

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS REORGANIZATION MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
TUESDAY, JANUARY 3, 2017 – 11:30 AM**

**CALL TO ORDER** by Chair Caughlan at 11:01 AM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- There were no informational items announced at this morning's meeting.

**PUBLIC COMMENT**

- There was no public comment received at this morning's meeting.

**OFFICIAL ACTION ITEMS**

- a) Temporary Chair – Supervisor Quigley made a motion to appoint Susan Caughlan to serve as Temporary Chair. The motion was seconded by Supervisor Bustard.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) Temporary Secretary – Supervisor Quigley made a motion to appoint Tommy Ryan to serve as Temporary Secretary. The motion was seconded by Supervisor Bustard.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Chair of the Board of Supervisors – Supervisor Quigley made a motion to appoint Susan Caughlan to serve as Chair of the Board of Supervisors. The motion was seconded by Supervisor Bustard.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) Vice Chair of the Board of Supervisors – Supervisor Bustard made a motion to appoint Stephen Quigley to serve as Vice Chair of the Board of Supervisors. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) official and volunteer appointments – Supervisor Bustard made a motion to appoint various Township official and volunteer positions as listed in the December 23, 2016 memo from Tommy Ryan, Township Manager. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) holiday and meeting schedules– Supervisor Bustard made a motion to establish the Township holiday and meeting schedules as listed in the December 23, 2016 memo from Mr. Ryan. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) other establishments – Supervisor Bustard made a motion to set Township depositories, Treasurer bond amount, vehicle reimbursement rate, and the newspaper of record, as noted in the December 23, 2016 memo from Mr. Ryan. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) Resolution 2017-01 – Supervisor Bustard made a motion approve Resolution 2017-01, to authorize certain activities conducted by the Worcester Township Volunteer Fire Department. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) Resolution 2017-02 – Mr. Ryan provided an overview of the proposed fee schedule. Mr. Ryan noted the Township is not permitted to set permit fees that generate revenue in excess of the cost to provide services. Mr. Ryan noted the proposed fees recapture approximately 95% of service costs.

Supervisor Bustard made a motion approve Resolution 2017-02, to establish the 2017 Fee Schedule. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- j) Resolution 2017-03 – Mr. Ryan provided an overview of a proposed three-year contract for planning services with Montgomery County.

Supervisor Bustard made a motion approve Resolution 2017-03, to approve a three-year contract for planning services with Montgomery County. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

#### **OTHER BUSINESS**

- There was no other business discussed at this morning's meeting.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned this Reorganization Meeting at 11:09 AM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JANUARY 18, 2017 – 6:00 PM**

**CALL TO ORDER** by Chair Caughlan at 6:00 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Chair Caughlan announced that the Board of Supervisors had met in Executive Session on January 6 to discuss a personnel matter, in specific the Township Manager performance evaluation. No decision on this matter will be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Bob Andorn, Worcester, commented on the public's ability to ask questions during the presentation to be made at this evening's Work Session.

**PRESENTATIONS**

municipal collection services – Jason Leininger, Portnoff Law Associates, made a presentation regarding municipal debt collection services. Mr. Leininger provided an overview of the municipal debt collection process as permitted by State Law. Mr. Leininger noted all collection costs are paid by the delinquent customer. Mr. Leininger commented on the collection process for properties in bankruptcy.

Supervisor Bustard commented on the firm's other municipalities and school districts clients, and Mr. Leininger noted several municipalities and school districts in the region.

Supervisor Quigley commented on collection parameters. Mr. Leininger noted the municipality establishes its collection parameters.

Mr. Andorn commented on other collection firms. Tommy Ryan, Township Manager, commented on his review of another firm, and his experience with Portnoff, working to collect outstanding debt in another municipality. Mr. Ryan commented on this firm's customer service standards.

John Diesel, Worcester, commented on the inclusion of the type of debts in the ordinance.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 6:13 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JANUARY 18, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:33 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that the Board of Supervisors had met in Executive Session prior to this evening’s Business Meeting to discuss the following issues: a matter of real estate, in specific the consideration of an offer received to purchase property; a matter of real estate, in specific the potential purchase of a property; a personnel matter, in specific the employment status of a Township employee; a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas Docket #15-13760; and, a personnel matter, in specific the Township Manager performance evaluation. A decision on the personnel matter, in specific the employment status of a Township employee, will be considered at this evening’s Business Meeting.

**PUBLIC COMMENT**

- Bill Goulding, Worcester, wished a Happy New Year to all. Mr. Goulding commented on the ownership of the pumping station at the Stony Creek Farms community, the status of as-built plans for this sanitary sewer system, and emergency generators for the pumping stations at the Stony Creek Farms community.
- Dan Dreher, Worcester, commented on the permitted public comment period at public meetings.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for December 2016, (b) bill payment for

November in the amount of \$288,383.25; (c) the December 21, 2016 Work Session minutes; (d) the December 16, 2016 Business Meeting minutes; and, (e) the January 3, 2017 Reorganization Meeting minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) bid award – Mr. Ryan noted used Public Works vehicles had been let to electronic public auction, in accordance with applicable State Law.

Supervisor Bustard made a motion to approve the sale of a 1999 GMC 3500 to Emanuel Bromall, in the amount of \$7,962.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) bid award – Supervisor Bustard made a motion to approve the sale of a 2003 Ford F550 to Jim Burkey, in the amount of \$13,600.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) Resolution 2017-04 – Mr. Ryan noted the proposed resolution would grant an easement to the Pennsylvania Turnpike Commission to allow an approximate 17-foot segment of aerial wire above Township property. Mr. Ryan noted the electric wire will power a traffic camera to be installed along the Pennsylvania Turnpike.

Supervisor Bustard made a motion approve Resolution 2017-04, to approve the grant of an easement to the Pennsylvania Turnpike Commission to allow an approximate 17-foot segment of aerial wire above Township property. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) settlement agreement – Bob Brant, Township Solicitor, provided an overview of a proposed property assessment settlement agreement as to Addresso v. Montgomery County Board of Assessment Appeals, et al., Montgomery County Court of Common Pleas Docket #16-25949. Mr. Brant noted the agreement established a new assessment at this property effective on the date of the agreement, with no payment due to the Plaintiff.

Supervisor Bustard made a motion approve a settlement agreement as to Addresso v. Montgomery County Board of Assessment Appeals, et al., Montgomery County Court of Common Pleas Docket #16-25949. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

#### **OTHER BUSINESS**

- Mr. Ryan noted the Board of Supervisors need ratify the termination of employment of a full-time employee.

Supervisor Bustard made a motion to ratify the termination of employment of a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 7:47 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager



**WORCESTER TOWNSHIP  
BOARD OF SUPERVISORS & PLANNING COMMISSION JOINT MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, FEBRUARY 15, 2017 – 6:00 PM**

**CALL TO ORDER** by Chair Caughlan at 6:04 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT:	SUSAN G. CAUGHLAN	[X]
	STEPHEN C. QUIGLEY	[X]
	ARTHUR C. BUSTARD	[X]
	GORDON TODD	[X]
	PATRICIA QUIGLEY	[X]
	CHRIS DAVID	[X]
	ANTHONY SHERR	[X]
	RICK DELELLO	[X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session following the January 18 Business Meeting to discuss a personnel matter, in specific to conduct a performance evaluation of the Township Manager. No decision on this matter will be made at this evening’s Business Meeting. Mr. Ryan announced the Board of Supervisors met in Executive Session on February 6 to discuss a matter of litigation, in specific The Cutler Group v. Worcester Township, Montgomery County Court of Common Pleas docket #15-13769, now with the Commonwealth Court. No decision on this matter will be made at this evening’s Business Meeting. Mr. Ryan announced that following this evening’s Joint Meeting the Board of Supervisors will meet in Executive Session to discuss a personnel matter, in specific potential revisions to the terms of employment for certain Township employees, and a matter of potential litigation, regarding an application made to the Zoning Hearing Board.

**PUBLIC COMMENT**

- Karen Arena, Worcester, commented on stormwater issues at her property, expenses incurred to address stormwater issues at her property, and potential violations of the Township Code at a neighboring property.
- Jim Mollick, Worcester, commented on the Township’s inspection and permitting process, the process to demolish a structure, and the genesis of the Township’s grading ordinance.

- Vern Magolan, Worcester, commented on the stormwater issues at Ms. Arena's property.

## **OFFICIAL ACTION ITEMS**

meeting minutes – Mr. Todd made a motion to approve the June 15, 2016 Joint Meeting Minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **DISCUSSION**

Center Point Village Zoning Ordinance – Mr. Todd commented on the desired Village atmosphere, and he noted Planning Commission attention had become too focused on ordinance details. Mr. Todd commented on the conversion of existing dwellings to other uses, and proposed residential density.

Chair Caughlan commented on the proposed ordinance as an overlay or as a base zoning district, and the extent to which current improvements are in compliance with the proposed ordinance. Mr. Todd commented on different zones in the proposed ordinance.

Ms. Quigley commented on ordinance objectives and the bubble plan, and requested Board direction regarding permitted residential density, scale of non-residential uses, and building and impervious coverages. Ms. Quigley noted the ordinance should provide allowances that are attractive to the current market.

Chair Caughlan commented on Vision Plan density, access to Valley Forge Road, and zoning at the Worcester Trade Center.

Ms. Quigley and Mr. Todd commented on the utilization of additional planning assistance.

Mr. Todd commented on proposed residential density and the density bonus calculation.

Mr. Sherr commented on the Vision Plan, and whether the Vision Plan is presently agreeable to the Township, or if the Vision Plan requires a revisit.

Chair Caughlan commented on bubble plan boundaries.

Mr. DeLello commented on ordinance development, and the utilization of additional planning assistance.

Supervisor Quigley commented on the development of the Palmer property, and reaching a consensus on acceptable uses at this location.

Supervisor Bustard commented on overall residential density, residential density at the Palmer property, walkability, and access to Valley Forge Road. Supervisor Bustard commented on the development of the Palmer property, and reaching a consensus on acceptable residential density at this location.

Chair Caughlan commented on gas station uses in the Village and throughout the Township.

Ms. Quigley commented on the development of the ordinance on a Village-wide basis.

Scott Ryan, Worcester, commented on ordinance open space requirements and density allowances.

Wini Hayes, Worcester, commented on the bubble plan, planning consultant perspectives, utilization of transfer development rights, the design of commercial improvements in the Village, and convenience store and gas station uses in the Village.

#### **OTHER BUSINESS**

- There was no other business discussed at this evening's Joint Meeting.

#### **ADJOURNMENT**

There being no further business, Chair Caughlan adjourned the Joint Meeting at 7:20 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, FEBRUARY 15, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:36 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors did not meet in Executive Session following the Joint Meeting, as had been announced at the Joint Meeting. Mr. Ryan announced that following this evening’s Business Meeting the Board of Supervisors will meet in Executive Session to discuss a personnel matter, in specific potential revisions to the terms of employment for certain Township employees, and a matter of potential litigation, regarding an application made to the Zoning Hearing Board.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on Member attendance at the Commonwealth Court, approval of the Township budget, and authorizations for specific expenditures.
- Chair Caughlan announced the Worcester Township 2017 Budget was recently awarded the Governor’s Award for Local Government Excellence in Fiscal Accountability and Best Management Practices.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Quigley made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for January 2017, (b) bill payment for January in the amount of \$403,572.76; (c) the January 18, 2017 Work Session minutes; and, (d) the January 18, 2017 Business Meeting minutes. The motion was seconded by Supervisor Bustard.

Jim Mollick, Worcester, commented on the Township Solicitor’s services and the Township Solicitor’s bill for services, and a reimbursement made to a former Township employee.

By unanimous vote the Board adopted the motion to approve.

- b) Resolution 2017-05 – Mr. Ryan provided an overview of a proposed three-lot subdivision at 1631 Kriebel Mill Road.

Supervisor Bustard made a motion approve Resolution 2017-05, to grant Preliminary/Final Land Development Approval for the Coughlin Subdivision, 1631 Kriebel Mill Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2017-06 – Mr. Ryan provided an overview of a resolution to authorize the destruction of certain public records in accordance with Act 428 of 1968 and the *Municipal Records Manual*.

Supervisor Bustard made a motion approve Resolution 2017-06, to authorize the destruction of certain public records in accordance with Act 428 of 1968 and the *Municipal Records Manual*. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on document classifications listed on the resolution, meeting audio recording files and Right-to-Know files.

By unanimous vote the Board adopted the motion to approve.

- d) Resolution 2017-07 – Mr. Ryan provided an overview of a proposed application to the Montgomery County 2040 Implementation Grant Program for funds to construct a pedestrian trail and bridge at Defford Road Park.

Supervisor Bustard made a motion approve Resolution 2017-07, to approve the submission of a grant application to the Montgomery County 2040 Implementation Grant Program. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) waiver – Mr. Ryan provided an overview of a proposed waiver of land development to permit the construction of an entryway at the City Restaurant, 2974 Germantown Pike.

Supervisor Bustard made a motion approve a waiver of land development to permit the construction of an entryway at the City Restaurant, 2974 Germantown Pike. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) Agricultural Security Area – Mr. Ryan noted the Township had received applications to add two properties, 2045 Bethel Road and 1907 Berks Road, to the Worcester Township Agricultural Security Area.

Supervisor Bustard made a motion acknowledge receipt of applications made to add two properties, 2045 Bethel Road and 1907 Berks Road, to the Worcester Township Agricultural Security Area. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) insurance – Mr. Ryan noted the Township had shopped property, liability and workers compensation insurances for Township employees for the coming policy year, and he recommended the Township obtain these coverages from the Delaware Valley Insurance Trust and the Delaware Valley Workers Compensation Insurance Trust.

Bob Solarz, Executive Director for the Delaware Valley Insurance Trusts, provided an overview of the Trusts and the Trusts' history, and he commented on a Trust design created to address the needs of its municipal clients.

Chair Caughlan commented on customer service. Mr. Solarz noted Trust staff who serve as a liaison between its members and insurance companies.

Supervisor Quigley inquired on coverages offered by various insurance companies. Mr. Solarz commented on the Trust's self-insured component, and its emphasis on rate stabilization. Supervisor Quigley commented on surpluses. Mr. Solarz noted a portion of these dollars are reserved for projected claims, and a portion is returned to the members in the form of dividends and rate stabilization contributions.

Supervisor Bustard inquired as to Trust membership. Mr. Solarz stated the Insurance Trust has 53 municipal, school district and authority members, and the Workers Compensation Trust and Health Insurance Trust have 70 and 135 members, respectively.

Mr. Solarz commented on reinsurance provisions.

Supervisor Bustard made a motion to obtain the property, liability and workers compensation insurances for Township employees from the Delaware Valley Insurance Trust and the Delaware Valley Workers Compensation Insurance Trust. The motion was seconded by Supervisor Quigley.

Karen Vavra, Worcester, commented on the Trusts' customer service.

By unanimous vote the Board adopted the motion to approve.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:20 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP  
BOARD OF SUPERVISORS & PLANNING COMMISSION JOINT MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, MARCH 15, 2017 – 6:00 PM**

**CALL TO ORDER** by Chair Caughlan at 6:06 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT:	SUSAN G. CAUGHLAN	[X]
	STEPHEN C. QUIGLEY	[X]
	ARTHUR C. BUSTARD	[X]
	GORDON TODD	[X]
	CHRIS DAVID	[X]
	ANTHONY SHERR	[X]
	RICK DELELLO	[X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session following the February 15 Business Meeting to discuss a personnel matter, in specific potential revisions to the terms of employment provided to certain Township employees, and a matter of potential litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 17-01, Pergolese. Mr. Ryan stated a decision on the application to the Zoning Hearing Board is expected to be made at this evening’s Business Meeting.

Mr. Ryan announced that following this evening’s Joint Meeting the Board of Supervisors will meet in Executive Session to discuss the following issues: a personnel matter, in specific potential revisions to the terms of employment provided to certain Township employees; a matter of litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 16-10, Horgan; a matter of potential litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 17-01, Pergolese; a matter of potential litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 17-03, County of Montgomery and Rothenberger; and, a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760. Mr. Ryan stated decisions on the three Zoning Hearing Board applications are expected to be made at this evening’s Business Meeting.



## **PUBLIC COMMENT**

- Rob Hayes, Worcester, commented on the Center Point Village Vision Plan, and the proposed Center Point Village Zoning Ordinance's permitted residential density and allowance of a gas station use. Mr. Hayes commented on traffic generated by future development in Center Point Village, location of off-road parking areas, preservation of existing structures at the Palmer property, and walkability in the Village area.
- Heather Ford, Worcester, commented on sanitary sewer flows generated by future development in the Village area, and potential impact to the Township's wastewater treatment facilities.

## **OFFICIAL ACTION ITEMS**

meeting minutes – Mr. Bustard made a motion to approve the February 15, 2017 Joint Meeting Minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **DISCUSSION**

Center Point Village Zoning Ordinance – Chair Caughlan commented on the draft Request for Proposals (RFP) for professional planning services.

Mr. Ryan noted two recommended revisions provided by Ms. Quigley. Mr. Ryan will amend the RFP to include these revisions.

Chair Caughlan commented on revising the recommendations noted in the Center Point Village Vision Plan. Mr. Sherr requested the Board provide additional direction to the Planning Commission regarding the Vision Plan.

Supervisor Bustard commented on the development of the Vision Plan, noting the Plan includes input received from many Township officials and residents. Supervisor Bustard commented on the Vision Plan's broader perspective, and stated the Planning Commission can utilize the Vision Plan in its continued review and revision of the proposed ordinance. Mr. Quigley concurred, and commented on potential revisions to the proposed ordinance.

Mr. Todd commented on retaining and utilizing the current Vision Plan. Mr. Todd commented on the expansion of mixed-use preservation areas on the bubble plan.

Chair Caughlan commented on walkability, and pedestrian-oriented development in the Village area.

Mr. Sherr commented on the revision of the Vision Plan, and the issuance of the RFP.

Mr. DeLello commented on Planning Commission discussion as to the assessment of both the proposed ordinance and the current Code to the Vision Plan.

Mr. Todd commented on potential commercial development at the Palmer property.

The Members reviewed the recommendations listed in the Vision Plan. Consensus was to have the Planning Commission review recommendations 1, 4, 5 and 8 at its March 23 meeting, and to forward any revisions to the Board for action at the Board's April 19 Business Meeting. The Planning Commission will also review and make recommendations as to the bubble plan, and the Planning Commission will determine the extent to which the proposed ordinance creates non-conforming structures and uses.

Bob Andorn, Worcester, commented on Board direction to the Planning Commission and the allowance of certain uses in the Village.

Kim David, Worcester, commented on ordinance development, gas station use in the Village, and the draft RFP.

Ms. Ford commented on future development in the Village area, and the potential impact to area schools.

#### **OTHER BUSINESS**

- There was no other business discussed at this evening's Joint Meeting.

#### **ADJOURNMENT**

There being no further business, Chair Caughlan adjourned the Joint Meeting at 7:07 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, MARCH 15, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:34 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that prior to this evening’s Business Meeting the Board of Supervisors met in Executive Session to discuss the following issues: a personnel matter, in specific potential revisions to the terms of employment provided to certain Township employees; a matter of litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 16-10, Horgan; a matter of potential litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 17-01, Pergolese; a matter of potential litigation, regarding an application made to the Zoning Hearing Board, in specific ZHB 17-03, County of Montgomery and Rothenberger; a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; and, a matter of real estate, in specific the possible acquisition of a property. Mr. Ryan stated decisions on the three Zoning Hearing Board applications are expected to be made at this evening’s Business Meeting.

Mr. Ryan announced an addition to this evening’s agenda, consideration of a resolution to ratify a snow emergency declaration.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the previous Township Solicitor’s bills, Township authorization of services provided by the previous Township Solicitor, and the deposition of the previous Township Solicitor.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for February 2017, (b) bill payment for February in the amount of \$268,967.66; and, (c) February 15, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on the current and former Township Solicitors' bills for services, and reimbursement of payments for services provided by the previous Township Solicitor.

By unanimous vote the Board adopted the motion to approve.

- b) Resolution 2017-08 – Mr. Ryan provided an overview of a resolution to ratify a snow emergency declaration from 12:01 am on Tuesday, March 14 to 12:01 pm on Wednesday, March 15.

Supervisor Bustard made a motion to approve Resolution 2017-08, to ratify a snow emergency declaration from 12:01 am on Tuesday, March 14 to 12:01 pm on Wednesday, March 15. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Public Hearing – At 7:45 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-263, to set collection procedures for delinquent sewer fees and real estate taxes, and violations to Township Code, and to appoint special counsel for this purpose.

Bob Brant, Township Solicitor, noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library on February 21, posted in the Township Building lobby on February 21, posted to the Township website on February 23, and advertised in the *Times Herald* on February 24.

Kevin Buraks, Portnoff Law Associates, provided an overview of collection services.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 7:48 pm.

- d) Ordinance 2017-263 – Supervisor Bustard made a motion to approve Ordinance 2017-263, to set collection procedures for delinquent sewer fees and real estate taxes, and violations to Township Code, and to appoint special counsel for this purpose. The motion was seconded by Supervisor Quigley.

Bob Andorn, Worcester, commented on the establishment of collection procedures. Dan Dreher, Worcester, commented on the establishment of collection procedures. Mr. Buraks commented on Portnoff Law Offices practices, procedures and customer service training and standards.

By unanimous vote the Board adopted the motion to approve.

- e) Public Hearing – At 8:00 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-264, to join the Delaware Valley Workers’ Compensation Trust.

Bob Brant, Township Solicitor, noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library on February 27 and February 28, respectively, posted in the Township Building lobby and to the Township website on February 28, and advertised in the *Times Herald* on March 1.

Mr. Ryan provided a brief overview of the Township’s participation in this Trust.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:03 pm.

- f) Ordinance 2017-264 – Supervisor Bustard made a motion to approve Ordinance 2017-264, to join the Delaware Valley Workers’ Compensation Trust. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Public Hearing – At 8:04 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-265, to join the Delaware Valley Insurance Trust.

Bob Brant, Township Solicitor, noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library on February 27 and February 28, respectively, posted in the Township Building lobby and to the Township website on February 28, and advertised in the *Times Herald* on March 1.

Mr. Ryan provided a brief overview of the Township’s participation in this Trust.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:07 pm.

- h) Ordinance 2017-265 – Supervisor Bustard made a motion to approve Ordinance 2017-265, to join the Delaware Valley Insurance Trust. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) bid award – Supervisor Bustard made a motion to award the sale of used office furniture to Adam Jacoby, for the amount of \$26.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- j) bid award – Supervisor Bustard made a motion to award the sale of used traffic signals to Doug Brace, for the amount of \$685.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) bid award – Supervisor Bustard made a motion to award the sale of a used John Deere 1445 front mower to William Singer, for the amount of \$8,105.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- l) ZHB 16-10 Horgan – Mr. Brant provided an overview of this Zoning Hearing Board decision, which has been appealed to the Montgomery County Court of Common Pleas. Mr. Brant and Mr. Ryan recommended the Board of Supervisors authorize the Township Solicitor to intervene in this matter so to support the Zoning Hearing Board’s decision.

Supervisor Bustard made a motion to direct the Township Solicitor to intervene in the appeal filed with the Montgomery County Court of Common Pleas in the matter of ZHB 16-10 Horgan, so to support the Zoning Hearing Board’s decision. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on the Township Solicitor’s participation in the appeal.

By unanimous vote the Board adopted the motion to approve.

- m) ZHB 17-01 Pergolese – Mr. Brant provided an overview of this application to the Zoning Hearing Board. Mr. Brant and Mr. Ryan recommended the Board of Supervisors authorize the Township Solicitor to send a letter to the Zoning Hearing Board that sets forth the Board of Supervisors’ position on this application, in specific that the Zoning Hearing Board decide this matter in its discretion, but should the Zoning Hearing Board grant the requested relief this relief be subject to certain conditions that had been offered by the Applicant. Mr. Brant reviewed the conditions offered by the Applicant.

Chair Caughlan commented on the Act 207 and fees, and the form of the deed restriction.

Supervisor Bustard made a motion to direct the Township Solicitor to send a letter to the Zoning Hearing Board that sets forth the Board of Supervisors’ position on this application, in specific that the Zoning Hearing Board decide this matter in its discretion, but should the

Zoning Hearing Board grant the requested relief this relief be subject to certain conditions that have been offered by the Applicant, in specific: (1) the execution and recordation of a perpetual deed restriction, in a form satisfactory to the Township Solicitor, forever prohibiting further subdivision or development, including the creation of additional dwelling units, on any portion of the property; (2) submission of a site plan to the Township Engineer, and the installation of any Code-required improvements (stormwater, parking, buffers) that the Township Engineer deems required; (3) preservation and maintenance of the existing farmhouse and barn, and the recordation of a deed restriction, in a form satisfactory to the Township Solicitor, against the subject property, that forever prohibits demolition of the existing farmhouse and barn; (4) payment of two (2) Traffic Impact Fee peak-hour trips, in the amount of \$3,125 per trip, for a total of \$6,250, to be paid at the time of building permit application; (5) payment of four (4) EDUs, in the amount of \$1,900 per EDU, for a total of \$7,600, to be paid at the time of building permit application, to reserve capacity at the Berwick WWTP, and further to be required to connect all four dwelling units to the public sewer system when the property is sold, or when the property's existing on-lot septic system fails, whichever occurs first, and further to pay any costs and all fees required to connect the dwelling units to the public sewer system; (6) within ninety (90) days of the issuance of the ZHB order, submitting applications for all permits that would have been required to be obtained to construct the two (2) dwelling units in the barn, and any other improvements made to the barn, obtaining all such permits, and making payment for permit fees, including associated penalties, as listed on the Township's Fee Schedule; and, (7) connection to public water in the event PA American, or another provider, extends the main at the property frontage, and to connect to this public water system at the time the main is installed. The motion was seconded by Supervisor Quigley.

Mr. Andorn commented on the proposed conditions. Mr. Brant stated the Applicant had proposed the conditions. Chair Caughlan commented on the potential to subdivide the property under existing Township Code. Mr. Dreher commented on the property location.

By unanimous vote the Board adopted the motion to approve.

- n) ZHB 17-01 County of Montgomery / Rothenberger – Mr. Brant provided an overview of this application to the Zoning Hearing Board. Mr. Brant and Mr. Ryan recommended the Board of Supervisors authorize the Township Solicitor to send a letter to the Zoning Hearing Board that sets forth the Board of Supervisors' position on this application, in specific that the Zoning Hearing Board decide this matter in its discretion, but should the Zoning Hearing Board grant the requested relief this relief be subject to certain conditions that had been offered by the Applicant. Mr. Brant reviewed the conditions offered by the Applicant.

Chair Caughlan commented on the property location, and on having the Montgomery County Roads & Bridges maintenance division stationed in the Township.

There was discussion on outside storage of materials. Mr. Ryan noted the County had proposed an approximate 250 sf area in which to store materials. Mr. Ryan noted the County had agreed to store all other vehicles, equipment and materials within the site's existing structures.

Supervisor Bustard made a motion to direct the Township Solicitor to send a letter to the Zoning Hearing Board that sets forth the Board of Supervisors' position on this application, in specific that the Zoning Hearing Board decide this matter in its discretion, but should the Zoning Hearing Board grant the requested relief this relief be subject to certain conditions that have been offered by the Applicant, in specific: (1) approval of a subdivision plan that consolidates (a) County-owned TPNs 670003238124, 670003013007 & 670003238205, (b) to-be-acquired TPN 670003238106, and (c) that portion of TPN 670003238115 to be acquired; (2) purchase of EDUs for proposed use, at the time of U&O issuance, and a requirement to connect to the public sewer system when the existing on-lot system would otherwise require replacement, or the property is sold; (3) limit all outdoor storage to that area shown on the plan; (4) submit a site plan to the Township Engineer for his review, and provide any improvements required by the Township Engineer; (5) new signage not to exceed the size and height of the existing woodworking shop sign, which shall be removed; (6) no outdoor lighting, sans security-type lighting attached to the existing structures; (7) visitor and delivery access via the existing driveway at Skippack Pike only; and, (8) obtaining all required building, U&O and other permits and approvals. The motion was seconded by Supervisor Quigley.

Mr. Dreher commented on the location of the site's existing structures.

By unanimous vote the Board adopted the motion to approve.

- o) ratification of hire – Mr. Ryan noted the candidate had successfully completed all required pre-employment checks and tests.

Supervisor Bustard made a motion to ratify the hire of a full-time employee, a Public Works Laborer. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

## **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 9:40 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager



**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, APRIL 19, 2017 – 6:00 PM**

**CALL TO ORDER** by Chair Caughlan at 6:06 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that the Board of Supervisors will meet in Executive Session following this evening’s Work Session meeting to discuss a personnel matter, in specific potential revisions to the terms of employment provided to certain Township employees; a matter of potential litigation, in specific a potential civil complaint to be filed in District Court; and, a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base. Mr. Ryan noted no decisions on these matters will be made at this evening’s Business Meeting.

**PUBLIC COMMENT**

- There was no public comment at this evening’s Work Session.

**PRESENTATIONS**

Skippack Creek Watershed TMDL Planning – Joe Nolan, Township Engineer, provided an overview of a proposed multi-municipal TMDL planning initiative in the Skippack Creek Watershed.

Mr. Nolan stated the first component of this initiative is the reassessment of the wasteload allocation calculations assigned to each municipality. Mr. Nolan noted the Pennsylvania Department of Environmental Protection was agreeable to such reassessments, and Mr. Nolan noted the approach has reduced the wasteload allocations for several municipalities.

Chair Caughlan commented on wasteload allocations assigned to individual municipalities, and credits received for stormwater projects completed outside the municipality.

Supervisor Quigley commented on stormwater testing requirements and trends.

Supervisor Bustard commented on the incorporation of stormwater facilities in Township parklands and open space areas.

Chair Caughlan commented on legacy sediment.

Mr. Nolan recommended the Township participate in the multi-municipal reassessment of wasteload allocations in the Skippack Creek Watershed. Mr. Ryan noted the contract for this work will be reviewed by the Township Solicitor, and the matter will be considered at the May 17 Business Meeting.

Bob Andorn, Worcester, commented on quantification of stormwater facility effectiveness.

### **OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 6:52 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, APRIL 19, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:31 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced that the Board of Supervisors met in Executive Session before this evening’s Business Meeting to discuss a personnel matter, in specific potential revisions to the terms of employment provided to certain Township employees; a matter of potential litigation, in specific a potential civil complaint to be filed in District Court; and, a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base. Mr. Ryan noted no decisions on these matters will be made at this evening's Business Meeting.
- Supervisor Bustard noted Worcester Township received the Governor’s Award for Local Government Excellence in Fiscal Accountability and Best Management Practices for its 2017 Budget, at a ceremony held at the Governor’s Residence in Harrisburg. Supervisor Bustard also noted the Members will attend the Pennsylvania Association of Township Supervisors annual educational conference in Hershey.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the previous Township Solicitor’s bills, the status of a grant application for the installation of sound barriers along a portion of the Pennsylvania Turnpike, and the budgeted and actual cost to construct the salt storage building.
- Bill Goulding, Worcester, commented on sanitary sewer service for the proposed Whitehall Estates development, ownership of the Mustang Drive pumping station and as-built plans for this facility, emergency generators for the Stony Creek Farms pumping stations, and the Oversight Agreement between Worcester Township and Aqua.

## OFFICIAL ACTION ITEMS

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for March 2017, (b) bill payment for March 2017 in the amount of \$271,966.25; and, (c) the March 15, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on fees paid to the former Township Solicitor, billing agreement with the former Township Solicitor, and funds budgeted for the possible acquisition of the North Penn Army Reserve Base.

By unanimous vote the Board adopted the motion to approve.

- b) Public Hearing – At 7:55 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-266, to establish an earned income tax credit for qualifying volunteers of the Worcester Volunteer Fire Department.

Bob Brant, Township Solicitor, noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library, and posted in the Township Building lobby and on the Township website, on March 9, and advertised in the *Times Herald* on March 31.

Mr. Ryan provided an overview of the Ordinance, and recently-enacted Act 172 of 2016, the State Law that permits municipalities to adopt certain tax credits for emergency responders.

Dave Cornish, Worcester Volunteer Fire Department Battalion Chief and Worcester Township Fire Marshal, commented on qualifying volunteers and Department officers.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 8:03 pm.

- c) Ordinance 2017-266 – Supervisor Bustard made a motion to approve Ordinance 2017-266, to establish an earned income tax credit for qualifying volunteers of the Worcester Volunteer Fire Department. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

Supervisor Bustard noted the number of volunteer firefighters in Pennsylvania had decreased to about 72,000 today from about 300,000 in 1976. Supervisors Bustard noted volunteer fire departments save Pennsylvania taxpayers an estimated \$6 billion each year.

The Board of Supervisors thanked the Members of the Worcester Volunteer Fire Department for their service to our community.

- d) Resolution 2017-11 – Tim Woodrow, Engineer of the Applicant, provided an overview of a proposed land development plan to construct additions to the Schultz Community Center at Meadowood. Mr. Woodrow noted the additions would accommodate a marketing suite, administrative offices and an expanded theatre. Mr. Woodrow stated the Applicant will comply with all outstanding comments in the Township Engineer’s review letter, and he stated the Applicant is agreeable to all conditions noted in Resolution 2017-11.

Supervisor Bustard made a motion to approve Resolution 2017-11, to grant preliminary/final approval of a plan of land development to construct additions to the Schultz Community Center at Meadowood. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) Public Hearing – At 8:10 pm Chair Caughlan opened a Public Hearing to consider Resolution 2017-09, to add two properties, at 2045 Bethel Road and 1907 Berks Road, to the Worcester Township Agricultural Security Area.

Bob Brant, Township Solicitor, noted that application notices had been posted at the properties on February 17, and the applications had been advertised in the *Times Herald* on February 17, March 31 and April 7. Mr. Brant also noted the applications were posted in the Township Building lobby and to the Township website on March 20.

Mr. Ryan provided a brief overview of the Agricultural Security Area program.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:14 pm.

- f) Resolution 2017-09 – Supervisor Bustard made a motion to approve Resolution 2017-09, to add two properties, at 2045 Bethel Road and 1907 Berks Road, to the Worcester Township Agricultural Security Area. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Agricultural Security Area – Mr. Ryan noted the Township had received an application to add a property, at 3110 Heebner Road, to the Worcester Township Agricultural Security Area.

Supervisor Bustard made a motion acknowledge receipt of an application to add a property, at 3110 Heebner Road, to the Worcester Township Agricultural Security Area. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) Resolution 2017-10 – Mr. Ryan provided an overview of the Planning Commission’s review of *A Vision for Center Point Village*, and he noted the Planning Commission’s proposed revisions to this plan’s recommendations and bubble plan.

Gordon Todd, Worcester Township Planning Commission Chairman, commented on the bubble plan and on the expansion of plan’s commercial use areas to encompass the existing farmstead structures. Chair Caughlan recommended this area be shown as Mixed Use Preservation, and the consensus of the Board was to revise the bubble plan accordingly.

Chair Caughlan inquired about the elimination of access from the Palmer property to Valley Forge Road. Supervisor Quigley noted this matter can be reviewed by the planner to be hired by the Township.

There was general discussion regarding permitted residential densities, and on calculating the density bonus upon the use of transfer development rights. Supervisor Quigley noted this matter can likewise be reviewed by the planner to be hired by the Township.

Supervisor Bustard made a motion to approve Resolution 2017-10, revised to amend the bubble plan use at the Palmer farmstead area to Mixed Use Preservation. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on the utilization of transfer development rights and the calculation of residential densities, the regulation of development, the sale of transfer development rights, and potential development at the Palmer property.

By unanimous vote the Board adopted the motion to approve.

- i) Resolution 2017-12 – Mr. Ryan provided an overview of a grant application to install trees along a portion of the Zacharias Creek.

Supervisor Bustard made a motion to approve Resolution 2017-12, to authorize the submission of a grant application to the Pennsylvania Department of Conservation and Natural Resources Riparian Forest Buffer Grant Program. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- j) Planning Module – Mr. Ryan provided an overview of a proposed Planning Module for an approved subdivision at 1631 Kriebel Mill Road. Mr. Ryan noted the Planning Module had been reviewed by the Township Engineer.

Supervisor Bustard made a motion to approve the submission of a Planning Module for a subdivision at 1631 Kriebel Mill Road to the Pennsylvania Department of Environmental Protection. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) Request for Proposals – Mr. Ryan provided an overview of a Request for Proposals for professional planning services to assist Center Point Village planning efforts.

Supervisor Bustard made a motion to approve the Request for Proposal for distribution. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- l) bid award – Mr. Ryan provided an overview of bids received for paving and road materials, and he noted the lowest responsive and responsible bidder was Highway Materials, Inc.

Supervisor Bustard made a motion to award the bid to purchase paving and road materials to Highway Materials, Inc., in the amounts noted in the bid opened on April 17, 2017. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- m) bid award – Mr. Ryan provided an overview of bids received for equipment rental, and he noted the lowest responsive and responsible bidder was P.K. Moyer & Sons, Inc.

Supervisor Bustard made a motion to award the bid to rent equipment to P.K. Moyer & Sons, Inc., in the amounts noted in the bid opened on April 17, 2017. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- n) bid award – Mr. Ryan provided an overview of bids received for the 2017 Road Program. Mr. Ryan noted the lowest bid received for the base bid was significantly less than the amount budgeted, and as such both he and the Township Engineer recommend the award of

both the base bid and all alternative bids to Allan Myers, the lowest responsive and responsible bidder.

Supervisor Bustard made a motion to award the 2017 Road Program bid to Allan Myers, in the amount of \$892,777.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- o) resignation – Supervisor Bustard made a motion to accept the resignation of Jeff Kratz, Public Works Laborer. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- p) ratification of hire – Supervisor Bustard made a motion to ratify the hire of Mike Torres, Public Works Laborer, a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

## **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:57 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager



**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, MAY 17, 2017 – 6:00 PM**

**CALL TO ORDER** by Chair Caughlan at 6:08 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- There were no information items announced at this evening's Work Session.

**PUBLIC COMMENT**

- There was no public comment at this evening's Work Session.

**PRESENTATIONS**

Valley Forge Tourism and Convention Board – Dan Weckerly, Communications Manager, Valley Forge Tourism and Convention Board, provided an overview of the Board's current effort to market our region, including television and internet promotional advertisements.

Supervisor Quigley commented on the Board's relationship to area Chambers of Commerce.

Chair Caughlan commented on the Board's promotion of points of interest in the Township.

Supervisor Quigley inquired as to visitor length of stay and other visitor demographics.

There was general discussion of planned trail connections to Evansburg State Park.

athletic field sign ordinance – Eric Frey, Solicitor, Methacton School District, provided an overview of proposed dimensional regulations for fence, scoreboard, dugout and spectator stand signage, and on the permitting process for same.

Chair Caughlan commented on sign posting, removal and maintenance.

Chair Caughlan commented on sign illumination. Mr. Frey confirmed the signs would not be illuminated. Tommy Ryan, Township Manager, will amend the ordinance to include this restriction.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 6:43 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, MAY 17, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:32 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, provided an overview of an approximate \$220,000 Green Light Go grant award for improvements to certain traffic signals at Valley Forge Road and Germantown Pike.
- Chair Caughlan announced an addition to this evening’s Business Meeting agenda, a proposed change of start time for the balance of Work Session meetings in 2017.

**PUBLIC COMMENT**

- There was no public comment at this evening’s Business Meeting.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for April 2017, (b) bill payment for April 2017 in the amount of \$183,432.31; (c) the April 19, 2017 Business Meeting minutes; and, (d) the April 19, 2017 Work Session minutes. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) waiver – Mr. Ryan provided an overview of a waiver request to install an on-lot septic system in the front yard at 2119 Berks Road.

Supervisor Bustard made a motion to approve a waiver request to install an on-lot septic system in the front yard at 2119 Berks Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2017-13 – Mr. Ryan provided an overview of a proposed revision to the Worcester Township Personnel Manual to include a health insurance opt-out provision.

Supervisor Bustard made a motion to approve Resolution 2017-13, to revise the Worcester Township Personnel Manual to include a health insurance opt-out provision. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Ryan provided an overview of a waiver request to install an on-lot septic system in the front yard at 1545 Kriebel Mill Road.

Supervisor Bustard made a motion to approve a waiver request to install an on-lot septic system in the front yard at 1545 Kriebel Mill Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) proposal award – Mr. Ryan provided an overview of a proposed contract for sanitary sewer operation services with Private Utilities Enterprises, Inc. Joe Nolan, Township Engineer, commented on his experience with this contractor.

Supervisor Bustard made a motion to execute a contract with Private Utilities Enterprises, Inc. for sanitary sewer operation services, for an 18-month period effective July 1, 2017. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) bid award – Mr. Ryan provided an overview of bids received for sludge hauling, and he noted the lowest responsive and responsible bidder was Franc Environmental, Inc.

Supervisor Bustard made a motion to award a bid for sludge hauling to Franc Environmental, Inc., in the amounts noted in the bid opened on May 10, 2017. The motion was seconded by Supervisor Quigley.

Supervisor Quigley commented on potential liability for sludge removal and disposal.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Skippack Creek Watershed – Mr. Nolan provided an overview of a multi-municipal effort to assess the waste load allocation attributable to certain Townships in the Skippack Creek Watershed.

Supervisor Bustard made a motion to approve the Township joining a multi-municipal effort to assess the municipality's waste load allocation for that portion of the Skippack Creek Watershed situated in the Township, as per the T&M Associates May 4, 2017 proposal. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) resignation – Supervisor Bustard made a motion to accept the resignation of Doug Fennimore, Public Works Laborer. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) Work Session Meeting start time – Supervisor Bustard made a motion to establish a 6:30pm start time for Work Session meetings for the balance of 2017, and to advertise same. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 7:53 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JUNE 21, 2017 – 6:30 PM**

**CALL TO ORDER** by Chair Caughlan at 6:33 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on June 14 to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; and, a matter of real estate, in specific the consideration of an offer received to purchase a conservation easement. Mr. Ryan noted no decision on either matter was made in Executive Session, and no decision on either matter is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on well tests conducted by the US Army, future well tests to be conducted by the US Army, and Phase I and Phase II environmental studies for the North Penn Army Reserve Base property.

**PRESENTATIONS**

park and trail improvements – Mr. Ryan provided a summary of various improvements proposed at four Township parks – Heebner Park, Nike Park, Sunnybrook Park and Mt. Kirk Park – as prepared by the Parks Manager. Mr. Ryan noted a prioritized list of projects will be included in the 2018 Budget.

At Heebner Park the priority projects include an enclosed pavilion, security cameras, entrance signage and play equipment for younger children.

At Nike Park the priority projects include the establishment of a pedestrian trail and the installation of historical/recognition signage.

At Sunnybrook Park the priority projects include a parking study.

At Mt. Kirk Park the priority projects include rest facilities and pavement of the existing driveway and parking lot turn-around area.

The Members also discussed Heyser Park. The priority projects at this facility include play equipment, picnic tables and bleachers.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 7:10 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager



**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JUNE 21, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:32 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on June 14 to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; and, a matter of real estate, in specific the consideration of an offer received to purchase a conservation easement. Mr. Ryan noted no decision on either matter was made in Executive Session, and no decision on either matter is expected to be made at this evening's Business Meeting.
- Mr. Ryan noted Resolution 2017-05, regarding the designation of a depository for Township funds, will not be considered at this evening's Business Meeting.

**PUBLIC COMMENT**

- Kim McClintock, Worcester, commented on deer crossing and speed limit signage at North Wales Road. Mr. Ryan will address the former, and Mr. Ryan will contact his counterpart in Whitpain Township regarding the latter.
- Bob Andorn, Worcester, commented on use of the Community Hall sound system, public comment on the parks and trails presentation, and Township businesses profiled in the Township newsletter and on the Township website.
- Jim Mollick, Worcester, commented on site conditions at the North Penn Army Reserve Base property, Phase I and Phase II environmental studies for the North Penn Army Reserve Base property, remediation measures for contaminants found at the North Penn Army Reserve Base property, budgeted funds for the possible acquisition of the North Penn Army Reserve Base property, and possible future expenditures regarding the possible acquisition of the North Penn Army Reserve Base property.

## OFFICIAL ACTION ITEMS

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for May 2017, (b) bill payment for May 2017 in the amount of \$175,318.71; (c) the May 17, 2017 Work Session minutes; and, (d) the May 17, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on year-to-date Right-to-Know legal expenditures, the Township's current Right-to-Know request procedures, and the Township's past Right-to-Know request procedures.

By unanimous vote the Board adopted the motion to approve.

- b) Public Hearing – At 7:50 PM Chair Caughlan opened a Public Hearing to consider Ordinance 2017-267, to establish regulations for athletic field signage.

Bob Brant, Township Solicitor, noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library, and posted in the Township Building lobby and on the Township website, on May 22, and advertised in the *Times Herald* on June 1 and on June 8.

Mr. Ryan provided an overview of the Ordinance, including provisions for scoreboard, dugout, spectator stand and field fencing signage.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 7:53 PM.

- c) Ordinance 2017-267 – Supervisor Bustard made a motion to approve Ordinance 2017-267, to establish regulations for athletic field signage. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) Public Hearing – At 7:55 PM Chair Caughlan opened a Public Hearing to consider Ordinance 2017-269, to regulate the growth of Bamboo.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library, and posted in the Township Building lobby and on the Township website, on May 18, and advertised in the *Times Herald* on June 1 and on June 8.

Mr. Ryan provided an overview of the Ordinance, which prohibits Bamboo within forty feet of a public road, trail or sidewalk.

Supervisor Quigley commented on the growth of other vegetation within the right-of-way. Mr. Ryan noted regulations included in the Second Class Township Code.

Mr. Andorn commented on the prohibition of other vegetation within the right-of-way.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 8:05 PM.

- e) Ordinance 2017-269 – Supervisor Bustard made a motion to approve Ordinance 2017-269, to regulate the growth of Bamboo. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on Bamboo in the right-of-way, locations of Bamboo stands in the right-of-way, past problems experienced regarding Bamboo in the right-of-way, and Township efforts to address the growth of Bamboo in the right-of-way. Mr. Andorn commented on the regulation of vegetation that falls into the right-of-way.

By unanimous vote the Board adopted the motion to approve.

- f) Public Hearing – At 8:18 PM Chair Caughlan opened a Public Hearing to consider Resolution 2017-14, to approve the addition of a property at 3110 Heebner Road to the Worcester Township Agricultural Security Area.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library, and posted in the Township Building lobby and on the Township website, on May 22, and advertised in the *Times Herald* on June 2 and on June 9.

Dr. Mollick commented on political contributions made by the property owner and by others to the Members.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 8:26 PM.

- g) Resolution 2017-14 – Supervisor Bustard made a motion to approve Resolution 2017-14, to add a property at 3110 Heebner Road to the Worcester Township Agricultural Security Area. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) bid award – Joe Nolan, Township Engineer, provided an overview of bids received for the construction of a parking lot at Heebner Park. Mr. Nolan noted the lowest responsive and responsible bidder was Polaris Construction Company.

Chair Caughlan commented on deferring construction to a later date. Mr. Nolan noted that if the work was completed now, the project could be done under the NPDES permit that was issued for the soccer field. Mr. Ryan commented on the potential use of the abutting soccer field in 2018.

Supervisor Bustard made a motion to award a bid for construction of a parking lot at Heebner Park to Polaris Construction Company, in the amount of \$84,860.50. The motion was seconded by Supervisor Quigley.

Mr. Andorn commented on parking needs at Heebner Park.

By unanimous vote the Board adopted the motion to approve.

- i) proposal award – Mr. Ryan provided an overview of a request for proposals issued for professional planning services for the Center Point Village Zoning Ordinance project. Mr. Ryan noted six proposals were received by the Township.

Supervisor Quigley noted the Township recently received a subdivision plan for the Palmer property. Mr. Brant commented on the submission of this plan, and in specific its status as to existing and proposed ordinances.

Chair Caughlan commented on development in Center Point Village under the existing and proposed ordinances.

There was discussion as to whether to proceed with a proposal award at this time. Consensus of the Members was to defer the matter to the July 19 Business Meeting. Mr. Ryan will forward a copy of the Palmer subdivision plan to the six firms, and ask each to incorporate this possible subdivision in the study to be completed, and confirm any required change to the proposal and fee.

- j) resignation – Supervisor Bustard made a motion to accept the resignation of Jake Ferguson, Public Works Laborer. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) ratification of hire – Supervisor Bustard made a motion to ratify the hire of Andrew Raquet, Public Works Laborer, a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- l) Public Hearing – At 8:45 PM Chair Caughlan opened a Public Hearing to consider Ordinance 2017-268, regarding stormwater management regulations.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* and to the Montgomery County Law Library, and posted in the Township Building lobby and on the Township website, on May 18, and advertised in the *Times Herald* on June 1 and on June 8.

Supervisor Quigley commented on the regulations' impact on a single family residential property. Mr. Nolan noted the extent of area disturbed determines which stormwater management measures and facilities that must be provided.

Chair Caughlan noted the stormwater regulations are mostly a function of Federal and State Law. Mr. Nolan noted the Ordinance is modeled on language approved by the Pennsylvania Department of Environmental Protection, and is similar to that enacted by other municipalities.

Supervisor Bustard noted the stormwater regulations were developed by non-elected staff at various government agencies.

Chair Caughlan commented on fees that may be assessed by the Township so to monitor and manage stormwater facilities dedicated to the Township. Mr. Brant will review that allowed by law.

The Public Hearing was closed at 9:07 PM.

- m) Ordinance 2017-268 – The Board of Supervisors did not consider Ordinance 2017-268 at this evening's Business Meeting.

## **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

## **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 9:08 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JULY 16, 2017 – 6:30 PM**

**CALL TO ORDER** by Chair Caughlan at 6:33 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on July 10 to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; a matter of litigation, in specific The Cutler Group v. Worcester Township, Commonwealth Court, #1223 C.D. 2016, and Montgomery County Court of Common Pleas docket #15-13769; and, a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base. Mr. Ryan noted a decision on the litigation concerning The Cutler Group was expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the Community Hall audio system, review of the proposed Stipulation Agreement between the Township and The Cutler Group, the Capital Reserve account for the possible acquisition of the North Penn Army Reserve Base, expenditures in the 2018 Budget, and salt building expenditures.

**PRESENTATIONS**

MS4 permit application – Joe Nolan, Township Engineer, presented an overview of the Township's proposed MS4 permit application to the Pennsylvania Department of Environmental Protection.

Mr. Nolan noted three watersheds are located in the Township – the Skippack Creek, Stony Creek and Wissahickon Creek watersheds. Mr. Nolan stated no pollution reduction plan is required for the Wissahickon Creek watershed during the upcoming five-year permit period, as only a small area of this watershed is situated in the Township.

Mr. Nolan commented on the assigned wasteload allocations in the Skippack Creek and Stony Creek watersheds, and he noted potential reduction strategies in each, in specific streambank restoration and stormwater basin retrofits. Mr. Nolan noted pollution reduction credits earned for past projects.

Chair Caughlan commented on streambank restoration and riparian corridor projects.

Supervisor Quigley commented on stormwater generated by the Pennsylvania Turnpike improvement project, and the impact to neighboring properties.

Mr. Nolan noted the proposed permit application will be available at the Township Building for a 30-day public inspection period before submission to the Pennsylvania Department of Environmental Protection.

### **OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 7:07 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, JULY 19, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:31 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on July 10 to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; a matter of litigation, in specific The Cutler Group v. Worcester Township, Commonwealth Court, #1223 C.D. 2016, and Montgomery County Court of Common Pleas docket #15-13769; and, a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base. Mr. Ryan noted a decision on the litigation concerning The Cutler Group was expected to be made at this evening's Business Meeting.
- Mr. Ryan noted an addition to this evening's Business Meeting, in specific the Board of Supervisors will consider a Stipulation Agreement as to The Cutler Group litigation.

**OFFICIAL ACTION ITEMS**

- a) Stipulation Agreement – Bob Brant, Township Solicitor, provided an overview of the Conditional Use Hearings conducted for the proposed development of Center Square Golf Course, and the subsequent litigation before the Montgomery County Court of Common Pleas and the Commonwealth Court. Mr. Brant commented on a possible appeal to the State's Supreme Court.

Mr. Brant stated that, in lieu of continued litigation, The Cutler Group had proposed a Stipulation Agreement that provides for 250 units, 125 single-family detached units and 125 townhome units not age-restricted, to be constructed at this property, in place of the 475-unit continuing care retirement community approved by the Court.

Mr. Brant provided an overview of the terms of the Stipulation Agreement, including the number of lots, type of units, possible dedication of roadways and open spaces, perimeter buffer, lot area dimensions and coverage limits, connection to the Valley Green Wastewater



Treatment Plant, sewer tapping fees and traffic impact fees to be paid by The Cutler Group, the payment of Township staff and consultant expenses, the units' projected price points, and the anticipated pace of construction.

Mr. Brant stated the proposed development would be processed in the same manner as other proposed developments, with reviews before both the Planning Commission and Board of Supervisors.

Chair Caughlan commented on timing for the consideration of the Stipulation Agreement. Mr. Brant stated if the Township wishes to accept the Stipulation Agreement, the Board must decide to do so at this evening's Business Meeting.

Supervisor Bustard made a motion to approve the Stipulation Agreement, and to authorize the Township Solicitor to effectuate the terms of the Agreement as may be needed. The motion was seconded by Supervisor Quigley.

Jim Phelan, Worcester, thanked the Board of Supervisors for their consideration of this matter. Mr. Phelan commented on the loss of open space, property rights, development preferences, and the arrangement and location of buffers, trails, open spaces and the sanitary sewer pump station in the proposed development.

Bob Andorn, Worcester, commented on a potential ordinance revision, tapping fees to be paid by The Cutler Group, and the cost to install the sanitary sewer conveyance system. Mr. Brant commented on the effect of the Stipulation Agreement and he addressed spot zoning concerns.

Jim Mollick, Worcester, commented on legal expenses for the matter to date, the developer's development preference, previous settlement offers regarding the proposed development at the Center Square Golf Course, the units' age restriction status, and the Methacton High School athletic field project and litigation.

Jay McKeever, Worcester, commented on a potential ordinance revision, and capacity at the Valley Green Wastewater Treatment Plant.

Supervisor Quigley stated the Stipulation Agreement was not perfect, but represents the best option available to the Township at this time.

Supervisor Bustard commented on the previous Township challenges to development, and the courts' current role in this process.

Chair Caughlan noted the plan will be considered at future Planning Commission meetings, and she encouraged residents to attend same.

The meeting was recessed at 8:18 pm.

The meeting was re-opened at 8:25 pm.

## **PUBLIC COMMENT**

- Mr. Andorn commented on permitted public comment at public meetings, business profiles published in the Township newsletter, 2018 Budget transfers, sewer capacity at the Valley Green Wastewater Treatment Plant, sewer costs for the proposed development at the Center Square Golf Course, and the Stipulation Agreement with The Cutler Group.
- Dr. Mollick commented on previous settlement offers regarding the proposed development at the Center Square Golf Course, plans for the development of the former North Penn Army Reserve Base, environmental conditions at the former North Penn Army Reserve Base property, and the Phase II study conducted for the former North Penn Army Reserve Base property.

## **OFFICIAL ACTION ITEMS**

- b) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for June 2017, (b) bill payment for June 2017 in the amount of \$190,805.87; (c) the June 21, 2017 Work Session minutes; and, (d) the June 21, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on year-to-date Right-to-Know legal expenditures, and the Township’s past Right-to-Know request procedures. Mr. Andorn commented on budgeted and actual transfers from the General Fund to the Capital Fund.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2017-15 – Joe Nolan, Township Engineer, provided an overview of the Planning Module for the proposed Whitehall Estates development.

Mr. Nolan noted the Planning Module had been approved by the Worcester Township Planning Commission, Montgomery County Planning Commission and the Montgomery County Department of Health.

Mr. Nolan noted the Planning Module had been advertised for public inspection. Mr. Nolan noted four comments were received and that these comments, and responses to each, were included in the final version of the document.

Mr. Nolan stated he had reviewed the Planning Module, and he found this document ready for submission to the Pennsylvania Department of Environmental Protection.

Chair Caughlan commented on the public comments received, and the inclusion of the public comments in the Planning Module.

Chair Caughlan commented on consideration given to the installation of on-lot septic systems at the development. Tara Bernard, Sanitary Sewer Engineer for the Applicant, commented on site conditions at the property.

Supervisor Bustard made a motion to approve the submission of the Whitehall Estates Planning Module to the Pennsylvania Department of Environmental Protection. The motion was seconded by Supervisor Quigley.

Les Schmalbach, Worcester, commented on directional drilling, contamination of wetlands, and the potential to expand the system to accommodate additional connections to the public sewer system. Carl Weiner, Counsel for the Applicant, commented on the public sewer extension and connection process. Dr. Mollick commented on the inspection of the improvements. Mr. Nolan noted the inspections to be conducted by his office, and on the oversight position of the Pennsylvania Department of Environmental Protection.

Cheryl Brumbaugh, Worcester, thanked the Board of Supervisors for their consideration of this matter. Ms. Brumbaugh commented on the Oversight Agreement between the Township and Aqua.

Bill Goulding, Worcester, commented on the Oversight Agreement between the Township and Aqua, Township approvals required to expand the service area of the Stony Creek Wastewater Treatment Plant, the potential to expand the service area to accommodate additional connections to the public sewer system, and the assignment of obligations to future system owners.

By unanimous vote the Board adopted the motion to approve.

- d) Resolution 2017-16 – Mr. Ryan provided an overview of a proposed grant application for the installation of sound barriers along a portion of the Pennsylvania Turnpike to the Commonwealth Financing Authority Multimodal Transportation Fund Grant Program. Mr. Ryan noted a previous grant applicant included sound barriers at three locations, and the current applicant includes sound barriers at these three locations and two additional locations.

Mr. Ryan noted the Commonwealth's 2017-2018 Fiscal Code provides for a potential waiver of the municipal match to this grant.

Supervisor Bustard made a motion to approve Resolution 2017-16, to authorize the submission of a grant application for the installation of sound barriers along a portion of the Pennsylvania Turnpike to the Commonwealth Financing Authority Multimodal Transportation Fund Grant Program. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on barrier locations, the timing of the grant announcement, and the amount of the grant.

By unanimous vote the Board adopted the motion to approve.

- e) bid award – Mr. Nolan provided an overview of bids received for the replacement of a culvert on Green Hill Road. Mr. Nolan noted the lowest responsive and responsible bidder was BP Paterson, Inc.

Supervisor Bustard made a motion to award a bid for the replacement of a culvert on Green Hill Road to BP Paterson, Inc., in the amount of \$117,656.00. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) contract award – Mr. Ryan provided an overview of a request for proposals issued for professional planning services for the Center Point Village Zoning Ordinance project. Mr. Ryan noted six proposals were received by the Township, and five firms had confirmed the proposals will include the potential “by right” development of the Palmer property.

Supervisor Bustard made a motion to award a contract to Urban Research & Development Corporation in the amount of \$12,400.00. The motion was seconded by Supervisor Quigley.

Mr. Andorn commented on the fee amount and the proposal review and selection process. Chair Caughlan and Supervisor Bustard commented on the proposal review and selection process. Dr. Mollick commented on the fee amount, the proposal review and selection process, and the potential “by right” development of the Palmer property.

By unanimous vote the Board adopted the motion to approve.

- g) MS4 Permit application – Supervisor Bustard made a motion to advertise the MS4 Permit application for public inspection, and to authorize the submission of this application to the Pennsylvania Department of Environmental Protection. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

## **OTHER BUSINESS**

- There was no other business discussed at this evening’s Business Meeting.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 9:47 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, AUGUST 16, 2017 – 6:30 PM**

**CALL TO ORDER** by Chair Caughlan at 6:33 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

**PRESENT:** SUSAN G. CAUGHLAN [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors will meet in Executive Session following this evening's Work Session to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; and, a matter of litigation, in specific Heck v. the Worcester Township Zoning Hearing Board, Montgomery County Court of Common Pleas, docket number #17-04387. Mr. Ryan noted no decision on these matters is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the Township's litigation with The Cutler Group, and a legal opinion of Township Counsel.

**PRESENTATIONS**

MS4 permit application – Joe Nolan, Township Engineer, presented an overview of a proposed ordinance to amend the Township's stormwater management regulations.

Supervisor Bustard commented on the genesis of the proposed ordinance, and Mr. Nolan noted Federal and State law requires certain municipalities, including Worcester Township, to adopt the measures.

Mr. Nolan noted the Township is utilizing a model ordinance that has been reviewed and approved by the Pennsylvania Department of Environmental Protection (DEP). Mr. Nolan stated the Township had worked with DEP to include language favorable to property owners, where this was possible.

Supervisor Bustard commented on the ordinance approval schedule.

Mr. Nolan commented on Federal clean water laws, and the expansion of these laws to include non-point sources of stormwater runoff and stormwater pollution.

Supervisor Bustard commented on the potential impact of the proposed stormwater regulations on Township property owners.

Chair Caughlan commented on agricultural uses and stormwater management. Mr. Nolan noted the proposed ordinance exempted certain agricultural uses.

Chair Caughlan commented on grading issues, stormwater drainage across neighboring properties, and possible easements needed to allow stormwater drainage across neighboring properties.

Chair Caughlan commented on the installation of curbing at new roads. Mr. Nolan recommended curbing be installed along new roads, as this better protects the roadway from damage caused by stormwater.

#### **OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 7:05 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, AUGUST 16, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:32 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session before this evening's Business Meeting to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; a matter of litigation, in specific Heck v. the Worcester Township Zoning Hearing Board, Montgomery County Court of Common Pleas, docket number #17-04387; and, a matter of potential litigation, in specific a property that is in violation of the Township Code. Mr. Ryan noted no decision on these matters is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Kim McClintock, Worcester, commented on signage at North Wales Road and sanitary sewer work recently conducted in this area.
- Bill Goulding, Worcester, commented on future connections to the wastewater treatment plant at Stony Creek Farms, and on the Oversight Agreement for this facility.
- Jim Mollick, Worcester, commented on the litigation costs for the Center Square Golf Course, and auditor presentation to the Board of Supervisors.
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- Jay McKeever, Worcester, commented on the Cutler Group's concept plan for development of the Center Square Golf Course, and setbacks to properties along Berks Road and Whitehall Road.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.



Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for July 2017, (b) bill payment for July 2017 in the amount of \$279,491.41; (c) the July 19, 2017 Work Session minutes; and, (d) the July 19, 2017 Business Meeting minutes. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) waiver – Joe Nolan, Township Engineer, provided an overview of a waiver request to install an on-lot septic system in the front yard at 1515 North Trooper Road. Mr. Nolan has reviewed the plan, and he has no objection to that proposed.

Supervisor Bustard made a motion to approve a waiver request to install an on-lot septic system in the front yard at 1515 North Trooper Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2017-17 – Mr. Ryan provided an overview of two grant awards from the Pennsylvania Department of Transportation Green Light Go Program for improvements to certain traffic signals along Valley Forge Road and Germantown Pike.

Mr. Ryan noted the Board need approve the execution of agreements for each grant award. Bob Brant, Township Solicitor, has reviewed the agreements, and he has no objection to that proposed.

Supervisor Bustard made a motion to approve Resolution 2017-17, authorizing the execution of two agreements for grants awards received from the Pennsylvania Department of Transportation Green Light Go Program. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Ryan provided an overview of a waiver of land development request to install a shed at the City Restaurant, 2974 Germantown Pike.

Supervisor Bustard made a motion to approve a waiver of land development request to install a shed at the City Restaurant, 2974 Germantown Pike. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) bid award – Mr. Ryan noted the Township had let for public bid a 2011 Ford Escape. Mr. Ryan recommended the sale be awarded to Peter Sykes, the highest responsive and responsible bidder, in the amount of \$8,422.00.

Supervisor Bustard made a motion to award the sale of a 2011 Ford Escape to Peter Sykes, the highest responsive and responsible bidder, in the amount of \$8,422.00. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) bid award – Mr. Ryan noted the Township had let for public bid a used Apple iPad Air. Mr. Ryan recommended the sale be awarded to Erica Lucey, the highest responsive and responsible bidder, in the amount of \$148.75.

Supervisor Bustard made a motion to award the sale of a used Apple iPad Air to Erica Lucey, the highest responsive and responsible bidder, in the amount of \$148.75. The motion was seconded by Chair Caughlan.

Bob Andorn, Worcester, commented on the equipment let for bid and on the high bidder.

By unanimous vote the Board adopted the motion to approve.

- g) Public Hearing – At 8:02 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-270, an ordinance to establish regulations for wireless communication facilities.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* on July 19 and to the Montgomery County Law Library on July 21. Mr. Brant noted the ordinance had been posted in the Township Building lobby and on the Township website on July 21, and had been advertised in the *Times Herald* on July 24 and July 31.

Mr. Ryan commented on the growth of distributed antenna systems in the region. Mr. Ryan provided an overview of the ordinance, including proposed regulations for tower-based and non-tower based wireless communication facilities.

Chair Caughlan commented on terminology used, permits required, applicable setbacks, and the regulation of wireless facilities on Township-owned property.

Mr. Andorn commented on the restriction uses at private property. Dr. Mollick commented on the ordinance intruding into residents' lives, and on the amount of regulation established by the Township.

Andrew Peterson, Worcester, commented on the growth of distributed antenna systems in the region, municipal government regulation of distributed antenna systems, and restrictions on tower-based wireless communication facilities outside public rights-of-way.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 8:46 pm.

- h) Ordinance 2017-270 – Supervisor Bustard made a motion to approve Ordinance 2017-270, to establish regulations for wireless communication facilities. The motion was seconded by Chair Caughlan.

Mr. Andorn stated his opposition to the ordinance.

By unanimous vote the Board adopted the motion to approve.

### **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:47 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, SEPTEMBER 20, 2017 – 6:30 PM**

**CALL TO ORDER** by Chair Caughlan at 6:31 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT:   SUSAN G. CAUGHLAN   [X]  
              STEPHEN C. QUIGLEY   [X]  
              ARTHUR C. BUSTARD   [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on September 18 to discuss the following issues: a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; a matter of litigation, in specific The Cutler Group v. Worcester Township, Commonwealth Court, #1223 C.D. 2016, and Montgomery County Court of Common Pleas docket #15-13769; a matter of potential litigation, in specific a property that is in violation of the Township Code; a personnel matter, in specific potential revisions to the terms of employment and to the benefits provided to Township employees; and, a personnel matter, regarding the Township Manager. Mr. Ryan noted a decision on the matter of Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760, is expected to be made at this evening’s Business Meeting.
- Mr. Ryan noted the request for a waiver of land development to install a utility shed at a Shearer Road property will not be considered at this evening’s Business Meeting, at the request of PECO, the Applicant. This matter will be considered at the October 18 Business Meeting.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the Township auditor presentation at a public meeting, past year receipts and expenditures, past year surpluses, and Township financial statements.

## PRESENTATIONS

2018 Budget – Mr. Ryan provided an update on the 2018 Budget. Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes, and he noted the budget does not include additional full-time employees.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a conservative 1.5% increase in Earned Income Tax receipts. Mr. Ryan noted the budget assumes a 14% decrease in building permit fees, as construction at active subdivisions is expected to conclude in 2017.

Mr. Ryan noted the budget provides a 5% increase in operating and capital contributions to the Worcester Volunteer Fire Department, and funds the purchase of permitting and asset management software.

Mr. Ryan commented on proposed capital improvements, including a new trail and pedestrian bridge at Defford Road Park, improvements to traffic signals at Valley Forge Road and Germantown Pike, and the replacement of existing, and the purchase of new, Public Works equipment. Mr. Ryan noted the budget provides \$825,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

Mr. Ryan commented on Sewer Fund operations, and efforts made by Township staff and the contracted sewer operator to lower system expenses. Mr. Ryan noted the draft budget includes a 1% increase to sewer service fees, which equates to an approximate \$0.45 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and the 2018 estimated Liquid Fuels allocation.

Chair Caughlan commented on restoring an administrative charge to the Sewer Fund. Mr. Ryan noted this charge was removed from the 2017 Budget, and he noted the additional cost to ratepayers if the charge was restored to its previous level. Mr. Ryan noted this matter is for the Board to decide.

Supervisor Quigley commented on sanitary sewer system work performed by Public Works personnel.

Mr. Ryan noted he would provide an update on the proposed 2018 Budget at the October 18 Business Meeting. He noted the Budget would also be presented at the November 15 Business Meeting, and then made available for a 20-day public inspection hearing, before being considered at a Public Hearing at the December 20 Business Meeting.

proposed sign ordinance – Bob Brant, Township Solicitor, commented on a US Supreme Court decision that requires content-neutral municipal sign regulations. Mr. Brant provided an overview of a proposed sign ordinance that amends current Township Code so to comply with the Court’s decision.

Chair Caughlan commented on the permitted posting duration for temporary signs. The consensus of the Board was to permit a 30-day posting period.

Chair Caughlan commented on the permitted size of temporary signs. The consensus of the Board was to permit a total of 35sf for all temporary signs posted at each residential or non-residential property.

Chair Caughlan commented on the Township’s ability to remove illegally-posted signs, and Mr. Brant noted the Township’s ability to remove illegally-posted signs.

Chair Caughlan commented on signage for accessory uses. The consensus of the Board was to amend the Township Code to delete the accessory signage classification.

There was general discussion regarding development identification signage at the entrance of certain subdivisions, and the maintenance of same.

Mr. Brant will revise the proposed ordinance, for continued review at a future meeting.

## **OTHER BUSINESS**

- There was no other business discussed at this evening’s Work Session.

## **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 7:27 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, SEPTEMBER 20, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:35 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session on September 18 to discuss the following issues: a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760; a matter of litigation, in specific The Cutler Group v. Worcester Township, Commonwealth Court, #1223 C.D. 2016, and Montgomery County Court of Common Pleas docket #15-13769; a matter of potential litigation, in specific a property that is in violation of the Township Code; a personnel matter, in specific potential revisions to the terms of employment and to the benefits provided to Township employees; and, a personnel matter, regarding the Township Manager. In addition, Mr. Ryan noted the Board met in Executive Session prior to this evening's Business Meeting to discuss a matter of litigation, in specific Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760. Mr. Ryan noted a decision on the matter of Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760, is expected to be made at this evening's Business Meeting.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the 2017 audit, past year surpluses, the net financial position of the Township, and the review conducted by the Township's elected auditors.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for August 2017, (b) bill payment for August 2017 in the amount of \$1,093,856.25; (c) the August 16, 2017 Work Session minutes; and, (d) the August 16, 2017 Business Meeting minutes. The motion was seconded by Chair Caughlan.

Dr. Mollick commented on the Township Solicitor's invoice, legal expenses to date, Right-To-Know legal expenses to date, and the 2017 Budget.

By unanimous vote the Board adopted the motion to approve.

- b) Settlement Agreement – Bob Brant, Township Solicitor, noted Board of Supervisors' consideration of a proposed Settlement Agreement in the matter of Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760.

Supervisor Bustard made a motion to approve a Settlement Agreement in the matter of Mollick v. the Worcester Township Board of Supervisors and individual Board members, Montgomery County Court of Common Pleas, docket number #15-13760. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Public Hearing – At 7:50 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-271, an ordinance to install a stop sign at North Wales Road and Yost Road.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* and the Montgomery County Law Library on August 22. Mr. Brant noted the ordinance had been posted in the Township Building lobby and on the Township website on August 22, and had been advertised in the *Times Herald* on September 1.

Mr. Ryan noted McMahon Associates, Traffic Engineer for both Whitpain Township and Worcester Township, had conducted a stop sign analysis that found a warrant to install a three-way stop at the intersection of North Wales Road and Yost Road.

Dr. Mollick commented on conditions at the intersection of Bean Road and Whitehall Road. Mr. Ryan noted Pennsylvania Department of Transportation approval for a four-way stop at this location is needed, as Whitehall Road is a State-owned roadway. Mr. Ryan noted that, in recent years, PennDOT has denied the Township's requests to install a four-way stop at this intersection.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 7:56 pm.



- d) Ordinance 2017-271 – Supervisor Bustard made a motion to approve Ordinance 2017-271, to authorize installation of a stop sign on North Wales Road, on the southbound approach to the intersection of North Wales Road and Yost Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) Public Hearing – At 7:57 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-272, an ordinance to amend and close the Township’s defined-benefit pension plan, and to create a Township defined-contribution pension plan.

Mr. Brant noted the ordinance had been submitted to the *Times Herald* and the Montgomery County Law Library on August 31. Mr. Brant noted the ordinance had been posted in the Township Building lobby and on the Township website on August 31, and had been advertised in the *Times Herald* on September 1.

Mr. Ryan provided an overview of defined-benefit and defined-contribution pension plans, and the relative cost of each plan type. Mr. Ryan noted the defined-contribution pension plan will be provided to all qualifying Township employees with an employment start date on or after January 1, 2017.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:02 pm.

- f) Ordinance 2017-272 – Supervisor Bustard made a motion to approve Ordinance 2017-272, to amend and close the Township’s defined-benefit pension plan, and to create a Township defined-contribution pension plan. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Minimum Municipal Obligation (MMO) – Mr. Ryan commented on the calculated MMO amounts to be paid to the Township’s two pension plans in the coming year.

Supervisor Bustard made a motion to approve the Minimum Municipal Obligation payments for 2018 in the amount of \$52,571 for the defined-benefit pension plan, and in the amount of \$5,624 for the defined-contribution pension plan. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

h) resignation – Supervisor Bustard made a motion to accept the resignation of Laura Simpson, Parks, Grants & Outreach Coordinator. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

#### **OTHER BUSINESS**

- There was no other business discussed at this evening’s Business Meeting.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:05 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS WORK SESSION  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, OCTOBER 18, 2017 – 6:30 PM**

**CALL TO ORDER** by Chair Caughlan at 6:30 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, noted he will maintain the five-minute clock for public comment.

**PUBLIC COMMENT**

- There was no public comment received at this evening's Work Session.

**PRESENTATIONS**

equestrian activities – Chair Caughlan noted certain Township trails and open spaces were recently posted so as to not allow equestrian activities.

Supervisor Bustard noted the current and previous Township Manager do not favor equestrian activities in proximity to other trail users, for safety concerns.

Supervisor Bustard noted Whitpain Township allows equestrian uses on its passive recreational properties only, and requires riders to collect horse manure.

Supervisor Bustard noted the Township Solicitor had reviewed the Township's liability exposure for incidents involving equestrian activities at Township properties, and the Township Solicitor noted municipalities are generally immune to such actions.

Supervisor Bustard noted he does not support equestrian activities in the vicinity of athletic fields.

Bob Brant, Township Solicitor, commented on the Township's liability exposure for incidents involving equestrian activities at Township properties.

Jan Blegan, Worcester, stated her support for equestrian activities at Township properties, and commented on the community's rural character.

Kim David, Worcester, stated his support for equestrian activities at Township properties, and commented on the impact of open space on property values.

Michelle Romano, Worcester, stated her support for equestrian activities at Township properties, and commented on the signage recently posted at Township properties.

Fred Machini, Worcester, stated his support for equestrian activities at Township properties, and commented on the community's rural character.

Cynthia Coccio, Worcester, stated her support for equestrian activities at Township properties, and commented on horse manure and on signage recently posted at Township properties.

Dede McGrane, Worcester, stated her support for equestrian activities at Township properties, and commented on the impact of open space impact on property values, multi-use trails in Montgomery County, and the community's rural character.

Dana Comly, Worcester, commented on resident feedback to equestrian uses at Township properties.

Joan Machini, Worcester, commented on signage recently posted at Township properties and budgeted expenditures for Heyser Field and Township trails.

Tom Messner, Whitpain, commented equestrian activities in Whitpain Township. Supervisor Bustard noted Whitpain Township enumerates the properties upon which equestrian activities are permitted in its Township code.

Eliza Walbridge, Whitpain, commented on public education on equestrian activities on multi-use trails, and on signage on multi-use trails.

Kelly Kissinger, Sebastian Riding Association, commented on public education on equestrian activities on multi-use trails, and on signage on multi-use trails.

Kristen Roma, Whitpain, commented on resident feedback to equestrian activities at Township properties.

Mr. Ryan stated he supports amending the Township Code so to enumerate the properties upon which equestrian activities are appropriate and permitted.

Jennie Steigerwalt, Worcester, stated her support for equestrian uses at Township properties, and commented on equestrian easements, connections to public properties, signage recently posted at Township properties, multi-use trails, equestrian activities at Philadelphia-owned properties, resident feedback to equestrian activities at Township properties, and the Township Manager's previous experience in West Whiteland Township.

Mr. Ryan stated he supports amending the Township Code so to enumerate the properties upon which equestrian activities are appropriate and permitted.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Work Session.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Work Session at 7:38 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, OCTOBER 18, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:38 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, noted he will maintain the five-minute clock for public comment.
- Chair Caughlan noted an addition to the action items to be considered at this evening's Business Meeting, permitted equestrian activities at Township properties.

**PUBLIC COMMENT**

- Susan Smith, Worcester, commented on an application before the Zoning Hearing Board.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer's Report and other Monthly Reports for September 2017, (b) bill payment for September 2017 in the amount of \$305,398.89; (c) the September 20, 2017 Work Session minutes; and, (d) the September 20, 2017 Business Meeting minutes. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- b) waiver – Mr. Ryan provided an overview of a request by PECO to waive land development for the installation of a utility building at a property on Shearer Road.

Supervisor Bustard made a motion to approve a request by PECO to waive land development for the installation of a utility building at a property on Shearer Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) waiver – Mr. Ryan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in a setback at 2215 South Valley Forge Road.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in a setback at 2215 South Valley Forge Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Ryan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in a setback at 3034 Stump Hall Road.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in a setback at 3034 Stump Hall Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) Resolution 2017-18 – Tim Woodrow, Engineer for the Applicant, provided an overview of a revised Preliminary/Final plan of land development to expand the Fairview Village Church of the Nazarene on Germantown Pike.

Joe Nolan, Township Engineer, noted the revised plan does not affect the stormwater management system included on the plan approved in 2016.

Supervisor Bustard made a motion to approve Resolution 2017-18, to grant approval to a revised Preliminary/Final plan of land development for the Fairview Village Church of the Nazarene. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) Resolution 2017-19 – Mr. Woodrow, Engineer for the Applicant, provided an overview of a Preliminary/Final plan of subdivision for Rhoads 2, a two-lot subdivision at Berks Road.

Mr. Woodrow stated the Applicant will prepare and record an access and maintenance easement agreement for the shared driveway.

Supervisor Bustard made a motion to approve Resolution 2017-19, to grant approval to a Preliminary/Final plan of subdivision for Rhoads 2, a two-lot subdivision at Berks Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Resolution 2017-20 – Mr. Woodrow, Engineer for the Applicant, provided an overview of a Preliminary/Final plan of subdivision for Rhoads 3, a two-lot subdivision at Berks Road.

Mr. Woodrow stated the Applicant will prepare and record an access and maintenance easement agreement for the shared driveway.

Supervisor Bustard made a motion to approve Resolution 2017-20, to grant approval to a Preliminary/Final plan of subdivision for Rhoads 3, a two-lot subdivision at Berks Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) bid award – Mr. Ryan provided an overview of a bid let for an improvement project to one of the buildings at the Valley Green Wastewater Treatment Plant. Mr. Ryan stated the lowest responsive and responsible bidder was Premier Roofing, with a bid of \$19,850.00.

Supervisor Bustard made a motion to award a bid to improve one of the buildings at the Valley Green Wastewater Treatment Plant to Premier Roofing, in the amount of \$19,850.00. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) 2018 Budget – Mr. Ryan provided an overview of the proposed General Fund, Capital Fund, Equipment Fund and Liquid Fuels Fund for 2018.

Mr. Ryan noted the draft budget does not include an increase in taxes and does not include new taxes, and he noted the budget does not include additional full-time employees.

Mr. Ryan provided an overview of primary receipts. Mr. Ryan noted the budget assumes a conservative 98% of the Earned Income Tax receipts projected to be received in 2017. Mr. Ryan noted the budget assumes an approximate 17% decrease in building permit fees, as construction at active subdivisions is expected to conclude in 2017.



Mr. Ryan noted the budget provides a 5% increase in operating and capital contributions to the Worcester Volunteer Fire Department, and funds the purchase of permitting and asset management software.

Mr. Ryan commented on proposed capital improvements, including a new trail and pedestrian bridge at Defford Road Park, improvements to traffic signals at Valley Forge Road and Germantown Pike, and the replacement of existing, and the purchase of new, Public Works equipment. Mr. Ryan noted the budget provides \$825,000 for the Township's annual Road Program, which is in addition to dollars budgeted for program design, bidding and inspection, and which is in addition to funding for smaller roadway fixes to be made throughout the year.

Mr. Ryan commented on Sewer Fund operations, and efforts made by Township staff and the contracted sewer operator to lower system expenses. Mr. Ryan noted the draft budget includes a 1% increase to sewer service fees, which equates to an approximate \$0.45 increase per month for each home connected to the Township's sanitary sewer system.

Mr. Ryan commented on the State Fund, and the 2018 estimated Liquid Fuels allocation.

Chair Caughlan commented on miscellaneous park receipts. Mr. Ryan noted that received in 2017 includes Worcester Community day contributions.

Chair Caughlan commented on miscellaneous receipts in the Capital Fund. Mr. Ryan noted that received in 2017 includes the proceeds from the sale of used Public Works equipment.

Chair Caughlan commented on commercial sewer fees received year to date.

Chair Caughlan commented on park program receipts and expenditures. Mr. Ryan noted the payment arrangement instituted by the Parks and Recreation Manager in 2017.

Chair Caughlan commented on the timing of the inter-fund transfer from the General Fund to the Capital Fund.

Chair Caughlan commented on the inclusion of an administrative charge in the Sewer Fund.

Mr. Ryan noted the proposed 2018 Budget will be presented at the November 15 Business Meeting, at which time the Board of Supervisors will consider authorizing the budget for public inspection.

- j) equestrian activities – Mr. Bustard motioned to permit equestrian activities along the Zacharias Trail, north of Hollow Road. The motion was seconded by Chair Caughlan.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

**OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

**ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:22 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, NOVEMBER 15, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:30 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Tommy Ryan, Township Manager, announced the Board of Supervisors met in Executive Session prior to this evening’s meeting to discuss the following issues: a personnel matter, in specific potential revisions to the terms of employment and to the benefits provided to Township employees; a matter of real estate, in specific the possible acquisition of the North Penn Army Reserve Base; a matter of potential litigation, in specific an application made to the Zoning Hearing Board; a matter of potential litigation, in specific a property that is in violation of the Township Code; and, a matter of potential litigation, in specific an alleged nuisance violation.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the Planning Commission membership policy, Supervisor-Elect DeLello serving on the Planning Commission, groundwater test results related to North Penn Army Reserve Base, and on Township efforts to acquire the North Penn Army Reserve Base.

**OFFICIAL ACTION ITEMS**

- a) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for October 2017, (b) bill payment for October 2017 in the amount of \$294,211.71; and, (c) the October 18, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on inter-fund transfers, and on budgeted expenditures for land acquisitions, including the possible acquisition of the North Penn Army Reserve Base.

By unanimous vote the Board adopted the motion to approve.

- b) waiver – Mr. Ryan provided an overview of a request to grant a waiver to install a portion of an on-lot septic system in the front yard, and in a setback, at 2119 Berks Road.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in the front yard, and in a setback, at 2119 Berks Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- c) Resolution 2017-23 – Mr. Ryan provided an overview of a proposed Preliminary/Final plan of subdivision for Himsworth, a three-lot subdivision at Hollow Road.

Supervisor Bustard made a motion to approve Resolution 2017-23, to grant approval to a Preliminary/Final plan of subdivision for Himsworth, a three-lot subdivision at Hollow Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) Resolution 2017-22 – Mr. Ryan provided an overview of a proposed Preliminary/Final plan of land development for Advance Realty Management, for improvements to an existing institutional research facility at Morris Road. Mr. Nolan commented on previous land development approvals for the property.

Frank Wells, Worcester, commented on site buffers, truck traffic and noise, parking area conditions and the storage of service vehicles. Duane Horne, Property Manager, commented on hours of operation, the portion of the facility presently occupied, staffing levels, and the storage of service vehicles. Mr. Wells requested additional landscaping and berms be installed, and consideration of the resolution was tabled to permit Mr. Horne and Mr. Wells to further discuss this request.

- e) waiver – Mr. Ryan provided an overview of a request to waive a grading permit fee, and to approve a waiver request to install an on-lot septic system in the front yard at the Peter Wentz Farmstead, Skippack Pike.

Supervisor Bustard made a motion to waive a grading permit fee, and to approve a waiver request to install an on-lot septic system in the front yard at the Peter Wentz Farmstead, Skippack Pike. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) agreement – Mr. Ryan provided an overview of a proposed Maintenance Escrow Agreement for certain improvements at the Preserve at Worcester subdivision. Mr. Nolan noted the developer had completed all required improvements to his satisfaction.

Supervisor Bustard made a motion to approve a Maintenance Escrow Agreement for certain improvements at the Preserve at Worcester, conditioned on the developer providing a maintenance bond in a final form acceptable to the Township Solicitor. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) Resolution 2017-21 – Mr. Ryan provided an overview of a proposed resolution to accept rights-of-way at the Preserve at Worcester subdivision. Mr. Nolan noted there were no outstanding items regarding that proposed.

Supervisor Bustard made a motion to approve Resolution 2017-21, to accept rights-of-way at the Preserve at Worcester subdivision, conditioned on the developer making a contribution to the Township in the amount of \$8,920 in lieu of Liquid Fuel Dollars for 2018. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) Resolution 2017-22 (continued) – Bob Irick, Landscape Architect for the Applicant, stated the Applicant is agreeable to replacing dead trees along the east property line that were planted as part of the Phase 1A portion of site improvements. Mr. Irick stated the Applicant is not agreeable to installing additional landscaping at this time.

Supervisor Bustard made a motion to approve Resolution 2017-22, to grant approval of a Preliminary/Final plan of land development for Advance Realty Management for improvements to an existing institutional research facility at Morris Road, and conditioned on the Applicant replacing dead trees along the east property line that were planted as part of the Phase 1A portion of site improvements. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) agreement – Mr. Ryan provided an overview of a proposed agreement to purchase an agricultural conservation easement at a 35-acre property at Kriebel Mill Road and Stump Hall Road. Mr. Ryan noted the Township share of the \$490,000 purchase price is \$73,500,

and he stated the Commonwealth and Montgomery County will fund the balance of the purchase price.

Supervisor Bustard made a motion to approve an agreement to purchase an agricultural conservation easement at a 35-acre property at Kriebel Mill Road and Stump Hall Road. The motion was seconded by Supervisor Quigley.

Mr. Mollick commented on the property's ownership, past purchases of development rights from the owner, Township Code allowances for the operation of farmer's markets, political contributions made by the owner, and the Haines easement transaction.

By unanimous vote the Board adopted the motion to approve.

- j) resignation – Supervisor Bustard made a motion to accept the resignation of Kristen Marin, Codes Clerk. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) ratification of hire – Supervisor Bustard made a motion to ratify the hire of Andrew Raquet, Codes Clerk, a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- l) Public Hearing – At 8:25 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-268, an ordinance regarding stormwater management regulations.

Mr. Brant noted the ordinance had been posted in the Township Building lobby and on the Township website on October 2. Mr. Brant noted the ordinance had been submitted to the Worcester Township Planning Commission, Montgomery County Planning Commission, *Times Herald* and Montgomery County Law Library on October 19. Mr. Brant noted the ordinance had been advertised in the *Times Herald* on October 30 and November 6.

Mr. Nolan provided an overview of the proposed regulations, including regulated activities, the impact to non-subdivision and land development improvement applications, project thresholds, and required permitting procedures and Township reviews.

Supervisor Quigley stated his opposition to the proposed ordinance, noting the extent to which the regulations affect private property.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:35 pm.

- m) Ordinance 2017-268 – Chair Caughlan called for a motion to consider Ordinance 2017-268, an ordinance regarding stormwater management regulations, and there was none.
- n) 2018 Budget – Mr. Ryan noted the proposed 2018 Budget was ready for advertisement and public inspection. Chair Caughlan thanked Township staff for their efforts to prepare the proposed 2018 Budget.

Supervisor Bustard made a motion to advertise the proposed 2018 Budget for public inspection. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on budgeted expenditures for land acquisitions, including the possible acquisition of the North Penn Army Reserve Base.

By unanimous vote the Board adopted the motion to approve.

#### **OTHER BUSINESS**

- There was no other business discussed at this evening's Business Meeting.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:44 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager

**WORCESTER TOWNSHIP BOARD OF SUPERVISORS BUSINESS MEETING  
WORCESTER TOWNSHIP COMMUNITY HALL  
FAIRVIEW VILLAGE, WORCESTER, PA  
WEDNESDAY, DECEMBER 20, 2017 – 7:30 PM**

**CALL TO ORDER** by Chair Caughlan at 7:30 PM

**PLEDGE OF ALLEGIANCE**

**ATTENDANCE**

PRESENT: SUSAN G. CAUGHLAN [X]  
STEPHEN C. QUIGLEY [X]  
ARTHUR C. BUSTARD [X]

**INFORMATIONAL ITEMS**

- Chair Caughlan announced the Board of Supervisors met in Executive Session prior to this evening's meeting to discuss a personnel matter and a matter of potential litigation.
- The Board of Supervisors recognized Supervisor Art Bustard at this evening's meeting, his last as a Township Supervisor. For his service to the community Supervisor Bustard was presented with a Township proclamation, a Pennsylvania House of Representatives citation as prepared by State Representative Matthew Bradford, and an American flag flown over the US Capitol at the request of Patrick Meehan, Member of the United States House of Representatives.

**PUBLIC COMMENT**

- Jim Mollick, Worcester, commented on the purchase of the Smith Farm agricultural easement, contributions made to Township Supervisor election campaigns, the Haines property acquisition, and Montgomery County Farm Board Member property site visits, meeting attendance and deliberations.

**PRESENTATION**

- State Senator John Rafferty presented a Pennsylvania Senate citation to Supervisor Bustard, for his service to the community.

**OFFICIAL ACTION ITEMS**

- a) Resolution 2017-25 – Carl Weiner, Counsel for the Applicant, provided an overview of a Final Plan of land development for Stony Creek Village, a commercial development at North Wales Road and Township Line Road that includes office, retail and restaurant uses. Joe Nolan, Township Engineer, confirmed there have been no revisions to site layout and frontage improvements subsequent Preliminary Plan approval in 2005.



Supervisor Bustard made a motion to approve Resolution 2017-25, to grant approval to a Final Plan of land development for Stony Creek Village, a commercial development at North Wales Road and Township Line Road. The motion was seconded by Supervisor Quigley.

Kim McClintock, Worcester, commented on berms and fences at the rear property line, and a trail to Stony Creek Village. Mr. Weiner noted landscaping proposed at this location, and noted the proposed trail is located at the frontage of the subject property only. Dr. Mollick commented on landscape maintenance and previous development issues at Stony Creek Farms. Mr. Weiner stated the property owner will maintain the proposed landscaping.

By unanimous vote the Board adopted the motion to approve.

- b) Consent Agenda – Chair Caughlan asked if any Member wished to remove an item from the consent agenda. There were no requests to remove an item from the consent agenda.

Supervisor Bustard made a motion to approve a consent agenda that includes (a) the Treasurer’s Report and other Monthly Reports for November 2017, (b) bill payment for November 2017 in the amount of \$319,690.38; and, (c) the November 15, 2017 Business Meeting minutes. The motion was seconded by Supervisor Quigley.

Dr. Mollick commented on year-to-date legal expenses, year-to-date Right-to-Know legal expenses and previous year legal expenses.

By unanimous vote the Board adopted the motion to approve.

- c) waiver – Mr. Nolan provided an overview of a request to grant a waiver to install an on-lot septic system in the front yard, and in a setback, at 2583 Skippack Pike.

Supervisor Bustard made a motion to approve a waiver to install a portion of an on-lot septic system in the front yard, and in a setback, at 2583 Skippack Pike. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- d) waiver – Mr. Nolan provided an overview of a request to grant a waiver of land development to install a pavilion at 1814 Valley Forge Road.

Supervisor Bustard made a motion to approve a waiver of land development to install a pavilion at 1814 Valley Forge Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- e) waiver – Tommy Ryan, Township Manager, provided an overview of a request to grant a waiver of land development to install a storage shed at Stony Creek Farms.

Supervisor Bustard made a motion to approve a waiver of land development to install a storage shed at Stony Creek Farms. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- f) waiver – Tommy Ryan, Township Manager, provided an overview of a request to grant a waiver of land development to construct a small addition to an existing office at 1805 Berks Road.

Supervisor Bustard made a motion to approve a waiver of land development to construct a small addition to an existing office at 1805 Berks Road. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- g) agreement – Mr. Ryan provided an overview of an Addendum to the Stipulation Agreement for the proposed development of the Center Square Golf Course. Bob Brant, Township Solicitor, confirmed Counsel for the developer and Counsel for the Intervenors had signed the Addendum.

Supervisor Bustard made a motion to approve an Addendum to the Stipulation Agreement for the proposed development of the Center Square Golf Course. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- h) Resolution 2017-24 – Mr. Ryan provided an overview of a resolution to prohibit the location and operation of a Category 4 casino facility in Worcester Township. Mr. Ryan noted recently-enacted State Law that allows the issuance of up to ten Category 4 casino licenses also permits municipalities to prohibit the location of a Category 4 casino within its borders if the governing body so adopts by resolution by year's end.

Supervisor Bustard made a motion to approve Resolution 2017-24, to prohibit the location and operation of a Category 4 casino facility in Worcester Township. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- i) Public Hearing – At 8:20 pm Chair Caughlan opened a Public Hearing to consider Ordinance 2017-273, an ordinance to install stop signs at Kriebel Mill Road and Wood Bridge Lane.

Mr. Brant noted the ordinance had been posted in the Township Building lobby, posted on the Township website, and submitted to the *Times Herald* and Montgomery County Law Library on November 16. Mr. Brant noted the ordinance had been advertised in the *Times Herald* on December 1.

Mr. Ryan provided an overview of the stop sign locations.

Chair Caughlan called for public comment, and there was none.

The Public Hearing was closed at 8:23 pm.

- j) Ordinance 2017-273 – Supervisor Bustard made a motion to approve Ordinance 2017-273, an ordinance to install stop signs at Kriebel Mill Road and Wood Bridge Lane. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

- k) Public Hearing – At 8:25 pm Chair Caughlan opened a Public Hearing to consider the 2018 Budget.

Mr. Brant noted the Public Hearing had been advertised in the *Times Herald* on December 6.

Mr. Ryan noted no revisions to the budget were made subsequent to the version discussed at the November 15 Business Meeting, and Mr. Ryan noted no comments were received during the public inspection period.

Chair Caughlan commented on budgeting for grants received for improvements at Defford Road Park and along portions of the Zacharias Creek riparian corridor.

Dr. Mollick commented on auditor presentations at public meetings, duties of the Board of Auditors, year-to-date General Fund receipt and expenditures, change in net cash position, budgeted expenses for the possible acquisition of the North Penn Army Reserve Base, the listing of conditional use legal expenses in the proposed budget, and detail included in the proposed budget. Dr. Mollick submitted exhibits that included portions of the proposed budget, and portions of the budgets of Lower Gwynedd Township and Whitpain Township.

Chair Caughlan called for additional public comment, and there was none.

The Public Hearing was closed at 8:47 pm.

- l) 2018 Budget – Supervisor Bustard made a motion to approve the 2018 Budget. The motion was seconded by Supervisor Quigley.

Dr. Mollick expressed his opposition to the proposed budget.

Dr. Mollick raised an objection under the Sunshine Act, in specific noting that Chair Caughlan did not properly announce the Executive Session at the start of this evening’s meeting. Chair Caughlan then announced that, prior to this evening’s meeting, the Board of Supervisors met in Executive Session to discuss a personnel matter, in specific potential revisions to the terms of employment and to the benefits provided to Township employees, and a matter of potential litigation, regarding an alleged nuisance complaint.

By unanimous vote the Board adopted the motion to approve.

- m) ratification of hire – Supervisor Bustard made a motion to ratify the hire of Jack Civitella, Public Works Laborer, a full-time employee. The motion was seconded by Supervisor Quigley.

There was no public comment.

By unanimous vote the Board adopted the motion to approve.

#### **OTHER BUSINESS**

- Chair Caughlan recognized Ralph Navarrete, Methacton School Board Member and Board liaison to Worcester Township, in attendance at this evening’s meeting.

#### **ADJOURNMENT**

There being no further business brought before the Board, Chair Caughlan adjourned the Business Meeting at 8:53 PM.

Respectfully Submitted:

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Tommy Ryan  
Township Manager