

BOARD OF COMMISSIONERS of NETHER PROVIDENCE TOWNSHIP – July 11, 2024

A public meeting of the Board of Commissioners of Nether Providence Township was called to order at 7:30 PM on Thursday, July 11, 2024—Legislative Meeting.

ROLL CALL

PRESENT:

Commissioner McKenzie
Commissioner Henry
Commissioner Garson
Commissioner Cooper
Commissioner O'Connor
Commissioner Carbone

ALSO PRESENT:

Dave Grady	Township Manager
Robert Scott	Township Solicitor
Dave Splain	Police Chief
Maureen Feyas	Assistant Manager
Charles Catania	Township Engineer

EXCUSED:

Commissioner Barnes

3 members of the public were in attendance.

Ms. McKenzie chaired the meeting. She announced that the Executive Session would be held after the public meeting.

Announcements

Ms. McKenzie said it was exciting to watch Wallingford's Allie Wilson qualify for the Olympics in Paris. She also congratulated the Nether 12U baseball team for their State Championship, and she wished them luck as they moved onto the regionals in New York.

She also thanked Crossing Guard Richard Copple for his 11 years of service as a crossing guard at Kershaw and Brookhaven for 11 years. She wished him a happy retirement!

PUBLIC COMMENT: NONE

Committee Openings- Parks, Shade Tree, and EAC

Approval of Minutes- Ms. McKenzie motioned to approve the minutes for June 13, 2024, Mr. Garson seconded the motion, which passed 5-0 with Ms. Henry abstaining.

SOLICITORS REPORT – Mr. Scott introduced Meghan Byrnes from the audience as joining Mr. Scott's firm as she may occasionally attend meetings in the future for Mr. Scott.

ENGINEER REPORT- None

Government Relations Report- Max Cooper

ARPA Funding Allocation – Public Works Garage – Mr. Cooper said the initial bids for the Public Works Garage came in higher than the grant submission estimates. This was because the grant application was based on the available information at the time, and once there was a deeper dive into the planning, it was determined that more utility work was needed. After change orders and other adjustments because of unforeseen circumstances, such as the new lift, the project cost total is \$1,323,657, and the available funding between the \$500,000 grant and the \$600,000 loan is \$1,100,000, which leaves a deficit of \$223,657. Instead of borrowing additional funding, the Board could consider

reallocating a portion of the ARPA funding from the Henry Lane project to cover this deficit. There would still be about \$157,000 available for the Henry Lane project, but there would be a projected deficit of about \$57,000 for the Henry Lane project. The project scope could be reduced, or the Board can find an additional funding mechanism for the \$57,000 for the Henry Lane project. The Board discussed. Mr. Cooper made a motion to approve ARPA funds to be reallocated to cover the \$233,657 deficit to finish the Public Works garage project. Ms. McKenzie seconded the motion, which passed 6-0.

Parks & Open Space Committee- Beth Henry

Gouley Park – Setting Policies for Protecting Synthetic Turf Field – She said Mr. Garson suggested the Board develop policies to protect the field from vandalism, improper usage, etc. Ms. Henry asked the board to review and discuss the draft for the next meeting. Ms. Henry suggested signage be posted with the policies along with potential security cameras on the fields. Mr. Scott said this could be added to the parks codes which would allow for citations for violations.

Sapovits Park – quotes for path installation from upper courts to lower fields – Ms. Henry said the Township is in the process of obtaining quotes for the installation of the walking path from the upper basketball courts to the lower part of Sapovits Park. Originally, Public Works was going to do this project, but due to time and other project constraints, the Board is seeing what it would cost to have a contractor do the work. Mr. Catania is waiting for more bids to come in. Ms. McKenzie asked the Board to think about adding painted lines and signs about the flow of the lower parking lot.

Public Safety Committee Report – Matthew Garson

Kershaw Road/Brookhaven Road – Engineering Proposals – He said the Township obtained proposals from Traffic Planning and Design, Inc. and Albert Federico Consulting for the engineering design and permit submission for the Kershaw Road and Brookhaven Road pedestrian crossing overhead flashing beacons. AFC’s rate is \$22,500, and TPD is \$36,500. There is no requirement to go with the low bidder as this is a professional service. The Township has had a positive experience working with both consultants. Mr. Garson made a motion to accept the bid from AFC for \$22,500 for the engineering design and permit submission for the Kershaw Road and Brookhaven Road pedestrian crossing overhead flashing beacons. Ms. McKenzie seconded the motion, which passed 6-0.

RFP for Fire Study with Swarthmore Borough – Mr. Garson said the Township and Swarthmore Borough had begun working with a consultant in 2023 to study the fire services of Nether Providence, Swarthmore, and Rose Valley. However, the consultant had to step away from the engagement, so the communities are considering issuing a formal request for proposals for the studying of fire services. In addition to the document in the packet, South Media Fire Company President Rob Hopkins suggested two changes: a clause that prohibits the consultant from having a prior affiliation with any of the fire companies; and a confidentiality clause stating that all information is not to be copied and must be returned to the fire companies. Mr. Scott said the confidentiality clause would be an issue because the report would be a public document. He said there is no requirement to give out information about minors, so he said that would not need to be a specific clause. Mr. Cooper said while he agrees that finding a consultant with no prior affiliation is ideal, he did not want to limit the communities’ options if there is a good candidate. It was noted that Swarthmore Borough approved the RFP with that clause. Mr. Garson made a motion to approve the RFP fire study with Swarthmore Borough, and Rose Valley Borough. Ms. McKenzie seconded the motion, which passed 6-0.

Garden City Fire Alarm Notification System – He said as noted in the past, there has been discontent from neighbors because of the daily fire alarm notification system. People note that it disturbs the peace, and it can be frightening for the children at NPE. Ms. McKenzie and the chief talked about a county-wide “radio program” that can be used for the fire department as well, which will help with less alarm noise.

Finance and Administration Committee Report by Kaitlin McKenzie

Bills List- Ms. McKenzie made a motion to approve the Bills List in the amount of;

AP Interims List – \$515,881.56

A/P Procurement Card - \$49,013.00

A/P Bills List- \$513,443.39

Mr. Garson seconded the motion, which passed 6-0.

2014 Police Charger Auction – She said the Township placed the 2014 Dodge Charger, which was the detective vehicle, on GovDeals. The high bidder was for \$6,800, which was about \$3,000 higher than Enterprise and another deal offered. Ms. McKenzie made a motion to accept the high bid of \$6,800. Mr. O’Connor seconded the motion, which passed 6-0.

Financial Audit Complete – Ms. McKenzie said the 2023 financial audit is complete. The audit is usually completed in the late spring/early summer since we do not want to pay a priority rate to get the audit completed during the “busy season” for auditors. There were no major findings. One minor finding was that the bank reconciliations were not being signed off by a reviewer, but a new policy is in place where Julie Davis, as the external accountant for the Township, will be signing them. Additionally, the fund balance is at \$1.9M, which equates to a healthy 23% of the fund balance as a percentage of annual general fund expenditures.

Community, Health, and Environment Report – Kait McKenzie

Yard Waste Bidding Consideration – She said as discussed at the last meeting, the Township is going out to bid for yard waste collection. Bids will be available at the first meeting in September.

Consideration of Adoption of 2024 Property Maintenance Code – She said Solicitor Scott is still reviewing this matter. One item for consideration is the removal of the appeals process that is outlined in the 2024 IPMC. Currently, the appeals process is handled by the District Judge. The inclusion of an additional appeals process, before the appearance before the District Judge, just extends the period needed to remediate property maintenance issues. Most surrounding neighbors do not want code enforcement issues to drag on any longer than needed. Mr. Scott is reviewing the matter to see if sections can be removed from the code and to see if he would recommend their removal or not.

Infrastructure and Public Works Committee – Robert O’Connor

Providence Road Sidewalk Bids – Consideration of Acceptance of Low Bid – He said the Township received three bids for the project, ranging from the low bid from Premier Concrete of \$1,277,233 to \$1,559,816. The Township currently has \$1,500,000 in grant funding. The breakdown of costs is listed below:

- TPD Engineering Design 89,550.00
- Stantec Engineering - ROW Acquisition 66,000.00
- Land Value - ROW Acquisition 121,999.50
- Construction and Inspection 1,277,233.00
- Inspection 126,435.00
- Total 1,681,217.50

This leaves a deficit of \$181,217. Mr. Grady recommended accepting the bid, and then applying for additional funding in the next Multimodal Transportation funding round, which closes on 7/31/24. Additionally, there is an expectation that the inspection costs will be significantly less as TPD believes only part-time construction inspection is needed, as opposed to the \$126,435 for full-time inspection. They will provide a revised inspection estimate. Mr. O’Connor made a motion to accept the low bid from Premier Concrete of \$1,277,233 to \$1,559,816. Ms. McKenzie seconded the motion, which passed 6-0.

Multimodal Transportation Fund Grant Due 7/31/24 –Mr. O’Connor made a motion to use this grant application to cover the project overage and add in a contingency in case some issues are discovered once fieldwork begins. Ms. Carbone seconded the motion, which passed 6-0.

Building and Zoning Committee Report- Kait McKenzie & Maureen Feyas

July ZHB Agenda – Meeting is canceled.

TOWNSHIP MANAGER REPORT – David Grady

Mr. Grady said Manchester Road Bridge is Opening on Monday, July 15th, about four months ahead of schedule. Delaware County has created a “Property Alert System”, GovOs, which will notify you if anything is recorded against your property, such as a lien or deed restriction that was not expected. Martha Burton Park playground Opening is set for August 10th at 10 AM.

Ms. McKenzie said the next meeting is on August 8th, 2024. The meeting was adjourned around 8:45 PM.