

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
MAY 24, 2021**

1. Call to Order: The May 24, 2021 action meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Chair Tanya C. Bamford called the meeting to order at 7:00 p.m.

IN ATTENDANCE:

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

ALSO IN ATTENDANCE:

Police Lieutenant William Peoples
Director of Administration & HR Ann Shade
Director of Finance Brian Shapiro
Director of Fire Services William Wiegman
Director of Information Technology Rich Grier
Director of Planning & Zoning Bruce Shoupe
Director of Public Works Greg Reiff
Director of Recreation Floyd Shaffer
Public Information Coordinator Derek Muller
Recording Secretary Deborah A. Rivas

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

Ms. Bamford provided an update on the construction at Friendship Park. Staff are as excited as the residents to open this beautiful park, however, until some construction matters are completed, the playground cannot open as the safe community play space we intend it to be. Ms. Bamford thanked everyone for their continued patience. Information regarding a ribbon cutting and opening date will be shared as soon as it is available.

Ms. Bamford stated that the Township is excited to announce that the Community and Recreation Center Splash Pad is anticipated to open this summer, sometime during the month of June. Questions can be directed to the Community and Recreation Center.

Ms. Bamford also announced that the bathrooms at the William F. Maule at Windlestrae Park and Spring Valley Park will reopen this spring with repairs completed and a fresh coat of paint. Thank you to the Public Works staff for their hard work on preparing the bathrooms to be reopened.

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 prior to this public meeting at 6:45 p.m. to discuss two litigation matters. Mr. Kilkenny stated that the topics discussed are legitimate subjects 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 May 10, 2021 meeting and the Bills List dated May 24, 2021 were approved as presented.

7. Welcome to New Employee, Angelina Capozzi: Mr. Shaffer introduced Angelina Capozzi who started her employment with Montgomery Township as the Community Recreation Program Director on May 10, 2021. Ms. Capozzi comes to us from Upper Gwynedd Township. She possesses a Bachelor of Arts degree in Communications from Cabrini College. She was also a member of the Women's soccer team. Ms. Capozzi's education, employment experiences and enthusiasm within the community recreation profession have prepared her quite well for her upcoming duties in Montgomery Township.

MOTION: Upon motion by Ms. Long, seconded by Ms. Staab and unanimously carried, the Board welcomed Angelina Capozzi as the Community Recreation Program Director effective May 10, 2021.

Planning & Zoning:

8. Board Positions for Zoning Hearing Board Applications: Mr. Shoupe presented the two applications to be considered by the Zoning Hearing Board at their June meeting. One application is for 126 Chatham Place for an enclosed porch variance. The other application is for 550 DeKalb Pike for the Gran Rodeo Mexican Bar & Grill for an outdoor patio/dining area. The Board declined to intervene on the applications.

9. Waiver of Permit Fee – Mary, Mother of the Redeemer Catholic Church – Mr. Shoupe stated that a request was received from MMR for the waiver of the permit fee for the renovation of the annex to the Church building. The permit fee would be \$20,174.50. The Board considered the amount of the fee to be waived and inquired if there were any out-of-pocket costs for the Township. Mr. Shoupe explained that any plan reviews or inspections that would be done by our inspectors, who are employed by an outside agency, would involve fees for the Township to pay. The Board preferred that an escrow account be created and funded by MMR to cover any out-of-pocket costs from the plan reviews and inspections. Any monies remaining would be refunded to MMR.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Chimera and unanimously carried, the Board authorized the waiver of the permit fee, with the condition that an escrow account be created with an amount to be determined, to cover the out-of-pocket fees for the plan reviews and inspections.

Administration and Finance:

10. Approval of Real Estate Tax Assessment Appeals: 125 Witchwood Drive and 985 Bethlehem Pike: Ms. McCreary reported that the North Penn School District and the property owners of the parcels located at 12 Witchwood Drive and 985 Bethlehem Pike have reached agreements as to the assessment appeals, which now requires action by the Board.

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

11. Proposed Act 101 Violation Protocols (NMCRC): Ms. McCreary reported that the Township is one of 11 municipalities who are members of the Northern Montgomery County Recycling Commission (NMCRC). Last year the NMCRC sent a proposed protocol for Act 101 violations accompanied by a resolution to be adopted. Several municipalities provided comments and requested revisions. The Commission has asked each member municipality's governing body and its Solicitor to review the draft resolution and provide any comments prior to their meeting on July 15, 2021. The Board members and Solicitor stated that they had reviewed the proposed protocols and draft resolution and had no comments or revisions.

12. Presentation: Community Recreation Center (CRC) Finances and Operations: Ms. McCreary reported that staff has been reviewing the financial status of the Community and Recreation Center. The CRC was showing a very slow increase in revenue growth since its opening in 2015, but that growth was significantly reduced with the start of the pandemic and the closing of the center for many months. A discussion was held regarding the financial and operational concerns as well as future recommendations for revenue growth and debt service financing. Recommendations discussed included the development of a marketing campaign for this coming fall; adjust millage allocation in the 2022 budget and future budgets to fund the annual debt service; identify a source of funding for a future capital replacement plan; identify impact on other capital and infrastructure needs; evaluate user fees to see if changes are needed; and consider increasing millage to provide additional funds for debt service, excess recovery rate and capital replacement to avoid adversely affecting the General or Capital Reserves Funds.

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

Under Committee Liaison reports: Mr. Quigg reported that he was unable to attend the Autumn Festival Committee meeting and asked Mr. Shaffer to provide an update. Mr. Shaffer stated that the Autumn Festival Committee was recommending that a smaller type of event be planned for this year.

Ms. Staab stated that the Shade Tree Commission was preparing its latest tree project and the Environmental Advisory Committee (EAC) would be meeting the next day.

Ms. Chimera reported that the Business Development Partnership (BDP) discussed issues regarding keeping inventory and hiring personnel. The Planning Commission reviewed two minor two lot subdivisions.

Ms. Long asked Mr. Shapiro provide an update on Finance Committee. Mr. Shapiro reported that 91% of the tax revenue has been received and the revenues and expenses are tracking as normally expected. Mr. Wiegman provided an update on the purchase of the new ladder truck. The front of the truck was delivered to manufacturing a few weeks early and the production is currently ahead of schedule. Regarding the sale of the old ladder, there have been no inquiries on the truck, but the broker also indicated that he has received no inquiries on any other vehicles currently for sale.

Ms. Bamford reported on the latest Bio Bot study and that the Sewer Authority is actively pursuing participation in a national study. Of the current cases found in the Township, through the Bio Bot study, it was reported that 89% of the cases are of the British variant. Ms. Bamford recommended that everyone continue to use safety protocols.

Adjournment: Upon motion by Ms. Bamford and seconded by Ms. Chimera, the meeting was adjourned at 7:55 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary