

June 19, 2013
Curtis Hall

A regular meeting of the **BOARD OF COMMISSIONERS** was held this evening, Vice President Harvey Portner presiding. Members present were Commissioners Hampton, McKeown, Norris, Sharkey, and Simon.

Staff present were Charlyn Battle, Human Resources Director; Michael Fleming, Public Works Coordinator; Nancy Gibson, Public Information and Complaint Officer; Brian Hinson, Acting Director of Parks and Recreation; David Jones, Interim Planner/Zoning Officer; Mark McDonnell, Public Works Superintendent; John J. Norris, Chief of Police; Lt. Kevin O'Brien, Deputy Chief of Police; Joseph O'Neill, Fire Marshal; Bruce Rangnow, Acting Director of Fiscal Affairs; and Bryan T. Havir, Township Manager. Also present was Joseph M. Bagley, Esq., Township Solicitor. A Public Attendance List is attached.

1. The meeting commenced at 7:30 p.m. with the Pledge of Allegiance being led by Commissioner Sharkey.

2. Each member having received a copy of the Commissioners' Regular Meeting Minutes dated May 15, 2013, upon motion of Mr. McKeown, the Minutes were unanimously approved by the Board of Commissioners.

3. Each member having received a copy of the Executive Summary Financial Report of the Manager/Secretary for the month of May, 2013, upon motion of Mr. McKeown, the Report was unanimously approved by the Board of Commissioners.

4. Each member having received a copy of the Accounts Paid Report for the month of May, 2013, upon motion of Mr. McKeown, the Report was unanimously approved by the Board of Commissioners.

5. Mr. Portner presented awards for the Substance Abuse and Mental Health Committee's 2013 Essay Contest to the following students:

John Morgan	Grade 8	Presentation B.V.M. School
Aliyah Wilson	Grade 8	Presentation B.V.M. School
Hannah Koval	Grade 5	Elkins Park Middle School

6. Ms. Hampton presented **Resolution No. 27-13** to Deborah Fries honoring her receipt of the 2013 Sandy Cummins National Poetry Prize (see attached).

7. Mr. Sharkey presented Commendations to the following members of the Cheltenham Township Police Department:

Officer Jason Brennan #1005	"OFFICIAL CERTIFICATE OF COMMENDATION"
Sergeant Edward Baskin #1008	"OFFICIAL COMMENDATION-UNIT CITATION"
Officer Raymond Harmer #930	

Officer Christopher Poirier #934	
Officer John Thompson #949	
Officer Michael Friend #959	
Officer Mark Gindhart #987	
Officer Christopher Pachuta #996	
Officer Michael Corbo #1018	
Detective Mark Bates #928	
Detective James McClelland #931	
Detective John Barr #1016	
Officer Thomas Fahy #960	“OFFICIAL COMMENDATION FOR MERIT”
Officer Michael Barone #976	
Sergeant Michael Regan #905	“OFFICIAL COMMENDATION FOR HEROISM”
Sergeant Kevin Brewster #1014	
Officer Christopher Poirier #934	
Officer Jarreau Francis #1012	
Officer Matthew Hungerford #1021	“OFFICIAL CERTIFICATE OF COMMENDATION”
Officer Stewart Coyle #1017	
Officer Ryan Ewald #1024	

8. Review of the Public Works Committee Regular Meeting Minutes dated June 12, 2013.

a. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously approved the award of a unit price contract for the base bid and Alternate #3 of the 2013 Road Milling and Resurfacing Project to Glasgow, Inc., Glenside, PA 19038 in the total amount of \$252,509.20 being the lowest responsible bidder meeting Township specifications.

b. Upon of Mr. Sharkey, the Board of Commissioners unanimously approved a Certificate of Appropriateness for Application No. W-13-101 to John and Susan Lee, owners of 147 Fembrook Avenue, Wyncote, relating to replacing a chain link fence along the property line with a 6 foot high cedar fence as recommended by the Wyncote Board of Historical and Architectural Review.

c. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously approved the award of a contract to BRB Contractors, King of Prussia, PA for the 409 Ashbourne Road Demolition Project in the amount of \$30,000 base price plus \$1.50 per square foot to be added or deducted from the total base bid to remove asbestos in an amount that is either greater or less than 10% of the area of asbestos assumed in the technical specification which was estimated to be 3,500 square feet of asbestos being the lowest responsible bidder meeting Township specifications.

d. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously approved the award of a contract to B. Blair Corporation, Warminster, PA 18974 for the John Russell Circle North Roadway Reconstruction Project in the amount of \$170,956.70 being the lowest responsible bidder meeting Township specifications.

e. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously adopted **Resolution No. 31-13** adopting the Act 537 Cheltenham Township Official Sewage Facilities Plan, dated January 2013 (see attached).

f. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously authorized the advertising of the adoption of an Ordinance amending Chapter 238 of the Code titled "Sewers" regulating Fats, Oils and Greases ("FOG") entering the wastewater collection system.

g. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously accepted the Public Works Committee Regular Meeting Minutes dated June 12, 2013.

9. Review of the Public Affairs Committee Regular Meeting Minutes dated June 5, 2013.

a. Upon motion of Ms. Hampton, the Board of Commissioners unanimously awarded a Contract for Janitorial Services to Jani-King of Philadelphia in the amount of \$24,754.00, being within budgetary limitations, to commence July 1, 2013 and end on June 30, 2014.

b. Upon motion of Ms. Hampton, the Board of Commissioners unanimously accepted the Public Affairs Committee Regular Meeting Minutes dated June 5, 2013.

10. Review of the Public Safety Committee Regular Meeting Minutes dated June 5, 2013.

a. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously adopted **Ordinance No. 2267-13** amending Chapter 285 thereof, entitled "Vehicles and Traffic" (see attached).

b. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously approved the appointment of Dr. James F. Rowley as Medical Director for the Township's Emergency Medical Service.

c. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously adopted **Resolution No. 32-13** honoring Dr. Leonard Rubin upon the occasion of his retirement as Medical Director for the Township's Emergency Medical Service. Said Resolution to be presented at a future meeting of the Board of Commissioners.

d. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously adopted **Resolution No. 33-13** honoring Deputy Chief of Police Kevin O'Brien upon his retirement as a member of the Emergency Management Team. Said Resolution to be presented at a future meeting of the Board of Commissioners.

e. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously approved the removal of the traffic signal at the intersection of Willow and Sycamore Avenues and replacing it with a 4-Way Stop Control.

f. Upon motion of Mr. Sharkey, the Board of Commissioners unanimously accepted the Public Safety Committee Regular Meeting Minutes dated June 5, 2013.

11. Review of the Building and Zoning Committee Regular Meeting Minutes dated June 5, 2013.

a. There were no recommendations to the Board, and upon motion of Mr. Simon, the Board of Commissioners unanimously accepted the Building and Zoning Committee Regular Meeting Minutes dated June 5, 2013.

12. Review of the Parks and Recreation Committee Regular Meeting Minutes dated June 12, 2013.

a. There were no recommendations to the Board, and upon motion of Mr. McKeown, the Board of Commissioners unanimously accepted the Parks and Recreation Committee Regular Meeting Minutes dated June 12, 2013.

13. Review of the Sinking Fund Commission Regular Meeting Minutes dated May 22, 2013.

a. Upon motion of Mr. Simon, the Board of Commissioners unanimously voted to authorize the repayment of the 2013 Tax Anticipation Note ("TAN") to be paid by July 1, 2013, resulting in interest savings in the amount of \$13,255.89. In response to a question from Mr. Simon, Mr. Nissen stated that payment will be from Township funds and not from a borrowing source.

b. Upon motion of Mr. Simon, the Board of Commissioners unanimously accepted the Sinking Fund Commission Regular Meeting Minutes dated May 22, 2013.

14. Under Old Business:

a. Ms. Hampton reminded Staff that the Commissioners have not yet received a copy of the Library consultant's interactive spreadsheet that was requested at the June 5, 2013 Public Affairs Committee meeting.

b. Mr. McKeown stated that he believed that the Township needs a new Police Administration Building. The current facility has deteriorated, and this should take precedence over spending funds on the libraries.

15. Under New Business: The Board of Commissioners heard a status report on the refunding the General Obligation Bonds Series 2013. Peter Nissen, Acacia Financial Group,

reviewed the proposed refunding opportunity to refinance two (2) bonds, 2005 and 2009, totaling \$11,005,000. There refunded bonds consist of Series A and B of 2013 in the amounts of \$1,305,000 for Series A of 2013 and \$9,700,000 for Series B of 2013. Mr. Nissen discussed the date of sale, which is scheduled for June 27, 2013, sale price, closing date and the savings of \$251,000.

16. Citizens' Forum:

Thomas McHugh asked for information about the upcoming meeting with the Army Corps of Engineers. Mr. Havir responded that a community meeting will be held on July 31, 2013, at Glenside Hall at 7 p.m., at which time there will be an update on the February 2013 meeting. Mr. McHugh felt Curtis Hall was too cold, and the cost of air conditioning could be lower if the thermostat was turned up.

Robert Harper stated that he is a part-time employee at Curtis Hall and turned the thermostat up due to the high humidity in the hall when he arrived at 6 p.m. He also reported what appears to be a vacant home at 148 Greenwood Avenue. He was told this would be investigated.

Lillian Dillheim stated that she had an issue with a neighbor who is removing a large old tree that had grown into her tree, which is 100-years old, and she was concerned her tree would be compromised. Mr. Bagley responded and advised her to consult an attorney since this is a private property matter.

There being no further business, upon motion of Mr. McKeown, the Board of Commissioners unanimously agreed to adjourn the meeting at 9:00 p.m.



Bryan T. Havir
Township Manager

as per Anna Marie Felix



PUBLIC ATTENDANCE LIST



Board of Commissioners Meeting

Wednesday, June 19, 2013 @ 7:30 P.M.

*Curtis Hall
1250 W. Church Road, Wyncote, PA 19095*

(Please Print Clearly)

Print Name	Mailing Address	Telephone Number	E-mail Address
<i>Susan Miller</i>			
<i>Lilia Dell'Acqua</i>			
<i>Ann Alena</i>	<i>Denside Pa</i>		
<i>Tom McHugh</i>	<i>127 Hewett Wyncote</i>		
<i>Sam Kovach</i>	<i>Chelt.</i>		

*A Resolution No. 27-13
of the Board of Commissioners of Cheltenham Township*

Whereas, THE BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, Montgomery County, Pennsylvania, with great admiration and appreciation, salutes **DEBORAH FRIES**, of Melrose Park, on the occasion of her receiving the 2013 Sandy Cummins National Prize for Poetry; and

Whereas, *Philadelphia Stories*, a non-profit literary magazine that features the work of writers and artists from the Delaware Valley, chose **DEBORAH FRIES** for the prize based on her poem, "Marie in America." The magazine's poetry editor described the winning poem as "an evocative and transformative piece that exemplifies a commitment to storytelling through image and momentum," and

Whereas, **DEBORAH FRIES** began writing poetry in earnest after she moved to the Delaware Valley in 1994. A long-time Cheltenham Township resident and frequent instructor for the Cheltenham Township Adult School, **DEBORAH FRIES** was also named Montgomery County Poet Laureate in 2006 and authored two poetry books: *Various Modes of Departure* in 2004 and *The Bright Field of Everything* in 2013.

NOW, THEREFORE, BE IT RESOLVED that the BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, duly convened in regular session this Nineteenth Day of June, A.D., 2013, does hereby officially honor **DEBORAH FRIES** for her contributions to the literary arts and wishes her continued success in all her future endeavors. It is further directed that this Resolution be spread in full upon the minutes of this meeting and that a copy thereof be presented to Ms. Fries.

IN WITNESS WHEREOF, I, ART HAYWOOD, President of the BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, have hereunto set my hands and caused the Seal of the Township of Cheltenham to be made a part thereof. DONE AT ELKINS PARK, PENNSYLVANIA, in the year of the Township of Cheltenham, the one hundred and fourteenth.

**BOARD OF COMMISSIONERS
OF CHELTENHAM TOWNSHIP**



By: _____
Art Haywood, Board President



Attest: _____
Bryan T. Havir
Township Manager and Secretary

CHELTENHAM TOWNSHIP

RESOLUTION NO. 31-13

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF CHELTENHAM TOWNSHIP, MONTGOMERY COUNTY, PENNSYLVANIA (HEREINAFTER “THE MUNICIPALITY”) ADOPTING AN ACT 537 PLAN FOR THE CHELTENHAM TOWNSHIP COLLECTION AND CONVEYANCE SYSTEM DRAINAGE AREA (PLANNING AREA).

WHEREAS, Section 5 of the Act of January 24, 1966, P.L. 1535, No. 537, known as the “Pennsylvania Sewage Facilities Act,” as amended, and the Rules and Regulations of the Pennsylvania Department of Environmental Protection (Department) adopted thereunder, Chapter 71 of Title 25 of the Pennsylvania Code, require municipalities to adopt an Official Sewage Facilities Plan providing for sewage services adequate to prevent contamination of waters and/or environmental health hazards with sewage waters, and to revise said plan whenever it is necessary to meet the sewage disposal needs of the municipality, and

WHEREAS, the Board of Commissioners of the Township of Cheltenham, Montgomery County, has prepared an Act 537 Official Sewage Facilities Plan, which provides for a sewage facilities in the Cheltenham Township Planning Area and a portion of the following municipalities: Abington Township (Tookany Drainage Basin); Jenkintown Borough; Springfield Township; and the City of Philadelphia (the “Plan”); and

WHEREAS, the Township’s collection system, as well as flows from the neighboring westerly and northwestern municipalities, convey raw sewage to the Philadelphia Water Department’s (PWD) collection and conveyance system. To meet the projected needs of the Planning Area, the Plan recommends numerous upgrades to the system to be constructed over a zero (0) to twelve (12) year time period between 2013 – 2025, specifically:

Phase 1A – Lining of Interceptor A and Future Possible Construction of a Pump Station at a Later Date (Rices Mill Road to near South Avenue [MHs A155 to A136]): This section of Interceptor A shows signs of considerable infiltration; however, due to its location, lining of the interceptor rather than replacement is recommended. At the time of finalization of this Plan, the Township has entered into a contract to line the Phase 1A and Phase 1B portions of Interceptor A, with the expectation of reducing the current considerable amount of infiltration. Construction of a pump station near MH A155 and the routing of a force main to bypass the lined section will remove a portion of the flow and reintroduce it further downstream in the interceptor but future flows and upstream loadings will dictate the actual need and timing of the pump station, if any since the purpose would be to handle future flows and relieve peak flow loading on Interceptor A.

Phase 1B – Lining of Interceptor A (currently ongoing); Future Possible Replacement of Interceptor A (Near South Avenue to Old York Road [MHs A136 to A94]): This section of Interceptor A shows signs of considerable infiltration. At the time of finalization of this Plan, the Township entered into a contract to line the Phase 1A and Phase 1B portions of Interceptor A,

with the expectation of reducing the current considerable amount of infiltration. Future flows and upstream loadings will dictate the timing of replacing these portions of Interceptor A with a larger diameter pipe.

Phase 2A – Replacement of Interceptor A (Boy Scout Cabin to Jenkintown Road [MHs A47 to A36]): This section should be rehabilitated via a traditional replacement method. Since a large portion of this section of the interceptor shows considerable signs of hydraulic overload under current and future flow conditions, replacement with a larger diameter pipe is recommended.

Phase 2B – Replacement of Interceptor A (Jenkintown Road and High School Road [A78 to A47]): This section should be rehabilitated via a traditional replacement method. Since a large portion of this section of the interceptor shows considerable signs of hydraulic overload under current and future flow conditions, replacement with a larger diameter pipe is recommended.

Phase 3 – Replacement of Interceptor A (High School Road to Old York Road [MHs A94 to A78]): This section should be rehabilitated via a traditional replacement method. Since a large portion of this section of the interceptor shows considerable signs of hydraulic overload under current and future flow conditions, replacement with a larger diameter pipe is recommended.

Phase 4 – Replacement of Interceptor A (Boy Scout Cabin to Connection with PWD [MHs A36 to A1]): This section should be rehabilitated via the traditional replacement method. Since a large portion of this section of the interceptor shows considerable signs of hydraulic overload under current and future flow conditions, replacement with a larger diameter pipe is recommended.

IMPLEMENTATION SCHEDULE

The following is a schedule for implementing the 537 Plan:

Description	Time Frames (years after DEP Approval)
1. Initiate a Tapping Fee Study	During Review Process
2. Initiate a User Rate Study	During Review Process
3. Continue to Implement Municipal Corrective Action Measures and Corrective Action Plans	On-going
4. Post flow metering to check progress toward I/I Reduction	On-going
5. Phase 1A Lining and 1B Lining – Permitting & Design	Completed
6. Phase 1A Lining and 1B Lining – Construction	2013 Current
7. Initiate Financing for Phase 4	4 years
8. Phase 4 – Permitting & Design	5 years
9. Renegotiate PWD Agreement (for 29 CFS)	2.5 years*
10. Phase 4 – Construction	6 years
11. Phases 2A, 2B, and 3 – Initiate Financing	Initiated
12. Phases 2A, 2B, and 3 – Permitting & Design	1 years
13. Phase 2A, 2 B and 3 – Construction	2 years
14. Phase 1A Pump Station – Initiate Evaluation to determine need and Financing	10 years
15. Phase 1A Pump Station – Permitting & Design**	11 years
16. Phase 1A Pump Station – Construction **	12 years
17. Phase 1B Replacement – Evaluation to determine need and Initiate Financing	10 years
18. Phase 1B Replacement – Permitting & Design**	11 years
19. Phase 1B Replacement – Construction **	12 years

* To be renegotiated at end of existing contract.

** If the need is determined at the time of evaluation.

WHEREAS, the Board of Commissioners of the Township of Cheltenham finds that the Plan conforms to current zoning and subdivision Ordinances, and other municipal Ordinances and plans, and to a comprehensive program of pollution control and water quality management;


WHEREAS, the Plan is based on good faith knowledge and estimates relying on information available at the time of drafting of the Plan even though it covers a period of twelve (12) years. That information included current land uses, current laws, current technologies, and current facts and circumstances. It is acknowledged that this is only a plan and is not written in stone but must be re-evaluated in coming years from time to time as technological capabilities change, development becomes actual rather than proposed, anticipated or possible, the effects of each phase of the Plan are realized, conservation of water becomes more effective, land use laws and regulations change, land use approvals are granted or not granted, and in general as facts and circumstances dictate or allow; and


WHEREAS, the Board of Commissioners of the Township of Cheltenham acknowledges that the Plan is subject to possible future updates and amendments if there are relevant amendments with the Township's Corrective Action Plan.

NOW, THEREFORE, BE IT RESOLVED that the Board of Commissioners of the Township of Cheltenham hereby adopts and submits to the Department of Environmental Protection for its approval the "Official Plan" of the municipality, the above-referenced Sewage Facilities Plan. The municipality hereby assures the Department of the complete and timely implementation of the Plan as required by Section 5, of the Pennsylvania Sewage Facilities Act, as amended.

ADOPTED this 19th day of June, 2013.

**CHELTENHAM TOWNSHIP
BOARD OF COMMISSIONERS**


By: _____
Art Haywood
President


Attest: _____
Bryan T. Havir, Township Manager
and Secretary

ORDINANCE NO. 2267-13

AN ORDINANCE TO AMEND THE CODE OF THE TOWNSHIP OF CHELTENHAM, CHAPTER 285 THEREOF, ENTITLED VEHICLES AND TRAFFIC, BY AMENDING CERTAIN STREET AND PARKING REGULATIONS.

The Board of Commissioners of the Township of Cheltenham hereby ordains:

SECTION 1. The Code of the Township of Cheltenham, Chapter 285, Article IV, entitled Schedule of Traffic Regulations, Section 285-43 thereof is hereby amended by **ADDING** the following:

FRONT STREET (15) HANDICAPPED PARKING at 7639. This addition is effective for the duration period that this resident is eligible for a reserved handicapped parking space.

SECTION 2. That in all other respects Chapter 285 of the Code of the Township of Cheltenham is hereby approved and accepted as amended, and shall continue in full force and effect.

SECTION 3. This Ordinance shall take effect and be in force from and after its approval as required by law.

ENACTED into an Ordinance this **19th of June, A.D., 2013.**

**BOARD OF COMMISSIONERS
TOWNSHIP OF CHELTENHAM**



By _____
Art Haywood, President



ATTEST: _____
Bryan T. Havir, Township Manager