

**MINUTES OF MEETING  
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS  
OCTOBER 10, 2022**

**1. Call to Order:** The October 10, 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 7:02 p.m.

**IN ATTENDANCE:**

Chair Tanya C. Bamford  
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  
Fire Chief, William F. Wiegman  
Director of Finance, Brian Shapiro  
Director of Public Works, Greg Reiff  
Director of Information Technology Rich Grier  
Public Information Coordinator Derek Muller  
Recording Secretary, Deborah Rivas

**ABSENT:**

Vice Chairwoman Candyce Fleuhr Chimera  
Supervisor Annette M. Long

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

- Autumn Festival – this Saturday, October 15<sup>th</sup>, from 12:00 p.m. to 5:00 p.m., fireworks following at approximately 7:00 p.m. Activities and other information are available on the website and social media channels.
- The Township is serving as a collection site for some upcoming drives:
  - Winter Coat Drive, now through December 30, 2022;
  - Thanksgiving meal – collecting non-perishable food items for Montgomery County families in need. Gift cards (\$10 or \$25) will also be accepted;
  - Holiday Gift/Gift Card – collecting gifts and gift cards for children known to the Montgomery County Department of Health and Human Services;
  - Toys for Tots – new unwrapped toys will be collected at the Township building and Community and Recreation Center.

**4. Public Comment** – Don Hamp of 104 Field Terrace and a member of the Environmental Advisory Committee asked the Board to consider banning, by ordinance, single-use plastics. Mr. Hamp provided background information on the manufacturing and disposal concerns involving plastic.

Nicole Gill of 107 Gwymont Circle stated that she and her neighbors in Gwynmont Farms are concerned about the proposed development of the Penn Medicine Ambulatory Center near their neighborhood. The neighbors are concerned about the character of their neighborhood and

safety during construction and would like to have a seat at the table and participate in the planning discussions for this development.

**5. Announcement of Executive Session** – Township Solicitor Sean Kilkenny, Esquire, announced that the Board of Supervisors met virtually (via Microsoft TEAMS) in an Executive Session at 5:30 p.m. on Monday, October 3, 2022, to discuss a litigation matter. The Board also met this evening at 6:15 p.m. in person at the Township building to discuss litigation, real estate, and personnel matters. Mr. Kilkenny stated that the topic discussed is a legitimate subject of an Executive Session under the Commonwealth of Pennsylvania’s Sunshine Law.

**6. Consent Agenda:**

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the minutes of the September 26, 2022, meeting, the payment of bills for October 10, 2022; and Escrow Release #1 for Westrum/Luxor for PennDOT funding in the amount of \$979,917.13, were approved as presented.**

**Recognition:**

**7. Retirement of Police Officer Brian Gerrard:** Chief J. Scott Bendig announced that Officer Brian Gerrard retired officially from the Montgomery Township Police Department on September 12, 2022, after 26 years of service to the community. During his career, Officer Gerrard received eleven departmental commendations for his actions as an officer and numerous letters of appreciation from township residents, civic groups, children, and neighboring law enforcement agencies. Chief Bendig outlined Officer Gerrard’s career and presented him with a framed collection of his badges and patches worn over the years. Official State Citations were presented and read by Pennsylvania State Senator Maria Collett’s Communications Director Bailey Landis and Pennsylvania State Congressman Todd Stephens.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Ware, and unanimously carried (3-0), the Board recognized Officer Brian Gerrard and expressed their gratitude to him for his dedication and faithful service to the Montgomery Township Police Department and the Montgomery Township community.**

**8. Fire Prevention Week:** Chief Bill Wiegman reported that the NFPA has been recognizing Fire Prevention Week since 1922. This year’s theme for Fire Prevention Week is “Fire Won’t Wait. Plan Your Escape.” The Department of Fire Services and the F.D.M.T. will be engaging in various fire prevention activities throughout the month to bring the message of fire safety to our community. These events include Emergency Services Night with Wegmans, school presentations, fire inspections, business staff training, and various other activities.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the Board recognized October 9 to 15, 2022 as Fire Prevention Week.**

**9. Presentation of Donations:** Ms. Bamford presented a check in the amount of \$6,000 to the Montgomery Township Historical Society. Lisa Knapp Siegel, President, accepted the donation. Ms. Bamford presented a check in the amount of \$10,000 to the Montgomery County-Norristown Public Library. Karen DeAngelo, Executive Director and District Administrator was present to accept the donation. Ms. Bamford also presented a check in the amount of \$3,000 to the PEAK Center – North Penn Senior Services. Elizabeth Beil, Executive Director was present to accept the donation.

**Public Safety:**

**10. VMSC Request for Consideration of Township Funding:** Ms. McCreary reported that the VMSC is requesting the Township consider the need for annual municipal financial support to the Volunteer Medical Service Corp. (VMSC) based on increased operational costs, reductions in Medicare/Medicaid and insurance reimbursements, and the lack of reimbursement for 911 calls that do not result in transportation. Township staff is seeking the Board's direction on whether they wish to include an annual allocation to the VMSC beginning in 2023. Discussion followed regarding how funding could be provided, including allocating a portion of the current real estate tax millage for EMS or a set amount coming from the General Fund.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Ware, and unanimously carried (3-0), the Board authorized the allocation of \$100,000.00 to the Volunteer Medical Service Corp. in the 2023 budget.**

**11. Replacement Fire Apparatus:** Chief Wiegman reported on the process of reviewing and refining specifications for the replacement of two 20-year-old fire apparatuses. The committee recommends that the Township move forward with the purchase of two new fire engines from Pierce Manufacturing, Inc. The two new engines will replace the 2002 Engine and the 2006 Squad. The engines are expected to be delivered to Montgomery Township in Spring 2025. The Township will see savings with 75% of the payment provided at the time of signing.

**MOTION: Upon motion by Ms. Staab, seconded by Ms. Ware, and unanimously carried (3-0), the Board authorized the purchase of two new fire engines to replace Engine 18 and Squad 18-1 with a 75% down payment of \$1,541,250.00 of the total cost of the new Engines at the time of contract signing. The balance of \$430,853.00 will be due upon delivery in the Spring of 2025.**

**Public Works:**

**12. Montgomery County Consortium Rock Salt Contract Participation:**

**MOTION: Upon motion by Ms. Staab, seconded by Ms. Ware, and unanimously carried (3-0), the Board approved the Township's participation in the Montgomery County Consortium Cooperative Rock Salt Contract, awarded to Riverside Construction Materials, Inc. for the purchase of bulk rock salt at \$68.00 per ton delivered.**

**Administration and Finance:**

**13. Township Facilities Waste and Single-Stream Recyclable Materials Collection and Disposal**

– Ms. McCreary reported that the Township’s current three-year contract will expire on December 31, 2022. New specifications have been created to solicit bids for the required collections for all facilities. The bids are scheduled to be received and opened on Thursday, November 3, 2022, at 10:00 a.m., with a proposed award date of November 14, 2022.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the Board authorized the advertisement for bids for Township Facilities Waste and Single-Stream Recyclable Material Collection and Disposal.**

**14. Amendment to Tax Collection Law – Act 57** – Ms. McCreary reported that Governor Wolf signed Act 57 of 2022, which amended the Local Tax Collection Law requiring the Municipal tax collector and other taxing districts to waive additional charges in specific situations for real estate taxes.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the Board adopted Resolution No. 2022-38, requiring the elected tax collector to waive additional charges for real estate taxes where a notice was not received beginning in the tax year 2023.**

**15. Annual Audit Engagement Letter:** Mr. Shapiro reported that the Township had received an engagement letter from Maillie for the 2022 annual audit. Maillie would audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely present component units, each major fund, and the aggregate remaining fund information of Montgomery Township as of December 31, 2022. Maillie has been auditing the Township’s finances for many years and has utilized the same high-level staff familiar with the Township.

**MOTION: Upon motion by Ms. Staab, seconded by Ms. Ware, and unanimously carried (3-0), the Board approved the engagement letter with Maillie for the 2022 annual audit at the estimated cost of \$30,000.**

**16. Amendment to Training and Development Policy** – Ms. McCreary asked the HR Administrator to review the policy related to education and training as part of the Township’s efforts with employee recruitment and retention. Ms. McCreary asked the Board to consider increasing the annual tuition reimbursement from \$3,000 to \$4,000 and clarify the circumstances where an employee receiving tuition assistance would have to reimburse the Township if they resigned. The amended policy would also simplify the process of approval for the pursuit of the degree, approval of reimbursement, and payment.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the Board amended Employee Training and Development Policy,**

**increasing the annual reimbursement to \$4,000 and clarifying reimbursement to the Township if an employee leaves their employment while pursuing a degree.**

**17. Renewal of Natural Gas Contract:** Mr. Shapiro reported that the current three-year contract with Constellation Energy for natural gas for five Township locations is set to expire in November of 2022. The Township has contacted Constellation to procure new rates. The current price is \$0.3987 per ccf. On average, the Township uses 36,065.73 ccf per year for all five locations at the cost of \$14,379.41. Constellation provided a fixed price quote of \$0.77530 for a 48-month term. Based on current usage, this would increase the Township's cost by \$13,582.35 for a total of \$27,961.76 per year. Discussion followed, and the Board was concerned about locking in a rate for 48 months and agreed to enter into a 24-month agreement instead. Mr. Shapiro will contact Constellation immediately to lock in a 24-month contract rate.

**MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (3-0), the Board authorized staff to execute all necessary documents to lock in natural gas prices for all locations in the Township for a period of 24 months.**

**18. Distribution of 2022 Act 205 General Municipal Pension System State Aid:**

**MOTION: Upon motion by Ms. Staab, seconded by Ms. Ware, and unanimously carried (3-0), the Board recommended allocating the 2022 Act 205 General Municipal Pension System State Aid to the Police Pension Plan in the amount of \$366,814.59 and to the Non-Uniformed Employee Pension Plan in the amount of \$182,313.30.**

**Parks and Recreation:**

**19. Review of Bark Park Site Visit and Recommendations:** Ms. McCreary reported that at their July 25, 2022 public meeting, the Board of Supervisors requested staff hold off on putting a bid out for the construction of a second dog park which was to have been located at Knapp Road and the US 202 Parkway. It was suggested that better use of funds would be to evaluate the current dog park, looking at potential improvements. Valerie Liggett of Gilmore & Associates was asked to inspect and evaluate the current park for these improvements while identifying its constraints. Some concerns with the current park include drainage issues, no ADA parking, an isolated location with poor signage, a steep slope leading to the park, etc. Ms. Liggett listed some potential improvements but also mentioned the challenges in implementing those improvements in her report. Comments regarding the need for the new park and its amenities were outlined, and the concern for the lack of costs for improvements to the current park were made. After considerable discussion, the Board agreed to move forward with the advertisement of the bid for the new dog park and also requested a cost estimate to provide the possible improvements listed in the report for the existing dog park. Decisions regarding the improvements would be made after reviewing the estimated costs. The bid advertisement for the new dog park will be added to the agenda for the next Board of Supervisors meeting.

**Old Business:** None.

**New Business:** None.

**20. Adjournment:** Upon motion by Ms. Bamford and seconded by Ms. Staab, the meeting was adjourned at 8:35 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary