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**LIMERICK TOWNSHIP - BOARD OF SUPERVISORS**  
**PUBLIC MEETING MINUTES**

**NOVEMBER 1, 2016**  
**7:00 P.M.**

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A meeting of the Limerick Township Board of Supervisors was held on Tuesday, November 1, 2016, in the Public Meeting Room of the Limerick Township Municipal Building with Kara Shuler, Vice-Chairman, presiding. This meeting was advertised in The Mercury on January 6, 2016.

**Members Present:** Supervisors Kara Shuler, Kenneth W. Sperring, Jr., and D. Elaine DeWan

**Members Absent:** Supervisors Thomas J. Neafcy, Jr. and Joseph St. Pedro

**Others Present:** Joseph J. McGrory, Jr., Esq., Township Solicitor; Theodore C. Dmytryk, P.E., Township Engineer; Daniel K. Kerr, Township Manager; Beth F. DiPrete, Asst. Twp. Mgr./Treasurer; R. Brian Skelton, Chief of Police; and Greta Martin Washington, Director of Community Planning/Zoning Officer

**Call To Order:** Ms. Shuler called the meeting to order at 7:01 P.M. with Ms. Mary Banks leading the Pledge of Allegiance.

**Opening Comments/Announcements**

**THIS MEETING IS BEING RECORDED.**

- Executive Session after the meeting re: Real Estate
- General Election – Tuesday, November 8, 2016
  - Last day to apply for a civilian absentee ballot: Was today, November 1<sup>st</sup>
  - Last day for County Boards of Elections to receive voted civilian absentee ballots: November 4
- Parents Night Out – Friday, November 18, 2016 from 5:30 P.M. to 9:30 P.M. at the Limerick Township Building – *Fee of \$20.00 per child, \$10 each additional sibling*
- Remember to check our website for up-coming Parks & Recreation events

**Consideration of Minutes:** Upon motion made by Mr. Sperring and seconded by Ms. DeWan, the October 4, October 18, and October 22, 2016 Board of Supervisors Meeting Minutes were unanimously approved.

**Public Comments on Agenda Items:** None.

**Bills List:** Upon motion made by Ms. DeWan and seconded by Mr. Sperring, Bills List #23 for the period of 10/23/16 through 10/28/16 in the amount of \$935,326.21 was unanimously approved.

**New Business**

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Authorization — Advertise Ordinance Approving the Dissolution of the LTMA: Mr. McGrory offered an explanation of the process. Based on the discussion and action taken (requesting the dissolution of the Municipal Authority by Resolution) at the LTMA meeting held immediately prior to this Board of Supervisors meeting, the Ordinance Approving the Dissolution of the LTMA has been prepared by the Solicitor's office. The next step is to approve the advertisement of a formal Public Hearing prior to approval of the Ordinance, which would finalize the dissolution of the Authority. Mr. Kerr clarified that this would take place at the 2<sup>nd</sup> meeting of the Board of Supervisors in December based on an email from attorney Paul Mullin who handles sewer related issues from Mr. McGrory's office.

**Motion was made** by Mr. Sperring and seconded by Ms. DeWan, to authorize Advertisement of a Public Hearing for consideration and approval of an Ordinance Approving the Dissolution of the Limerick Township Municipal Authority (LTMA). Motion passed unanimously.

Resolution – Disposition of Old Records: Mr. Kerr explained that this is an annual housekeeping item. In accordance with the amended Pennsylvania Municipal Records Manual issued in 2009 and approved by the Board on August 2, 2016, the Staff has prepared a list of records we wish to dispose based on that policy. Mr. Kerr added that all the paper documents would be destroyed by a shredding company in the near future if the Board is in agreement.

**Motion was made** by Mr. Sperring and seconded by Ms. DeWan, to approve Resolution No. 2016-36 for Disposition of Limerick Township Records. Motion passed unanimously.

Discussion – Budget Updates

- Preview of Upcoming Budget Discussions
- Fee Schedule Updates (Discussion deferred)

Mr. Kerr gave a brief recap of the Special Budget Meeting held on Saturday, October 22<sup>nd</sup> and also gave a preview of what is planned to finish out this budget session as we move forward through the rest of the regularly scheduled meetings of the Board.

At the October 22<sup>nd</sup> meeting, officers of Linfield Fire Company were in to discuss their capital program and their desire to renovate their fire station. As everyone has seen in the paper and when you drive past, the Limerick Fire Company is preparing to construct a new fire station. The Township has also been talking to Linfield Fire Company for many years, along with Limerick, about the long term needs of this community with fire service. Linfield is now starting preliminary work on what is anticipated to be a \$3Million renovation project; that project will not be budgeted until 2018.

Mr. Gregory Breyer, Director of Emergency Services, was in to continue discussions on a new Rental Inspection Program he wishes to begin for residential rental properties. The Board was in general agreement and the parameters of the program will be discussed further once they are

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worked out. The Board was in support of the department's ongoing programs, such as the Fire and Life Safety Inspection of commercial properties, the Daytime Driver Program, and the Fire Marshal and Fire Companies' services we are providing to the community. The Board was in agreement to adding an additional fulltime Fire Inspector. Those costs will be built into the Budget we will be presenting at the next meeting.

The Public Works and Parks Maintenance Department reviewed capital projects and equipment. Ms. Shuler added that the pictures and descriptions provided to them on the requested items were very helpful. Mr. Bradford asked for another fulltime position, however, that position will most likely be deferred until the following projects come into fruition. As the Township is in the final steps of receiving ownership of 24 acres adjacent to Limerick Community Park, a Master Plan for Limerick Community Park is within the proposed budget and additional manpower for park maintenance and the construction of trail segments within our township-wide trail system. There are three new developments that are progressing through land development process which will have some roads that will be dedicated to the Township. The Board's general direction was to wait on the additional position.

For the Parks and Recreation Department, Ms. Angela Russell requested only a software reporting program which the Board was in agreement to approve.

The Sewer Department was discussed and the bids for the sewer system sale are due in to the offices of PFM on November 2<sup>nd</sup>. Unless the Best and Final Offer (BAFO) is enacted, we should be informed of the bid results by the close of business. If a BAFO does occur, then the bidders will have another 7 days to submit a new bid. The results either way will be made public at the Board meeting on November 15<sup>th</sup> and will be prepared for consideration. If a sale is approved, then the Preliminary Budget will be adjusted for review that evening based on any impact that will occur. Discussions also included capital program needs should the Township retain ownership of the Sewer System, as the Township has to be prepared for either way the potential sale goes.

The Administration Department's need for a Right-to-Know Officer was again discussed, based on the Right-to-Know Law that is impacting all townships. A fulltime maintenance position was also discussed based on the belief that a company coming in twice a week for just a few hours is not enough to address the needs of all the Township facilities.

Ms. DiPrete gave a brief review of the capital requests by department and the items approved by the Board so far throughout the budget discussions; these items included the following:

Police/Emergency Management

- Replacing three (3) police vehicles
- Radio second installments for Police/Emergency Management

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Public Works

- Replace Skid Steer – more information was provided, as requested
- Replace 2008 F-250 - was rejected
- Replace Jumping Jack Tamper

Park Maintenance

- Replace 2006 F550
- Replace 2007 5040 Groom Master– more information was provided, as requested
- Liquid Boom Sprayer (to replace cone spreader) – more information was provided, as requested
- Relocate Tennis Courts

Planning & Zoning

- GIS System – Business Management and Permit Migration – it was noted that this is really just the payment being deferred from the 2016 Budget into the 2017 Budget.

Administration

- Host Server for Administrative software
- Police Department Terminal Server

Ms. DiPrete then offered a review of the Unfunded Requests and some discussion ensued on the merits of each request.

Mr. Kerr reviewed the timeline, with the Preliminary Budget being presented to the Board on November 15<sup>th</sup> along with a request for approval to advertise. If there are still open discussion items, we have the ability to schedule a Special Budget Meeting on November 22<sup>nd</sup>, which is the last date we can advertise the Budget in order to have it finalized by the end of December, which is State law.

Ms. Kimberly Collins, 303 Fairfield Circle South, asked about the Rental Inspection Program and what the cost would be to the residents. Mr. Kerr said that has to be determined yet. He added that the current Fire and Life Safety Inspection Program is producing good results with fire “junk” calls being reduced and we have had good cooperation because the fee structure is not burdensome to the community. The Township hopes to follow the same philosophy with this new Rental Inspection Program, but Staff will work on the details and present it to the Board in January or February. An Ordinance will have to be passed to formalize the Rental Inspection Program. The additional proposed Fire Inspector position would be charged with this program and therefore, the Program will be carried out internally, not by a third party. Ms. DeWan added that it provides an opportunity for better dialogue between the Township and the rental community which is beneficial on both sides.

Ms. Mary Banks, 28 Par Circle, asked when the Budget would be available to review and the PowerPoint presentation. Ms. DiPrete replied that it would not be available until it is properly advertised. Ms. Banks commented that it is interesting and that most people do not realize how expensive the equipment is and how much is needed. Mr. Kerr said that this is all available to

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the public upon request. Ms. DeWan commented on the high costs of the materials needed to pave roads and for snow removal and agreed that most residents do not realize this. She also commented that the Township taxes are such a small percentage of your total local tax dollars, with the bulk going to the School District and some to the County, yet we provide so many services with the money we do receive.

**Public Comments:** None.

**Supervisor Comments:**

Ms. DeWan spoke of the impressive ceremony held on Saturday, October 29<sup>th</sup> for the Limerick Fire Company's Groundbreaking.

The Board adjourned into Executive Session regarding Real Estate. No action will be taken, and the Board will not reconvene.

**Adjournment:** There being no further business, **motion was made** by Mr. Sperring and seconded by Ms. DeWan to adjourn the meeting at 7:28 P.M.

Respectfully submitted,



Daniel K. Kerr  
Township Manager