

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

1. Call to Order: The November 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 Chairwoman Candyce Fleuhr 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
Fire Chief, William F. Wiegman
Director of Finance, Brian Shapiro
Director of Information Technology Rich Grier
Recording Secretary, Deborah Rivas
Deputy Zoning Officer Marianne McConnell
Planning Consultant Judith Stern Goldstein

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

- Current Community Outreach Drives:
 - Winter Coat Drive - now through December 30.
 - Holiday Gift/Gift Card – now through December 9.
 - Lt. Patty Simons 27th Annual Law Enforcement Food Drive – through December 14.
 - Toys for Tots – through December 15
- Holiday Craft Fair at Community & Recreation Center – December 10, 9 am to 2 pm

4. Public Comment – None.

5. Consent Agenda:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (5-0), the minutes of the October 24, 2022, meeting, the payment of bills for November 14, 2022, and Escrow Release #7 for Montgomeryville Realty Associates, LLC - 740 Bethlehem Pike in the amount of \$139,505.25, were approved as presented.

Introduction:

6. Environmental Advisory Committee Candidate: Ms. McCreary introduced Township resident Scott Hemmons, who was recommended by Ryan Rex, EAC Chairman, to fill a recent vacancy on the Committee. Mr. Hemmons introduced himself and summarized his interest in serving on the committee.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (5-0), the Board appointed Scott Hemmons to the Environmental Advisory Committee for the remainder of the term, which expires on January 1, 2024.

Presentations:

7. 2023 Proposed Montgomery Township Municipal Sewer Authority Budget: Shannon Drosnock, Executive Director, presented the proposed 2023 budget. Dave Barrett, Secretary of the Sewer Authority Board, was also present. Ms. Drosnock indicated that the Authority Board has a strategic plan that focuses on three main areas, environmental protection, which is the proper treatment of wastewater, customer service, and financial stability through efficiency. The Board has achieved these goals and reinvest appropriately in the maintenance and upgrades of the collection and treatment system while maintaining the current sewer rates for commercial and residential customers for the 10th year consecutively. Ms. Drosnock indicated that the current budget is on track with steady revenues and net expenses approximately 10% under budget. Capital projects were discussed. The operating budget for 2023 is expected to be \$6,003,250. Operating expenses are \$5,400,500, and contributions to capital reserves are expected to be \$602,750. No fee increases are necessary this year.

8. 2023 Proposed Montgomery Township Budget: Ms. McCreary reviewed details of the 2023 budget process, noting that proposed capital projects and expenditures were presented on October 3, with work sessions held on October 11, 17, and 18, and an Executive Session held on October 10 to discuss personnel matters. Ms. McCreary stated that a budget is a tool for the staff, reflecting the Board's priorities and who we are, and what we value. It also reflects the Township's obligations to provide public safety, emergency services, public works, and recreational opportunities residents expect.

She noted that, unlike other years, the 2023 budget process began with the 2022 budget preparations as the Department Heads focused on long-term expenditures relating to both capital and operations. This laid the groundwork for the preliminary discussions she and Mr. Shapiro had with the Department Heads.

She stated that included in the presentations made at the budget work sessions in October were highlights of each Department's goals for 2023 and how some of the proposed capital expenditures tied into these goals. She stated that tonight's presentation would be more of an overview because of the level of detail provided at the work sessions.

Five funds account for 95% of the \$28.9 million proposed expenditures for 2023, including the General Fund (\$14,369,000), Fire Fund (\$1,655,000), Community and Recreation Center Fund (\$983,500), and the Capital Fund (\$10,532,900).

General Fund operating expenditures are increasing by 3.4%, which reflects each Department's commitment to monitor their spending in light of the continuing inflationary pressures we are experiencing across all sectors of the economy. In the General Fund, the largest expenditure is

for Police services which account for 52% of the budget. Chief Bendig proposes hiring one new officer if he moves forward with a sergeant's promotion. Ms. McCreary reported that 85% of the operating revenue is comprised of property and Act 511 taxes. She stated that Act 511 taxes include earned income, business privilege, and mercantile taxes. Mr. Shapiro provided a chart showing the history of the fund balance for the General Fund and the recommended level by GFOA, noting that we exceed it and expect a surplus in the 2022 operations.

The Fire Fund expenditures are 11% higher than in 2022 due to wage increases required by the collective bargaining agreement, the allocation of IT services in the fund, increased training expenses, and a new firefighter wellness initiative previously described by Chief Wiegman.

The Community and Recreation Center (CRC) is expected to see an 18% increase in revenues and a 10% increase in expenditures. Ms. McCreary noted that even with activity levels increasing to pre-pandemic levels, the CRC is still challenged to balance user desires with outside rentals. Rentals are also limited because of the need for set-up, clean-up, and disinfection. She stated that the CRC continues to operate at a deficit, and the Board will need to consider allocating more EIT to it, resulting in less available to the General Fund or transferring a portion of the General Fund's surplus resulting in less going to replenish the capital reserves.

The Capital Reserves Fund is utilizing the \$15 million borrowed last year at a rate of 1.76% to pay for the purchases and projects outlined in the Capital Investment Program.

Ms. Bamford thanked staff for their work on the budget and at the work sessions, stating that the Board had the opportunity to question the Department Heads at the budget work sessions.

Ms. McCreary completed her presentation and answered questions from the Board.

Planning and Zoning:

9. Adoption of Township's Comprehensive Plan: Township Planning Consultant Judith Stern Goldstein was present to discuss the adoption of the 2022 Comprehensive Plan. In March of 2021, the Planning Commission, Township Planning Consultants, and staff prepared and reviewed the draft 2022 Comprehensive Plan for Montgomery Township. The plan was last updated in 2008. The Planning Commission held an additional monthly public meeting as each plan component was drafted, presented, and reviewed. A community survey was conducted, and a public vision meeting was held to gain public input on the document. Ms. Stern Goldstein and Stacy Yoder of Gilmore Associates presented the details relating to the Comprehensive Plan, the process, and the areas of focus. They discussed the next steps leading to its adoption at the September 12th public meeting. At that meeting, the Supervisors accepted the document and authorized the 45-day public review period. Letters were sent to neighboring municipalities, the North Penn School District, and the Montgomery County Planning Commission with a link to the document. Ms. Stern Goldstein addressed the comments that residents and the Montgomery County Planning Commission provided. With the review period complete, the Board was recommended to adopt the 2022 Comprehensive Plan.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (5-0), the Board adopted the Montgomery Township 2022 Comprehensive Plan.

Administration:

10. Authorization to Advertise the 2023 Proposed Budget: Ms. McCreary reported with the presentation of the 2023 Proposed Budget at this evening's meeting, it is recommended that the Board authorize the budget as being available for public inspection with the adoption scheduled for the December 12th public meeting.

MOTION: Upon motion by Ms. Chimera, seconded by Ms. Long, and unanimously carried (5-0), the Board authorized the advertisement of the proposed 2023 budget (all funds) as being available for public inspection.

11. Award Bid for Township Facilities Waste and Single Stream Recyclable Materials Collection & Disposal: Ms. McCreary reported that the current three-year contract for waste and recyclables collection and disposal will expire on December 31, 2022. The Board authorized the advertisement of a bid for a new three-year contract on October 10, 2022. Staff received and opened three bids on Thursday, November 3, 2022, at 10:00 a.m. Three bids were received; the lowest responsible bidder was BFI Waste Services of Pennsylvania.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab, and unanimously carried (5-0), the Board awarded the three-year contract for Township Facilities Trash and Recyclable Material Collection and Disposal to BFI Waste Services of Pennsylvania, LLC (Republic Services) commencing on January 1, 2023, at the cost of \$70,707.17.

Old Business: None.

New Business: None.

20. Adjournment: Upon motion by Ms. Chimera and seconded by Ms. Long, the meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary