

**MINUTES OF MEETING
MONTGOMERY TOWNSHIP BOARD OF SUPERVISORS
DECEMBER 16, 2024**

1. Call to Order: The December 16, 2024 action meeting of the Montgomery Township Board of Supervisors was held at the Montgomery Township Municipal Building, 1001 Stump Road, Montgomeryville, PA. Supervisor Annette M. Long called the meeting to order at 7:00 p.m.

IN ATTENDANCE:

Supervisor Tanya C. Bamford
Supervisor Annette M. Long
Supervisor Beth A. Staab
Township Solicitor John Walko, Esq.
Carolyn McCreary, Township Manager

ALSO IN ATTENDANCE:

Police Chief William R. Peoples
Fire Chief William Wiegman
Director of Planning & Zoning Marianne McConnell
Director of Recreation & Comm. Ctr. Floyd Shaffer
Director of IT Richard Grier
Recording Secretary Deborah Rivas

ABSENT:

Chair Candyce Fluehr Chimera
Vice-Chair Audrey R. Ware-Jones

2. & 3. Pledge of Allegiance and Public Comment: Following the Pledge of Allegiance, Ms. Long called for public comment from the audience, but there was none.

4. Announcement of Executive Session: Township Solicitor John Walko, Esquire, announced that the Board of Supervisors met in Executive Session earlier this evening at 6:30 p.m. in the Township building to discuss one litigation matter and personnel matters. Mr. Walko stated that the topics discussed are legitimate subjects of an Executive Session under the Commonwealth of Pennsylvania's Sunshine Law.

5. Consent Agenda:

MOTION: Upon motion by Ms. Long, seconded by Ms. Bamford, and unanimously carried (3-0), the minutes of the November 25, 2024 Board meeting, the Payment of Bills for December 16, 2024, in the amount of \$851,645.66, and Escrow Release #11 and Start of Maintenance for Westrum Luxor Montgomeryville were approved as submitted.

Planning and Zoning:

6. Amended Application for Land Development for 1819 N. Line Street: Ms. McConnell reported that Green Tree Group Contracting, the applicant, has submitted an amendment to a previously approved land development application for the property located at the corner of Cowpath Road and North Line Street. The parcel received conditional approval to subdivide into three lots from the Board in 2007. Lot 1 is the existing home, which will remain. Single-family detached homes are proposed on lots 2 and 3, along with underground stormwater detention facilities on each

lot, a shared driveway, and associated public improvements. The lots are within the R-2 Residential Zoning District. Michael McGuinness, Esquire, represented the applicant and reviewed the waivers requested, specifically addressing the sidewalk along Cowpath Road. Due to numerous issues, it is not feasible to install a sidewalk there, and the applicant has asked for a fee in place of it. The Board understood the dilemma and agreed with the waiver request.

MOTION: Upon motion by Ms. Long, seconded by Ms. Staab, and unanimously carried (3-0), the Board adopted Resolution No. 2024-27, granting preliminary/final approval for the land development amendment application, with requested waivers, submitted by Green Tree Group Contracting LLC.

Administration and Finance:

7. Resolution 2024-25, Setting the Volunteer Firefighter Stipend for 2024 and Affirm Criteria for Qualified Active Member Status: Ms. McCreary reported that the Township approved the First Responder Recruitment and Retention Stipend on April 13, 2020, to incentivize volunteer first responders for their service. The Township must acknowledge the fire company's written criteria for determining Qualified Active Member Service and adopt a resolution setting the stipend for 2024.

MOTION: Upon motion by Ms. Long, seconded by Ms. Bamford and unanimously carried (3-0), the Board affirmed the FDMT criteria for determining Qualified Active Member status and authorized Resolution 2024-25, setting the Volunteer Firefighter Stipend for 2024 at \$500 per Qualified Active Member.

8. Establish Real Estate Tax Millage for 2025: Ms. McCreary reported that the Board of Supervisors approved the preliminary budget at the November 11, 2024 public meeting. The budget was then made available for public inspection at the Township building and on the homepage of the Township website. The millage will remain the same for 2025, with no tax increase.

MOTION: Upon motion by Ms. Long, seconded by Ms. Staab and unanimously carried (3-0), the Board adopted Resolution 2024-26, establishing the real estate tax millage for 2025 at 2.94 mills.

9. Adoption of the 2025 Budget: Ms. McCreary reported that the Township Department Heads drafted operating budgets which were reviewed by the Finance Director and Township Manager. The proposed capital expenditures and the proposed operating budgets were presented by Department and discussed with the Board of Supervisors at the public worksession held on October 25th.

MOTION: Upon motion by Ms. Long, seconded by Ms. Bamford and unanimously carried (3-0), the Board adopted the 2025 budget for all funds with expenditures totaling \$31,043,287.

10. Montgomery Township Municipal Sewer Authority (MTMSA) 2025 Budget:

MOTION: Upon motion by Ms. Long, seconded by Ms. Bamford and unanimously carried (3-0), the Board approved the MTMSA budget for the fiscal year 2025.

11. Montgomery Township Municipal Sewer Authority (MTMSA) 2024 Tapping Fee Agreements:

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Staab and unanimously carried (3-0), the Board confirmed that they have reviewed and approved the MTMSA tapping fee agreements as presented.

12. Tax Collection Certification Fees and Duplicate Bill Fees for 2025: Ms. McCreary reported that she received an email from Patricia Gallagher, Tax Collector, asking the Board of Supervisors to consider increasing the tax certification fee from \$30.00 to \$35.00 and duplicate bill fees to \$10.00. The Board inquired as to the reason for the increase. Ms. McCreary indicated that the email did not specify. The Board agreed to table the matter until additional information can be provided so they can make an informed decision.

MOTION: Upon motion by Ms. Bamford, seconded by Ms. Long and unanimously carried (3-0), the Board agreed to table the matter of fee increases for tax certifications and duplicate bill fees until additional information is obtained.

Public Works:

13. Purchase of Server for Public Works Department: Mr. Grier reported that \$10,000 was included in the 2024 budget for a replacement server for Public Works Department and \$15,000 for (50) Windows Server Client Access Licenses (CALs). A quote from Dell Technologies was obtained both both items totaling \$18,156.38. Mr. Grier stated that the upgrade will enhance security, improve performance, and provide modern features to support Public Works operations. The new version ensures better protection against threats. The 50 new Device CALs ensure the Township remains secure, compliant, and prepared for future growth.

MOTION: Upon motion by Ms. Staab, seconded by Ms. Bamford and unanimously carried (3-0), the Board awarded the purchase of a new Windows Server and (50) Client Access Licenses (CALs) from Dell Technologies per the quote dated December 3, 2024 for \$18,156.38.

Recreation:

14. Winter 2025 Recreation Programs: Mr. Shaffer presented the lineup of activities at the Montgomery Township Community and Recreation Center for the 2025 Winter Season.

MOTION: Upon motion by Ms. Long, seconded by Ms. Staab, and unanimously carried (3-0), the Board approved the 2025 Winter Recreation Programs and Fee Schedule as submitted.

15. Update on Gymnasium Floor Replacement Project: Ms. McCreary reported that as previously noted, the Community and Recreation Center (CRC) is approaching its tenth year in operation. In addition to internal planning for its capital replacement needs, the Township contracted with CHA Consulting (formerly D'Huy Engineering) to evaluate the building and develop a plan for future expenditures based on a variety of factors, including existing physical condition, energy/sustainability impact, number of people affected daily, and life expectancy. At the April 25 public meeting, the Board of Supervisors voted to authorize the advertisement of the replacement of the gymnasium floor bid on PENNBID. The bid was paused due to the delay in completing the concrete replacement project. Subsequently, a company (Miller Sports Flooring) that specializes in this type of work and is an authorized COSTARS vendor was located, so we do not have to put this project out to bid. After discussion with staff, it was determined that the work would commence in March based on the activity level in the CRC. Recently staff met with Doug Taylor, who is with CHA Consulting. Subsequently, Mr. Taylor received a quote from Miller Sports Flooring with the caveat that the floor must be ordered this year to avoid any additional delay as the factory closes for a month over the holidays. Based on the lower cost and the Board's prior approval, staff are moving forward with the project.

Old Business: None

New Business: None

16. Adjournment: Upon motion by Ms. Bamford and seconded by Ms. Long, the meeting was adjourned at 7:34 p.m.

Respectfully submitted,

Deborah A. Rivas, Recording Secretary