

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS
JUNE 4, 2009 MEETING MINUTES**

1) Executive Session:

- a) Mr. Sassu called the executive session to order at 6:33 p.m. seconded by Mr. DiPaolo. The following Board members were present: Mrs. Altieri, Mr. Brown, Mr. Dininny, Mr. DiPaolo and Mr. Sassu. Also present were Township Manager Joseph Dunbar and Solicitor David Onorato. Mrs. Geri Golas was present for the personnel discussion. A discussion also took place on legal matters Mr. Brown motioned to adjourn the meeting at 7:29 p.m. seconded by Mr. DiPaolo.

2) Public Meeting: Call to Order

- a) Chairman Sassu called the public meeting to order at 7:30 p.m.

3) Pledge of Allegiance

4) Roll Call:

- a) The following members were present: Supervisors Altieri, Brown, Dininny, DiPaolo. and Sassu.
- b) Also present were Solicitor David Onorato, Police Chief Francis Carroll, Project Analyst Nate Dysard, Community Relations Coordinator Denise Walsh, Director of Community Development Michael Siegel, and Township Manager Joseph Dunbar.

5) Chairman's Comments:

- a) Chairman Sassu announced that an executive session was held prior to the meeting to discuss legal & personnel matters. He further explained this was a work session where the Board does not take action on the items, and that the audience does not comment on the agenda items until the courtesy of the floor portion of the meeting at the end of the evening.

6) Presentations & Commendations:

- a) Presentation to Benjamin William Meck on attainment of Eagle Scout Status:
 - i) Chairman Sassu presented an award to Benjamin Meck for attaining the rank of Eagle Scout.
 - ii) Mr. Meck explained that his project was to clean up and reorganize a storage area for the Crossing the Finish Line organization. This group is similar to the Make-A-Wish Foundation but for young adults.
 - iii) Mr. Sassu noted this project was completed in Trappe Borough, and that it was good to recognize the work of scouts and the support they receive from their parents.
- b) Presentation to West Norriton Township recognizing its Centennial Anniversary:
 - i) Chairman Sassu read a proclamation and presented a plaque to West Norriton Township in recognition of their Centennial Anniversary.
 - ii) The following representatives from West Norriton's Board of Commissioners were present to accept this recognition: Mr. George Stojanovich, Board President, and Mr. Joseph Byrnes, Mr. Ralph Panzullo, and Mr. Paul Piantone.
 - iii) Mr. Stojanovich thanked Lower Providence for the recognition.
 - iv) Supervisor Dininny commented on the positive relationship shared with West Norriton during his tenure on the Board.
- c) Presentation to East Norriton Township recognizing its Centennial Anniversary:
 - i) Chairman Sassu read a proclamation and presented a plaque to East Norriton Township in recognition of their Centennial Anniversary.
 - ii) Mr. Lewis McQuirns, Chairman of the East Norriton Board of Supervisors, and Township Manager Helmuth Baerwald, were present to accept this recognition.
 - iii) Mr. McQuirns thanked Lower Providence, and provided an overview of his Township's activities to celebrate this anniversary year. Mr. Baerwald presented books detailing the history of East Norriton Township to the Lower Providence Board.

- d) Presentation to Helmuth Baerwald, East Norriton Township Manager, on his retirement:
 - i) Chairman Sassu presented East Norriton Township Manager Helmuth Baerwald with a plaque from Lower Providence to recognize his retirement after 31 years of service to his Township.
 - ii) Mr. Baerwald indicated that he has been honored that his community would let him serve them for the past 31 years.
 - iii) Mr. Dunbar noted that a lot of the successes he has had over the past five years were the benefit of Mr. Baerwald's tutoring. Mr. Dunbar thanked Mr. Baerwald for all of his help to this community.
- e) Presentation to Eagleville Hospital in recognition of its Centennial Anniversary:
 - i) Chairman Sassu read a proclamation and presented a plaque to Mr. Charles Folks, the Recovery Manager at Eagleville Hospital in recognition of their centennial anniversary.
 - ii) Mr. Folkes presented a framed print of Eagleville Hospital from its' earlier years as a tuberculosis sanitarium. Mr. Folkes provided a history of the facility and noted they would hold an open house on June 26th for anyone interested in attending.
- f) Receipt of Public Sector Leadership Award:
 - i) Chairman Sassu noted that both he and Supervisor Altieri accepted an award for the Township at the Greater Valley Forge Transportation meeting held May 27, 2009. The 2009 Public Sector Leadership Award was given to Lower Providence Township to recognize their work on the Rt. 422 corridor.

7) Discussions:

- a) 90-day extension for Eaglestream Plaza:
 - i) Mr. Siegel noted that a preliminary plan was previously submitted for Eaglestream Plaza. The developer is working on an agreement with the Township and has requested a 90-day extension. Mr. Dunbar noted this would be on the June 18th business agenda for adoption.
- b) Discussion on Shoppes at Audubon:
 - i) Mr. Siegel noted there would be a conditional use hearing on this project during the June 18th meeting.
- c) Discussion on PA Right-To-Know law as it pertains to e-mail:
 - i) Mrs. Walsh explained that e-mail correspondence is subject to the PA Right-to-Know law. Some PA municipalities have had to go through great expense to provide e-mail data. The Township's e-mail policy has been updated to reflect the requirements of the Right-to-Know law, and they are recommending the use of Exchange Journaling to retain e-mail correspondence. This new policy will be on the June 18th agenda for approval.
 - ii) Mr. Dunbar explained that even personal e-mail could be subject to this law if someone would forward Township related questions to a Supervisor's private e-mail address. The Journaling that they are recommending will track all e-mail correspondence from Township e-mail accounts. A neighboring municipality had to spend \$12,000 to research and respond to a Right-to-Know request related to e-mail. This project will cost \$1,807, and will be paid from existing technology funds in Mr. Roth's budget.
 - iii) Supervisor Brown noted that while the e-mail sent to his home from the Township would be captured, how would they be able to capture messages sent from home to the Township? Mr. Dunbar explained that any mail coming in to the Township would also be captured.
 - iv) Mr. Onorato noted that any responses sent from a Supervisor's personal e-mail to a third party falls under the law and the Supervisor may be required to produce that mail.
 - v) Mr. Dunbar commented that he would prefer the Supervisor's use their Township e-mail accounts so they are captured with the journaling. If an e-mail is sent to someone's personal account, when they respond they can copy their Township e-mail and then it will be captured.
 - vi) Mr. Onorato said that they would look at a policy to facilitate e-mail collection so it will be easy to disseminate should a Right-to-Know request be submitted.

- vii) Supervisor Dininny referred to a presentation on this topic by State Rep. Vereb. Rep. Vereb suggested the use of laptop computers for Supervisors to conduct Township business. Mr. Dininny suggested the possibility of having Rep. Vereb repeat that presentation for the Township.
 - viii) Supervisor DiPaolo commented that Outlook Web Access on the server might also help when someone remotely accesses his or her e-mail.
 - ix) Mr. Dunbar noted that four of the five supervisors have their Township e-mail forwarded to their personal accounts, and the archive feature was turned on. The new journaling feature will just help to streamline that process.
 - d) Intergovernmental Cooperation Agreement – legal services for stormwater regulatory support:
 - i) Mr. Onorato explained that an agreement with the Montgomery County Consortium to provide legal services relating to DEP stormwater requirements would be up for approval at the next meeting.
 - ii) Mr. Dunbar noted that the cost for the agreement is \$15,500 divided by the number of member municipalities who approve participating in it. This relates to global stormwater regulations.
 - e) Valley Forge Corporate Center Implementation Committee – joint session request:
 - i) Mr. Dunbar noted there would be a joint work session of the Board of Supervisors and the Business Park Subcommittee on June 29. There will be a formal business meeting and they also need to authorize a public hearing on an amendment to the Act 209 ordinance. The Board will need to authorize advertisement of the meeting.
 - f) Equipment Rental Bid:
 - i) Mr. Dysard explained that the current equipment rental contract expires at the end of this year, and he is requesting authorization to advertise a new equipment rental bid.
 - g) Bulletproof Vest Partnership Program Application:
 - i) Chief Carroll will request that the Board authorize an application to the US Dept. of Justice for their bulletproof vest reimbursement program. Chief Carroll noted this provides a 50% reimbursement for the purchase of new body armor. The LPPD will be replacing a large amount of their current armor in 2010.
 - h) Discussion:
 - i) Supervisor Brown noted that the Fireman’s Fair was in town, and urged people to support this event.
 - ii) Supervisor Dininny noted that he has a lot of suggestions from Township residents that he will be providing soon. Some of the ideas he received include:
 - (1) Consider making Woodlyn Avenue, off of Park Avenue, a one-way street to eliminate some of the cut through traffic. Mr. Dininny suggested they review this idea.
 - (2) The residents of Shannondell would like the plan regarding Shannondell Blvd. changed. Mr. Dininny suggested sitting down with those residents at some time to discuss this possibility.
 - (3) Mr. Dunbar clarified that Mr. Dininny is asking staff to look at the requirements for a one-way street on Woodlyn, and to arrange a meeting with Mr. Sorum or the developer about Shannondell Blvd.
 - (4) Mr. Dininny affirmed this.
 - (5) Mr. Dunbar suggested that the Board might want to discuss this with Mr. Onorato in Executive Session.
 - iii) Mr. Sassu requested that everyone remember the U.S. Army 3rd Special Forces group, Sgt. Marc Small’s group, who serve our country proudly. He urged everyone to support our soldiers.
- 8) Courtesy of the Floor:**
- a) Mrs. Joyce Cluley, 19 Vaux Lane, commented that the Shoppes at Audubon project was tabled several months ago because of a traffic study. She asked if this was completed and available to the public?
 - i) Mr. Onorato noted that the applicant would present this project during a conditional use hearing at the next meeting.

- ii) Mr. Siegel has received the traffic study, which has been reviewed by the Township's traffic engineer. Members of the public who are interested in a copy may come into the Township during office hours to request one.
- b) Supervisor Brown has received calls regarding traffic backing up from the Collegeville Bridge back to Liberty Thrift, and wondered if this is from by-pass traffic taking short cuts?
 - i) Chief Carroll noted this is also a result of work being done on the Collegeville side of the bridge. They had a meeting several weeks ago with Senator Rafferty, Rep. Vereb, PennDOT, Collegeville representatives, and Lower Providence representatives to discuss these issues. They have tried to adjust the timing of the traffic signals on the Collegeville side to address this problem.
 - ii) Mr. Dunbar noted there are ongoing construction and timing issues. They put the interim lane in to address the back up and traffic is clearing quicker across the bridge, but they are not experiencing back-ups at Trooper and Pawlings. PennDOT has agreed to adjust the signal timings and Audubon and Trooper to accommodate that but the paving project started at 29 is causing back-ups from 29 towards Trooper, so some traffic may be trying to by-pass that.
 - iii) Mr. Brown noted that the construction will take two years to complete so he will tell people to get used to the back-up.
 - iv) Supervisor Dininny noted it is also affecting Oaks as well.
- 9) **Adjournment:**
 - a) **MOTION** – Supervisor Altieri made a motion to adjourn the meeting. Supervisor DiPaolo seconded the motion. The motion *passed* 5-0. The meeting adjourned at 8:35 p.m.

Next Business Meeting: June 18, 2009

Next Work Session Meeting: July 2, 2009