All Spring	18+	Saturday	N/C member \$5.00 dropinfee
Zumba Toning	All Spring	18+	Wednesday 6:15	N/C member \$5.00 dropinfee

Senior	When	Ages	Time	Cost
				N/C member \$5.00 dropinfee
Badminton Open Play	All Spring	All Ages	Fridays & Sundays	N/C member \$5.00 dropinfee
CPR Certification	Varies	12+	Tuesdays 5:00-8:00pm	Res-\$95 Non Res-\$100
Dance Party	All Spring	18+	Tuesday & Thursday 9:30	N/C member \$5.00 dropinfee
Paint Party	Febuary - April	All Ages	Sunday 10:00 am - 12:00 pm	Res-\$12 Non Res-\$18
Pickleball Lessons	All Spring	18+	Thursdays	Res-\$45 Non Res-\$50
Pickleball Open Play	All Spring	All Ages	Varies	N/C member \$5.00 dropinfee
Pilates Yoga Fusion	All Spring	18+	Friday at 9:30	N/C member \$5.00 dropinfee
Pilates/Barre	All Spring	18+	Monday 6:15	N/C member \$5.00 dropinfee
Pottery	May	15+	6:30 - 8:30 pm	Res-\$40 Non Res-\$45
Silver Sneakers Cardio Circuit	All Spring	Senior	Fridays at 11:00	N/C member \$5.00 dropinfee
Silver Sneakers Classic	All Spring	Senior	Monday & Wednesday at 11:00	N/C member \$5.00 dropinfee
Silver Sneakers Stability	All Spring	Senior	Tuesdays at 11:00	N/C member \$5.00 dropinfee
Silver Sneakers Yoga Stretch	All Spring	Senior	Thursdays at 11:00	N/C member \$5.00 dropinfee
Spin	All Spring	18+	Tuesdays 6:30	N/C member \$5.00 dropinfee
Strength and Tone	All Spring	18+	Monday & Wednesday at 9:30	N/C member \$5.00 dropinfee
Yoga	All Spring	18+	Thursdays 6:15	N/C member \$5.00 dropinfee
Zumba Toning	All Spring	18+	Wednesday 6:15	N/C member \$5.00 dropinfee

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # 14.

---

SUBJECT:	Authorization to Bid Curbing Work for 2022 Road Projects
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Tanya C. Bamford, Chairwoman
INITIATED BY:	Greg Reiff, Public Works Director

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**BACKGROUND:**

As has been the past practice of Montgomery Township, repair and replacement of concrete curbing was included in the 2022 budget. Competitive bids will be sought utilizing the PennBid website to generate greater participation of bidders. Bids are scheduled to be opened on March 16, 2022 and will be reviewed and presented to the Board of Supervisors for consideration to award on March 28, 2022.

**BUDGET IMPACT:**

This project was included in the 2022 Approved Final Budget for the repair and replacement of concrete curbing.

**RECOMMENDATION:**

It is recommended the Board of Supervisors approves the authorization for the advertisement of the bid.

**MOTION/RESOLUTION:**

**Motion** to authorize the advertisement of the Bid for Curbing Work for 2022 Road Projects utilizing PennBid.

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will call for public comment.
- 3) Chairwoman will call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD INFORMATION SUMMARY**  
Item # 15.

---

SUBJECT: Update on Revised Committee Bylaws  
MEETING DATE: February 28, 2022  
BOARD LIAISON: Tanya C. Bamford, Chairwoman  
INITIATED BY: Carolyn McCreary, Township Manager

---

The Township Manager will provide an update to the Board on the changes to the volunteer committee bylaws and their distribution to committee members.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

BOARD ACTION SUMMARY

Item # 16.

---

SUBJECT: Appointment of Volunteer Committee Members  
MEETING DATE: February 28, 2022  
BOARD LIAISON: Tanya C. Bamford, Chairwoman  
INITIATED BY: Carolyn McCreary, Township Manager

---

BACKGROUND:

The Township solicited and received applications from residents interested in filling vacancies on several committees.

These residents were invited to introduce themselves to the Board earlier this evening at a public worksession which was properly advertised.

RECOMMENDATION:

Staff recommends the Board of Supervisors appoints these residents to their respective committees.

MOTION/RESOLUTION:

**Motion** to appoint the following residents to committees of the Township:

- 1) Motion by: \_\_\_\_\_ Second by: \_\_\_\_\_
- 2) Chairwoman will ask for public comment.
- 3) Chairwoman to call for a vote.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **17.**

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SUBJECT:	Open Space Committee
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Tanya C. Bamford, Chairwoman
INITIATED BY:	Carolyn McCreary, Township Manager

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**BACKGROUND:**

The Open Space Committee was formed in 2006. Its purpose was to provide the Board of Supervisors with recommendations concerning the preservation of open space within the Township.

Open Space is traditionally acquired through purchase or a conservation easement.

In the three years before the pandemic the Open Space Committee has only met in January to reorganize and has not met since January 2019.

**RECOMMENDATION:**

If it is the Board's desire to have this committee remain in place, staff is seeking Board consensus on how you wish us to proceed and direct them. Should you determine this committee is no longer needed its role could be absorbed by Township staff, specifically the Township Manager.



# **MONTGOMERY TOWNSHIP ADVISORY COMMITTEE**

## **OPEN SPACE COMMITTEE BYLAWS**

### **A. AUTHORIZATION**

The Open Space Committee was formally established by an approval of the Board of Supervisors of Montgomery Township on September 11, 2006.

The Open Space Committee bylaws were amended by resolution of the Board of Supervisors on November 24, 2008.

All Committee bylaws were subsequently amended by the Board of Supervisors by motion and unanimous vote at their public meeting on January 24, 2022.

### **B. PURPOSE**

The purpose of the Open Space Committee ("Committee") is to make recommendations to the Board of Supervisors of Montgomery Township ("Supervisors") and Township staff regarding the preservation of open space within the Township. In this capacity, the Committee would regularly report to and advise the Supervisors regarding the planning, prioritizing, and results of open space activity.

The Committee shall also perform other duties and responsibilities as directed by the Supervisors.

### **C. MEMBERSHIP**

The Committee shall consist of a minimum of five (5) residents. It is recommended that the five (5) members consist of a representative from the Township Planning Commission, Environmental Advisory Committee, Parks and Recreation Board, Shade Tree Commission, and one citizen at large.

Staff may serve as liaison to the committee. A member of the Supervisors may also serve as liaison to the Committee. Only resident committee members shall have voting rights. Neither the staff liaison, nor the Supervisor liaison shall have voting rights.

Committee Members shall attend regularly scheduled meetings and actively participate in discussions, particularly those requiring consensus Committee recommendations.

After three consecutive absences, without reasonable excuse, the Supervisors shall declare that the Committee Member has been derelict and/or neglectful and his/her seat vacant and appoint another member to the Committee. Attendance of committee members will be recorded in the meeting minutes

An agenda will be distributed to the Committee Members prior to each meeting. Committee Members are expected to prepare in advance for all meetings, including reading of agenda packet materials.

#### **D. TERMS**

Committee Members shall be appointed by the Supervisors to serve one-year term from the first meeting of the Supervisors in January to the first meeting of the Supervisors in January of the subsequent year. At the expiration of the term of any Committee Member, the Supervisors shall appoint a successor. A Committee Member may be reappointed by the Supervisors.

A copy of the bylaws shall be presented to and acknowledged by the member at the time of appointment.

The position of any Committee Member residing within the Township at the time of appointment, but thereafter moves his/her residence from the township shall automatically become vacant. The Supervisors shall appoint a successor to fill the vacancy. Such appointment shall be only for the unexpired portion of the term.

#### **E. OFFICERS**

Officers shall be elected at the first meeting in January. Officers will serve for one year and until their successors have been duly elected and qualified. Rotation of the Officers among the members is strongly recommended.

The Officers of the Committee shall consist of:

- Chair — The Chair shall preside at meetings of the Committee and perform all other duties required by law and these bylaws.
- Vice-Chair — The Vice-Chair shall preside at meetings of Committee in the absence of the Chair.

A staff representative shall prepare the agenda and record the minutes of regular and special meetings under the direction of the Chair, provide notice of all meetings to Committee Members, attend to correspondence of the Committee, and such other duties as are normally carried out by a staff representative. Once the minutes are prepared and before the staff representative disseminates the information, the staff representative should forward the minutes to the Chair for review. In the absence of the staff representative, the

Vice-Chair shall assume the duties associated with the staff representative, as detailed within this section.

**F. CONFLICTS OF INTEREST**

Committee Members shall not participate in matters in which they have a direct or indirect financial interest.

Committee Members shall also refrain from any use of their membership that gives the appearance of being motivated by a desire for private gain.

Committee Members are not permitted to submit a proposal for services on their behalf or on their employer's behalf.

Committee Members are required to disclose any possible conflicts of interest to a Chair or Committee Liaison immediately and shall recuse themselves from discussion or voting on the item.

**G. MEETINGS**

The Supervisors recommend the Committee meet every month, but meetings can be bimonthly or quarterly depending upon the Committee's workload.

All regular and special meetings of the Committee shall be scheduled, advertised, and conducted in accordance with the requirements of the provisions of the Pennsylvania Sunshine Act. The schedule of the regular monthly meetings shall be advertised annually by the Township Manager's office in accordance with the requirements of Pennsylvania law.

A quorum of the Committee shall consist of a simple majority of the appointed business owners or managers on the Committee and no action of the Committee shall be valid unless taken at a duly convened public meeting at which a quorum is present and a majority present vote in concurrence therewith. Any vote of any member required to abstain by reason of a conflict of interest shall not be counted and the presence of a member with such conflict shall not be included for purposes of determining the presence of a quorum.

The minutes shall include all motions presented to the Committee, including the vote tally, for and against a motion, listing the number of resident votes. The Chair will deliver all recommendations to the Supervisors.

Meetings are advertised and open to the public. Minutes of the meeting shall be prepared and forwarded to all members of the Committee prior to the date of any scheduled meeting. In all matters of parliamentary procedure not specifically governed by the bylaws, Roberts Rules of Order shall prevail.

A special meeting may be called by the Chair or by the Township Manager upon appropriate compliance with the provisions of Pennsylvania Sunshine law.

## **H. RULES AND REGULATIONS**

All members of the Committee are required to follow the rules, regulations and procedures as set forth by the Township with respect to, but not limited to, ordinances, resolutions and adopted policies.

All members of the Committee must comply with state and federal laws.

## **I. CONDUCT AND PERFORMANCE**

The Township has certain expectations for volunteer conduct and performance. When behavior and performance falls below these expectations, a Committee Member may be relieved of his/her advisory position. The Committee Chair is responsible for the conduct and performance of Committee Members. Decisions to relieve Committee Members of their appointments shall be made by the Supervisors, in accordance with applicable law.

The Township's Rules of Conduct at all regular and special meetings of the Committee shall apply to all matters under consideration by the Committee except for ceremonial matters and are as follows:

1. Committee Members shall treat staff members, each other and members of the public with respect and courtesy.
2. Disagreements shall not result in personal comments or attacks against a staff member, another Committee Member, or members of the public.
3. When any Committee Member is recognized to speak at a Committee meeting, the Committee Member shall address the Chair.
4. When two or more members address the Chair at the same time, the Chair shall name the member who is to be the first to speak.
5. When speaking, a member shall confine his or her remarks to the topic under debate or discussion.

Committee member may not post content on any social media platform as representing the Township without the expressed permission of the Township via the Board of Supervisors liaison to the committee or Township Manager.

Committee members may not utilize any official Township seal or logo without the expressed permission of the Township via the Board of Supervisors liaison to the committee or Township Manager.

Participation by members of the public shall be governed by the Township's resolution regarding public participation in Board of Supervisors meetings. As is noted in this resolution members of the public are asked to refrain from making personal attacks or statements about Committee Members, other members of the public or Township staff. Members of the public shall treat Committee Members, staff members and each other with respect and courtesy.

**J. AMENDMENTS**

Amendments to these bylaws may be adopted revised or replaced by a majority vote of the Supervisors, following a recommendation by the Township Staff or the Committee.

**K. REPEALER**

Any bylaws that previously may have been adopted and approved for the Committee are hereby repealed.

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD INFORMATION SUMMARY**  
Item # 18.

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SUBJECT:	Ready For 100 Advisory Ad Hoc Committee Planning & Status
MEETING DATE:	February 28, 2022
BOARD LIAISON:	Tanya C. Bamford, Chairwoman
INITIATED BY:	Carolyn McCreary, Township Manager

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BACKGROUND:

At the May 10<sup>th</sup> public meeting the Board of Supervisors voted to adopt the *Ready for 100* Renewable Energy resolution, an initiative of the Sierra Club. The resolution is included in the packet with certain provisions highlighted.

Subsequently the Board of Supervisors discussed the composition of the committee and adopted a resolution to establish the Ad Hoc committee.

Supervisor Beth Staab is the liaison to this committee and will be taking the lead on this initiative.

With tonight's committee appointments, we now have four (4) residents who have volunteered to serve on this committee.

I am seeking Board direction as to how to move forward with this initiative, and am prepared to discuss to what extent staff will be involved based on workload and other time commitments.

**Montgomery Township Ready for 100 Renewable Energy Resolution**  
**A Vision for a 100% Clean Renewable Energy Future**

**WHEREAS,** Climate change is a global long-term threat to civilization and Earth's living ecosystems;

**WHEREAS,** More frequent and extreme weather events will become commonplace;

**WHEREAS,** A major contributor to climate change is the continued use of fossil fuels by individuals, businesses and government agencies;

**WHEREAS,** The impacts of Climate Change will stress our infrastructure, emergency and social services; threaten our access to food, water and energy supplies; heighten the disruption of services and commerce; and negatively affect the quality of life and human health;

**WHEREAS,** The 2015 United Nations Climate Change Conference in Paris resulted in a consensus among all 195 countries to limit the increase in global average temperatures to well below 2 degrees celsius, ensure that greenhouse gas emissions will not exceed sinks (total carbon capture) by the second half of this century, and become carbon neutral between 2050 and 2100;

**WHEREAS,** In January 2019, Governor Tom Wolf has issued an executive order stating, "the Commonwealth will work to achieve a 26 percent reduction of greenhouse gas emissions by 2025 and an 80 percent reduction by 2050".

**WHEREAS,** The municipalities of Abington, Springfield, Cheltenham, Plymouth, Upper Merion, West Norriton and Whitmarsh Townships, Ambler, Bridgeport, Conshohocken, Hatboro, Narberth and Norristown Boroughs in Montgomery County and Phoenixville, West Chester, Downingtown and others in Bucks County, Chester County and Delaware County have stepped up as regional leaders in setting goals for the transition to renewable energy in their communities;

**WHEREAS,** Montgomery Township has demonstrated a commitment to reducing its energy usage by implementing energy efficiency improvements in multiple areas, including:

- LED streetlight upgrade throughout the Township, reducing energy usage and energy costs;
- Execution of five-year agreement with electricity supplier for 100% green energy
- Installation of low flow water fixtures in all municipal buildings, reducing water usage
- Installation of touchless water refill station in Township building, eliminating plastic bottles

**WHEREAS,** Montgomery Township is committed to be a community characterized by equality, health, safety, livability, prosperity and equity;

**WHEREAS,** Montgomery Township recognizes that it has a responsibility to future generations to take an active stance to reduce the emission of greenhouse gases within the Township;

**WHEREAS,** The best strategy for achieving a cost effective, even cost saving, energy source transition is through collaboration with other Montgomery County energy leaders and participation in acquiring aggregated procurement contracts – Power Purchase Agreements (PPAs) for regional wind and solar energy; to this end, Montgomery Township also recognizes the importance of developing a close working relationship with its electric energy supplier(s) to create the most advantageous and mutually beneficial plan for integrating locally generated and renewable power;

**WHEREAS,** A renewable energy initiative can produce energy cost savings for residents and local

businesses while stimulating new economic activity and local jobs, all while simultaneously mitigating the risks from climate change for everyone;

**AND WHEREAS**, clean energy addresses not only climate change but also air quality and other public health impacts from our fossil fuel history. Like extreme weather events, recessions, and pandemics., these disproportionately burden poor people and especially low-income people of color in our communities.

**BE IT RESOLVED THAT:**

- Montgomery Township will join other leading towns and cities in the national Ready for 100 movement, to work towards 100% clean, renewable energy for all, and complete this transition, community-wide, to
  - 100% clean renewable electricity by 2035;
  - 100% clean renewable energy when replacing heating system and transportation equipment by 2050;
  - As vehicles are replaced, priority will also be given to transitioning the Montgomery Township vehicle fleet to 100% renewable energy sources by 2030 where feasible;
- The Montgomery Township Board of Supervisors will provide guidance for commissioning a committee, task force, and/or consultant to draft an energy transition plan for achieving these goals by May, 2022 or sooner, to include interim milestones, financial impacts, equity metrics, potential financing mechanisms and the percentage of renewable energy that is locally produced;
- Renewable energy will be defined as carbon-free and pollution-free energy generated sustainably from renewable sources such as wind, solar, small hydro, tidal, fuel cells and geothermal;
- Locally produced and distributed energy is prioritized whenever feasible for the many advantages it provides to the community;
- Montgomery Township will continue to strategically decrease energy usage by implementing energy efficiency improvements;
- All Montgomery Township stakeholders will have the opportunity and will be encouraged to participate in the planning and implementation process;
- That Montgomery Township sets a goal to generate at least 20% of community-wide electricity from local renewable/solar sources by 2025 and maintain at least this apportion throughout the electrification process. We call on the local electric utility company (PECO) to work with our community as a partner to achieve this local generation goal and set its own similar goals for the region;
- Montgomery Township will call on the Commonwealth of Pennsylvania to set a goal to use 100% renewable energy for all purposes no later than 2050;
- Montgomery Township Board of Supervisors will call on the Commonwealth of Pennsylvania to adopt codes and standards to increase the efficiency of buildings and appliances;
- Montgomery Township will call on the Commonwealth of Pennsylvania to increase the Alternative Energy Portfolio Standards to levels that put us on track to meet 100% renewable energy goals;



- *Montgomery Township will seek to work with other Montgomery County Municipalities and the Montgomery County Planning Commission and/or Delaware Valley Regional Planning Commission to create an energy planner/advocate position. The energy planner/advocate will develop and implement renewable energy strategies for Montgomery County municipalities, residents, businesses, and institutions. Alternatively, an energy planning firm may be contracted to create the energy transition plan or supplement an energy transition plan outlined by a volunteer and staff task force.*

**RESOLVED**, at the duly convened meeting of the Board of Supervisors of Montgomery Township conducted on this 10<sup>th</sup> day of May 2021.

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Tanya C. Bamford, Chair

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Matthew W. Quigg, Vice-Chair

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Candyce Fluehr Chimera, Member

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Annette M. Long, Member

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Beth A. Staab, Member

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Attest: Carolyn McCreary, Secretary

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS

**BOARD ACTION SUMMARY**

Item # **19.**

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SUBJECT:	Other Business – Department Reports
MEETING DATE:	February 28, 2022
BOARD LIAISON:	
INITIATED BY:	Tanya C. Bamford, Chairwoman

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**BACKGROUND:**

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

Additionally, this is an opportunity for staff to bring items or issues to the Board of Supervisors of interest or for which they need input or direction.

February's Departments of the Month for oral summary reports are the Police Department and Fire Department.

## **ADMINISTRATION REPORT**

### **January 2022**

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

- Held a “meet and greet” with newly elected Supervisor, Audrey Ware and Department Heads.
- Participated in conference calls with DVRPC regarding the construction of the Powerline Trail.
- Held Department Heads meeting to discuss 2022 and outstanding issues.
- Attended meeting with Supervisor Ware and Floyd Shaffer to discuss vision for Senior Committee.
- Met with Deputy Zoning Officer, Marianne McConnell to discuss Department operations and land development matters.
- Participated in Zoom meeting with new VMSC Chief and North Penn municipal managers.
- Attended virtual staff/professionals’ meetings regarding land development applications coming before the BOS.
- Attended Autumn Festival Committee meeting.
- Attended DVHT Executive and DVT Governance Committee meeting via Zoom.
- Attended Parks & Recreation, BDP, Finance, Public Safety, and Police Pension Committee meetings via TEAMS.
- Participated in Wissahickon Partnership Management Committee meeting.
- Participated in virtual Partnership TMA Board meeting.
- Attended HRC Executive Session regarding complaint received.
- Met with Public Information Coordination regarding 2022 initiatives including website redesign.
- Participated in TEAMS meeting to discuss potential DCMR grant application for Whistlestop Park.
- Participated in conference call with FEMA regarding floodplain management and disaster recovery.
- Held Continuity Operations Planning meeting with Department Heads.
- Met with staff to discuss energy audit report.
- Attended virtual Montgomery County Consortium meeting.
- Attended introductory meeting with new general manager of the mall accompanied by Chief Bendig and Chief Wiegman.
- Attended virtual Servant Leadership Conference.
- Held agenda preparation meetings with Department Heads.
- Held separate monthly meetings with Engineer, Traffic Engineer, and Solicitor.

#### **Human Resources**

- ExactHire implementation, and completion of first and second working sessions for applicant tracking
- Completion of annual Clearinghouse check on public works drivers
- Attended Safety Committee meeting
- Attended monthly meeting with Carolyn and department heads
- Attended Onboarding Centric Implementation planning meeting
- Training: attended PSATS HR and Labor Management Institute Virtual Training; conducted make up session for eight employees who missed the Nancy Lewis- Navigating through Change training in November; attended DVHT wellness webinar; attended focus on your best health webinar and Main Line Health wellness webinar-the Mediterranean diet
- Completed onboarding with new employee

- Attended Zoom meeting with Peter Erndwein, DVT, to review AIPP document
- Meeting with Carolyn and department heads on continuity operations plan
- Completion of PowerPoint for all the employee special moments for 2021.
- Met with director of recreation and recreation staff to plan for summer Kids University program.
- Coordination of occupational and non-occupational absences with employee(s) and DVWCT and DVMMA and SWIF
- Posted and advertised the Laborer position in four newspapers (BC Courier Times, Intelligencer, Lehigh Valley, Lansdale The Reporter), MT website, Indeed, FB, PA CareerLink, Mont Co. Community College, Del Val, BCCC, Mont Co Tech School including Upper Bucks, Central Montco, Middle Bucks, Bucks County Technical, and Eastern Center, PRPS. Received around 20 resumes and out of the 20, 3 applications completed.

### **Public Information**

- Ongoing communication with Township residents, businesses, and staff utilizing the various communication channels.
- Promotion of Recreation & Community events and programs
- Attended biweekly Board of Supervisors meetings
- Attended Autumn Festival Committee Meeting (1/12)
- Attended webinar by CivicEngage about ADA accessible communication best practices (1/12)
- Attended Montgomery County Public Information Consortium Meeting with PIOs from other municipalities in Montco. (1/13)
- Attended Business Development Partnership Meeting (1/18)
- Met with Carolyn & Deb to discuss Public Information goals in 2022, with a large focus on enhancing website accessibility and organization. (1/19)
- Attended Environmental Advisory Committee Meeting (1/25)
- Completed communication materials for internal staff End of Year Service Awards video and Special Moments
- Welcomed the new Tower 18 Fire Truck and developed social media materials, including an arrival video, to share the news with Montgomery Township's residents.
- Implemented the Sociality.io social media management platform, which will help streamline social media content and generate comprehensive insights about each channels' growth.

**Community and Recreation Center Report**  
**January 2022**

January 2022 was the busiest month of diverse activity at the Montgomery Township Community Recreation Center (CRC) in well over two years. Individuals and families returned to our facility for a wide range of safe, healthy, and FUN recreation opportunities. Program offerings were available for patrons of all ages and abilities. A full parking lot on many days and early evenings is truly a positive indication that we are headed back to more “customary” days at the CRC.

**Below is a listing of highlighted CRC Programs, Special Events, and Facility Usage during the month of January 2022**

- Group Exercise has rebounded to pre-pandemic attendance levels. Silver Sneakers, Spinning, Zumba are now back in full operation.
- Montgomery Youth Basketball operated games and practices throughout January. Weekends were full of games and spectators.
- The monthly Red Cross CPR class attracted 8 students to the January certification class.
- Indoor tennis instruction was conducted by FUN-demental” Tennis. They offered indoor youth lessons two evenings per week and Saturday morning.
- Small rentals have begun to reappear at the CRC. Birthday events for young and old have begun to reappear on the calendar.
- The North Wales Library conducted two story time events in January. Their offerings will increase as winter comes to an end.
- Arena Flag football has returned in January. Over 100 children are participating on Monday evenings. There are two separate age groups (6 to 8 and 9-12years).
- New Programs initiated in January included the following::

- 1) Creative Writing
- 2) Get up and Move – Kids Time (parent/child class)
- 3) Minds in motion for Teens
- 4) Volleyball Skills and Drills

- Pickle ball has added evening classes on Tuesdays. Cold weather continues to send many pickle ball enthusiasts our way. Courts are utilized six days a week.
- Group Pickle ball lessons continue to fill with each session offered. Group classes will resume in March.
- Badminton play requests are increasing daily. Four nets are regularly in use three days a week.
- Our canvas painting program has blossomed into a regularly anticipated monthly event. The community has enjoyed a wide array of canvas painting projects themed around the seasons and holidays.

\*\*\*\*\*Expanded CRC operating hours became effective January 3rd, 2022.

**Monday through Friday:** 5:30am to 9:00pm

**Saturday and Sunday:** 8:00am to 5:00pm

Floyd S. Shaffer, Community Recreation Center Director



## Montgomery Township Inter-Office Memo

**To:** Carolyn McCreary, Township Manager

**From:** Brian Shapiro, Director of Finance

**Date:** 02/28/2022

**Subject:** February Finance Committee Report

Attached is a revenue and expenditure report as of 01/31/22 for the Montgomery Township 2022 budget. The numbers presented have not been audited and year end accruals still need to be entered. Final numbers will change based on those entries.

### **2022 Budget Summary – as of 01/31/22:**

The General Fund total revenues are \$293,976 or 2.15% of total budget. Major revenue sources comprise \$219,027 of the total revenues.

Total expenditures are \$245,579 or 1.83% of total budget.

### **2021 Audit**

The 2021 audit is scheduled for the week of March 14<sup>th</sup> and continue till March 25<sup>th</sup>.

### **Municipal Software**

In the 2023 Capital Investment Plan the township budgeted for new municipal software. During the month of February staff has been reviewing potential new software.

**DEPARTMENT of FIRE SERVICES  
JANUARY 2022  
MONTHLY ACTIVITY REPORT**

During the month January 2022, the Department of Fire Services performed the following activities:

**EMERGENCY RESPONSES**

**January 2022**

Staffing	Number of Calls	Average Turnout	Interior Qualified FF
All Staff	79	10	8
Combo Hours	28	9	7
Stipend Hours	17	10	7
Volunteer Only	34	12	7

**SIGNIFICANT FIRE INCIDENTS**

- January 6, 2022 Vehicle Fire Glasgow Quarry, Montgomery
- January 12, 2022 Dwelling Fire- 1004 Welsh Road, Lower Gwynedd
- January 14, 2022 Dwelling Fire- 707 Karen's Court, Montgomery
- January 17, 2022 Dwelling Fire – 171 Polo Drive, Montgomery
- January 26, 2022 Elevator Rescue – MTCRC, Montgomery
- January 28, 2022 Building Fire, Montgomery Mall, Montgomery
- January 29, 2022 Dwelling Fire, 350 South 8<sup>th</sup> Street, North Wales
- January 30, 2022 Building Fire, Jiffy Lube, Montgomery

**ADMINISTRATIVE**

Meetings attended (in person/phone/virtual) during the January:

- DFS Staff Meetings & Individual Meetings with Staff
- 2022 Operational Planning Meeting
- Department Heads Meetings with Township Manager
- Meetings with Township Staff
- Township Board of Supervisors Meetings
- Meetings with local County Fire Marshals, Fire Chiefs, and Fire Officers
- Meetings with various vendors for equipment and services
- Meetings with Township Code Enforcement Officials
- Meetings with officers and members of the FDMT
- Meetings with Public Works
- Meetings with ESO for data migration to the new RMS
- Meetings with Montgomery Mall Management
- Montgomery Township Public Safety Operations Discussion w/ Chief VMSC
- Montgomery Township Public Safety Committee
- Meeting with North Penn School District for COOP
- Meeting with Jefferson Health
- Meeting with Campbell Supply for new Tower 18



## **COMMUNITY RELATIONS**

Activities were conducted for Fire Prevention and Other Special Events

- Cub Scout Pinewood Derby at Battalion 1
- Birthday Drive by on Guilford Court

## **FIRE MARSHAL'S OFFICE**

### **Inspections:**

January 2022 Fire Inspection Totals

- Initial Life Safety Inspections - 4
- Life Safety Re-Inspections - 6
- Closed Out Life Safety Inspections - 9
- Knox Boxes - 1
- Smoke Alarm Distribution/Installation - 25
- Fire Inspection-Plant Tour - CAES (Cobham) facility, 305 Richardson Rd, Lansdale with Chip Johnson, CAES representative

### **Plans Review Update:**

- Fence Guys
- Westrum
- Harbor Freight
- Caliber Car Wash

### **Fire Investigations**

- 707 Karen's Court, Dwelling Fire- FM Wiegman
- 101 Polo Drive, Dwelling Fire, AFM Scheiter
- Glasgow Quarry, Vehicle Fire, AFM Backlund

## **TRAINING**

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

Total Hours-160 (1065 hours/staff attendance)

Total Classes- 34 (273 classes/staff attendance)

- Department Hosted Training
  - Fireground Considerations with Eckert Fire Training
  - Bloodborne Pathogens with BCPSTC
  - Review of SCBA & Annual Fit Testing
  - Fire/EMS Administrative Officer Certificate with PASFA
  - HAZMAT Operations Refresher with BCPSTC
  - ICS 235-Emergency Planning with BCPSTC
  - Fire Police Training
  - ESO RMS Training
- Member Attended Trainings
  - Emergency Medical Technician
  - Firefighter 1
  - Incident Safety Officer
  - Preparation for Initial Company Operations
  - Incident Command Systems
  - Fire Instructor 1
  - ICS 191 ICS/EOC Interface
  - PAAI Jack Christmas Training Conference

## **DEPARTMENTAL OPERATIONS**

- Truck Committee welcomed the new Tower 18 at Battalion 1 on January 26, 2022. Danz Lettering scheduled with the decaling of Tower 18 and Hayden Marriott to provide the installation of the radios. Campbell's Supply will be mounting the equipment in February. The department will host an Aerial Familiarization Class in early February.
- FDMT has continued updating Criminal Histories, Child Abuse Clearances, and Driver's License Checks for volunteers. All clearances have been received and recorded.
- FDMT accepted a new volunteer Fire Police Officer
- Department continues to transition to ESO for Fire Record Management System in January.
- Department received \$30,000.00 in grant funding from the PA Office of State Fire Commissioner for new rope rescue equipment. (\$15,000.00 DFS & \$15,000.00 FDMT)

## **OFFICE OF EMERGENCY MANAGEMENT & COMMUNITY RISK REDUCTION**

- The Department began the process of creating a Continuity of Operations Plan (COOP) for the Township.
- 2020 Federal Fire Prevention Grant for Community Smoke Alarm and CO Detector Distribution has been awarded.
  - Staff is preparing for a launch of distribution events in April 2022
  - FEMA has approved the Department's Grant Amendment for detectors, supplies, and personnel costs.
- The Office is working with Hudson Estates for Emergency Planning & Pre-Planning

### JANUARY 2022 FIRE CALL REPORT

TYPE OF CALL	FDMT	AWAY	TOTALS	TOTAL (YTD)
FIRE ALARM	31	0	31	31
OTHER (GOOD INTENT)	2	0	2	2
BUILDING FIRE	2	0	2	2
FIRE POLICE	4	0	4	4
DUMPSTER	0	0	0	0
VEHICLE RESCUE	0	0	0	0
VEHICLE ACCIDENT S/B	5	0	5	5
VEHICLE FIRE	1	0	1	1
DWELLINGS	2	4	6	6
ELECTRICAL OUTSIDE	0	0	0	0
COVER OTHER COMPANY	0	0	0	0
ODOR GAS (INSIDE)	0	0	0	0
ODOR GAS (OUTSIDE)	4	0	4	4
CO	6	0	6	6
ASSIST EMS	6	0	6	6
ASSIST PD	0	0	0	0
INVESTIGATION	10	0	10	10
RIT	0	0	0	0
HAZ MAT	0	0	0	0
HELICOPTER	0	0	0	0
RESCUE (OTHER)	1	0	1	0
BRUSH/TRASH/RUBBISH	1	0	1	0
APPLIANCES	0	0	0	0
<b>TOTAL</b>	<b>75</b>	<b>4</b>	<b>79</b>	<b>79</b>



## Montgomery Township Inter-Office Memo

**To:** Carolyn McCreary, Township Manager  
**From:** Richard Grier, Director of IT  
**Date:** February 24, 2022  
**Subject:** January 2022 Information Technology activities

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The following are the activities of the IT Department for the month of January 2022.

- Setup Virtual Meetings for several Township committees.
- Prepped basement and IT server room for conduit runs to be installed in February
- Completed Wi-Fi demonstrations of Ruckus and Aruba hardware.
- Setup Milestone Project application for 2022 IT projects
- Ordered Surface tablets for Fire inspections
- Ordered (2) New Rugged Getac laptops for Fire
- Attended and processed January 3<sup>rd</sup> and 24<sup>th</sup> BOS meetings for broadcast.
- Reconfigured Apple Business Manager server for iPhone management and tracking
- Rolled out new iPad for new BOS member
- Completed migration of all DPW staff off T-Mobile/Sprint to Verizon
- Resolved Bit locker encryption policy forced on USB drives
- Upgraded Police Chief's iPhone – Multiple issues that IT is working on resolving on new device
- Replaced failed hard drive on Taurus with refurbished drive off Amazon (Backup non-production server)

### **Scheduled Projects for February 2022**

- Complete 365 training for Police staff (Only 3 members left)
- Complete Wi-Fi heatmaps and order hardware
- Move forward with Multi-Factor Authentication for all staff
- Complete Co-Management configuration for all remote devices

# DEPARTMENT OF PLANNING & ZONING

## January 2022

**Permits Submitted – 77**

*(January 2021 – 88)*

**YTD Permits Submitted – 77**

*(2021 YTD – 88)*

**Permit Fees Collected - \$ 29,278**

*(January 2021 – \$71,804)*

**2021 YTD Permit Fees - \$ 29,278**

*(YTD 2020 - \$71,804)*

**Violations / Complaints Investigated – 17**

**Permits Issued – 71**

**Zoning Hearing Board Applications heard: 1**

**Businesses issued Certificate of Occupancy: 1**

### Active Land Development Projects:

PROJECT NAME	LDS#	LOCATION	APP. DATE	MTPC	STATUS	
Parkview – Toll Bros.	679	Bethlehem Pike	1/20/2015	4/20/17	APPROVED WITH CONDITIONS	42 of 42 Building Permits Issued 42 C/O Issued
Firefox Phase 2 (Walnut Creek)	630	Bethlehem Pike			APPROVED WITH CONDITIONS	58 of 58 Building Permits Issued 58 C/O Issued
510 Bethlehem Pike – King	688	Bethlehem Pike	4/22/2016	5/16/19	REVISED PLANS SUBMITTED	Approved On Hold by Developer
Hawthorn Retirement Residence	651	Montgomery Glen Drive	7/27/2016		Opened	Opened July 2021
Montgomeryville Nissan – Nappen	991	Bethlehem Drive	8/3/2016	1/19/2017	APPROVED WITH CONDITIONS	Phase 2 Building Construction Complete
Higher Rock – Phase 1 & 2	694	Bethlehem Pike			Phase 1 Completed Phase 2 Under Construction	Design Center and Office Building under construction
FedEx Ground	696	Welsh Road	3/23/18	11/17/2016	Pending Final Completion of LD	Construction Completed
Pete's Carwash	699	Welsh Road	7/6/18	6/20/19	Preliminary Approval Granted	Project Under Construction
Montgomery Realty Assoc. - 744 Bethlehem Pike	701	744 Bethlehem Pike	10/29/18		REVISED PLANS SUBMITTED 5/20/19	Project Under Construction
Villages at Windsor	704	Horsham and North Wales – Vacant Lot			Under Review	
Bharatiya Temple – phase 2	707	County Line Road			APPROVED WITH CONDITIONS	
Fahy – 276 Stump Road – 2 Lot Subdivision	708	Stump Road			Resubmission Under Review	Conditional Approval June 14, 2021 Solicitor Preparing Agreements
Redners Gasoline Filling Station	709	1200 Welsh Road			Conditional Use Granted	LD Approval Granted – Project on hold by Applicant

### Non-Residential Certificates of Occupancies Issued

Stream Virtual	587 Bethlehem Pike	Professional Office - Sales



# MONTGOMERY TOWNSHIP POLICE DEPARTMENT



## Monthly Activity Report for January 2022

<b>Crime Data:</b>	Total Calls for Service:	2,429
	Total Part I Crimes:	32
	Total Part II Crimes:	92
	Total Criminal Arrests:	49
<b>Crash Data:</b>	Total Crashes:	77
	Reportable Crashes:	26
	Non Reportable Crashes:	51
	Injuries:	2
<b>Traffic Enforcement Activities:</b>	Traffic Stops:	648
	Traffic Citations:	279
	Warning Notices:	6
	Field Contact Cards:	452
	Traffic Complaints Received:	31
	Selective Enforcements:	141
<b>Other Police Activities:</b>	Assist Fire Department:	47
	Building Alarms:	125
	Direct Patrols:	407
	Lockouts:	19
	Medical Assistance:	144
	School Walk-Through:	4
	Vacant Home Checks:	19
	Training Hours:	121
<b>Specality Unit Usage:</b>	Canine Unit:	26
	Mobile Incident Response Team:	0
	Montgomery County SWAT-CR:	0
<b>Personnel Overtime:</b>	Court Overtime:	24
	Regular Overtime:	39.5
	Reimbursed Highway Grant Overtime:	12
	Reimbursed Special Duty Overtime:	0
	Non-Sworn Overtime:	26
	Sworn Comp Time:	51.5
	Non-Sworn Comp Time:	12

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**January 2022**

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**COMMENDATIONS:**

On January 7, 2022, a call was received from township resident Aislyn Oliver thanking Officer English for his assistance arranging transportation for a family event.

On January 7, 2022, a call was received from the Montgomery County Public Defender's Office thanking Sergeant Hart, Officer English, Officer Rushin, and Officer Long for their compassion in assisting one of their clients during a mental health emergency

On January 14, 2022, a card was received from the Fontaine family thanking officers for keeping our community safe.

On January 25, 2022, a message was received from Erin Patricia thanking Officer Johnson and Detective DeJesus for providing a tour of the Department to North Penn School District Special Education students.

On January 26, 2022, a card was received from Vincent LePera thanking Officer Scully for his professionalism and investigative skills in helping locate construction equipment that had been stolen.

**EDUCATION:**

During the month of January, all sworn department personnel attended CPR and First Aid Recertification training conducted by Detective DePolo.

On January 11, 2022, Officer Woch attended a Canine Emergency Care seminar in Warminster, PA.

On January 26, 2022, Sergeant Hart, Officer Rose, Officer Schreiber, and Officer Woch attended Canine In-Service training in Montgomery Township, PA.

On January 25, 2022, Chief Bendig, Lieutenant Peoples, Lieutenant Dougherty, Administrative Assistant Hassan, and Supervisory Communication Specialist Ciliberto attended virtual Criminal History Records Information Act (CHRIA) training conducted by the Montgomery County District Attorney's Office.

From January 31, 2022, to February 2, 2022, Officer Hernandez attended Advanced Crisis Intervention Specialist Training at Montgomery County Emergency Service in Norristown, PA.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**January 2022**

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**NOTED INCIDENTS:**

On January 3, 2022, officers responded to a home in the 100 block of Hillside Court for domestic. Upon arrival, officers spoke with the victim, who stated that her boyfriend had fled the area before police arrived. The victim stated a verbal argument occurred, escalating quickly into physical violence. The victim advised officers that her boyfriend choked her, held her down, and stole her belongings before fleeing the scene. While speaking with the victim, officers observed physical injury and other evidence indicating a recent struggle. It was also discovered that the boyfriend was currently free on bail for an earlier domestic assault case involving the same victim. An arrest warrant was issued for the boyfriend on charges of simple assault, harassment, and theft by unlawful taking. On January 6, 2022, the boyfriend turned himself in to the police. The boyfriend failed to post bail and was committed to Montgomery County Correctional Facility.

On January 12, 2022, officers responded to Trumark Financial Credit Union located at 1200 Welsh Road for a fraud. Bank employees advised that on January 11, 2022, an unidentified subject operating a black Dodge cashed two checks totaling over \$5,200.00 utilizing the drive-thru teller window. Bank employees later learned that two checks were fraudulent. Officers initiated an investigation, learning that the Warrington Township Police Department had arrested a subject for a similar offense leaving one of their banks on January 11, 2022. Officers obtained a photograph of the subject involved in the Warrington fraud, comparing it to still photographs of the subject committing the fraud in Montgomery Township. The subject was positively identified. An arrest warrant has been issued, charging the subject with identity theft and related offenses.

On January 16, 2022, officers conducted a traffic stop of a green GMC on Cowpath Road at Whitemarsh Lane for a registration violation. Officers approached the vehicle and spoke with the driver, noting his nervous behavior. Officers also observed a firearm directly behind the driver. The driver was asked to exit the vehicle for officer safety purposes so officers could secure the firearm. While exiting the vehicle, officers observed marijuana in the driver's side door pouch. Officers attempted to run a records check of the firearm but noted there was no serial number on the firearm. The operator advised officers that the gun was a 'ghost gun,' homemade with unserialized components from different manufacturers. A routine records check of the driver revealed an active arrest warrant from Texas. It was also determined that the driver did not possess a license to carry a firearm. A consent search of the vehicle was requested and granted, which yielded additional drugs, drug paraphernalia, and tools commonly utilized in stealing catalytic converters. The operator was taken into custody for illegally possessing a firearm, violations of the Drug Act, and related offenses.



**Montgomery Township Police Department**  
**Monthly Activity Report**  
**January 2022**

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On January 19, 2022, officers conducted a traffic stop of a silver Nissan on Bethlehem Pike at the Route 202 Parkway for a registration violation. Officers approached the vehicle and made contact with two vehicle occupants. While speaking with the occupants, officers noted a strong odor of marijuana emanating from the vehicle. Officers also observed marijuana residue on the passenger's lap. A consent to search the vehicle was requested and granted. Officers located additional marijuana. During their investigation, officers conducted a routine records check of the vehicle occupants. A record check of the vehicle passenger revealed an active arrest warrant for aggravated assault related to a shooting in Philadelphia. The passenger was taken into custody and turned over to the Philadelphia Police Department.

On January 20, 2022, officers conducted a traffic stop of a red Chevrolet for a motor vehicle violation in the 1000 block of Bethlehem Pike after the vehicle was observed cruising shopping centers while businesses were closed. The driver reluctantly pulled over, immediately exited his vehicle, and walked back toward the officer's vehicle in an aggressive manner. Officers ordered the operator back to his vehicle. The operator re-entered his vehicle, continually yelling out the window. Before officers could approach the vehicle, the driver drove towards the officer and fled the traffic stop. The driver was identified, and a warrant has been issued for motor vehicle violations, including fleeing and eluding.

On January 20, 2022, officers responded to the Fulton Bank located on Upper State Road for a subject in a blue Toyota attempting to cash a \$3,400.00 fraudulent check. Officers arrived at the bank and located a vehicle matching the description exiting the drive-thru area. A traffic stop was conducted. While speaking with the subject, officers noted inconsistent statements and observed various items commonly used to commit criminal activity inside the vehicle. Officers requested consent to search the vehicle and the subject's property, which was granted. The search yielded heroin, drug paraphernalia, as well as additional fraudulent checks and identifications with various victims' information. The suspect was taken into custody and charged with forgery and related offenses. Further investigation revealed that the suspect was a part of a larger organized ring committing similar frauds. This investigation is ongoing.

On January 24, 2022, officers responded to the Montgomery Commons Shopping Center for a stolen vehicle. Upon arrival, officers spoke with the victim, who reported that he stores his equipment for snow removal behind the shopping center. When he checked on the equipment, he found that someone had stolen his Ford pickup truck. The truck had a plow attached and had a salt spreader unit in the truck's bed. Officers recovered surveillance video from the rear of a nearby business that captured the theft. Officers were able to develop a suspect in the theft. Officers visited locations frequented by the suspect, locating the unoccupied truck in the rear of a business in Lansdale Borough. The salt spreader and plow had been removed.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**January 2022**

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The truck was processed for evidence and returned to the owner. Several personal items that did not belong to the owner were recovered from the truck, including cocaine and identification documents. A search of online marketplaces for unrecovered stolen items was conducted. Officers were able to locate the salt spreader being sold online. A search warrant was obtained for the property where the spreader was being sold. The salt spreader was located at the home, seized, and returned to the owner. Additional search warrants for phones, phone records, and internet sales records have been completed. This investigation is ongoing.

On January 24, 2022, officers conducted a traffic stop of a white Ford on Bethlehem Pike at the area of the Quality Inn for a registration violation. Officers approached the vehicle and spoke with the operator, noting his nervous behavior. Officers requested consent to search the vehicle, which was granted. The search of the vehicle yielded 10 grams of methamphetamine, 100 rounds of 9 mm ammunition, a gun box containing a 9 mm handgun, and 13 live rounds of 9 mm hollow point ammunition. The suspect was placed under arrest for violations of the Drug Act and weapons offenses.

On January 27, 2022, officers responded to the AT&T store on Bethlehem Pike for a hold-up alarm. Upon arrival, officers spoke with AT&T employees, who advised that two subjects entered the store and stole approximately \$5,000.00 in merchandise. The subjects fled the store in a red Buick last seen traveling north on Bethlehem Pike in the area of Upper State Road. Officers located and attempted to conduct a traffic stop of the vehicle on Bethlehem Pike and Dekalb Pike. The vehicle failed to stop and accelerated through a steady red traffic signal at a high rate of speed. No pursuit of the vehicle occurred. This investigation is ongoing. This case represents a continuing trend of drivers failing to stop for officers attempting to initiate traffic stops for various motor vehicle and criminal offenses in Montgomery Township. Five such incidents of drivers failing to stop for officers were documented in Montgomery Township in January 2022 alone.

On January 25, 2022, officers conducted a traffic stop of a yellow Ford on Bethlehem Pike at the Rodeway Inn for careless driving. Officers approached the vehicle and spoke with the occupants. Officers immediately noted that the passenger was not alert and could not hold his head up. Officers observed multiple bags of heroin in the passenger's hand and drug paraphernalia in plain view. Officers requested consent to search the vehicle, which was granted. Additional drugs and drug paraphernalia were recovered. The driver and passenger were taken into custody for violations of the Drug Act. Both occupants were eligible for the Law Enforcement Treatment Initiative Program (LETI), and both have been referred for treatment.

**Montgomery Township Police Department**  
**Monthly Activity Report**  
**January 2022**

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On January 29, 2022, officers responded to a residence on the 800 block of Susan Circle for a domestic in progress. Upon arrival, officers were met at the door by an agitated subject. The subject charged down the stairs and attempted to shut the door on officers as they entered the property. The investigation revealed that the subject had gotten into an argument with his girlfriend. The subject blocked the stairway as officers attempted to go upstairs to aid the girlfriend. Officers attempted to detain the subject, at which time he forcefully shoved the officers. A struggle ensued. One officer deployed his Taser to gain control of the subject. Once the subject was controlled, officers were able to reach the girlfriend. The girlfriend was struck in the face multiple times, causing lacerations and injuries to her eye and lips. The subject was arrested and charged with assault and resisting arrest.

**ITEMS OF INTEREST:**

On January 6, 2022, Officer Johnson attended a virtual Montgomery County Elder Justice Roundtable Group meeting to discuss criminal justice-related issues related to elderly Montgomery County residents.

On January 6, 2022, Officer Johnson attended Tough Customer Talk meetings. Officer Johnson presented cases involving local veterans. This meeting is run by the Montgomery County Office of Veteran Affairs, which assists in procuring resources for veterans in need of assistance.

On January 10, 2022, Officer Johnson attended the North Penn Area Hub. Officer Johnson presented cases involving Montgomery Township citizens at risk or in crisis to assist them in finding care and support from appropriate community agencies.

On January 25, 2022, Officer Johnson and Detective DeJesus conducted a tour of the Police Department for North Penn School District Special Education students.

On January 26, 2022, Lieutenant Peoples and Administrative Assistant Hassan attended the Montgomery Township Bridge Program meetings. During these meetings, Department personnel discuss mental health services for Montgomery Township residents in need with representatives from Montgomery County Access Services.

**UPCOMING EVENTS:**

Applications are being accepted for the Montgomery Township Citizen's Police Academy, to commence in March 2022.

# Montgomery Township

Zone  
Calls

116

Total  
Calls

527

% of VMSC 22%

## Monthly EMS Service Report | January 2022

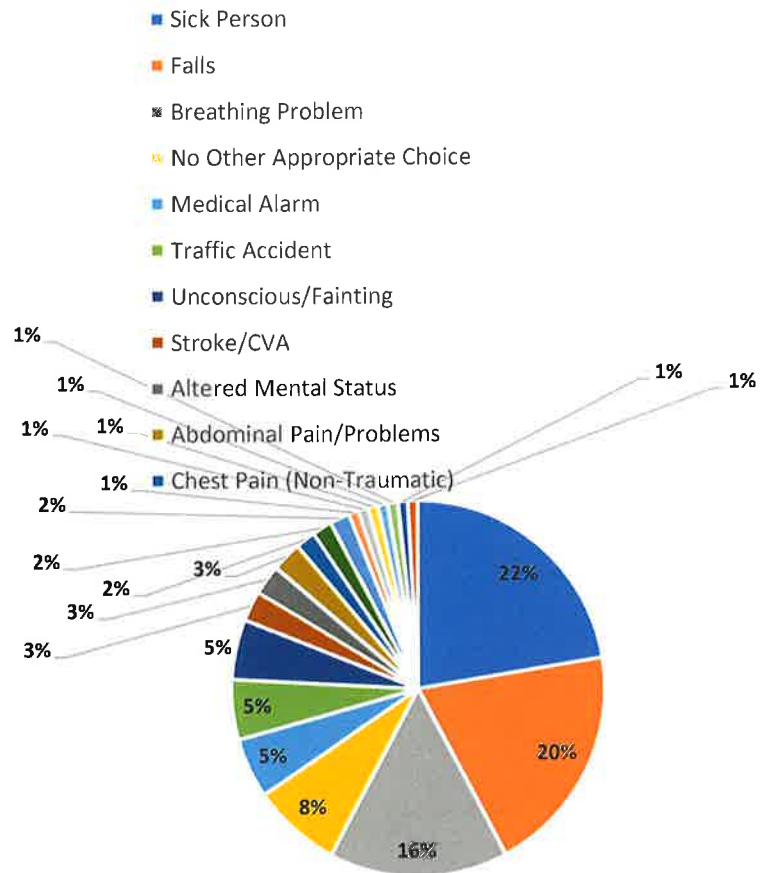
VMSC

Type of Call	Count
Sick Person	26
Falls	23
Breathing Problem	18
No Other Appropriate Choice	9
Medical Alarm	6
Traffic Accident	6
Unconscious/Fainting	6
Stroke/CVA	3
Altered Mental Status	3
Abdominal Pain/Problems	3
Chest Pain (Non-Traumatic)	2
Back Pain (Non-Traumatic)	2
Hemorrhage/Laceration	2
Overdose/Poisoning/Ingestion	1
Diabetic Problem	1
Traumatic Injury	1
Cardiac Arrest/Death	1
Unknown Problem/Person Down	1
Carbon Monoxide/Hazmat/Inhalation/CBRN	1
Convulsions/Seizure	1
<b>Grand Total</b>	<b>116</b>

Disposition of Call	Count
Transported No Lights/Siren	58
Transported Lights/Siren	19
Patient Refused Evaluation/Care (Without Tra	11
Cancelled (No Patient Contact)	10
Assist, Unit	6
Cancelled on Scene/No Patient Found	5
Patient Evaluated, No Treatment/Transport R	4
Patient Treated, Transferred Care to Another	1
Patient Treated, Released (per protocol)	1
Patient Dead on Scene - Resuscitation Attempt	1
<b>Grand Total</b>	<b>116</b>

Destination Hospital	Count
Abington Health Lansdale Hospital	63
Abington Memorial Hospital	3
Doylestown Hospital	7
Grand View Hospital	5
Not Transported	38
<b>Grand Total</b>	<b>116</b>

### Call Types



### Area Call Times (in seconds)

Average Out of Shute Time: 01:38  
Average To Scene Time: 07:33



## **Montgomery Township Public Works Department**

### **Monthly Report – January 2022**

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

- The entire crew performed routine maintenance & repairs, trash removal, playground inspection and equipment maintenance.
- Scott D., Dale & Chris repaired washouts in the stone pathway for the walking bridge at William F. Maule Park at Windlestrae.
- Larry, Scott Y. & Scott D. repaired the chain link fence gates for tennis courts and baseball fields at William F. Maule Park at Windlestrae and Windlestrae Park – Rose Twig.
- Larry, Chris, Scott D. & Scott Y. replaced the clatter bridge on the tot-lot at Whistlestop Park.
- Ordered the “No Winter Maintenance” signs to be installed at various trailheads and walking paths throughout the Township.
- The entire crew worked on salt spreaders and snowplows following the storms in preparation for the next event.
- The entire crew hauled and spread wood chips in the large dog area of the Bark Park.
- The entire crew began chipping the Christmas trees as part of the recycling program at William F. Maule Park at Windlestrae.

#### **ROADS:**

- Scott, Steve, Bill, Joe & Bryan worked on salt spreaders and snowplows following the storms in preparation for the next event.
- Bill, Bryan, Joe & Steve performed the routine maintenance on the large dump trucks.
- Steve, Bill & Joe performed small engine maintenance on all the small hand operated equipment.
- Scott S., Steve, Bill, Bryan & Joe performed pothole repairs at various locations throughout the Township.
- Scott S., Steve, Bill, Bryan & Joe continued trimming trees hanging over the roadway impeding the plowing/salting operation.
- Steve, Joe, Bill & Bryan performed routine drainage clearing throughout the Township.
- Kevin performed routine maintenance on several Township vehicles and helped coordinate snow equipment repairs.

#### **FACILITIES:**

- Todd, Dave & Don assisted with the cleaning and restocking of the Administration & Police building.
- Todd, Dave & Don braced the wall, installed junction boxes, and ran conduit for the new board conference room T.V.
- 1/9/22 – Route 309 & English Village – On Flash – Todd Replaced MMU
- 1/13/22 – Route 309 & Line Street – Pedestrian Signal Struck – Armour & Sons Contracted
- 1/17/22 – Route 309 & English Village – On Flash – Armour & Sons Contracted
- Todd, Don & Dave installed the “No Truck” signs throughout the Pine Crest Community.
- 1/24/22 – Route 202 & Costco Drive – Pedestrian Push Button – Armour & Sons Contracted (Accident 8/21/21)
- 1/24/22 – DeKalb Pike & Cheswick Drive – Don Replaced 3 Push Buttons/Repaired Lock Light
- Dave tested the new optical preemption system at County Line & Doylestown Road as part of the Wawa upgrade.
- 1/25/22 – 120 Addison Lane – Street Light Struck – Dave & Don Replaced Fixture
- 1/29/22 – 111 Eaton Drive – Street Light Struck – Dave & Don Secured Power – New Fixture Required

- 1/31/22 – 102 Guilford Court – Street Light Struck – Dave & Don Secured Power/Removed Debris – New Pole, Base & Fixture Required
- Dave & Don responded to a total of 294 PA One Calls throughout the month.
- Dave worked with Gilmore, Rhythm Engineering and Tony Still to address ongoing traffic signal issues.

#### **SNOW/ICE EVENTS:**

- Salted/Plowed Township roads due to snow/ice on the following dates:
  - January 5-7, 2022 (*salted & plowed*)
  - January 9, 2022 (*salted*)
  - January 16-17, 2022 (*salted*)
  - January 20, 2022 (*salted*)
  - January 28-29, 2022 (*salted & plowed*)

MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
**BOARD ACTION SUMMARY**  
Item # 20.

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SUBJECT: Other Business – Committee Board Liaison Reports  
MEETING DATE: February 28, 2022  
BOARD LIAISON:  
INITIATED BY: Tanya C. Bamford, Chairwoman

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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 January to provide an update on those meetings.