

**WHITEMARSH TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
January 25, 2018**

A Regular Monthly Meeting of the Whitemarsh Township Board of Supervisors was called to order on Thursday January 25, 2018 at 7:00PM in the Whitemarsh Township Building, 616 Germantown Pike Lafayette Hill, Pennsylvania.

**Supervisors Present:** Amy Grossman, Chair; Missy Sterling, Vice Chair; Michael Drossner; Laura Boyle Nester and Fran McCusker

**Also present:** Richard L. Mellor, Jr., Township Manager; Sean P. Kilkenny, Township Solicitor; James C. Sullivan, P.E.; and Charles L. Guttenplan, AICP

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

Supervisor Sterling announced:

The Whitemarsh Township Parks & Recreation Department is currently accepting applications for summer camp positions, including CIT's (Counselors in Training), Support Staff, Camp Counselors and Camp Supervisors. Interested applicants should visit the Parks & Recreation page of the Township for more information. Deadline to apply is Feb. 23.

Next shredding day is Saturday, March 10, from 10 am to Noon or until the trucks are full, whichever comes first. This is a free event for the residents of Whitemarsh, thanks to the sponsorship of Horizon Waste Services. Donations are accepted and appreciated for participating in this event! Contributions will benefit Spring Mill Fire Company and the Township Parks & Recreation Department.

Please save the date for the 2018 Township Day, which is Saturday, April 28 from Noon to 5 pm. Please note that this year's Township Day will be held at Victory Fields due to scheduled construction at Miles Park. If anyone is interested in becoming a sponsor for Township Day, please visit the Township website for more information.

**PUBLIC HEARINGS**

None

**APPROVAL OF MINUTES**

**1. December 15, 2017 and January 2, 2018**

On a motion by Supervisor Drossner, seconded by Supervisor Sterling (Vote 5-0) the Board of Supervisors approved the December 15, 2017 and January 2, 2018 meeting minutes.

**BOARD PUBLIC DISCUSSION ITEMS**

**1. SLD #07-17; Ramos/7033 Sheaf Lane; /Lot Line Change – Conditional Final Plan**

Mr. Guttenplan explained SLD#07-17, the Preliminary/Final Plan is a minor subdivision/lot line change for Lisa and Jose Ramos at 7033 Sheaff Lane. They currently own two parcels, totaling just over 6 acres to which they are seeking to add an adjacent lot of approximately 3.4 acres. The adjacent lot would be subdivided off of The Highlands' which is owned by the Commonwealth of Pennsylvania. There is a letter from the Pennsylvania Historical and Museum Commission authorizing the submission of the subdivision application and outlining the steps involved at the state level. The Highlands Mansion and Gardens do not extend onto this portion of their site. In fact, certain improvements belonging to the Ramos' (solar panels, accessory structures), exist on the 3.4 acres which they believed to be part of their land until the Highlands had a survey completed. They are planning to use the additional land for their horses; no new development is proposed. The 3.4-acre parcel has no road frontage, a deed of consolidation must be recorded in order to avoid the creation of a separate lot which would not be legal, having no frontage. The Planning unanimously recommended plan approval subject to a deed of consolidation being recorded to contain all of the Ramos' land. There was a discussion about the possibility of subdividing and developing in the future.

Lisa Ramos, resident, spoke about the property and the history of the use of the Highlands property.

**Resolutions**

**1. SLD #07-17; Ramos/7033 Sheaf Lane; /Lot Line Change – Conditional Final Plan**

On a motion by Supervisor Sterling, seconded by Supervisor Nester (Vote 5-0) the Board of Supervisors adopted **Resolution #2018-04** granting conditional Final Plan approval for SLD#07-17; Ramos/7033 Sheaf Lane for lot line change adding approximately 3.4 acres from the adjacent Highlands located at 7001 Sheaf Lane.

None

**ACTION ITEMS**

**Ordinances**

**1. Ordinance Amendment - Stops Signs at both intersections of Farmar Lane and Fairfield Drive**

Mr. Mellor stated the Traffic Safety Unit was requested to evaluate Farmar Lane, between Church Road and Bethlehem Pike, specifically to determine if the roadway meets the requirements for installation of speed humps. Farmar Lane is a township roadway with a posted speed limit of 25 mph. Farmar Lane is approximately 1500 feet from Church Road to Bethlehem Pike. Farmar Lane has two intersections within this stretch of roadway. Both of these intersections are with Fairfield Drive. Both of these intersections are posted with 2 way stop signs for Farmar Lane. There is no stop for both intersections with Fairfield Lane traffic. Currently there is no ordinance for the current stop signs that are posted on Farmar Lane at the two intersections with Fairfield Drive. In order for the current signage to be enforceable at the intersection this Ordinance needs to be adopted for stop signs at Farmar Lane and Fairfield Drive.

On a motion by Supervisor Sterling, seconded by Supervisor Drossner (Vote 5-0) the Board of Supervisors adopted **Ordinance #983** amending the Whitemarsh Township Code Chapter 111, "Vehicles and Traffic", Article II, "Traffic Regulations" to establish 'Stop Intersections' on Farmar Lane at its 2 intersections with Fairfield Drive.

## **Resolutions (Continued)**

### **2. PENNDOT Resolution - I-76 Parallel Traffic Signal System Management Agreement**

Mr. Mellor explained Pennsylvania Act 101 (2016) gave PennDOT the authority to own, operate and maintain traffic signals in the commonwealth. The critical corridors adjacent to Interstate 76 in your municipality were chosen for a Pilot Program under which traffic signal ownership and maintenance responsibility will be transferred to PennDOT to proactively manage the system. This is just the first step in the traffic signal transfer process and PennDOT remains committed to working together on the remaining activities. There was a discussion of the time-line, the pilot program itself and if PennDOT would be monitoring the roads, and be to change the timing in case of large incidents not just on the Schuylkill Expressway. Mr. Mellor explained PennDOT is willing to work with the municipalities and look into the case of timing during incidents in the adjacent municipalities.

On a motion by Supervisor Drossner, seconded by Supervisor Sterling (Vote 5-0) the Board of Supervisors adopted **Resolution #2018-05** authorizing the I-76 Parallel Traffic Signal System Management Agreement with PENNDOT.

## **Motions**

### **1. 2018 Road Program**

Mr. Sullivan explained in preparation of the contract documents for the 2018 Road Program it is anticipated that authorization to bid the project will be considered by Board of Supervisors at the March 8, 2018 public meeting so that the bid process can begin with a bid opening scheduled for on April 11, 2018. Authorization for issuance of a Notice of Intent to Award can then be considered at the April 12, 2018 Board meeting with finalization of the award at the May 24, 2018 Board meeting. Project completion will occur sometime in July or August. The estimated base bid construction cost for the project is \$792,625.00 which is funded by the Township's Liquid Fuels Allocation and contributions from Aqua PA and Springfield Township. Alternate A to the base bid at an estimated cost of \$114,166.00. Alternate B to the base bid at an estimated cost of \$512,625.00. He listed the roadways scheduled for paving.

The roads in the Whitemarsh Valley Farms, Taylor Road, and Malan Drive neighborhoods recently had trench excavations and restorations as part of water main replacement projects performed by Aqua PA and they will pay the Township the cost of repaving half the roadway width which would have otherwise been completed by Aqua in accordance with Township policy.

On a motion by Supervisor Sterling, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors authorized the 2018 road paving bid for advertisement.

## **2. Police Department Records Management Contract with Montgomery County Records Management System**

Mr. Mellor explained Police Departments across the country utilize computer based Records Management Systems (RMS) to file and organize the volumes of incident reports, accident reports, arrest records, etc... that each agency might have. Unfortunately, there is no uniform system that every department uses, so the sharing of information in law enforcement is extremely limited, as these proprietary RMS systems do not communicate with one another. Yes, there are national and international databases for criminals through the FBI and NCIC, but not anything else. In Montgomery County there are currently at least four RMS systems being utilized; CODY Systems, Informant, Metro ALERT and Montgomery County's new ALEIS System (Advanced Law Enforcement Intelligence System). Whitemarsh Police has been utilizing Metro ALERT as the records management system. ALERT helped bring the agency into the modern era of policing. Searching, filing and organizing information immediately became easier. Unfortunately, Whitemarsh remains an island unto ourselves, as we are not sharing our information with any other police agencies, not even our closest neighbors. Over the last few years the Montgomery County Department of Public Safety has been working to build a Countywide RMS system that would be integrated with the county's Computer Aided Dispatch System (CAD) and be accessible by all law enforcement agencies and officers in Montgomery County. The Department of Public Safety has now established a RMS system, ALEIS, which will integrate with the County CAD system and will allow any law enforcement agency in the county to join and share information real time with all of the other agencies that are utilizing the system. The integration with the CAD system allows important information that is recorded by 911 call-takers and dispatchers to be entered directly into the incident report, not to mention all of the additional information, including names and dates of birth, vehicle registrations, driver's information, etc... to go right to the officer's report, saving time and effort for everyone utilizing the system. Once the information is the system it becomes searchable by anyone utilizing the system. This system allows access information that may have only been maintained by the County Detectives prior to this ALEIS system being established. ALEIS interoperability with the County CAD and other law enforcement agencies makes ALEIS a better choice for Whitemarsh Township Police. The Whitemarsh Township Police Department is currently under contract with Metro ALERT until July 2018. We pay Metro approximately \$6,000.00 annually for their services. ALERT requires us to maintain server space and IT support within our building for ALERT services. I can't put an exact dollar amount on these requirements right now, but I can, if requested, consult with our IT support to get an amount for you. I feel confident in saying the cost is in thousands of dollars. Based on information obtained at various meetings joining the County RMS would be in the best interest of the Whitemarsh Township Police Department.

On a motion by Supervisor Nester, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors authorized entering into a contract with Montgomery County for a County-wide records management system for the Whitemarsh Township Police Department.

## **3. Hold Harmless Agreement - 827 Bethlehem Pike/ Schrader**

Mr. Guttenplan the Hold Harmless Agreement is for the property at 827 Bethlehem Pike the site of the Montgomery Animal Hospital. A Hold Harmless Agreement in December 2017 for parking and a wall in the ultimate right-of-way of Bethlehem Pike. As part of an overall modernization of the site, the owner is also proposing to add a 10-foot tall monument sign adjacent to the parking lot, also within the ultimate right-of-way; hence, this additional Hold Harmless Agreement. The sign is set back more than 12 feet from

the curb; the Traffic Safety Unit of the Police Department conducted a site visit and finds no issue with the sign's placement.

On a motion by Supervisor Sterling, seconded by Supervisor Drossner (Vote 5-0) the Board of Supervisors approved a Hold Harmless Agreement for monument sign in the ultimate right-of-way at 827 Bethlehem Pike.

**4. Certificate of Appropriateness - 49 E. Germantown Pike**

Mr. Guttenplan explained the Certificate of Appropriateness is for 49 E. Germantown Pike, for the addition of an attic dormer on the northwest side of the home. HARB reviewed the proposal and recommended approval of the dormer as proposed.

On a motion by Supervisor Nester, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors approved the Certificate of Appropriateness for a new attic dormer at 49 East Germantown Pike.

**5. Boards and Commission Appointment**

On a motion by Supervisor Nester, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors appointed Lou Ann Markle to the Environmental Advisory Board with a term ending December 31, 2019.

**6. Escrow Release No. 22: Reserve at Creekside; Stenton Avenue**

On a motion by Supervisor Drossner, seconded by Supervisor Nester (Vote 5-0) the Board of Supervisors authorized escrow release #22 for the Reserve at Creekside/Stenton Avenue in the amount of \$57,693.40.

**7. December 2017 Expenditures and Payroll and Pension Plan Paid Costs**

On a motion by Supervisor Sterling, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors approved expenditures totaling \$1,649,055.49; payroll totaling \$601,484.12 and pension paid costs totaling \$6,251.35 for December 2017.

**AMEND AGENDA**

On a motion by Supervisor Sterling, second by Supervisor Drossner (Vote 5-0) the Board of Supervisors amended the agenda for additional action items.

**8. Escrow Release #2 – 520 Pennsylvania Avenue**

On a motion by Supervisor Sterling, seconded by Supervisor McCusker (Vote 5-0) the Board of Supervisors authorized escrow release #2 for 520 Pennsylvania Avenue in the amount of \$103,973.94.

**PUBLIC COMMENT PERIOD**

**BOARD MEMBER COMMENTS****ANNOUNCE EXECUTIVE SESSION**

Chair Grossman announced the Board of Supervisors held an Executive Session prior to the meeting to discuss personnel.

**ADJOURNMENT**

On a motion by Supervisor Drossner, seconded by Supervisor Sterling, the meeting was adjourned at 7:46 PM.

Respectfully submitted,

Richard L. Mellor, Jr.  
Township Manager