

**WHITEMARSH TOWNSHIP BOARD OF SUPERVISORS  
PUBLIC MEETING MINUTES  
January 26, 2017**

A Regular Monthly Meeting of the Whitemarsh Township Board of Supervisors was called to order on Thursday January 26, 2017 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 James A. Totten

**Also present:** Richard L. Mellor, Jr., Township Manager; Sean Kilkenny, Esquire, Township Solicitor; and James C. Sullivan, Township Engineer.

**PLEDGE OF ALLEGIANCE**

**ANNOUNCEMENTS**

Supervisor Sterling announced:

The spring programming for the Park and Recreation department is now open. If residents are interested in any of the programs, please visit the Township website.

**PUBLIC HEARINGS**

**APPROVAL OF MINUTES**

**1. December 15, 2016 and January 3, 2017**

On a motion by Supervisor Drossner, seconded by Supervisor Sterling (Vote 5-0) the Board of Supervisors approved the December 15, 2016 and January 3, 2017 meeting minutes.

**BOARD PUBLIC DISCUSSION ITEMS**

**1. SLD #12-15; 60 Flourtown Road, LLC/60 Flourtown Road - Conditional Preliminary Plan Construction of a one-story commercial garage**

Mr. Guttenplan explained the Conditional Preliminary Plan Approval for SLD #12-15, 60 Flourtown Road, LLC, property located on Flourtown Road between the (recently raised) railroad bridge and the abandoned Conrail line. The Preliminary Plans are for the construction of a one-story 8,000-square foot garage for the storage of commercial vehicles used only for the applicant's painting business, as well as associated parking. The property is in the LIM Limited Industrial District; the use is a permitted use in this district. The applicant received variances on April 6, 2016 from the Zoning Hearing Board for reduced building and parking setbacks from a residential district. If the Board grants the requested waiver of the \$4,000 park and recreation fee, it would be conditioned upon the applicant granting a Conservation Easement to the Township over the undeveloped portion of the tract (with the exact extent of the easement area to be worked out by the Township in consultation with the applicant). The Planning

Commission recommended approval of the Preliminary Plan as well as the requested waivers (excluding the Chapter 55 waivers, which are covered by the Shade Tree Commission recommendations).

Neil Stein, attorney for the applicant, spoke about the structure being built.

## **Resolutions**

### **1. SLD #12-15; 60 Flourtown Road, LLC/60 Flourtown Road - Conditional Preliminary Plan Construction of a one-story commercial garage**

On a motion by Supervisor Sterling, second by Supervisor Totten (Vote 5-0) the Board of Supervisors adopted **Resolution #2017-04** granting conditional Preliminary Plan approval for SLD#12-15; 60 Flourtown Road, LLC/60 Flourtown Road for the construction of a one-story 8,000 square foot commercial garage.

## **ACTION ITEMS**

## **Ordinances**

### **1. Ordinance Amendment - Reserved Handicap Parking – 714 E. Hector Street**

Mr. Mellor explained the resident at the address is handicapped and submitted a request to the Police Department. The Police Department reviewed the request and recommended the ordinance be amended to allow for this reserved handicapped parking

On a motion by Supervisor Drossner, second by Supervisor Nester (Vote 5-0) the Board of Supervisors adopted **Ordinance # 974** amending Chapter 111, "Vehicles and Traffic" Section 111-22.1 "Handicapped Parking Only Between Signs" for 714 East Hector Street.

## **Resolutions (continued)**

### **2. PENNDOT Traffic Signal Permit Amendment - New Pedestrian Signal at Cedar Grove/Barren Hill Roads and Hector Street**

Mr. Mellor explained the resolution is for the installation of a countdown hand-man pedestrian signal at the intersection of Cedar Grove/Barren Hill Roads and Hector Street. He said the Township has received complaints about the pedestrian light at the intersection confusing motorist not familiar with the signalization. The problem arises when vehicle is on Cedar Grove Road at a red light, the pedestrian traffic light at Cardinal Industries changes to green while the main traffic light remains red. Motorist unfamiliar will enter the intersection being promoted by the green pedestrian traffic signal. The change that is being recommended is to remove the current pedestrian signal traffic light and install a hand-man pedestrian signal that counts down the time permitted to cross the street safely. The Township reviewed this request with PENNDOT and they agreed with our recommendation. The Township would install the new pedestrian signal for a cost of \$1,000 and PENNDOT would amend the traffic signal permit. PENNDOT requires the Township adopt a resolution in order to proceed with this request

On a motion by Supervisor Sterling, second by Supervisor Totten (Vote 5-0) the Board of Supervisors adopted **Resolution #2017- 05** authorizing PENNDOT to amend the traffic signal permit plan at Cedar Grove/Barren Hill Roads and Hector Street to install a new pedestrian signal.

## **Motions**

### **1. Setting Public Hearing for Zoning Text and Map Amendment - SLD #01-15 VFW at Fort Washington, Ltd/Bethlehem Pike - New TOD Zoning District**

Attorney, Marc Kaplin, representing the VFW at Fort Washington, Ltd. spoke about the proposed development. This is a proposal for a new zoning district, the Fort Washington Transit Oriented Development District (FWTOD), and to rezone the property to this new district.

On a motion by Supervisor Sterling, second by Supervisor Drossner (Vote 5-0) the Board of Supervisors authorized the public hearing for the zoning text and map amendment change for the SLD #01-15 VFW at Fort Washington, Ltd./Bethlehem Pike for a new TOD Zoning District.

### **2. Boards and Commission Appointments**

Mr. Geasland spoke and thanked the Board for his appointment and gave a little history of his background.

On a motion by Supervisors Sterling, second by Supervisor Nester (Vote 5-0) the Board of Supervisors appointed the following individuals to Township Boards and Commissions:

Monica Gallagher – Environmental Advisory Board term ending 12/31/2018  
 Gordon Geasland – Environmental Advisory Board term ending 12/31/2019  
 Aaron Mittica – Shade Tree Commission term ending 12/31/2020

### **3. Permit Fee Waiver - Colonial School District**

Mr. Mellor explained a fee waiver request was submitted by Colonial School District for their installation of heating and air conditioning system at Whitmarsh Elementary School. The total amount is \$17,491.00 for permits which primarily include the cost for building, plumbing, mechanical and electrical permits.

On a motion by Supervisors Sterling, second by Supervisor Nester (Vote 5-0) the Board of Supervisors approved the fee waiver request for the Colonial School District to install air conditioning units at Whitmarsh Elementary School in the amount of \$17,491.00.

### **4. Bid Approval Authorization - Cleaning Services**

Mr. Mellor explained Township staff advertised Bid Specification 2017-01 — Maintenance and Cleaning Services for the Township Administration and Police Building. The bid opening took place on Wednesday, January 18, 2017 at 10 am.

On a motion by Supervisors Nester, second by Supervisor Sterling (Vote 5-0) the Board of Supervisors authorized a notice of intent to award Bid Specification #2017-01 for Maintenance and Cleaning Services for the Township Administration and Police Building to CNS Cleaning Company, Inc. for a total annual cost not to exceed \$24,120.

#### **5. Authorization for RFP - Comprehensive Plan Update**

Mr. Mellor explained the Request for Proposals (RFP) would be for a consulting firm to prepare a selective update of the Township's 2003 Comprehensive Plan. The Comprehensive Plan Review Committee has recommended that the Land Use and Housing Elements of our 2003 Comprehensive Plan be updated. He stated this item was included in the 2017 Budget's Capital Fund. In order to begin the Plan update process, an RFP needs to be prepared so that the Township can receive proposals for the work.

On a motion by Supervisors Drossner, second by Supervisor Sterling (Vote 5-0) the Board of Supervisors authorized the issuance of a Request for Proposal to update various sections of the Township's Comprehensive Plan.

#### **6. 2017 Road Program**

Mr. Sullivan explained the preparation of the contract documents for the 2017 Road Program has begun and it is anticipated that authorization to bid the project will be considered by Board of Supervisors at the March 9, 2017 public meeting so that the bid process can begin on March 14, 2017 with a bid opening on April 11, 2017. Authorization for issuance of a Notice of Intent to Award can then be considered at the April 13, 2017 Board meeting with finalization of the award at the May 25, 2017 Board meeting. Project completion will occur sometime in July or August, but certainly prior to Labor Day. The estimated base bid construction cost for the project is \$859,937.93 which is funded by the Township's Liquid Fuels Allocation and contributions from Aqua PA and Springfield Township. There was a discussion regarding possible firms and timeline.

On a motion by Supervisors Sterling, second by Supervisor Nester (Vote 5-0) the Board of Supervisors authorized the 2017 road paving bid for advertisement.

#### **7. Change Order #2 - Andorra Creek Streambank Restoration Project**

Mr. Sullivan explained this is a close-out change order. The need for the change order is due to: Additional tree removal due to rerouting of stormwater conveyance piping outside of an existing easement on a residential property; delivery of inlet boxes to the Department of Public Works facility that were not used on the project due to rerouting of stormwater conveyance piping outside of an existing easement on a residential property; installation of an additional 60" CMP bypass pipe due to field conditions and spread and compact soil material at the Department of Public Works facility that was excavated during progress of the work

On a motion by Supervisors Sterling, second by Supervisor Nester (Vote 5-0) the Board of Supervisors approved change order #2 for the Andorra Creek Streambank Restoration Project in the amount of \$20,055.39.

#### **8. Escrow Release No. 1; Courts at Spring Mill Station/ 1101 E. Hector Street**

On a motion by Supervisor Sterling, second by Supervisor Drossner (Vote 5-0) the Board of Supervisors authorized escrow release #1 for the Courts at Spring Mill Station/1101 E. Hector Street in the amount of \$1,590,000.00.

**9. Escrow Release No. 20; Reserve at Creekside; Stenton Avenue**

On a motion by Supervisor Sterling, second by Supervisor Totten (Vote 5-0) the Board of Supervisors authorized escrow release #20 for Reserve at Creekside, Stenton Avenue in the amount of \$31,467.32.

**10. December 2016 Expenditures and Payroll and Pension Plan Paid Costs**

On a motion by Supervisors Sterling, second by Supervisor Nester (Vote 5-0) the Board of Supervisors approved expenditures totaling \$2,062,506.74; payroll totaling \$911,379.05 and pension paid costs totaling \$6,933.47 for December 2016.

**AMEND AGENDA**

On a motion by Supervisors Nester second by Supervisor Sterling (Vote 5-0) the Board of Supervisors approved amending the agenda for an additional motion.

**6. Zoning Hearing Board Representation**

Mr. Kilkenny explained his office will represent Mr. Guttenplan, the Township Zoning Officer's interest, related to his interpretation and Zoning determinations with the case.

On a motion by Supervisors Sterling, second by Supervisor Drossner (Vote 5-0) the Board of Supervisors authorized the Solicitor to represent the Zoning Officer at the Zoning Hearing Board for an appeal to his Preliminary Opinion rendered in SLD#11-15 Corson Estate/4006 Butler Pike.

**PUBLIC COMMENT PERIOD**

**BOARD MEMBER COMMENTS**

**ANNOUNCE EXECUTIVE SESSION**

Chair Grossman announced the Board of Supervisors held an Executive Session before the public meeting where the Board discussed litigation.

**ADJOURNMENT**

On a motion by Supervisor Sterling, seconded by Supervisor Totten, the meeting was adjourned at 7:45 PM.

Respectfully submitted,

Richard L. Mellor, Jr.  
Township Manager

January 26, 2017