

The stated meeting of the Board of Commissioners of the Township of Abington was held on Thursday, January 9, 2020 at the Township Administration Building, Abington, PA, with President Spiegelman presiding.

CALL TO ORDER: 7:00 p.m.

ROLL CALL: Present: Commissioners THOMPSON, BRODSKY, BOLE, CARSWELL, ROTHMAN, LUKER, MYERS, ZAPPONE, BOWMAN, DiPLACIDO, WINEGRAD, SCHREIBER, HECKER, SPIEGELMAN
Excused: VAHEY

Township Manager MANFREDI
Assistant Township Manager WEHMEYER
Township Solicitor CLARKE
Finance Director HERMANN
Township Treasurer BLUMENTHAL

PLEDGE OF ALLEGIANCE

BOARD PRESIDENT ANNOUNCEMENTS:

President Spiegelman announced that the Township’s Annual Memorial Service honoring Reverend Dr. Martin Luther King, Jr., on the Reverend Dr. Martin Luther King, Jr. Day of Service will be held on Monday, January 20, 2020 at 12 p.m. at the Abington Junior High School’s Little Theater, and read Resolution No. 20-004 into the record.

PUBLIC COMMENT ON AGENDA ITEMS:

President Spiegelman announced that the due to no committee meetings held in January, public comment will be taken after each agenda item as well as on general matters at the end of the meeting.

CONSENT AGENDA:

Vice President Hecker made a MOTION, seconded by Commissioner Luker to approve the Minutes from the Board of Commissioners December 12, 2019 Fiscal Year 2020 Budget Meeting and Regular Meeting.

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments. There were none.

MOTION was ADOPTED 14-0.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

Public Affairs Committee –

Item PA-01-010920:

President Spiegelman made a MOTION, seconded by Commissioner Schreiber to accept the Planning Assistance Contract between Commissioners of Montgomery County and the Township of Abington.

Manager Manfredi said there is an increase in the contract over the next three years that will include work on the Township's Comprehensive Plan as well as increased planning assistance, and he requested that Mr. Michael Narcowich, County Planner of the MCPC (Montgomery County Planning Commission) attend tonight's meeting.

Mr. Michael Narcowich, County Planner, MCPC, agreed that the Township has increased the level of planning assistance from the MCPC and the County has a longstanding policy with community planning assistance contracts for covering 50% of total cost. We will be providing more in terms of services and the cost will increase significantly relative to the old contract, although the Township is still getting a lower price than if they hired a planning consultant from the private sector. Planner Days was increased from 2.5 in 2017-2019 to 5.5 and that will involve work on the Comprehensive Plan as well as more detailed work with Township staff.

President Spiegelman asked for any comments from Commissioners or staff.

Commissioner Thompson clarified that the Township's cost in this contract is \$88,200. Is that correct?

Mr. Narcowich replied that is correct.

Commissioner Thompson said he wholeheartedly supports this as the MCPC has been a great partner to work with especially on the Comprehensive Plan.

Commissioner Zappone clarified that the figures are correct as listed in agenda item documents.

Mr. Narcowich replied yes. Total cost of contract for Abington over three years is \$88,200, which is approximately \$29,000 per year. Also, the Montco 2040 Implementation Grant Program deadline for submission is March 1, 2020.

President Spiegelman asked for any public comments.

Lora Lehmann, 1431 Bryant Lane, expressed concern about the cost of County Planner working with staff and also about “using professional services while reducing decision-making personnel and funneling everything through the top.”

President Spiegelman clarified that Manager Manfredi is Chief Executive Officer of the Township and it is his responsibility to organize and realign departments in order to realize cost-savings. The Montgomery County Planning Commission is an incredible resource available to the 62 municipalities in Montgomery County and the Township is wise to avail itself to their services.

Manager Manfredi added that by consolidating management at the highest level is not to funnel everything through him, but to reduce costs and working with the MCPC also reduces costs.

Natalie Sherstyuk, 1165 Delene Road, congratulated those Commissioners who held their seat; the newly sworn-in Commissioner and those who were appointed to new positions, and she “hopes there will be a better working relationship between the Board and residents.”

MOTION was ADOPTED 14-0.

Item PA-02-010920:

President Spiegelman made a MOTION, seconded by Vice President Hecker to support the (TFF) Tookany/Tacony-Frankford Watershed Partnership project and authorize the Township Manager to sign the required Pennsylvania Department of Environmental Protection Landowner – Grantee Agreement.

Ms. Susan Harris, representing TTF Watershed Partnership provided a power point presentation on the Jenkintown Creek Restoration Project, which is to implement stormwater improvement projects. Many of these projects are available for the Township to take credit towards reduction of pollutants in the watershed as required as part of the MS4 permit. The Alverthorpe Park green stormwater infrastructure projects are part of the Jenkintown Creek Restoration effort. Completed projects in Abington Township were presented.

President Spiegelman asked for any comments from Commissioners or staff.

Commissioner Rothman thanked the TTF on their great work. He is in favor of improving conditions at Alverthorpe Park and encouraged everyone’s support.

Commissioner DiPlacido thanked the TTF for their work on the softball field that runs along Fox Chase Road, which was not usable for many seasons, and he is looking forward to using it this year.

President Spiegelman asked for any public comments.

Lora Lehmann, 1431 Bryant Lane, expressed concern about the speaking time.

MOTION was ADOPTED 14-0.

Appointments to the various Boards, Commissions and Councils:

Commissioner Carswell made a MOTION, seconded by Commissioner Myers to appoint Brian Mays and Nancy Wright to the Library Board; Doug Callantine, Wendy Klinghoffer, Chris Lionetti and James Marshall to the Economic Development Committee; Michael Schlaghauser to the Vacancy Property Review Board; Shelley Kapnek Rosenberg, David Rondinelli and Jeffrey Browne to the Human Relations Committee; Chris Van Buren, Robert Alston and Michael Markman to the Industrial Development Authority; Susan Myerov, Karin McGarry-Rosen and James Webb to the Environmental Advisory Council; Mavis Robinson and Charles DiCello to the Planning Commission and Ed Nolan to the Civil Service Commission.

President Spiegelman asked for any comments from Commissioners or staff.

Manager Manfredi noted that terms will be included in letter of appointment.

Commissioner Carswell said it was requested that all candidates have a background check and all were willing to do so and appointment tonight is subject to that being completed.

President Spiegelman asked for any public comments.

Joe Rooney, Maple Avenue, asked if all candidates live in the Township.

President Spiegelman replied Chris Lionetti does not; however, he represents the School District on the Economic Development Committee in which the EDC allots seats for specific entities and the background check still applies. All other candidates live in the Township.

Lora Lehmann, 1431 Bryant Lane, asked how many that applied were not accepted?

Commissioner Carswell replied four people were not seated.

MOTION was ADOPTED 14-0.

Finance Committee –

Receive Treasurer's Report:

Township Treasurer Jay W. Blumenthal reported that monies received from various departments deposited into Republic Bank for the month of December 2019 were \$1,226,456 as compared to last year of \$1,528,220 representing a decrease of (\$301,764); YTD \$62,719,840 as compared to last year of \$63,809,561 representing a decrease of (\$1,089,721). Adjustments were made to YTD Finance ACH & Credit Cards/Tax Office Real Estate Taxes due to April understatements of receipts.

Deposits of real estate taxes and fees transferred to Finance Department for the month of December 2019 were \$79,745 as compared to last year of \$208,707 representing a decrease of (\$128,962). YTD collected was 98% leaving a balance of 2%. The increase in YTD collections were due to April receipts understated and adjustments have been made to correctly reflect the actual balance due.

Item FC-01-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to approve investments for the month of November 2019. It was noted that investments for the month totaled \$2,744,000.00. Interest rate yields ranged from 1.50% to 1.65%.

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments. There were none.

MOTION was ADOPTED 14-0.

Item FC-02-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to approve the November expenditures as previously circulated to the Board in the amount of \$2,884,027.29 and salaries and wages in the amount of \$1,923,457.54 and authorizing the proper officials to sign vouchers in payment of bills and contracts as they mature through the month of February 2020.

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments. There were none.

Roll call vote resulted in motion being passed 14-0. Commissioner Vahey was absent during roll call.

Item FC-03-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to approve the Clearing Fund, the Deferred Revenue/Expense activity and Petty Cash balances for the month of November as previously circulated to the Board. Clearing fund receipts and disbursements for the month of November 2019 were \$20,457.53 and (\$41,202.83), respectively. Deferred Revenue/Expense receipts and disbursements for the month of November 2019 were \$62.00 and (\$0.00), respectively.

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments. There were none.

MOTION was ADOPTED 14-0.

Item FC-04-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to approve the Advance and Travel Expense activity for November 2019 as previously circulated to the Board. Advance and Travel Expense reports were \$0.00 and \$4,923.57, respectively. Eleven-month expenses totaled \$49,113.80.

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments. There were none.

MOTION was ADOPTED 14-0.

Item FC-05-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to adopt Resolution No. 20-005 authorizing the disposition of certain Finance Office records as set forth in Exhibit "A."

President Spiegelman asked for any comments from Commissioners or staff. There were none.

President Spiegelman asked for any public comments.

Lora Lehmann, 1431 Bryant Lane, asked about the item of “municipal liens-one year” to be disposed.

Solicitor Clarke clarified that all liens are filed in the County Courthouse where there is a record of it.

MOTION was ADOPTED 14-0.

Item FC-06-010920:

Vice President Hecker made a MOTION, seconded by Commissioner Winegrad to approve the GH Real Holdings, Inc. Payment-In-Lieu-of-Taxes (PILOT) Agreement.

President Spiegelman asked for any comments from Commissioners or staff.

Commissioner Thompson asked for further explanation.

Solicitor Clarke explained that GH Real Holdings holds 14 parcels in Montgomery County and they are seeking tax exempt status on all 14 parcels. Two of them are located in Abington; one at 804 Abington Avenue and the other at 1316 East Avenue and both are residential properties used as group homes for adults who have developmental disabilities. The properties were purchased in 2014-2015 and GH Real Holdings sought tax exempt status so they filed an appeal dating back to 2015.

It is the considered opinion by all of the attorneys who were involved in all of the various entities in this matter that GH Real Holdings, based on case law, will be granted tax exempt status, so GH Real Holdings has agreed to enter into a PILOT agreement where they will be paying 25% of the taxable amount, and since they would be entitled to a refund dating back to 2015, they are not going to take the money as a refund, they will take it as an offset for the taxes moving forward until they are caught up. The County, municipalities and School District are involved in all 14 of the properties and all of them are signing off on it.

Commissioner Thompson clarified that GH Real Holdings are a 501C3 nonprofit corporation. Is that correct?

Solicitor Clarke replied that is correct.

President Spiegelman asked for any public comments. There were none.

MOTION was ADOPTED 14-0.

PUBLIC COMMENT:

Natalie Sherstyuk, 1165 Delene Road, asked for the matter of the Economic Development Corporation to be placed back on the Public Affairs agenda for next month's meeting instead of having it held this Saturday morning. Also, she expressed concern about the budget process and the Economic Development Corporation process and also about the amount of speaking time.

President Spiegelman clarified this Saturday's meeting on proposed Economic Development Corporation is the second public informational session and the first was held on a weeknight. The second was specifically scheduled for a Saturday because there are some who cannot make it on a weeknight and so it is to be inclusive.

Budget process was not pushed back by the Manager; budget content will be more user-friendly going forward and there was no effort to circumvent public comment.

Solicitor Clarke said there is no provision in the Sunshine Act about a budget vote or complex issue that the public is allotted an unlimited amount of time to make comments.

Manager Manfredi said during budget presentation, calendar for 2021 was presented with budget discussions beginning in September with Finance Committee.

Joe Rooney, Maple Avenue, congratulated those who were elected and reelected. He expressed concern about one of Commissioners holding office in the County and the Township and also about the speaking rule.

President Spiegelman said there is precedent for holding municipal and county elected offices successfully.

Lora Lehmann, 1431 Bryant Lane, expressed concern about the speaking time.

Rich Flanagan, 323 Shady Lane, commented that he would be in favor of his Commissioner also working for the County. Also, he congratulated those who were elected and reelected.

REMARKS OF COMMISSIONERS:

Commissioner Thompson said that today is “National Law Enforcement Appreciation Day” and he gave a “tip of the hat” to the officers representing Abington Township and thanked them for their service. Also, he thanked Mike Jones of Public Works for beginning the Mt. Carmel/North Hills Avenue Intersection project.

Commissioner Bole thanked everyone for their time in helping him get oriented shortening his learning curve. It is apparent that there are a lot of hardworking people who go above and beyond their stated position descriptions every day of the week. He thanked Angelo Pontelandolfo for showing him around meeting everyone. He thanked Commissioner Carswell as their work interviewing candidates and making recommendations of those who are dedicated to their professional and personal passions.

Commissioner Carswell commented that there is a lot of talented people who stepped forward to serve and many who are already serving, so we are well-staffed by volunteers in many capacities. There are some seats to be filled on the Economic Development Committee as well as the Zoning Hearing Board and there will be another round of interviews in the next few weeks.

Commissioner Rothman thanked the Police Officers. There was a fire in Ward 3 and there was a very quick response time from McKinley Fire Company and he gave a “shout out” to all of the volunteer firefighters from all of the fire companies. It makes life better when a neighbor, friend or family member goes through something really badly that we have topnotch people taking care of us.

Commissioner Luker announced that the Board of Commissioners will be hosting the 35th Dr. Martin Luther King, Jr., Annual Memorial Service on Monday, January 20, 2020 at noon and this year it will be held at the Little Theater due to renovations being done at the high school. Children from the Abington Township School District will be there along with recipients Mr. John Hill of Ward 3 and Mr. Will Daniel and his daughter Bridget who are successful minority business owners. He thanked Ashley McIlvaine, Van Strother and Mark Penecale for their helpful assistance with the program.

Commissioner Myers said to President Spiegelman that he did a great job during his first night as President and she knows first hand as well as Commissioner Luker that it is really the “hot seat.”

Commissioner Bowman commented that the Township will lose a few good employees this month, Mark Penecale who is a good guy not just for his work in the Township, but for all he does for the Roslyn Boys Club in Roslyn Park. Dave Quinn, longtime Parks employee is also retiring and he wished him “Good Luck!” He thanked his fellow Commissioners who chaired the screening committee as he appreciates their work and also to President Spiegelman and Commissioner Vahey who handled the Economic Development Corporation informational meeting.

Commissioner DiPlacido said “when driving through Abington Township, slow down and please drive like your kids live here.”

Commissioner Winegrad said to President Spiegelman that he did an excellent job tonight.

Vice President Hecker welcomed Commissioner Bole and he looks forward to working with him in the months and years ahead. He is delighted to have the opportunity to serve the public again. We have important work to do together and this is a really talented group of dedicated public servants who want to make the community a better place and together we can do that over the course of this year and the coming years, and he wants to be sure that is what we focus on together. He is excited to work with Chief Molloy and the members of our Police Department, which is one of the most progressive and community-oriented departments he has ever seen. Thank you.

ADJOURNMENT: 8:18 p.m.

Respectfully submitted,

Liz Vile, Minutes Secretary

Resolution No. 20-004 and Resolution No. 20-005 were adopted by the Board of Commissioners of the Township of Abington on January 9, 2020.

APPROVED

2/13/20

RESOLUTION No. 20-004

WHEREAS, Martin Luther King, Jr. was a man committed to peaceful coexistence, where all men would be free from racism, bigotry and discrimination; and

WHEREAS, many people look to the Reverend Martin Luther King, Jr. as a source of inspiration for promoting harmony, cooperation and understanding; and

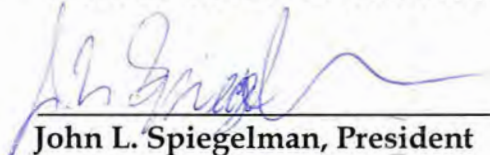
WHEREAS, the third Monday in January has been declared a national holiday and, on that day, January 20, 2020, Abington Township will conduct a Memorial Service at 12:00 PM which will be attended by civic, religious, school, and government leaders; and

WHEREAS, Abington Township is herewithin honoring Mr. Will F. Daniel and Mrs. Brigitte Daniel-Corbin, Wilco Electronics Systems, Inc and Mr. John Hill, Community Activist as the 2020 recipient of the **Martin Luther King Memorial Award**;

NOW, THEREFORE, the Board of Commissioners of Abington Township does hereby proclaim January 20, 2020 as Martin Luther King Day and encourages all interested citizens to participate in the Township Memorial Service.


RESOLVED, this 9th day of January 2020.

BOARD OF COMMISSIONERS



John L. Spiegelman, President

ATTEST:



Richard J. Manfredi,
Township Manager & Secretary

**TOWNSHIP OF ABINGTON
MONTGOMERY COUNTY, PENNSYLVANIA**

RESOLUTION NO. 20-005

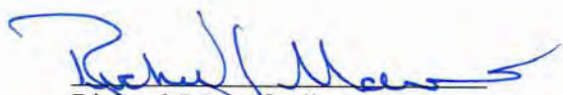
**A RESOLUTION OF THE BOARD OF COMMISSIONERS OF THE TOWNSHIP OF
ABINGTON, MONTGOMERY COUNTY, PENNSYLVANIA, AUTHORIZING THE
DISPOSITION OF CERTAIN FINANCE OFFICE RECORDS**

WHEREAS, by virtue of Resolution No.11-009, adopted March 10, 2011, the Township of Abington declared its intent to follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Manual approved December 16, 2008, and,


WHEREAS, in accordance with Act 428 of 1968 each individual act of disposition shall be approved by resolution of the governing body of the municipality;

NOW, THEREFORE, BE IT RESOLVED this 9th day of January, 2020, that the Board of Commissioners of the Township of Abington, Montgomery County, Pennsylvania, in accordance with the above-cited Municipal Records Manual, hereby authorizes the disposition of the public records as set forth in Exhibit "A" hereto.

Attest:


Richard J. Manfredi,
Township Manager & Secretary

TOWNSHIP OF ABINGTON

By: 
John L. Spiegelman, President
Board of Commissioners

RESOLUTION NO. 20-005 (continued) Page Two

EXHIBIT "A"

**DISPOSITION OF FINANCE OFFICE RECORDS
AS LISTED BELOW:**

2012 Liquid Fuels Reports and Work Papers –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference AL-20; Liquid Fuel Tax Records)

2018 and prior Municipal Lien Files

- Retain 1 year after satisfaction –(as stated in Municipal Records Manual approved December 16, 2008 – reference AL-25; Administrative and Legal – 6)

2009 and Prior Public Meeting/Hearing Notices and Proof of Publications

- Retain 10 years –(as stated in Municipal Records Manual approved December 16, 2008 – reference AL-35; Administrative and Legal – 8)

2012 and Prior - Receipt and Distribution of Foreign Fire Insurance Premium Tax Form (verification of receipt and distribution of funds from taxes paid by foreign fire insurance companies [Act 205 of 1984] to our five Volunteer Firefighters' Relief Associations) –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-1; Account distribution summaries (Treasurer's Report); As directed by Susan T. Hartman, Archivist, PA Historical and Museum Commission

2012 Accounts Payable Records –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-2; Financial and Purchasing – 1)

2014 and prior Annual Audit and Financial Reports – including Elected and Appointed Officials, Survey of Financial Condition and Tax Information submitted to the Pennsylvania Department of Community and Economic Development

- Retain 5 years –(as stated in Municipal Records Manual approved December 16, 2008 – reference FN-4; Financial and Purchasing – 1)

2012 and Prior - Budget Work Papers –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-5; Annual budgets and related records)

2015 and Prior - Audit Work Papers –

- Retain current plus three prior audit cycles (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-7; Audit work papers)

2012 and prior Bank Statements and Reconciliations –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-9; Financial and Purchasing – 2)

RESOLUTION NO. 20-005 (continued) Page Three

2012 Canceled Checks –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-10; Financial and Purchasing – 2)

2012 Cash Receipts –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference FN-25; Voucher Files)

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2012 Payroll Records –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008)

Reference:

- PL-1 Cancelled payroll checks
- PL-2 Employee payroll adjustment records
- PL-4 Payroll deduction authorizations
- PL-5 Payroll earnings and deductions registers
- PL-6 Payroll voucher (check) registers
- PL-11 Quarterly returns of withholding of Federal Income Tax
- PL-12 Quarterly statements of state and local taxes withheld
- PL-13 Social Security reports
- PL-14 Time cards and attendance records
- PL-15 Unemployment compensation records
- PL-16 Wages and tax statements (W-2 forms)
- PL-17 Withholding allowance certificates (W-4 forms)

2015 1099's –

- Retain 4 years (as stated in Municipal Records Manual approved December 16, 2008 – reference PL-18 1099 Forms – Employer's copy of U. S. Information Return for Calendar Year; Payroll Records – 4)

2012 Public Utility and Realty Tax Reports –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference TA-10; Tax Collection and Assessment Records – 2)

2012 Recorder of Deeds of Montgomery County Local Transfer Tax Collection Report –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference TA-11; Tax Collection and Assessment Records – 2)

2012 and prior Commissions for Treasurer Act 511 Tax Reports –

- Retain 7 years (as stated in Municipal Records Manual approved December 16, 2008 – reference TA-13; Tax Collection and Assessment Records – 2)

2018 and prior Sewer Assessment Notification Records

- Retain 1 year after all payments have been made – (as stated in Municipal Records Manual approved December 16, 2008, as amended March 28, 2019 – reference WM-11; Waste Management/Sewage Disposal – 3)

2012 and Prior Excess Workers' Compensation Quarterly Loss Run Reports –

- Not specifically categorized; Based on judgment