

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
NOVEMBER 28, 2022**

1. Call to Order: The November 28, 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
GIS Analyst Jen Ames

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

- Current Community Outreach Drives:
 - Holiday Gift/Gift Card – now through December 9.
 - Winter Coat Drive - now through December 30.
 - 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
- Winter Recreation Programs – Registration begins December 1st.

4. Public Comment – None.

5. Announcement of Executive Session – Township Solicitor Sean Kilkenny, Esquire, announced that the Board of Supervisors met this evening at 6:45 p.m. in person at the Township building to discuss personnel matters. Mr. Kilkenny stated that the topics discussed were legitimate subjects of an Executive Session under the Commonwealth of Pennsylvania's Sunshine Law.

6. Consent Agenda:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera, and unanimously carried (5-0), the minutes of the November 14, 2022 meeting, the payment of bills for November 28, 2022, Escrow Release No. 2 for Montgomery Retirement Residence, LLC – Doylestown Road in the amount of \$1,364,051.50, Escrow Release No. 2 for CSW Luxor VII Montgomeryville, L.P. for Westrum Montgomeryville, 425 Stump Road in the

amount of \$31,201.50, and Escrow Release No. 13 for Higher Rock Partners, LP – Phase 2 in the amount of \$186,040.50, were approved as presented.

Planning and Zoning:

7. Review of Zoning Hearing Board Applications: Ms. McCreary identified the pending hearing before the December 7, 2022 Zoning Hearing Board meeting. Application 22110001 is for CSW Luxor Montgomeryville, LP, 425 Stump Road, for a third freestanding sign on the 425 Stump Road property.

Board consensus was not to enter an appearance for the application, allowing the Zoning Hearing Board to render a decision based on the testimony provided.

Public Works:

8. Authorization to Advertise for Bids for a Zero-Turn Infield Groomer: Mr. Shapiro reported that the Public Works Department is scheduled to replace the 2003 Smithco Super Rake, which is used to maintain the Township's parks infields. After researching several models, the department proposes purchasing a zero-turn infield groomer. The budgeted cost in the Capital Investment Plan is \$30,000.00. Currently, this item is not on COSTARS or Sourcewell and the Township would need to publicly bid this item.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long, and unanimously carried (5-0), the Board authorized staff to prepare and advertise a bid for a new zero-turn infield groomer.

Recreation:

9. 2023 Winter Recreation Program and Fees: Mr. Shaffer presented the roster of Winter 2023 Recreation/Fitness Programs and the recommended fee schedules for the various activities. Registration for these programs will begin on December 1st.

MOTION: Upon motion by Ms. Long, seconded by Ms. Staab, and unanimously carried (5-0), the Board approved the 2023 Winter Recreation Programs and Fee Schedule as submitted.

Old Business: None.

New Business:

10. Department Reports: Monthly reports were submitted by each department for activity in the month of October. GIS Analyst Jen Ames shared insights into implementing the Township's new Geographic Information System (GIS). She highlighted three applications that are currently used by Township staff to enhance their workflows, communication, and record-keeping. The Public

Works Administration and Facilities Crew currently utilize a work order system to submit work orders reported either by the public or Public Works employees and track the status of those work orders. The Fire Department can track the locations of 9-1-1 incidents to which they have been dispatched, facilities they have inspected, and where they have performed community risk reduction activities such as smoke alarm installations. The GIS team is actively locating all of the Township's street signs. These include signs indicating the names of streets, stop signs, school zone signs, no parking signs, and much more. This data will play a key role in maintaining the necessary signage to keep drivers, bikers, and pedestrians safe, as well as be helpful to our Public Works Department in managing their inventory.

11. Committee Reports – Ms. Long reported that the Public Safety Committee discussed that activity appears to be back up to pre-COVID numbers. The committee also discussed several topics that will come up early next year involving dumpsters and other safety issues. There have been continued complaints about the deer population, but not much can be done about it. Ms. Bamford reported receiving a complaint from a resident regarding speeding on Gwynmont Drive and DeKalb Pike. Ms. Chimera reported that the Planning Commission did not have a meeting, and not much is happening with the Park and Recreation Board. Ms. Bamford reported that the Sewer Authority Board approved their budget and is continuing to monitor for the presence of COVID. Shade Tree Commission is continuing work on the monument signs that will be installed at the entrances to the Township. Ms. Staab reported that the Business Development Partnership did not meet. The Environmental Advisory Committee brought in the Penn State Extension to work on stormwater issues and to learn how property owners can mitigate flooding issues with native plants and shrubs to help fortify the soil. The EAC also discussed the beginnings of a survey regarding plastic and single-use plastic. Ms. Ware reported on the Senior Committee and their plans to attend and help out at the Breakfast with Santa event on December 17th. The committee will not have a meeting in December, and there is one member who will not be renewing their term on the committee for next year. Several residents have participated in recent meetings and may be interested in filling the upcoming vacant position.

Adjournment: Upon motion by Ms. Bamford and seconded by Ms. Chimera, the meeting was adjourned at 7:50 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary