

The special meeting of the **BOARD OF COMMISSIONERS** was held this evening via web-conference, President Daniel B. Norris presiding. Members present were Commissioners Brockington, Rappoport, Pransky, Areman, Holland and Zygmund-Felt.

Staff present via web-conference were Bryan T. Havir, Township Manager; Alyson Elliott, Assistant Township Manager; Henry Sekawungu, Director of Planning and Zoning; Christopher Clewell, Public Works Superintendent; Mike Fleming, Public Works Coordinator. Also present via web-conference were Joseph Bagley, Esquire, Township Solicitor; and Mark Eisold, Township Engineer.

1. The meeting commenced at 7:20 p.m. with the Pledge of Allegiance being led by Mr. Norris.
2. Upon motion of Mr. Norris, the Board of Commissioners approved by a 7-0 vote **Ordinance No. 2403-20**, known as the Second Emergency Ordinance, pursuant to Section 505 of the Cheltenham Township Home Rule Charter and the Pennsylvania Emergency Management Services Code extending the tax discount period and the Township tax filing and payment deadlines for Township taxes are extended for 60 days and Business Privilege and Mercantile Taxes, the Earned Income and Local Services Tax are all extended for 90 days, continuing the declaration of a health emergency within the Township and authorizing the closure of all Township Buildings to the public as a result of the health emergency (Ayes: Brockington, Holland, Norris, Pransky, Rappoport, Areman, Zygmund-Felt) (see attached).

Mr. Bagley asked if the Board of Commissioners would like to extend the emergency Ordinance passed the April 17, 2020 date approved in the first Emergency Ordinance. Ms. Rappoport asked if we could extend it indefinitely. Mr. Bagley said it can be, or the Board could choose April 30, 2020, the current expiration for Governor Wolf's Stay at Home Order. Mr. Pransky commented that extending it indefinitely would be the best option at this time since the Order has already been revised and it may change again. The Board concurred.

3. Citizens' Forum – None.
4. There being no further business, Mr. Norris adjourned the meeting at 7:25 p.m.



Bryan T. Havir
Township Manager

Per Ashley Lupino, Executive Assistant

**CHELTENHAM TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA**

ORDINANCE NO. 2403-20

**SECOND EMERGENCY ORDINANCE OF THE BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP, MONTGOMERY COUNTY,
PENNSYLVANIA, PURSUANT TO SECTION 505 OF THE CHELTENHAM
TOWNSHIP HOME RULE CHARTER AND THE PENNSYLVANIA
EMERGENCY MANAGEMENT SERVICES CODE EXTENDING THE TAX
DISCOUNT PERIOD AND THE TOWNSHIP TAX FILING AND PAYMENT
DEADLINES FOR TOWNSHIP TAXES, AND AUTHORIZING CLOSURE OF
ALL TOWNSHIP BUILDINGS TO THE PUBLIC AS A RESULT OF THE
CURRENT HEALTH EMERGENCY**

WHEREAS, a novel coronavirus COVID-19 (“COVID-19”) has been declared a worldwide pandemic by the World Health Organization; and

WHEREAS, the United States Department of Health and Human Services Secretary has declared that COVID-19 creates a public health emergency;

WHEREAS, the United States Centers for Disease Control have declared that the goal for mitigation strategies in communities with local COVID-19 transmission is to slow the transmission of the disease and to protect individuals at increased risk from severe illness including older adults and persons of any age with underlying health conditions and to protect the healthcare and critical infrastructure work forces; and

WHEREAS, on March 19, 2020 Pennsylvania Governor Tom Wolf ordered the closure of all non-life sustaining businesses within the Commonwealth to slow the spread of COVID-19, in addition to numerous “stay-at-home” orders in various counties of Pennsylvania, including Montgomery County and the declaration of a disaster throughout the Commonwealth; and

WHEREAS, the County of Montgomery has issued an Emergency Health Declaration requesting all employers to employ alternative work models such as working remotely and has stated that “[t]his is an evolving situation;” and

WHEREAS, on March 24, 2020 the Montgomery County Commissioners requested all municipalities within the County to extend the “discount period” for the payment of real estate taxes.

NOW THEREFORE, the Board of Commissioners of the Township of Cheltenham (“Board”) hereby **ORDAINS** and **ENACTS** as follows:

1. Pursuant to Section 505 of the Cheltenham Township Home Rule Charter and the Pennsylvania Emergency Management Service Code, in order to meet a public health emergency, the Board hereby adopts this Second Emergency Ordinance and declares a continuing health emergency within the Township regarding the COVID-19 health emergency as set forth in detail above.

2. This Second Emergency Ordinance and Declaration shall take effect immediately upon enactment and continues the health emergency within Cheltenham Township until further notice.
3. In order to assist Township property owners who may be financially impacted by the health emergency and to reduce the need for residents to visit the local tax office, the Board hereby extends: (1) the “discount period” for the payment of Township real estate taxes and the refuse service fee from April 3, 2020 to June 3, 2020; (2) the filing and payment deadlines for Business Privilege and Mercantile Taxes, the Earned Income Tax and Local Services Tax from April 15, 2020 to July 15, 2020; and (3) the filing and tax payment deadlines for Township real estate taxes and the refuse service fee until August 3, 2020. All penalties and interest shall apply after the deadlines as extended herein.
4. The Board strongly encourages the public to conform their conduct to the advisories and directives of the Governor, the County of Montgomery and the County Office of Public Health.
5. The Board authorizes the cancellation of all Township public participation events and activities and the closure of all Township buildings and facilities where social distance cannot be maintained to the public during the health emergency. The Board refers the public to the Township website for information regarding the mailing of tax payments, the remote application for permits, access to public teleconference meetings of the Board, etc...and related “alternative work models.”
6. Due to the health emergency, the Township reiterates that it may experience a delay in its ability to respond to Right-to-Know Law (“RTKL”) requests. In addition, if an agency is closed on a given day, that day shall not be considered a “business day” and will not count towards the five (5) business days referenced in Section 901 of the RTKL. The Township encourages both its employees and requesters to be considerate and patient while working with the Township on RTKL requests during the declared emergency.
7. This emergency ordinance shall be advertised as soon as possible after the date of enactment.

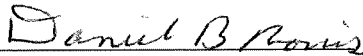
DULY ADOPTED by the Board of Commissioners of Cheltenham Township, in lawful session duly assembled, this 1st day of **April, 2020**.

ATTEST:



Bryan T. Havir
Township Manager and Secretary

**TOWNSHIP OF CHELTENHAM
BOARD OF COMMISSIONERS**

By: 
Daniel B. Norris, President