



**West Norriton Township  
Work Session Agenda  
January 5, 2026  
6:45 PM**

**1. Virtual Participation Information**

All participants will be required to list their full name and address or the business/organization they represent in order to be entered into the room.

*When participating in public comment the hand raise feature must be used in order to be acknowledged for public comment.*

Join Zoom Meeting

[HTTPS://US02WEB.ZOOM.US/J/89483020274?PWD=AHUAFWSWN6IGHNRCVAVWCZCNEAHWB.1](https://us02web.zoom.us/j/89483020274?pwd=AHUAFWSWN6IGHNRCVAVWCZCNEAHWB.1)

**Meeting ID: 894 8302 0274**

**Passcode: 717257**

One tap mobile

+16465588656,,89483020274#,,,,\*717257# US (New York)

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Dial by your location

• +1 646 558 8656 US (New York)

Meeting ID: 894 8302 0274

Passcode: 717257

Find your local number: [HTTPS://US02WEB.ZOOM.US/U/KBKBBIQXGU](https://us02web.zoom.us/j/89483020274?pwd=AHUAFWSWN6IGHNRCVAVWCZCNEAHWB.1)

**2. Call To Order And Pledge Of Allegiance**

**3. REORGANIZATION MEETING**

**A. Manager's Items**

**1. Presentation Of Certificates Of Election And Administration Of Oath Of Office**

- a. Harold Halbert - Commissioner;
- b. Roseanne Milazzo - Commissioner;
- c. Martin Miller - Commissioner; and
- d. Martin Sheehan - Tax Collector

## 2. Request Nomination For The Office Of President Of The Board Of Commissioners

### B. President's Items

#### 1. Request Nomination For The Office Of Vice President Of The Board Of Commissioners

#### 2. Public Comment

- a. Recognize individuals that are taxpayers or residents of West Norriton Township wishing to offer comment.
- b. Require the name and address of such persons wishing to comment.
- c. Permit each individual at minimum one (1) opportunity to speak. The President may require an individual who has already spoken to wait until all others wishing to speak have had the opportunity before permitting an additional opportunity to speak. Once all others have had the opportunity to speak, the President shall determine whether time would allow for additional comment from the individual wishing to speak. Such a determination shall be based solely on the factor of time and shall not be based on the content or viewpoint of the particular individual(s) seeking additional opportunity to speak.
- d. Provide for a five (5) minute maximum for each individual to offer public comment. There shall be no ceding or assigning of time. In no case shall a time limit of fewer than two (2) minutes be designated. It may be requested that a spokesperson from a group address the Board of Commissioners.
- e. Preserve order by prohibiting disruptive conduct including, but not limited to, speaking by any person who is not, at that time, taking part in public comment.

To submit written Public Comment to the Board, please [CLICK HERE](#)

#### 3. Consider Appointments Of Township Administration / Consultants

Documents:

[2026 APPOINTMENTS OF TOWNSHIP PERSONNEL.PDF](#)

#### 4. Consider Appointment Of Township Solicitor

#### 5. Consider Accepting Resignation Of Barbara Pollarine As Member Of The Environmental Advisory Council

#### 6. Consider Appointments To Boards And Commissions

Documents:

[2026 APPOINTMENTS TO BOARDS AND COMMISSIONS.PDF](#)

### 4. WORK SESSION

#### A. Discussion/Update On Status

##### 1. Rules Of Decorum For Public Meetings

This resolution establishes clear, written rules of decorum and procedures for public participation at meetings and hearings of the West Norriton Township Board of Commissioners. Its purpose is to balance the public's right to free expression and meaningful participation with the Township's responsibility to conduct orderly, efficient, and productive meetings. The resolution outlines expectations for meeting conduct, agenda requests, public comment procedures, time limits, and the authority of the presiding officer, all of which are to be enforced in a content-neutral and viewpoint-neutral manner. It also revokes any prior inconsistent resolutions to ensure a single, consistent framework governing public meetings.

Documents:

[RESOLUTION - ADOPTING RULES OF DECORUM FOR MTGS.DOC](#)

## 2. **Proposed Styrofoam Product Regulation Ordinance By The EAC**

AN ORDINANCE OF WEST NORRITON TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA, AMENDING THE TOWNSHIP CODE TO CREATE A NEW CHAPTER, STYROFOAM PRODUCT REGULATIONS, TO REGULATE THE DISTRIBUTION AND USE OF EXPANDED POLYSTYRENE FOOD SERVICE PRODUCTS; TO PROMOTE AND FACILITATE REUSABLE CONTAINER USE; AND TO ADD FINDINGS, DEFINITIONS, FEES, REQUIREMENTS, ENFORCEMENT, PENALTIES, AND EXEMPTIONS RELATING TO THE DISTRIBUTION AND USE OF EXPANDED POLYSTYRENE FOOD SERVICE PRODUCTS

Documents:

[WNT SINGLE USE PRODUCT ORDINANCE - DRAFT 1.DOCX](#)

## B. **Commissioner Liaison Committee Reports**

## C. **Manager's Items**

### 1. **Consider Adopting Resolution #26-1746 - Amending Fee Schedule**

The fee schedule is amended to read as follows:

"Rental license fees: (Ch. 4, Part 4, §401)

Buildings containing less than 4 rental units

- (per unit / per year) - \$100.00

Buildings containing 4 or more rental units

- First three units (per unit / per year) - \$100.00+
- Per each additional unit / per year - \$50.00

Documents:

[RESOLUTION - AMENDING FEE SCHEDULE 2026.PDF](#)

### 2. **Consider Authorizing Settlement Of Tax Assessment Appeal Of 1400 S. Trooper Road**

The newly proposed settlement negotiated between the Township and the School District is a fair market value of \$80,000,000.00 for Tax Year 2024. Applying the applicable Common Level Ratio, the assessed value would become \$28,400,000.00, resulting in a decrease of the assessed value of \$1,130,700.00 for 2024.

The proposed fair market value for Tax Year 2025 is \$82,000,000.00. Applying the applicable Common Level Ratio, the assessed value would become \$26,978,000.00, resulting in a decrease of the assessed value of \$2,552,700.00 for 2025.

The proposed fair market value for Tax Year 2026 is \$87,704,811.00. Applying the applicable Common Level Ratio, the assessed value would become \$26,978,000.00, resulting in a decrease of the assessed value of \$2,552,700.00 for 2026.

This settlement is premised upon the negotiated terms between the Township and the Taxpayer.

The charts below display the effect of the change to the Township's taxes for 1400 S. Trooper Road, if the new settlement offer is accepted.

## WEST NORRITON

<b>Tax Year</b>	<b>Old Assessment</b>	<b>New Assessment</b>	<b>Decrease</b>	<b>Millage Rate</b>	<b>Refund/Reduction</b>
2024	\$29,530,700	\$28,400,000	\$1,130,700	.004475	\$5,059.88
2025	\$29,530,700	\$26,978,000	\$2,552,700	.004475	\$11,423.33
2026	\$29,530,700	\$26,978,000	\$2,552,700	.004475	\$11,423.33

Based on the proposed settlement, the Taxpayer will be due a refund in the amount of \$16,483.22 for tax years 2024-25, and the Taxpayer's tax obligation will decrease by \$11,423.33 for tax year 2026 and subsequent tax years, assuming a consistent millage rate.

**3. Consider Adopting Ordinance No. 2025-781 Re: Significant Tobacco Retailers**

Documents:

[ORDINANCE - SIGNIFICANT TOBACCO RETAILERS.PDF](#)

**4. Consider Adopting Resolution #24-1747 - Rules Of Decorum For Public Meetings**

Documents:

[RESOLUTION - ADOPTING RULES OF DECORUM FOR PUBLIC MEETINGS.PDF](#)

**5. Consider Authorizing Staff To Advertise The Demolition Of 82 W. Indian Lane Property**

**6. Consider Readopting Resolution #25-1738 Re: Hiring Policy**

Documents:

[RESOLUTION - HIRING POLICY.PDF](#)

**D. Commissioner Liaison Committee Reports**

**E. Public Comment**

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**F. Meeting Dates**

- A. Environmental Advisory Council (EAC) - January 7th @ 7:00pm;
- B. Recreation Committee - January 14th @ 7:00pm;
- C. Planning Commission (PC) - January 26th @ 7:00pm;

- D. Arts & Culture Commission (ACC) - January 21st @ 6:30pm;
- E. Zoning Hearing Board (ZHB) - None; and
- F. Human Relations Commission (HRC) - January 22nd @ 7:00pm.

**G. Adjournment**

**[www.westnorritontwp.org](http://www.westnorritontwp.org)**