

August 8, 2023

The regular monthly meeting of the Board of Commissioners of West Norriton Township was convened at 7:00 PM on the above date by President Smock. Commissioners Eckles, Milazzo, Pavone and Miller were in attendance. Also, in attendance were: Jason Bobst; Sean Kilkenny, Esquire; Kathy Frederick; Michael Kelly; Stephen Morris; Michael Valyo; Stephanie DiNolfi; Allan Booz; Michael Housley; T.J. Figaniak; and Ed Brown. After the pledge of allegiance was recited, the meeting proceeded.

**Presentations** Robert Stevenson of Kimmel Lorah Accountants appeared before the Board to advise that his firm's annual audit of Kimmel Lorah Accountants the Township is concluded. Mr. Stevenson detailed the process of the audit which included, among other things, 260 hours of work by a team of 4 (including an intern) to compile Township records of taxes, expenses, revenues, etc. all resulting in generating DCED and GASB reports. An overview of the Township's assets was provided to the Board by Mr. Stevenson who noted that "all is well" and that he has nothing erroneous to report. It was added by Mr. Stevenson that GASB 96 re: IT purchases and GAAB 101 re: compensation absences may affect the Township going forward. In response to an inquiry by Mr. Miller regarding the Township being "on track", Mr. Stevenson commented that pension liability is a wild card and with previous low returns on investments and compensated absences it's difficult to determine the future, but hopefully nothing big there, even taking DROP into account. Mr. Stevenson added that the township does a very good job reporting and providing an "open book" for its residents and commented that it is "Top Notch". After discussion and comments/questions by the Board, Mr. Stevenson concluded by thanking the Board for its confidence and business.

**Minutes Approval** Upon motion of Mr. Miller, seconded by Ms. Eckles and unanimously approved by the Board were the Minutes of its regular meeting of July 11, 2023.

**Report of Bills Approval of checks** Ms. Horn read the Finance Committee Report and requested approval of: General Fund and Golf Club payroll checks in the amount of \$34,157.29; payroll vouchers in the amount of \$333,124.65; and the Payment Approval Report of \$759,647.05. Upon motion of Mr. Miller, seconded by Ms. Milazzo and unanimously approved was the aforementioned finance report.

**Committee Reports: Admin & Finance Bd. of Commiss.** Mr. Bobst highlighted the agenda items under New Business and added that the annual PSATC conference is being held in October in Bethlehem and if any of the Board members are interested in attending to please let Kathy know. Also, regarding the TASA grants for improvements on Forrest Avenue previously mentioned, Mr. Bobst announced that a kick-off meeting was held yesterday and it was concluded that TASA is only interested in doing pedestrian portion of the improvements so a recommendation may be forthcoming as

to getting the traffic signal improvements done before going for the grant. According to Mr. Bobst, this may slow the process down on the grant.

Treasurer Horn did not present her report at the meeting; however, she has submitted her summary which shows cash balances in the various funds as follows:

	<u>June 30<sup>th</sup></u>	<u>July 31<sup>st</sup></u>
General Fund	13,659,290.13	13,209,660.12
PLGIT 10105000	336.36	54,400.19
PLGIT CD - SEWER	1,554,653.64	1,561,138.11
Golf Fund	31,682.99	194,943.31
Escrow Fund	507,451.73	508,464.55
Sinking Fund	4,188.72	4,188.79
Liquid Fuels	547,284.00	531,679.32
Capital Reserve PLGIT	22,261.82	22,357.68
Capital Reserve PLIGIT PLUS	19,673.39	19,673.39
Sewer Capital Acct	3,361,212.39	3,367,921.00
WN 2020 Project Fund	2.77	2.78
Vehicle Replacement Fund	596,019.96	597,209.55
Police Pension Citizens	130,941.36	131,202.70
Non-Uniform Pension Citizens	10,234.12	10,254.55
Grants, DUI	0.00	0.00
Grants, Misc.	792,748.40	794,330.64
Traffic Impact Fee	379,408.33	380,165.59

**Public Safety** Chief Kelly highlighted the monthly public safety report and statistics on citations, arrests, accidents, calls, etc. An update on dates for testing (8/30) and interviews (10/11) for the position of Sergeant were provided by Chief Kelly

Thanks were given by Chief Kelly to all Township employees who participated in National Night Out. Also, Commissioner Miller extended the thanks given to him by State Senator Amanda Cappelletti for the police department's cooperation and receptiveness to her and her concerns and those of her constituents.

**Public Works & Planning** The highlights of the Public Works & Planning report were presented by Mr. Valyo.  
  
In addition, Mr. Valyo updated the Board on the progress of the street paving project and announced that the Township began sewer maintenance internally.

**Building & Permitting** Mr. Booz presented the highlights of his Building & Permitting report including, but not limited to, permits, property maintenance, inspections, etc.

**Parks & Recreation** The Parks & Recreation report was presented by Mr. Dzedzy who highlighted current programs, including upcoming Family Movie Night scheduled for 7:30 PM on August 26<sup>th</sup> at Padden Park. Mr. Dzedzy announced that 2023 summer camp has

concluded and that it was "great" thanks to staff and trips. In response to an inquiry by Ms. Eckles about the heat effecting campers, Mr. Dzedzy acknowledged that it was hot, but that campers were brought inside for various activities, including movies and trips, and that "we managed".

**Jeffersonville  
Golf Club**

Mr. Bobst presented the monthly golf report of the revenue and rounds of the course and the revenue and expenses of The Paddock, including comparing the numbers to the same period in 2022. According to Mr. Bobst, revenue is \$36,000 over budget and that we are currently at 73.5% of yearly budget and it is only July. As regards the JGC Banquet Facilities Project, Mr. Bobst noted that we are still on schedule, that staffing, furnishings and artwork are getting underway and that the building will be taking shape in the next couple of months with windows, roofing, etc. Mr. Brown added that curbing will be installed in the next couple of weeks. In response to an inquiry by Ms. Eckles regarding artwork selection, Mr. Bobst indicated that we are working with an interior designer, but that the Arts & Culture Commission will be included in the selection and placement of the artwork for the banquet facility, including a display place for local art.

**Sanitary Sewer**

The highlights of the monthly Sanitary report were given by Mr. Figaniak who added that the sewer contract duties have been brought internally and that communication is great.

Also, regarding the Act 537 Plan, Mr. Figaniak noted that the Plan has been advertised and that only one comment was received, which was included in the report, and that it has been submitted to the DEP for adoption.

**Engineer**

The Engineer's Report of Gilmore & Associates was prepared and highlighted by Mr. Brown who mentioned that initial comments were received from the first submission of the plans for the Dog Park.

It was added by Mr. Brown that he met with NASD representatives about the Marshall Street School basin and discussion was had about creating a berm and taking out some fill.

The Committee reports were approved by motion of Ms. Eckles, seconded by Mr. Miller and unanimously agreed by the Board.

**Commissioners'  
Comments**

Mr. Smock mentioned that he attended the Planning Commission meeting at which the Comprehensive Plan was discussed and that the next meeting of the Commission is scheduled for September 18<sup>th</sup>.

It was noted by Ms. Milazzo that the Silver Circle will be meeting in September.

*Per Mr. Miller, the EAC met to discuss the pollinator garden and stormwater issues.*

*Ms. Pavone announced that there will be no HRC meeting in August.*

**Public Comment**

*L. James Watters, III., 1 E. Indian Lane, announced that a meeting of the Vietnam War Veterans is scheduled for 9/17 at Jefferson Fire Company. Mr. Watters expressed his ongoing concern of school tax issues and the NASD school board's fiduciary duty, about which Mr. Watters mentioned that he is contemplating filing a pro se case against the school district*

*Cindy Taylor of Center Avenue Condos thanked the Board for talking to the NASD about the flooding issues. In response to an inquiry by Ms. Taylor of the status of the problems with rental properties at Center Avenue, Mr. Bobst indicated that he spoke with Melissa Dietrich of Montco Legal Aide and that he is working with Commissioner Milazzo about getting a meeting with the residents to discuss the issues. Mr. Bobst indicating that he is also trying to reach HUD and Mrs. Milazzo is working with Congresswoman Madeleine Dean's office.*

*Ms. Tuggle of Centre Avenue added "same sh## different day up there at Centre Avenue". Ms. Tuggle mentioned that she and the residents appreciate the police presence, but it's a soap opera there.*

*Susan Loche, owner of WFYL 1180 radio station which was housed on the Jeffersonville Golf Club for many years stated that she and her husband purchased the station in 2012 and operated it until 2019 when its lease was not renewed by the Township. Mrs. Loche requested that the 1,000-watt antennae, which is still housed on the course at the 8<sup>th</sup> hole, be reactivated to reach an 80-mile radius of transmission as opposed to the 300-watt transmission currently used. Mrs. Loche mentioned that she previously requested same, but was denied by the Township and she is seeking the Board to reconsider the decision. Mr. Kilkenney requested input from staff before the Board renders a decision.*

*There being no further public comment, that portion of the meeting was closed upon motion of Ms. Milazzo and seconded by Ms. Eckles.*

**Discussion**

*Regarding proposed Ordinance 2023-765 creating use for hookah bars in the Township, Mr. Bobst mentioned that this spurred from conversations that Mr. Booz had with other zoning officers in neighboring townships and the need for a defined use. According to Mr. Booz, he worked closely with Mr. Walko of Mr. Kilkenney's office on this proposed ordinance and it is reflective of that adopted in Upper*

Merion. Per Mr. Booz, the hookah use would only be permitted in BP, C, LCI and I Districts, and the proposed ordinance defines uses, locations, restrictions, etc. It was added by Mr. Bobst that we are not saying that we don't want this use, just trying to preserve the quality of life and designate hookah uses. Questions from the Board and related topics, including, but not limited to, regulating age restrictions, hours of operation, limiting smoking to indoors, allowing BYOB, noise ordinance, etc. were discussed. Thereafter, it was decided that the Board would contemplate the proposed Ordinance and proceeding accordingly. Mrs. Milazzo thanked staff for bringing this to the attention of the Board.

Regarding the dedication of Markley Farms Phase II, it was noted that the only outstanding item is the posting of a maintenance bond with our Solicitors for eighteen (18) months.

**New Business**

Upon motion of Ms. Milazzo, seconded by Ms. Pavone and unanimously agreed, the Board adopted Resolution #23-1707 for Plan Revision re: Act 537 Plan Update (copy attached).

Upon motion of Ms. Eckles, seconded by Ms. Milazzo and unanimously agreed, the Board adopted Resolution #23-1708 authorizing RACP Grants. Mr. Bobst added that this is a housekeeping item to acknowledge the project and the grants received therefor (copy attached).

Upon motion of Mr. Miller, seconded by Ms. Milazzo and unanimously agreed, the Board adopted Resolution #23-1709 authorizing the sale of personal property on Municibid (copy attached).

Upon motion of Ms. Milazzo, seconded by Ms. Eckles and unanimously agreed, the Board authorized the execution of Lease Agreement for the Norristown Farm Park Compost Site. According to Mr. Bobst, this is the fourth 10-year renewal of this Agreement, the site is DEP certified and it benefits the Township residents by providing mulch.

Upon motion of Ms. Eckles, seconded by Mr. Miller and unanimously agreed, the Board authorized participation in the Montgomery County Consortium for Sodium Chloride for the 2023-2024 season.

Upon motion of Mr. Miller, seconded by Ms. Milazzo and unanimously agreed, the Board accepted dedication of the roadway and the sanitary system subject to the posting of a maintenance bond for 18 months in a form acceptable to the Township Solicitor re: Markley Farms PHASE II.

**Schedule of Meetings**

Mr. Bobst announced the upcoming meetings, including: Environmental Advisory Council on September 6<sup>th</sup> @ 7:00 PM; Recreation Committee on August 9<sup>th</sup> @ 8:00 PM; Planning

*Commission Open House on September 18<sup>th</sup>; and Arts & Culture Commission on August 16<sup>th</sup> @ 6:30.*

***Adjournment***

*There being no further business, at 8:08 PM, on motion of Mr. Miller and seconded by Ms. Milazzo, the public meeting was adjourned.*

*Kathy Frederick  
Assistant Secretary*