

The stated monthly meeting of the Board of Commissioners of Lower Moreland Township was conducted on the above date in the Township Building. The meeting was also streamed via Zoom.

President Sirken called the meeting to order at 7:02 p.m. Present were Commissioners Kuritz, Canale, Pace and Hausen; Secretary/Manager Hoffman, Assistant Manager/Finance Director Lee, Public Works Director Woerner, Police Chief Scirrotto, Code Enforcement Officer Schadegg, Fire Marshal Scholly, Chief of Emergency Services Showmaker, Finance Assistant Simmons, forty members of the Huntingdon Valley and Bryn Athyn fire companies, and seventeen citizens. Two citizens joined via Zoom. Commissioner Odhner was absent. The Pledge of Allegiance was recited.

Swearing In Chief Mark Showmaker was sworn in as the new Chief of Emergency Services by Bryn Athyn Borough Mayor Kenneth Schauder.

INTERNAL AFFAIRS COMMITTEE

Minutes All Commissioners, the Solicitor, and Engineer received a copy of the minutes of September 12, 2023. Commissioner Hausen asked if her comments were included in a final draft of the August minutes and if the draft minutes are supposed to be posted along with the agenda. Manager Hoffman explained that the meeting minutes are to be posted after they are approved at the following Board meeting. Any questions or comments from the public can be addressed at the following meeting if any edits are required. There were no further questions or comments and on motion and second by Commissioners Sirken and Canale, the Board of Commissioners unanimously approved the minutes for the month of September 2023. Commissioner Hausen abstained.

Bill List All Commissioners, the Solicitor and Engineer received a copy of the September Bill List in the amount of \$2,672,509.52.

Commissioner Hausen asked Assistant Manager Lee about the breakdown of the Integra bills, the Township's IT provider. Assistant Manager Lee explained that it looks like a lot of line items, however, each invoice is broken down into several different accounts in the Township's budget. The Township is still within what was budgeted for 2023. Manager Hoffman then reiterated the reasons the Township had to take on this more comprehensive IT program, which is based on minimum standards for cybersecurity insurance coverage. Commissioner Hausen then asked about the invoice for "Envirep". Manager Hoffman explained this expense was the sewer pump station alarm system previously authorized by the Board.

Chuck McDade of 2472 Dale Road asked about the computer expenses for the Chief of Emergency Services and how those costs would be shared with Bryn Athyn Borough.

There were no additional questions or comments and on motion and second by Commissioners Sirken and Pace, the Board of Commissioners unanimously approved the Bill List for the month of October 2023.

Appointment of Township Auditor All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the manager dated 10-2-23 and a proposed resolution.

Manager Hoffman stated that in accordance with the First-Class Township Code, the Township is required to appoint an auditor at least 30 days prior to the close of the fiscal year. In 2022, an RFP resulted in three proposals for the 2022 through 2026 audits. By staff recommendation, the Board selected the proposal from Bee, Bergvall & Company. The 2023 audit fee will be \$22,000. There were no further questions or comments and on motion and second by Commissioners Sirken and Canale, the Board of Commissioners unanimously approved the following resolution:

Resolution 23-23

A resolution appointing the firm Bee, Bergvall & Company to perform an independent examination of accounts and accounting records of the Township for the fiscal year 2023 for a fee of \$22,000.

A complete copy of this resolution is attached hereto and made a part of the minutes of this meeting.

Administration Report All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the Manager dated 10-2-23 and a memorandum from the Assistant Manager.

Manager Hoffman reported that since Chief Showmaker was officially sworn in, he will begin giving a monthly report at the Board meetings. Additionally, Ted Middleman will be starting in a few weeks working in the code department. Next, he reported that the Longview Drive Basin platform bid will be on the Board's November agenda. Once that is in place, the construction bid will be advertised in time for construction to begin once the weather permits in 2024. He concluded that he has draft budgets of all the funds at this point. He is prepared to send the budget book to the Board by the end of October.

Commissioner Sirken asked if Manager Hoffman had received any updates on the Fetters Mill Bridge or the Philmont/Pine/Tomlinson roundabout. Manager Hoffman has not received anything of major significance for the bridge, but he will reach out to Montgomery County Assets and Infrastructure. McMahon Associates has the roundabout project in its final design.

Assistant Manager Lee reported that she has been working on the 2024 budget by reviewing 2023 activities. Additionally, staff had a meeting with McMahon to discuss some of the grants that we have applied for such as the DCED Multimodal Transportation Fund (MTF) grant for the Byberry Road sidewalk and the Local Share Account (LSA) grant at Valley Center Park. A second LSA application is forthcoming towards the design of the Bethayres streetscape project. She also added that there is no planning commission meeting in October.

Tax Collector's Report All Commissioners, the Solicitor, and Engineer received a copy of the Tax Collector's Report for the month ending September 30, 2023. There were no questions or comments.

Liaison Report Commissioner Sirken reported that he continues to attend the School District meetings and the Civil Service Commission did not meet in September.

COMMUNITY DEVELOPMENT COMMITTEE

Escrow Release – Toll PA XIV/Stone Mill at Huntingdon Valley #16-02 All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the Township Manager dated 10-2-23 and a letter from the Township Engineer dated 8-25-23.

Commissioner Kuritz summarized Engineer Woodrow’s recommendation for an escrow release for Stone Mill at Huntingdon Valley. The balance of \$322,182 is recommended for release which will leave a balance of \$474,838.25. Commissioner Hausen asked what work remains outstanding. Engineer Woodrow highlighted a few items to be finished, including final paving and the sewer pump station. Commissioner Kuritz noted a few trees which may need to be replaced.

There were no other questions or comments and on motion and second by Commissioners Kuritz and Canale, the Board of Commissioners unanimously approved the escrow release in the amount of \$322,182.

Extension of Review Period – Capponi/2367 Pine Road #23-01 All Commissioners, the Solicitor and Engineer received a copy of a letter from the applicant’s engineer, dated 10-2-23.

Commissioner Kuritz stated that the Township received a letter from Chuck Franz, PE on behalf of the applicant John Capponi. The applicant is granting the Township an extension of review through January 9, 2024. Commissioner Hausen asked Manager Hoffman if he knew when the actual final plans would be submitted. Manager Hoffman said that Engineer Woodrow’s review letter expresses his concerns regarding how they will manage stormwater to protect the downstream neighbors. There were no further questions from the board or public and the extension was accepted as submitted.

Building Official’s Report All Commissioners, the Solicitor and Engineer received a copy of the Building Official’s Report for the month of September 2023. Commissioner Kuritz reported on the Code/Building department’s activities.

Liaison Report Commissioner Kuritz reported that there is no October Planning Commission meeting, she highlighted upcoming community events and thanked everyone for helping with the Fire Prevention and open house event. She also reported on the School District’s DEI committee and noted that its name has changed to CR-SE (Culturally Relevant and Sustaining Educational Program Framework).

PUBLIC PROPERTY COMMITTEE

Facilities Review Plan All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the Township Manager dated 10-2-23.

Commissioner Hausen introduced this agenda item, stating that the Board first authorized funding for 2022 to have our Township Planner perform a facilities review study so staff may begin planning for future operations and building needs. Throughout 2022 and 2023, Jim Caldwell from RETTEW and Larry Prescott from Professional Design & Construction met with staff and Board members to gather feedback which has resulted in the final Existing Facilities Assessment and Future Growth Considerations report. Mr. Prescott presented a report of a general assessment of the Township facilities to the Board and included recommendations for renovating existing spaces or building new ones. Copies of the report and presentation will be made available on the Township website.

Manager Hoffman concluded the presentation by expressing his concern for both a \$40 million building project and the costs associated with continuing to occupy existing facilities. He reiterated the order of considerations beginning with the fire house, the library, and then the Township's administration and police buildings. He summarized that the goal was to identify ways to prepare for future needs compared to continuing to make adjustments in a 70-year-old building. He also detailed the upcoming financial flexibility based on reduced debt obligations.

Bill Entriiken 410 Keats Road asked how the estimated costs were determined.

Commissioner Hausen asked if the review process had considered Bryn Athyn's fire house. Mr. Prescott explained this had not been done. Manager Hoffman explained that while the Township would need to consider all options, it was not appropriate to do that in this report since future plans for fire services have not been determined. Additionally, he does not recommend considering facilities on properties not owned or controlled by a long lease. Bryn Athyn Borough Mayor Schauder clarified there has been a long-term lease which expires in 2024. They are negotiating an extension with the Academy of the New Church now.

Mr. Entriiken asked the current size of the Huntingdon Valley fire house.

Commissioner Hausen ended the presentation stating that there is a lot to figure out regarding the project and clarified that nothing has been specifically budgeted for or voted upon.

Liaison Report Commissioner Hausen reported that the Building Code Board of Appeals has not met. She added that the Township Authority did meet in October. The quarterly flow report was within contractual limits and several capital projects are in the works.

PUBLIC WORKS COMMITTEE

Pickleball Court Bids All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the Township Manager dated 10-6-23.

Commissioner Pace reported that the bid opening for the pickleball court paving and coating at the Public Works facility occurred on October 6th and two bids were received. Public Works Director Woerner has reviewed the bids for completeness. Staff recommends the Board award the bid to

Associated Paving in the amount of \$74,750 which will come out of the Township's Parks & Recreation Capital Improvement Fund. Commissioner Sirken asked Director Woerner if he has familiarity with Associated Paving. Mr. Woerner said that this company has previously paved roads in Lower Moreland. Commissioner Hausen asked how long the paving will last. Mr. Woerner responded that it is supposed to last a long time, though weather factors could impact the duration. Commissioner Kuritz said that she thought the bids would be higher. Director Woerner said that the Public Works staff has done a lot of sitework to prepare for the courts that has saved money.

There were no additional questions or comments and on motion and second by Commissioners Pace and Canale, the Board of Commissioners awarded the pickleball court paving and coating bid to Associated Paving in the amount of \$74,750. Commissioner Hausen abstained.

Certificate of Appropriateness All Commissioners, the Solicitor and Engineer received a copy of two memorandums from the Code Enforcement Officer dated 9-25-23 and 10-3-23.

Commissioner Pace reviewed the HARB's recommendation for application No. 23-05 which seeks permission to reface the existing free-standing sign, located at 2544 Huntingdon Pike, to a 9 SFT free-standing sign advertising "Valley Nails." There were no questions or comments and on motion and second by Commissioners Pace and Canale, the Board of Commissioners approved the certificate of appropriateness.

Public Works Department Report All Commissioners, the Solicitor and Engineer received a copy of the Public Works Department monthly report.

Director Woerner reported that the Township has received the final invoice for the 2023 resurfacing project. The Contracted bid awarded was \$664,705.70 and the final invoice was \$667,790.99. Bryn Athyn Borough's portion was \$62,582.79 and Lower Moreland Township's was \$605,208.20, leaving a savings of \$9,572.18 for the Township portion. Next, he reported that he had compiled and submitted a list of over 24 utility poles to PECO for removal. A "little" library was installed at Lower Moreland Park near the playground, thanks to a resident who notified the Township that they wanted to donate and maintain the library. The high school construction in the Valley Center Park area is progressing and Public Works is assisting in various ways. The basketball court at Elkins Field has been repaved and the post and nets will be installed in mid-October with the color coating and lining to follow. Lastly, Mr. Rehab has completed the lining of a storm pipe, crossing Buck Road, and the loose-leaf collection has started.

Commissioner Kuritz asked how long it would take until the pickleball courts were ready for play. Director Woerner stated that paving will start as soon as the contract is signed and then it should be ready about two weeks after paving. Commissioner Sirken asked about parking spots for the courts.

Liaison Report Commissioner Pace had nothing to report for the HARB.

ORDINANCE COMMITTEE

Traffic-Related Ordinance All Commissioners, the Solicitor and Engineer received a copy of a memorandum from the Township Manager dated 10-2-23.

Commissioner Hausen reported that the Traffic Safety Unit recently reviewed Ayresdon Avenue which runs between Walton Road and Wynkoop Avenue. Speed complaints had been received following an accident involving a parked vehicle and based on the recess activities at the Valley Christian School. Officers spoke with residents and school officials as part of their study as they wanted to avoid making a recommendation which might create a conflict. Ultimately, the Traffic Safety Unit has two recommendations. The first is to prohibit parking at all times on the east side of Ayresdon Avenue between Walton Road and Wynkoop Avenue and the second is to prohibit parking at all times on the west side of Ayresdon Avenue within 30 feet of the intersection with Wynkoop Avenue. There were no additional questions or comments and on motion and second by Commissioners Hausen and Kuritz, the Board of Commissioners authorized advertising an ordinance prohibiting parking on Ayresdon Avenue as described.

Zoning Hearing Board Agenda & Decisions Commissioner Hausen announced the applications to be heard at the October Zoning Hearing Board meeting and the decisions that were made at the September hearing.

PUBLIC SAFETY COMMITTEE

Police and Fire Marshal Reports All Commissioners, the Solicitor and Engineer received a copy of the police report for October 2023 and the Fire Marshal's report for October 2023.

Chief Scirrotto detailed local crime activity, encountered over the past month, and provided updates on various cases being investigated. He reminded residents to lock up their vehicles due to the number of thefts and reminded residents to be aware of fraud. He added that Sergeant Julia Huttick and Civilian Greta Hopkins attended a yearly three-day symposium, hosted by the Pennsylvania Crime Prevention Officers Association, where they learned of ways to educate and prevent crime in their communities. The LMPD attended the Township's annual Open house and HVFC Fire Prevention Day and had a great time educating and interacting with the public.

Fire Marshal Scholly reported on fire response activities by the Huntingdon Valley Fire Company and fire inspection/investigation activities. There was a vehicle leaking fuel at Express Fuel/Mart, 2035 Huntingdon Pike, and the Fire Company was called to mitigate the spill. Additionally, a high-pressure gas line was hit by a contractor, causing a gas leak at Pine Road and Beech Road. Per PECO recommendations, three homes were evacuated, and the road was shut down. He attended an active intruder drill at Gloria Dei School on Welsh Road with Deputy Coordinator of Emergency Management Rich Worthington. He assisted with four mutual aid fires and attended the monthly Eastern Montgomery County Emergency Management meeting.

Liaison Report Commissioner Canale provided monthly updates for HVAA and the Huntingdon Valley Library.

PUBLIC PARTICIPATION

Commissioner Sirken thanked Bryn Athyn Borough Manager Vikki Trost and Borough Council President Jeff Elsing for all their hard work and dedication to making the Chief of Emergency Services position happen.

Mark DeGeorge of 2447 Dale Road stated that he thinks there should not have been any Commissioner participation at Crescent Field's grand opening. He would like to know where the Board stands with the outstanding site items which have been detailed previously.

Chuck McDade of 2472 Dale Road reiterated comments regarding the outstanding site items at the Westrum site, including fence locations and plantings.

Shannon Lindsay of 235 Pepper Road asked if the Township could continue to have open play time in Red Lion Gym for pickleball.

Commissioner Sirken asked if Commissioners, staff, or consultants had any responses from the public comment. Engineer Woodrow explained the outstanding requirements for Westrum, including the final Letter of Map Revision from FEMA and the Notice of Termination for the NPDES permit from DEP, which will allow for the site items to be addressed once in place. Manager Hoffman explained what staff and consultants have done to follow up on complaints regarding the chain link fence. Commissioner Kuritz explained why she felt it was appropriate to attend the grant opening ceremony welcoming a new business to the community.

Executive Session Commissioner Sirken announced the Board will meet in an executive session to discuss legal matters.

Adjournment There being no further business to come before the Board, adjournment was in order at 9:20 PM.

Christopher R. Hoffman, Secretary