

Haverford Township - Board of Commissioners

Meeting: Monday, January 08, 2024

Time: 7:00 p.m.

Location: Commissioners Meeting Room -1014 Darby Rd., Havertown PA, 19083

Regular Meeting

1. Opening of Meeting

- Roll Call
- Pledge of Allegiance

2. Citizens Forum – 20 Minutes Registered Speakers – Agenda Items Only

3. Commissioner Committee Update

4. Police Department – Crime Update

5. Township Auditor Update

6. Township Manager Update

7. Approval of Minutes

Motion: to approve the Budget/Regular Meeting Minutes of December 11, 2023.

8. Approval of Warrants

Motion: to approve the following warrant #1-2024 totaling \$4,578,674.43
General & Sewer fund Payroll for December 21, 2023 in the amount of \$770,659.46
General & Sewer fund Payroll for January 4, 2024 in the amount of \$865,286.31
General Fund disbursements #1-2024 in the amount of \$816,642.06
Sewer Fund disbursements #1-2024 in the amount of \$273,095.02

Community Development Block Grant Fund disbursement #1-2024

in the amount of \$98,435.97

Capital Projects Fund disbursement #1-2024 in the amount of \$1,554,924.38

American Rescue Plan Fund disbursement #1-2024 in the amount of \$169,662.82

Credit Card Statement ending December 27, 2023, in the amount of \$29,968.41

9. Tax Assessment Appeal Stipulation for Approval Consideration

Motion: to approve the Settlement and Stipulation of Counsel in the matter of an owner initiated property tax assessment appeal for property located at 124 Harvard Road (D.C. Folio #22-07-00616-01) pending in the Court of Common Pleas of Delaware County No. 2023-003226 and authorize Counsel and proper officers of the Board to execute necessary documents.

10. Ordinance No. P19-2023 - Traffic (2nd Reading)

Motion: to approve the Settlement and Stipulation of Counsel in the matter of an owner initiated property tax assessment appeal for property located at 124 Harvard Road (D.C. Folio #22-07-00616-01) pending in the Court of Common Pleas of Delaware County No. 2023-003226 and authorize Counsel and proper officers of the Board to execute necessary documents.

11. Ordinance No. P20-2023 - Amending Chapter 165 – Taxation (2nd Reading)

Motion: to adopt the second reading of Ordinance No. P20-2023 amending Ordinance No. 1960, adopted June 30, 1986, and known as the “general laws of the township of Haverford”, further amending Chapter 165, “Taxation”, Article VI, “Property Tax Credit to qualifying volunteers of Bon Air, Brookline, Llanerch, Manoa and Oakmont Fire Companies”.

12. Ordinance No. P1-2024 - Amending Chapter 95 – Recycling (1st Reading)

Motion: to adopt the first reading of Ordinance No. P1-2024 amending Chapter 95, Article III, Recycling, Section 95-13 by including collection of recyclables at all Haverford Township Community Events.

13. Ordinance No. P2-2024 - Traffic (1st Reading)

Motion: to adopt the first reading of Ordinance No. P2-2024 establishing/rescinding traffic restrictions on the following highways:

Parking Time Limited: Establish:

13. Ordinance No. P2-2024 - Traffic (1st Reading) - continued

- On the west side of Allston Road from Brookline Boulevard to, but not including 1204 Allston Road, 15-minute parking from 8:00 a.m. to 4:00 p.m., Monday through Friday

Parking of All Vehicles Prohibited at All Times: RESCIND

- East side of Allston Road from Brookline Boulevard to Sagamore
- West side of Allston Road from Brookline Boulevard to a point 35 feet south

thereof

Special Purpose Parking Zones: RESCIND

- On the West side of Allston Road, approximately 75 feet south of its intersection with Brookline Boulevard

14. Resolution No. 2353-2024 - Document Destruction

Motion: to adopt Resolution No. 2353 - 2024 that the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania, in accordance with the Municipal Records Manual hereby authorizes the disposition of public records.

15. Resolution No. 2354 -2024 Annual Fee Schedule

Motion: to adopt Resolution No. 2354-2024 approving the annual Fee Schedule for 2024.

16. Resolution No. 2355-2024 - Township Manager/Secretary Renewal Contract

Motion: to reappoint David R. Burman to a two-year contract as Township Manager/Secretary commencing January 8, 2024 and ending on January 5, 2026.

17. Resolution No. 2356-2024 - 4008 Darby Road Revision for New Land Development Sewer Extension (attachment upon request)

Motion: to adopt Resolution No. 2356-2024 approving the 4008 Darby Road Revision for New Development Sewer Extension.

18. Resolution No. 2357-2024 - ARPA Funds – Playground Equipment

Motion: to adopt Resolution No. 2357-2024 that the Board of Commissioners of Haverford Township hereby approves the use of \$50,000.00 of the Township's American Rescue Plan Fund allocation to replace two baseball cages at Grange Park.

19. Resolution No. 2358-2024 - Professional Consultant Fees

Motion: to adopt Resolution No. 2358-2024 approving its 2024 fee schedule for Professional Consultants.

20. Resolution No. 2359-2024 - ARPA Funds – Playground Equipment

Motion: to adopt Resolution No. 2359-2024 that the Board of Commissioners of Haverford Township hereby approves the use of \$24,116.00 of the Township's American Rescue Plan Fund allocation for the replacement of playground equipment at Hilltop Park.

21. Change Orders

Township Library

Motion: to ratify Change Order No. 1 with Rycon Construction in an amount not to exceed \$22,500 for the proper removal and disposition of unforeseen asbestos materials in the Haverford Township Free Library.

The Skatium

Motion: to ratify Change Order No. 1 with McCloskey Mechanical Contractors, Inc in the amount of \$40,006.20 for proper replacement of the deteriorated steel dunnage which establishes the foundation for the cooling towers currently under construction on the roof of the Haverford Township Skatium.

22. Agreement

Motion: to approve Professional Service Agreement with Discover Haverford to administer the Business Revitalization & Modernization Matching Grant program.

23. Contract Awards

Police/Municipal Mechanical/Energy – Preventive Maintenance Contract

Motion: to approve a Police/Municipal Mechanical/Energy – Preventive Maintenance Contract with the Tustin Group, Norristown, PA, in the amount of Year 1: \$20,644.00 and Year 2: \$21,698.00.

Skatium – Professional Services Contract

Motion: to enter into professional services contract with BKP Architects of Philadelphia, PA for architectural design services and preparation of construction documents related to the Haverford Township Skatium Locker Room Renovation and Space Planning Project in a cost not to exceed \$109,920.00

Darby Creek Trail Extension – Phase 1 (attachment upon request)

Motion: to award the Darby Creek Trail, Southern Extension – Phase 1, to Premier Concrete, Inc., Broomall, PA, in the amount of \$125,975.00; contingent upon the execution of the contract and supply of the required bonds and insurance.

Parks and Recreation - CREC – HVAC System

Motion: to approve a one year HVAC Maintenance Contract for the CREC with Trane Technologies, King of Prussia, PA, in the amount of \$18,841.29.

Playground Equipment - Grange Park

Motion: to authorize the purchase of two (2) baseball cages and fencing at Grange Park from Miller Sports Construction, West Chester, PA, under Co-Stars Contract #: 008-E22-184, in the amount of \$50,000.00.

Hilltop Park

Motion: to authorize the purchase of a replacement play equipment structure, from Recreation Resource, Kennett Square, PA, under Co-Stars Contract #014-E22-249, in the amount of \$24,116.00.

25. Appointment: Civil Service Commission

Motion: to appoint (name will be inserted here during meeting) to serve on the Civil Service Commission for a six (6) year term to expire December 31, 2029

26. Continuation of Citizen's Forum for Non-Agenda Items.

27. New business

28. Other business

29. Adjourn

HAVERFORD TOWNSHIP - MEMORANDUM

Date: January 3, 2024

To: David R. Burman, Township Manager

From: Brian Barrett – Director of Parks and Recreation

Subject: HVAC maintenance contract for CREC

Attached is a quote for HVAC maintenance contract for the CREC. The quote is for \$18,841.29 from Trane. The funding will be from the CREC Operations budget. We received three quotes and Trane was the lowest.

If there are any questions, I will be on hand for the Board of Commissioner meeting on January 8, 2024.

Quote available upon request.

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http://www.havtwp.org/Board_of_Commissioners.html

HAVERFORD TOWNSHIP - MEMORANDUM

Date: December 22, 2023

To: David R. Burman, Township Manager

From: Brian Barrett – Director of Parks and Recreation

Subject: Baseball cages and fencing at Grange Park

Attached is the quote from Miller Sports Construction for 2 baseball cages (baseball and softball field) and 10 foot long section of 8 foot high fence installed of the front of each side of the cage for additional safety.

We will remove the existing posts, wire and rail from the existing cages. All new material will be black.

The price for the job is \$50,000. The funding for this purchase will be with ARPA monies.

The purchase is made through COSTARS Contract #: 008-E22-184

If there are any questions, I will be on hand for the Board of Commissioner on Monday, January 8, 2024.

Attachments upon request

HAVERFORD TOWNSHIP - MEMORANDUM

Date: January 4, 2024

To: David R. Burman, Township Manager

From: Aimee Cuthbertson – Director of Finance/Asst. Twp. Mgr

Subject: Skatium Locker Room Renovation and Space Planning

Included in the 2023 and 2024 budgets, the Skatium Locker Room Renovation & Space Planning Project goal (the “Project”) is to identify, devise and execute a viable renovation design to maximize to modernize locker rooms and other identified spaces on the main floor of the Haverford Skatium. There are currently (6) locker rooms that are not conducive to personal space, lack appropriate bathroom/shower facilities, and do not adequately allow for inclusion of all participants in today’s hockey and figure skating sports. The preliminary construction budget for this project is \$1,000,000 and the Board will recall that it borrowed monies as part of the 2023 bond issue to address needs within the Skatium.

The first step of this project is to engage the services of an architect to assist with design and feasibility under the existing footprint and budget. In fall of 2023, the Township solicited letters of interest from seven (7) firms identified with the assistance of Pennoni Associates, Inc. Six (6) of those firms expressed an interest in the project and were interviewed by a recommendation group consisting of myself, Commissioner Brian Gondek (Skatium liaison) and Rich Caesar (Skatium Advisory Board liaison) in October. Our group narrowed the list to three (3) firms and asked that each submit a proposal for professional services due by December 15, 2023.

After review of the proposals, as well as a cursory review by Dave Pennoni and Chuck Faulkner, the group respectfully recommends BKP Architects, PC of Philadelphia, PA at a cost not to exceed \$109,920.

HAVERFORD TOWNSHIP - MEMORANDUM

Date: December 6, 2023

To: David R. Burman, Township Manager & Dan Mariani, Director of Public Works

From: Dan Perri, Facilities Superintendent

Subject: Police/Municipal Mechanical/Energy Preventive Maintenance Contract

The Police/Municipal Mechanical/Energy Preventive Maintenance Contract is due for a 2-year renewal.

I have contacted several contractors such as, The Tustin Group and Elliot Lewis Corporation for proposals.

The Tustin Group:

(Mechanical)

Year 1 - \$ 20,644.00

Year 2 - \$ 21,698.00

Upon review, I am recommending The Tustin Group for a 2-year contract renewal. Elliot Lewis's contract terms were based around an hourly charge; which was a major deciding factor. With a 2-year option, the township will save on any increases that may occur the following year.

Attachments upon request

Ordinance no. P2-2024

An ordinance of the township of Haverford, county of Delaware, commonwealth of Pennsylvania, further amending and supplementing ordinance no. 1960, adopted June 30, 1986, and known as “general laws of the township of Haverford” chapter 175, vehicles and traffic.

Be it enacted and ordained by the board of commissioners of the township of Haverford, county of Delaware, commonwealth of Pennsylvania, and it is hereby enacted and ordained by the authority of the same:

Section 1. Section 175-94, schedule xix: parking time limited

Establish:

On the west side of Allston Road from Brookline Boulevard to, but not including 1204 Allston Road, 15-minute parking from 8:00 a.m. To 4:00 p.m., Monday through Friday

Section 2. That section 175-91, schedule xvi: parking of all vehicles prohibited at all times

Rescind:

East side of Allston Road from Brookline Boulevard to Sagamore

West side of Allston Road from Brookline Boulevard to a point 35 feet south thereof

Section 3. That section 175-95, schedule xx: special purpose parking zones:

Rescind:

On the west side of Allston road, approximately 75 feet south of its intersection with Brookline boulevard

Section 4. Upon effective date of this ordinance, the highway department shall install appropriate signs in the designated section or zones giving notice of the regulations aforesaid.

Section 5. Any ordinance or part of an ordinance to the extent that it is inconsistent herewith is hereby repealed.

Adopted this (insert date of approval) day of February, 2024.

Township of Haverford

Ordinance no. P1-2024

An ordinance of the township of Haverford, county of Delaware, commonwealth of Pennsylvania, amending and supplementing ordinance no. 1960, adopted June 30, 1986, and known as the “general laws of the township of Haverford, by further amending and supplementing chapter 95, article 111 recycling, section 95-13 and 95-25, is hereby amended to include:

Section 1.

§ 95-13 Administration.

A. Recycling – amend to include - community events

Community activities.

A. The organizers or sponsors of a community activity must establish a collection system that includes an appropriate number of recycling containers at easily accessible locations to accommodate the amount of recyclable materials generated. Community activity organizers and sponsors must provide signage and/or labels on recycling containers to indicate what recyclable materials are to be source-separated by event participants.

B. Organizers or sponsors must contact the township for the collection of recyclable materials.

Section 2.

§95-25 – definitions - amended to include

Community events.

Any Haverford township or outside organization participating and or sponsoring a community event in the township shall be responsible for the collection of recyclable materials to include: aluminum cans, bi-metallic cans, paper, plastic bottles and containers and glass

Section 3. Any ordinance or part of ordinance to the extent that it is inconsistent herewith is hereby repealed.

Section 4. Severability. The provision of this ordinance are severable and if any section, sentence, clause, part, or provision hereof shall be held illegal, invalid or unconstitutional by any court of competent jurisdiction, such decision of this shall not affect or impair the remaining sections, sentences, clauses, parts or provisions

of this ordinance. It is hereby declared to be the

Intent of the board that this ordinance would have been adopted if such illegal, invalid or unconstitutional section, sentence, clause, part or provision had not been included herein.

Section 5. Effective date. This ordinance shall become effective 10 days following final adoption by the board of commissioners and publication as required by law.

Adopted this (insert date/day of approval) day of February, 2024.

Township of Haverford

By: C. Lawrence Holmes, Esq.
President
Board of commissioners

Attested by: David R. Burman
Township manager/secretary

Professional Services Agreement

Agreement made this 8th day of January, 2023, by and between Haverford township, 1014 Darby road, Havertown, Pa., 19083, hereinafter referred to as the “township” and Haverford partnership for economic development dba Discover Haverford, 412 Darby road, Havertown, pa 19083, hereinafter referred to as “Discover Haverford”.

Witnesseth

Whereas, Haverford township was awarded monies through the American Rescue Plan act of 2021; and

Whereas, the township, through its 2024 budget duly adopted on December 11, 2023, authorized some of those monies be allocated to the Haverford township “business revitalization & modernization matching grant program” to benefit Haverford township businesses that have experienced negative economic impacts as a result of the covid-19 pandemic; and

Whereas, the township and discover Haverford have negotiated this agreement in which the township will engage discover Haverford to administer the program and serve as general coordinator of the program in accordance with guidelines contained in the program.

now, therefore, the parties hereto, do agree as follows:

1. The township does hereby designate and appoint discover Haverford to perform administrative duties, applicant assistance, eligibility evaluation and coordination of grant applications and payments submitted under the program beginning January 15, 2024;

2. Discover Haverford agrees:

- a. To supply, at its expense, all equipment, supplies and personnel to efficiently administer the above-mentioned program;
- b. To market the program through social media and/or print media as it deems effective;
- c. To coordinate the grants committee and serve as primary point of contact with each applicant in a method agreeable to both discover Haverford and the township;
- d. To provide reports, presentations, and financial accountings to the board of commissioners when requested by the township.

3. The township agrees to compensate discover Haverford, for all equipment, supplies and personnel furnished as follows with a not to exceed limit of \$25,000:

- 10% of each grant awarded plus \$250 for each denied application; billed monthly from discover Haverford to the township plus reimbursement for any separate and

distinguishable supplies related to marketing the program, as approved by the township.

4. Either party may terminate this agreement by giving to the other party fifteen (15) days written notice of intention to do so.

5. Concurrently with the execution hereof, the township will deliver a copy of the program guidelines and copies of all grant application materials relating to the above-mentioned program to discover Haverford.

6. This agreement represents the entire agreement between the parties, supersedes all prior and contemporaneous agreements and understandings, express or implied, oral or written between the parties pertaining to the Haverford township business revitalization & modernization matching grant program and any modification of this agreement shall be executed by the parties in writing to be valid.

7. The responsibilities under this agreement shall not be assigned without the written approval of the township. Further, this agreement shall not confer any rights or remedies upon any person other than the parties and their respective successors and permitted assigns.

8. the parties hereto are separate entities and nothing in this agreement or otherwise shall be construed to create any rights or liabilities of either party to this agreement regarding any rights, privileges, duties or liabilities of any other party to this agreement.

Signature (below)

In witness whereof, the parties have executed this agreement the 8th day of January, 2024.

Haverford Township

by:

Attest:

David R. Burman

Township Manager/Secretary

Discover Haverford

by:

Jon Druhan

President

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Resolution 2354-2024

Township of Haverford

2024 Comprehensive Fee Schedule

WHEREAS, the Board of Commissioners of the Township of Haverford is authorized by the laws of the Commonwealth of Pennsylvania to charge appropriate costs for certain public services; and

WHEREAS, the Board of Commissioners wishes to provide a comprehensive fee schedule for the convenience and ease of the general public in determining Township fees for the cost of said services.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania that the Board of Commissioners hereby establishes its 2024 fee schedule, as follows:

(link for fee schedule)

RESOLVED, this 8th day of January, 2024.

TOWNSHIP OF HAVERFORD

President, Board of Commissioners

Attest:

David R. Burman
Township Manager/Secretary

Resolution 2358-2024

Township of Haverford

2024 Professional Consultant Schedule

WHEREAS, the Board of Commissioners of the Township of Haverford is authorized by the laws of the Commonwealth of Pennsylvania to charge appropriate costs for certain public services; and

WHEREAS, the Board of Commissioners wishes to establish a general schedule for reimbursement of fees, costs, charges and expenses of the Municipality's Professional Consultants.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania that the Board of Commissioners hereby establishes its 2024 fee schedule for Professional Consultants as follows:

(i) Technical (including engineering) consultants. Hourly rates:

Township Engineer	\$150.00 per hour
Senior Professional	\$150.00 per hour
Project Professional	\$145.00 per hour
Staff Professional	\$136.00 per hour
Associate Professional	\$128.00 per hour
Graduate Professional	\$119.00 per hour
Technician	\$110.00 per hour
Field Technician	\$92.00 per hour
Project Assistant	\$30.00 per hour
Survey Crew	\$235.00 per hour

(ii) Township Solicitor - \$175.00 per hour

(iii) Other expenses including, but not limited to, outside legal counsel will be calculated

in accordance with the hourly rates actually charged by other consultants to the Township for similar services.

RESOLVED, this 8th day of January, 2024.

TOWNSHIP OF HAVERFORD

President

Board of Commissioners

Attest: _____

David R. Burman

Township Manager/Secretary

Resolution No. 2355-2024

Resolution For Appointment Of Township Manager/Secretary

Whereas, on April 8, 2019, the Board of Commissioners appointed David R. Burman to the position of Township Manager/Secretary pursuant to Sections 501 of the Home Rule Charter of the Township of Haverford; and,

Whereas, in appointing David R. Burman to serve as the Township Manager/Secretary, the Board of Commissioners specifically waived the residency requirement as allowed by Section 502 of the Haverford Township Home Rule Charter; and

Whereas, the Board desires to retain the services of David R. Burman as Township Manager/Secretary, effective January 8, 2024; and,

Whereas, pursuant to Section 1301-A(b)(2) of Pennsylvania First Class Township Code, the Township may enter into an employment agreement with the Township Manager for a specified period terminating no later than the date of the board of commissioners' organizational meeting following the next municipal election.

Now, Therefore, Be It Resolved that the Board of Commissioners of the Township of Haverford hereby waives the residency requirement as allowed by Section 502 of the Home Rule Charter; and,

Be It Further Resolved that the Board authorizes the President of the Board of Commissioners to execute an employment agreement with David R. Burman as Township Manager/Secretary, commencing January 8, 2024 and ending on January 5, 2026.

Resolved this 8th day of January, 2024.

Township of Haverford

By: C. Lawrence Holmes, Esq.
President
Board of Commissioners

Attest: David R. Burman
Township Manager/Secretary

Resolution No. 2357-2024

American Rescue Plan Act

Coronavirus Local Fiscal Recovery Fund

Replacement baseball cages at Grange Park

WHEREAS, Haverford Township's direct allocation from the Coronavirus State and Local Fiscal Recovery Fund was \$19.8 million;

WHEREAS, on April 1, 2022, the U.S. Department of Treasury released the Final Rule covering the Coronavirus State and Local Fiscal Recovery Fund, as created and directed by the American Rescue Plan Act authorizing recipients to use funds to improve spaces in areas that have been impacted by the pandemic including improving park space; and,

WHEREAS, the Board of Commissioners has identified Haverford Township Parks Department improvement of baseball cages and fencing within the adopted 2024 budget and the 2024 capital improvement plan; and,

WHEREAS, the Township has identified a need within Grange Park to replace two baseball/softball cages and fencing.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Haverford Township hereby approves the use of \$50,000. of the Township's American Rescue Plan Fund allocation to replace two baseball cages at Grange Park.

RESOLVED THIS 8th day of January, 2024.

TOWNSHIP OF HAVERFORD

C. Lawrence Holmes, Esq, President

Attest:

David R. Burman, Township Manager

Resolution 2353-2024

Township Of Haverford

Annual Document Destruction

Whereas, the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania adopted the General Laws of the Township of Haverford (hereafter “the General Laws”) by Ordinance 1960, on June 30, 1986; and

Whereas, §4-1104 of the Administrative Code included in the General Laws of the Township declares the Board intent that the Township follow the schedules and procedures for the disposition of records as set forth in the Municipal Records Act of the Commonwealth of Pennsylvania, Act 428 of 1968; and

Whereas, in accordance with the said Act 428 of 1968, the Pennsylvania Historical and Museum Commission provided a Municipal Records Manual, the current edition being approved on December 16, 2008 and last updated on July 23, 2009; and

Whereas, in accordance with the said Act 428 of 1968, each individual act of disposition shall be approved by Resolution of the governing body of the municipality; and

Now, therefore be it resolved, by the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania, in accordance with the Municipal Records Manual cited above, hereby authorizes the disposition of the following public records:

Finance Department:

Accounts Payable, Accounts Receivable, Budget and Banking Related

2016 and prior Accounts Payable Vendor File (7 years)

2016 and prior Accounts Receivable Files (7 years)

2016 and prior Preliminary Adopted Budgets and related Budget Workpapers (7 years)

2016 and prior Bank and Investment Statements and Reconciliations (7 years)

2016 and prior Accounts Payable Cancelled Checks (7 years)

2016 and prior Accounts Payable Check Registers (7 years)

2020 and prior paper copies of Warrants approved by Board of Commissioners (now retained electronically)

2019 and prior Audit Workpapers (current plus prior 3 years)

2016 and prior Deposit Slips and Cash Receipt Records (7 years)

2019 and prior Sales Tax Returns (3 years)

Payroll Related

2016 and prior Payroll Cancelled Checks (7 years)

2016 and prior Payroll Check Registers (7 years)

2020 and prior bi-weekly Payroll Earnings and Deduction Registers (3 years)

2018 and prior Form W2 (5 years)

2020 and prior quarterly payroll tax returns (3 years)

2020 and prior Form 1099-MISC (3 years)

2020 and prior Form 1095 filings (3 years)

Real Estate Tax Collection Related

2021 and prior Change of Address Requests (2 years)

2021 and prior Tax Certification Records (2 years)

2020 and prior Tax Claim Filings (3 years)

2020 and prior Realty Transfer Records (3 years)

2021 and prior Paid Tax Bills (2 years)

2021 and prior Official "duplicate" from Delaware County (2 years)

2021 and prior Interim Tax Assessment reports and calculation sheets (2 years)

Land Development Closed Escrow Accounting Records

2016 and prior (7 years)

Sewer Billing Related

2018 and prior Aqua Water Readings (5 years)

2018 and prior 2nd meter Water Reading reports, submissions and calculations (5 years)

Business Tax

2016 & prior Settlement Agreements (7 years)

Professional Service Agreements (4 years from end date)

Liquid Fuels Records

2016 & prior (7 years)

Annual Audit & Financial Reports (also includes GASB 45 Valuations, GASB 75 Valuations, Report of Elected & Appointed Officials, Survey of Financial Condition & Tax Information submitted to DCED)

2018 and prior (5 years)

Municipal Lien (Satisfied) Files
Satisfied in 2022 & prior (1 year after satisfaction)

CODE ENFORCEMENT DEPARTMENT:

PZ-2 Building and Housing Construction Records
2018 and prior (5 years)

PZ-3 Building Permits and Applications
2018 and prior (5 years)

PZ-7 Contractors' Licensing Records
2016 and prior (7 years)

PH-2 Public Health Citations
2020 and prior (3 years)

PH-3 Epidemiological Reports
2016 and prior (7 years)

PH-5 General Public Health Nuisance Records – Non-Structure
2021 and prior (2 years)

PH-6 Health Inspection Records
2019 and prior (4 years)

PH-9 Vector Control Records
2019 and prior (4 years)

RESOLVED THIS 8th day of January, 2024.
TOWNSHIP OF HAVERFORD

President
Board of Commissioners

Attest:
David R. Burman
Township Manager/Secretary

Haverford Township - Board of Commissioners

Meeting: Monday, December 11, 2023

Time: 7:00 p.m.

Location: Commissioners Meeting Room -1014 Darby Rd., Havertown PA, 19083

2024 Final Budget / Regular Meeting Minutes

1. Opening of Meeting -

a. Roll Call - All Commissioners were present at roll call: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Commissioner Holmes announced that the Board met in Executive Session after the December 4th Work Session regarding a legal matter.

They also met tonight at 6:45 to also speak on a legal matter.

Also present were: David R. Burman, Township Manager, John Walko, Esq., Township Solicitor, Aimee M. Cuthbertson, CPA, Assistant Township Manager, Chief John Viola, Deputy Chief Joe Hagan, Paramedic Chief Jim McCans, Brian Barrett, Recreation Director and Dave Pennoni, Township Engineer.

b. Pledge of Allegiance

2. Commissioner William F. Wechsler – Final Meeting

Commissioner Wechsler was recognized for his sixteen (16) years of service as 9th Ward Commissioner.

3. Police Department - 2 Entry Level Police Officers

Motion made by Commissioner Wechsler and seconded by Commissioner Quinn to appoint Kevin Redding, Jr., as a Haverford Township Entry Level Police Officer.

Roll Call.

All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Motion made by Commissioner Wechsler and seconded by Commissioner Quinn to appoint Cole Hines as a Haverford Township Entry Level Police Officer.

Roll Call.

All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

4. Citizens Forum – 20 Minutes Registered Speakers – 20 Minutes Agenda Items Only

1. Zak Pyzik - from the Pennsylvania Restaurant and Lodging Association - Support of the Business Revitalization & Modernization Grant

2. Jeanne Angell from Discover Haverford - Support of the Business Revitalization and Modernization Grant Program

3. Peter Diskin – Colfax Road – Speeding and Parking on both Sides

END OF REGISTERED SPEAKERS

AGENDA ITEMS ONLY:

Former Commissioners Mario Oliva and Chris Connell offered their thanks to Commissioner Wechsler for his years of service to his country and to his community. Todd Hall – 2nd Ward – Mr. Hall thanked Commissioner Hall for his professionalism and wished him well.

5. Budget Hearing and Adoption

A. Review any changes to 2024 Preliminary Budget

- Motion made by Commissioner McCloskey and seconded by Commissioner Trombetta to accept any changes to the 2024 Preliminary Budget.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

B. Ordinance No. P15 - 2023 - Sewer Rental Charge (final reading)

- Motion made by Commissioner McCloskey and seconded by Commissioner Trombetta to adopt the final reading of Ordinance No. P15-2023 authorizing the imposition of an annual sewer rate in the amount of \$4.65 per 1,000 gallons of water consumed.
- Roll Called.

- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

C. Ordinance No. P16 - 2023 - Trash Fee (final reading)

- Motion made by Commissioner McCloskey and seconded by Commissioner Trombetta to adopt the final reading of Ordinance No. P16 - 2023 establishing the annual trash fee at \$283.00.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

D. Ordinance No. 2987 - 2023 - Tax Levy (first reading is a final reading)

- Motion made by Commissioner McCloskey and seconded by Commissioner Trombetta to adopt Ordinance No. 2987 - 2023 fixing the tax rate for the year 2024 at 4.406 mills.
- Motion was amended by Commissioner McCloskey and seconded by Commissioner Trombetta to fix the tax rate for the year 2024 at 4.395.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

E. Ordinance No. 2988 - 2023 Budget Appropriations (first reading is a final Reading)

- Motion made by Commissioner McCloskey and seconded by Commissioner Cavender to adopt Ordinance No. 2988 - 2023 appropriating funds established to be required for specific purpose of financing the municipal government for the year 2024 including all taxes, fees, service charges and other revenue sources provided within all funds.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

END OF BUDGET PORTION

REGULAR MEETING OF THE BOARD OF COMMISSIONERS

6. Bureau of Fire Update – Commissioner Wechsler reported the fire report for the month.

7. Township Auditor Update – Mr. Anderson was absent. Commissioner Holmes stated that Mr. Anderson reviewed the warrants and found no irregularities.

8. Township Manager Update – Mr. Burman acknowledged and thanked Commissioner Wechsler for his time serving on the board.

9. Approval of Minutes Regular Meeting Minutes of November 13, 2023
Preliminary Budget Meeting Minutes of November 20, 2023

- Motion made by Commissioner Quinn and seconded by Commissioner Wechsler to approve the Regular Meeting Minutes of November 13, 2023.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.
- Motion made by Commissioner Trombetta and seconded by Commissioner Cavender to approve the Preliminary Budget Meeting Minutes of November 20, 2023.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

10. Approval of Warrants

- Motion made by Commissioner McCloskey and seconded by Commissioner Trombetta to approve the following warrant #12-2023 totaling \$6,737,884.86
- General & Sewer fund Payroll for November 22, 2023 in the amount of \$1,071,674.05
- General & Sewer fund Payroll for December 7, 2023 in the amount of \$753,546.39
- General Fund disbursements #12-2023 in the amount of \$2,450,168.99
- Sewer Fund disbursements #12-2023 in the amount of \$368,033.76
- Community Development Block Grant Fund disbursement #12-2023
- in the amount of \$125,332.49
- Capital Projects Fund disbursement #12-2023 in the amount of \$633,011.67
- American Rescue Plan Fund disbursement #12-2023 in the amount of \$344,147.94
- DEBT SERVICE – 2018 GO SERIES disbursement #12-2023 in the amount of \$530,348.75

- DEBT SERVICE - 2020A GO SERIES disbursement #12-2023 in the amount of \$355,073.75
- DEBT SERVICE - 2021 GO SERIES disbursement #12-2023 in the amount of \$89,246.25
- Credit Card Statement ending November 27, 2023 in the amount of \$17,300.82
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

11. Ordinance No. P14-2023 - Traffic (2nd Reading)

- Motion made by Commissioner Hart and seconded by Commissioner Quinn to adopt the second reading of Ordinance No. P14-2023 authorizing traffic restrictions on the following highways:
- Special Purpose Parking Zones:
- Establish: In front of 132 Juniper Road
- Establish: 613 Wynnewood Road - On the east side of Kenilworth Road in front of the side entrance
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

12. Ordinance No. P18-2023 - Amend Chapter 160, Subdivision and Land Development (2nd Reading)

- Motion made by Commissioner Hart and seconded by Commissioner Quinn to adopt the second reading of Ordinance No. P18-2023 amending chapter 160, Subdivision and Land Development, Section 160-5.b(4)(c), and Chapter 157-1, Streets and Sidewalks, to require the installation of sidewalks as a subdivision or land development requirement.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

13. Ordinance No. P19-2023 - Traffic (1st Reading)

- Motion made by Commissioner Quinn and seconded by Commissioner Hart to adopt the first reading of Ordinance No. P19-2023 authorizing traffic restrictions on the following highways:
- Special Purpose Parking Zones
- Establish: in front of 1611 Woodmere Way.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

14. Ordinance No. P20-2023 - Amending Chapter 165 – Taxation (1st Reading)

- Motion made by Commissioner Wechsler and seconded by Commissioner Quinn to adopt the first reading of Ordinance No. P20-2023 amending Ordinance No. 1960, adopted June 30, 1986, and known as the “general laws of the township of Haverford”, further amending Chapter 165, “Taxation”, Article VI, “Property Tax Credit to qualifying volunteers of Bon Air, Brookline, Llanerch, Manoa and Oakmont Fire Companies”.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

15. Resolution No. 2344-2023 - Senior Economic Recovery Program – Extension

- Motion made by Commissioner Wechsler and seconded by Commissioner Quinn to adopt Resolution No. 2344-2023 approving, that the Board of Commissioners of Haverford Township hereby extends the deadline for filing application with the Township for the “Senior/Widowed/Disabled Residents Economic Recovery Payment Program” from 4pm on December 15, 2023 to 4pm on April 1, 2024, and further authorizes the Township Manager and Assistant Township Manager/Finance Director to take all actions necessary to accomplish the stated objectives of this Resolution.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

16. Resolution No. 2345 - 2023 - 2024 Meeting Dates

- Motion made by Commissioner Trombetta and seconded by Commissioner Hart to adopt Resolution No. 2345 - 2023 approving the 2024 Board of Commissioners, Boards and Commissions Meetings.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

17. Resolution No. 2346 – 2023 - Karakung Drive Closing

- Motion made by Commissioner Hart and seconded by Commissioner Wechsler to adopt Resolution No. 2346 – 2023 approving the closing of Karakung Drive commencing: Sunday - and only on Sunday – January 1st, 2024 to December 29, 2024 From - 7 am to Dusk including the following HOLIDAYS – Thursday, 4th of July 2024, Thanksgiving, Thursday, November 28th, 2024, and Christmas, Wednesday, December 25th, 2024 and the Board of Commissioner’s designate Haverford Police Department’s – Chief, John Viola, to execute any documents with PaDot and be responsible for the safety and welfare of residents utilizing Karakung Drive.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

18. Resolution No. 2348-2023 - ARPA Funds – Fire Apparatus

- Motion made by Commissioner Wechsler and seconded by Commissioner Hart to adopt Resolution No. 2348-2023 approving that the Board of Commissioners of Haverford Township hereby approves the use of \$1,600,000 of the Township’s American Rescue Plan Fund allocation toward the fire apparatus purchases approved at the Board of Commissioners November 13, 2023 public meeting.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

19. Resolution No. 2349-2023 - ARPA Funds – Haverford Township Business Revitalization and Modernization Matching Grant Program

- Motion made by Commissioner Trombetta and seconded by Commissioner Wechsler to adopt Resolution No. 2349-2023 adopting the “Business Revitalization & Modernization Matching Grant Program” in Exhibit A of this Resolution, and further authorizes the Township Manager and Assistant Township Manager/Finance Director to take all actions necessary to accomplish the stated objectives of this Resolution the Board of Commissioners desires to provide financial support by awarding matching grants to local businesses in Haverford Township which meet the Township’s program requirements as discussed in Exhibit A and are selected for award; at an amount not to exceed \$225,000 (including program administration).
- Roll Called
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

20. Resolution No. 2350-2023 ARPA – Replacement Playground Equipment at Merry Place

- Motion made by Commissioner Hart and seconded by Commissioner Quinn to adopt Resolution No. 2350-2023 approving that the Board of Commissioners hereby approves the use of \$91,504.00 of the Township’s American Rescue Plan Fund allocation to replace an all-inclusive playground composite at Merry Place.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

21. Resolution No. 2351-2023 ARPA – Replacement Fencing at Jack McDonald Field

- Motion made by Commissioner Hart and seconded by Commissioner Wechsler to adopt Resolution No. 2351-2023 approving that the Board of Commissioners hereby approves the use of \$11,000.00 of the Township’s American Rescue Plan Fund allocation for the fencing at Jack McDonald Field.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

22. Contract Awards

Police Department – 4-year Collective Bargaining Agreement with the FOP

- Motion made by Commissioner McCloskey and seconded by Commissioner Cavender to approve the Memorandum of Understanding between Haverford Township and the Fraternal Order of Police, Delaware County Lodge 27, on behalf of the Police Officers of Haverford Township, for contract terms effective January 1, 2024 through December 31, 2027.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Library Expansion -1 Mill Road - Change Order

- Motion made by Commissioner Forste-Grupp and seconded by Commissioner Cavender to approve Change Order No. 1 for the Library Expansion and Renovation General Contractor, Rycon Construction, in an amount not to exceed \$137,692 for Demolition, Site Preparation fencing and an office trailer at 1 Mill Road.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Park and Ride Facility -Mill Road and Karakung Drive

- Motion made by Commissioner Hart and seconded by Commissioner McCloskey to award the Park and Ride Facility at Mill Road and Karakung Drive to Scott Building Corporation, Norristown, in the amount of \$508,918.50; submitting the lowest responsible bid.
- Roll Called.
- 8 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler and Trombetta.
- Commissioner Holmes was not present at roll call.

Skatium - Mechanical Preventive Maintenance Renewal Contract

- Motion made by Commissioner Gondek and seconded by Commissioner Wechsler to approve a 2-year Skatium Mechanical Preventive Maintenance Contract with Elliott Lewis, Philadelphia, PA, in the amount for: Year 1 - \$10,000.00 and Year 2 - \$10,000.00; submitting the most responsible quote.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Police Department/Public Works - Traffic Signal Maintenance Contract

- Motion made by Commissioner Wechsler and seconded by Commissioner Gondek to reject all bids for the Traffic Signal Maintenance Contract with the intent to re-bid.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

22. Contract Awards

- Police Department – 4-year Collective Bargaining Agreement with the FOP
- Motion made by Commissioner McCloskey and seconded by Commissioner Cavender to approve the Memorandum of Understanding between Haverford Township and the Fraternal Order of Police, Delaware County Lodge 27, on behalf of the Police Officers of Haverford Township, for contract terms effective January 1, 2024 through December 31, 2027.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

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- Roll Called.
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Park and Ride Facility -Mill Road and Karakung Drive

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- Roll Called.
- 8 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler and Trombetta.
- Commissioner Holmes was not present at roll call.

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- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

Police Department/Public Works - Traffic Signal Maintenance Contract

- Motion made by Commissioner Wechsler and seconded by Commissioner Gondek to reject all bids for the Traffic Signal Maintenance Contract with the intent to re-bid.
- Roll Called.
- All 9 Commissioners voted Yes: Commissioners Gondek, Foreste-Grupp, McCloskey, Cavender, Quinn, Hart, Wechsler, Trombetta and Holmes.

24. Continuation of Citizen's Forum for Non-Agenda Items

Peter Diskin – Colfax Road

Mr. Diskin is suggesting that there be a trial period on Colfax Road for parking on both sides of the street.

Seth Samuel – Colfax Road

Parking on both sides is dangerous.

Michael Lee – Indicated that there is a proposed Billboard settlement in the works and raised a few questions.

Breck Taylor – Colfax Road

Mr. Taylor agrees to trying small things first. There is definitely a speeding problem.

Tony Falcone – Colfax Road

Mr. Falcone is against parking on both sides. There is definitely speeding.

Todd Hall – recited lyrics to a song relative to how great Haverford Township is.

Bryan Ramona – 9th Ward

Mr. Ramona has heard that the Board is considering adopting an ordinance to exempt the township building from having to come before the Historical Commission. He asked that the board do not do this.

25. New business

No new business.

26. Other business

Each Commissioner offered their sentiments and thanks to Commissioner Wechsler.

- 1st Ward Commissioner – Brian Gondek

Commissioner Gondek congratulated the new officers and wished everyone a happy holiday.

- 2nd Ward Commissioner - Sheryl Forste-Grupp

Commissioner Forste-Grupp thanked Mr. Todd for reciting the lyrics.

The temporary Library is now up and running in the Manoa Shopping Center.

She wished everyone a Happy Holiday.

- 3rd Ward Commissioner – Kevin McCloskey

Oakmont Fire Company will have Santa Sunday on December 17th.

- 5th Ward Commissioner – Laura Cavender

Commissioner Cavender had the opportunity to visit the Middle School 6th graders on the topic of how to Improve their Community.

Coopertown Civic Association will be holding their Luminary Night and Carriage Ride.

This is the final week of leaf collection in the 5th Ward.

- 7th Ward Commissioner – Conor Quinn

Brookline Fire Company will hold their Santa Sunday at 12 noon.

Last week of Leaf Collection next week.

- 8th Ward Commissioner – Gerry Hart

The 8th Ward will have their last leaf collection next week.

He thanked everyone that reached out during his family home fire tragedy.

- 4th Ward Commissioner – Judy Trombetta

Commissioner Trombetta highlighted all the progress the board has made in the last two years and thanked the 4th Ward residents for their confidence in her.

- 6th Ward Commissioner – Larry Holmes

Only spoke about Commissioner Wechsler tonight.

- 9th Ward Commissioner – William F. Wechsler

Commissioner Wechsler thanked the entire township staff. They are top notch.

It has been his pleasure to serve and he is sure all will be fine with Mike McCollum.

Reorganization Meeting Of The Board Of Commissioners

Tuesday, January 2, 2024 – 7:30 Pm

Best Wishes In The New Year!

27. All Commissioners agreed to adjourn.

Resolution No. 2359-2024

American Rescue Plan Act

Coronavirus Local Fiscal Recovery Fund

Hilltop Park Playground Equipment

WHEREAS, Haverford Township's direct allocation from the Coronavirus State and Local Fiscal Recovery Fund was \$19.8 million;

WHEREAS, on April 1, 2022, the U.S. Department of Treasury released the Final Rule covering the Coronavirus State and Local Fiscal Recovery Fund, as created and directed by the American Rescue Plan Act authorizing recipients to use funds to improve spaces in areas that have been impacted by the pandemic including improving park space; and,

WHEREAS, the Board of Commissioners has identified Haverford Township Parks Department improvement of our playground equipment within the adopted 2024 budget and the 2024 capital improvement plan; and,

WHEREAS, the Township has identified a need within Hilltop Park to replace playground equipment.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Haverford Township hereby approves the use of \$24,116.00 of the Township's American Rescue Plan Fund allocation for the replacement of playground equipment at Hilltop Park.

Resolved this 8th day of January, 2024.

Township of Haverford

C. Lawrence Holmes, Esq, President

Attest:

David R. Burman, Township Manager

HAVERFORD TOWNSHIP - MEMORANDUM

Date: December 22, 2023

To: David R. Burman, Township Manager

From: Brian Barrett – Director of Parks and Recreation

Subject: Replacement Play Structure for Hilltop Park

Attached is the quote from Recreation Resource for a replacement play structure to be installed at Hilltop Park.

We will be removing the current composite playground equipment and installing this Burke play structure. The new structure, geared towards kids age 5-12, has multiple ladders, ropes and monkey bars.

This piece is on sale (originally \$36,868.00) and will be purchased for a total (including freight) of \$24,116.00 from Recreation Resource. The funding for this purchase will be with ARPA monies.

The purchase is made through COSTARS. The vendor's COSTARS # 014-E22-249

If there are any questions, I will be on hand for the Board of Commissioner meeting on Monday, January 8, 2024.

Attachments upon request

A. Administrative Costs	
Photocopying, per page	\$0.25
B. Alarms	
False alarms, 3 or more per calendar year, per alarm	\$300.00
C. Amusement and Entertainment	
(1) <i>Jukeboxes and mechanical amusement devices:</i>	
Annual license fees:	
1 to 3, each item	\$150.00
Each item in excess of 3	\$250.00
Pool Table, annual license fees	
1 to 3, each pool table	\$150.00
Each pool table, in excess of 3	\$300.00
Jukeboxes, mechanical amusement devices and pool tables in premises owned by a nonprofit organization, each item	\$25.00
Replacement of lost or destroyed seal, stamp or decal, each item	\$5.00
(2) <i>Circuses and carnivals:</i>	
Each theatrical exhibition, per performance	\$5.00
Each concert, per performance	\$25.00
Each jugglery exhibition, per performance	\$5.00
Each circus and menagerie combined, per 1 day	\$250.00
Each outside show accompanying a circus or menagerie, per 1 day	\$25.00
Each carnival, per day	\$200.00
Each boxing or sparring exhibition, per 1 day	\$200.00
(3) <i>Any other entertainment/recreation for which a price of is charged:</i>	
Skating rink, per calendar year	\$50.00
Exhibition, recreation hall or club, per year	\$50.00
Dance hall or club, per day	\$10.00
per year	\$100.00
Religious educational and charitable organizations holding an entertainment or exhibit, per day	\$50.00
D. Bathing places, public	
Annual license and inspection fee	\$150.00
E. Building Construction	
(1) <i>Plan Review Fees:</i>	
<i>Building</i>	
New construction, Residential:	\$100.00
Additions and Alterations over \$50,000 of construction value	\$50.00
Nonresidential and multi-family buildings, per hour	\$95.00
Accessibility	\$200.00
<i>Engineering Escrow</i>	
Steep slope of floodplain reviews	\$2,000.00
<i>Grading and storm water management up to:</i>	
10,000 square feet lot area affected	\$1,500.00
10,001 to 50,000 square feet lot area affected	\$2,500.00
Over 50,000 square feet lot area affected	\$5,000.00
<i>Subdivision and Land Development Escrows</i>	
Sketch plans and lot line changes	\$1,000.00
Preliminary Subdivision Plan	\$2,500.00
Final Subdivision Plan	\$2,000.00
Additional escrow per lot	\$100.00
Preliminary/Final Land development	\$5,000.00
Each Plan Revision Resubmission	\$500.00
<i>[Applicants seeking concurrent preliminary/final review must provide the escrow for both applications upon submission]</i>	
(2) <i>Building Permit/Inspection Fees:</i>	
Residential:	
New construction:	
First \$10,000.00 of cost (per \$1,000.00)	\$20.00
Over \$10,000.00 of cost (per \$1,000.00)	\$15.00
Alterations and repairs:	

First \$10,000.00 of cost (per \$1,000.00)	\$20.00
Over \$10,000.00 of cost (per \$1,000.00)	\$15.00
Alterations and repairs, decks, sheds, detached garages:	
First \$10,000.00 of cost (per \$1,000.00)	\$20.00
Over \$10,000.00 of cost (per \$1,000.00)	\$15.00
Roofing, siding, windows and doors:	
Per \$1,000.00 of cost	\$20.00
HVAC installations, per \$1,000 of cost	\$25.00
Re-inspection for violations/noncompliance, per inspection	\$100.00
Portable Storage Units	\$50.00
<i>Nonresidential and Multifamily Buildings:</i>	
<i>New construction:</i>	
First \$40,000.00 of cost (per \$1,000.00)	\$25.00
Over \$40,000.00 of cost (per \$1,000.00)	\$20.00
Alterations and repairs (including roofing and siding):	
Per \$1,000.00 of cost	\$20.00
Accessory structures:	
First 200 square feet	\$50.00
Each additional 100 square feet	\$15.00
Curb and sidewalk repairs, per \$1,000 of cost	\$50.00
Re-inspection for violations/noncompliance, per inspection	\$100.00
Trailers	\$250.00
<i>Tents:</i>	
Up to 500 square feet	\$50.00
501 to 800 square feet	\$100.00
801 square feet and over	\$200.00
<i>Signs:</i>	
Wall signs	\$100.00
Freestanding signs	\$150.00
Temporary signs	\$100.00
<i>Swimming pools:</i>	
In-ground pools, including bonding & fence enclosure	\$250.00
Above-ground pools	\$75.00
<i>Fencing:</i>	
First 100 linear feet	\$40.00
Each additional 100 linear feet	\$10.00
<i>Demolition permits:</i>	
First 2,000 square feet of building area	\$200.00
Each additional 2,000 square feet	\$75.00
<i>Certificate of Use and Occupancy:</i>	
<i>New construction:</i>	
Single-family dwelling	\$50.00
Nonresidential and multifamily dwelling	\$100.00
<i>Change of ownership/occupancy:</i>	
Application received with more than 30 days processing time, per unit	\$75.00
Application received with less than 30 days processing time, per unit	\$105.00
Application received with less than 10 days processing time, per unit	\$175.00
Application received with less than 5 days processing time, per unit	\$300.00
Each re-inspection	\$25.00
Zoning Certification Letter	\$100.00
<i>(3) Electric permits:</i>	
All new installations, alterations to existing and additional electrical per \$1,000.00 of cost	\$20.00
Re-inspections to correct violations	\$20.00
<i>(4) Plumbing permits:</i>	
Water service connections from house to curb, per 100 feet	\$75.00

Sewer service connections from house to curb, per 100 feet	\$100.00
On-site sanitary systems (excludes engineers review)	\$100.00
Private Wells	\$100.00
All new installations, alterations and additions to existing and additional plumbing, per \$1,000.00 of cost	\$20.00
F. Contractors, Licensing of (per calendar year)	
Master plumber or electrician	\$75.00
General, sign, lawn care, swimming pool paving or subcontractors	\$75.00
Property manager, decorator	\$75.00
Journeyman plumber or electrician, chief plant electrician, oil burner or refrigeration service dealer	\$15.00
Apprentice plumber or electrician	\$7.50
G. Electrical Standards, annual permits	
Routine repairs, maintenance or replacement at a pre-designated site, per calendar year	\$150.00
H. Erosion and Sediment Control	
Up to 1 acre of land graded or disturbed, exceeding ½ acre	\$50.00
Each acre exceeding 1 acre, up to 10 acres	\$15.00
Each acre exceeding 10 acres	\$5.00
[Engineering escrows are also required per Building Construction Plan Review Fee Schedule (Subsection E(1) above)]	
I. Explosives	
Blasting permit, each 10 day period	\$500.00
Storage of explosives, per calendar year	\$1,000.00
J. Fire Prevention Fees	
Annual fire prevention inspections:	
Buildings up to 1,500 square feet	\$80.00
Buildings 1,500 square feet to 3,000 square feet	\$105.00
Each additional 2,000 square feet to 9,000 square feet	\$20.00
All structures over 9,000 square feet	\$325.00
Re-inspection for corrections to defects	\$30.00
Failure to appear for scheduled inspection	\$50.00
Depositions and/or expert testimony at court appearances:	
Consultation: two-hour minimum, per hour	\$65.00
Deposition: four-hour minimum, per hour	\$40.00
Fire Incident Report	\$50.00
Fire Permits:	
Plan review, per hour	\$95.00
Fire alarm permits, per \$1,000 of cost	
Up to \$50,000 of cost	\$35.00
Each additional \$1,000 of cost	\$15.00
Fire suppression, sprinklers & hoods, per \$1,000 of cost	
Up to \$50,000 of cost	\$25.00
Each additional \$1,000 of cost	\$15.00
Use and occupancy inspections (initial application)	\$25.00
Tank permits (removal or installation, per tank)	
Residential	\$65.00
Commercial	\$100.00
All other high-hazard permits, per the Fire Prevention Code per \$1,000 of cost	
	\$25.00
High-hazard/multi-dwelling-unit buildings:	
0 to 25 dwelling units	\$150.00
26 to 50 dwelling units	\$200.00
51 to 75 dwelling units	\$225.00
76 to 100 dwelling units	\$250.00
101 to 150 dwelling units	\$275.00
Each additional 100 units	\$50.00

K. Garbage, Rubbish and Refuse	
Bulk Trash collection, for 1-5 items, per item	\$22.00
Clean-Out, 6-10 items, flat fee	\$122.00
Replacement recycling can	\$35.00
Replacement recycling can lid	\$5.00
L. Housing Standards	
Annual housing license	\$60.00
Housing license inspection or re-inspection fee, per unit	\$50.00
Failure to appear for scheduled inspection	\$50.00
M. Miscellaneous Licenses & Permits	
Backyard Chicken License (initial application/renewal)	\$60.00/\$25.00
N. Parks and Playgrounds	
*The Recreation Department determines the fees for programming and events on an ongoing basis as planned and advertised**	
Seasonal adult and non-township ball field permits	\$600.00
Township park pavilion	\$75.00
Synthetic Turf Rental Fees:	
Township Organization, Volunteer coaches, per hour	\$20.00
Township Organization, Paid coaches/employees, per hour	\$45.00
Non-Township Organization, Volunteer coaches, per hour	\$95.00
Non-Township Organization, Paid coaches/employees, per hour	\$125.00
Denny Gym Rental Fees, Half Court:	
Township Organization, Volunteers/individual, per hour	\$70.00
Township Organization, Paid coaches/business, per hour	\$120.00
Non-Township Organization, Volunteers/coaches, per hour	\$95.00
Non-Township Organization, Paid coaches/employees, per hour	\$165.00
Denny Gym Rental Fees, Full Court:	
Township Organization, Volunteers/individual, per hour	\$100.00
Township Organization, Paid Coaches/business, per hour	\$185.00
Non-Township Organization, Volunteers/individual, per hour	\$150.00
Non-Township Organization, Paid Coaches/business, per hour	\$210.00
Activity Rooms	\$60.00
Studio/private	
Resident/private	\$60.00
Non-Resident/private	\$90.00
Studio/business	
Township/business	\$60.00
Non-Township/business	\$90.00
Environmental Lab:	
Resident/private	\$70.00
Township/business	\$90.00
Non-Resident/private	\$90.00
Non-Township/business	\$110.00
Multi Use Room:	
Half Room:	
Resident, private, per hour	\$65.00
Township, business, per hour	\$100.00
Non-Resident, private, per hour	\$85.00
Non-Township, business, per hour	\$140.00
Full Room:	
Resident, private, per hour	\$110.00
Township, business, per hour	\$175.00
Non-Resident, private, per hour	\$140.00
Non-Township, business, per hour	\$210.00
O. Peddling and Soliciting	
Soliciting or peddling license by a township resident/landowner at their primary residence or owned property within Haverford Township, each two-day period (except Christmas tree sales)	\$50.00
Soliciting or peddling license by a township resident at a location other than their primary residence or owned property within Haverford Township, or by a nonresident, each two-day period	

(except Christmas tree sales), per location	\$150.00
Christmas tree sales, 45 day maximum	\$100.00
P. Poles	
Erect any telephone, electric light or power pole	\$35.00
Q. Police Services	
Photographs, each	\$15.00
Fire investigation report	\$50.00
Police incident report:	
Each copy	\$15.00
For senior citizens (65 years and older)	\$5.00
Police accident investigation report:	
Each 2 pages	\$15.00
For senior citizens (65 years and older), each 2 pages	\$5.00
Copies of any other files/reports, per page, plus the cost of postage	\$0.25
Police details, per hour rate, per officer	\$95.00 \$105.00
Civil service – entry level applicants	\$45.00
Fingerprinting service, civilians, non-arrest related	\$35.00
Block party permit	\$35.00
Live music permit	\$10.00
Special Event Race permit	\$50.00
Police Body Camera Footage (per upload)	\$19.00
Police Body Camera Footage (per minute of redaction)	\$1.00
Music Festival (over 1,000 people)	\$150.00
R. Sewage and Drainage Facilities	
Sewer service connection fee	\$1,500.00
S. Skating Rink	
*The Skatium determines the fees for programming and events on an ongoing basis as planned and advertised**	
Commercial advertising (<u>dasherboard – 1 year</u>)	\$400.00
<u>Commercial advertising/sponsorship (ice resurfacer – 1year)</u>	<u>\$5,000.00</u>
Public skating	
Adult, 7 years and over (1 ½ hours)	\$8.00
Children, 6 years and under (1 ½ hours)	\$6.00
Senior citizens	\$3.00
Home schoolers	\$7.00
Group rates	\$7.00
Skate rental	\$2.00 \$3.00
Skate trainers	\$3.00
High school hockey game admission	\$5.00
Rental of upper meeting room, Resident/Non-Resident per hour	\$30.00/\$40.00
Hourly early morning rental (<u>Monday – Friday, non holiday</u> begin at or before 6:00am and end at or before 8:00am)	\$125.00 \$130.00
Hourly group ice rental, Winter Season (Sept 1 – March 31)	\$385.00 \$390.00
Hourly group ice rental, Spring Season (Apr 1 – May 31)	\$290.00 \$295.00
Hourly group ice rental, Summer Season (June 1 – Aug 31)	\$260.00 \$265.00
Hourly group ice rental, “Last Minute Special” (reserved within 7 days for otherwise unreserved ice time)	20% Discount
Family membership books:	
Haverford Township residents	\$65.00
Nonresidents	\$78.00
Including skate rental	\$10.00
Stick N Puck (goalies free)	\$15.00
Open Hockey (goalies free)	\$15.00
Skatium Sponsored Freestyle Sessions:	
Walk-in (60 minutes)	\$18.00
CFSC member (60 minutes/10 sessions)	\$160.00 \$150.00
Non-CFSC member (60 minutes/10 sessions)	\$170.00
Basic skills or hockey lesson time (30 minutes)	\$12.00
Basic skills or hockey lesson time (30 minutes/10 sessions)	\$120.00 \$110.00
<u>Unlimited AM Mon-Fri Freestyle Skate per month (Sept – May)</u>	<u>\$200.00</u>

T. Subdivision and Land Development Application Fees	
Sketch plans and lot line changes	\$150.00
Minor subdivision, each submission	\$500.00
Major subdivision, each submission	
5-10 lots	\$1,000.00
11-25 lots	\$1,500.00
26 or more lots	\$2,000.00
Land development, per 20,000 square feet of lot area, plus \$100.00 per tenant/leasehold	\$1,500.00
[Note: See also Subsection E(1), Engineering escrows.]	
U. Streets and Sidewalks	
Excavations/opening of a public right-of-way:	
First 150 linear foot cut of a public surface	\$125.00
Each additional 50 linear feet of a public surface	\$50.00
Plus:	
Improved surface restoration escrow (per every 5 linear feet)	\$1,000.00
Unimproved surface restoration escrow, per \$1,000 of cost	\$50.00
Street degradation fee for improved surface	\$100.00
Additional degradation fee if surface paved within the past five years:	
Per linear foot, if paved within 1 year	\$34.00
Per linear foot, if paved within 2 year	\$28.00
Per linear foot, if paved within 3 year	\$22.00
Per linear foot, if paved within 4 year	\$16.00
Per linear foot, if paved within 5 year	\$10.00
Road closing to traffic:	
Per hour, first 24 hours	\$5.00
Per day, each additional day	\$40.00
Right-of-way occupancy:	
First 24 hours	\$80.00
Per day, each additional day	\$10.00
Special inspections, per hour	\$25.00
Oversize or overweight loads, per day	\$500.00
Sidewalk and curb construction or replacement, each 50 feet	\$50.00
Petition to Open or Vacate Streets:	
Filing Fee	\$575.00
Professional Services fee, per hour	\$220.00
V. Telecommunications	
Wireless communication facilities:	
Application fee per each facility in a right-of-way	\$330.00
Per each other wireless communication facility	\$650.00
Annual right-of-way (ROW) use fee	\$190.00
Annual fee per authorized attachment to any single Township structure in the ROW	\$275.00
Rental fees for attachment to Township structures outside of a ROW are negotiable, but not less than market rates	
Professional services escrow deposit	\$2,500.00
W. Zoning Hearing Board Applications & Appeals	
Residential variances, appeals or special exceptions	\$550.00
Nonresidential accessory signs or other accessory structures	\$700.00
Subdivision related variances & new construction	\$700.00
All other applications and/or appeals	\$2,000.00
X. Finance	
Lien Service Fee, covers filing & satisfaction	\$125.00
Revival of lapsed lien (20 year life)	\$100.00
Interest rate of liens	10%, annual
Tax Certification, per year	\$5.00
<u>Tax Certification, 3 year standard</u>	<u>\$15.00</u>
Tax Certification rush service (if needed in less than 2 working days), additional flat fee	\$10.00
Returned check charge	\$35.00
Finance charge on all unpaid invoices over 60 days	15%, annual
Duplicate tax bill fee (<u>printed copies only</u>)	\$2.00
Real Estate/Sewer/Trash Bill Payments:	

E-Check convenience fee (online payments only)	\$1.50
Credit Card convenience fee (online payments only)	2.65%

Y. Delinquent Sewer and Trash

If a long-standing sewer and/or trash account is assigned to special counsel for collection, the property owner will be subject to the following fees and charges. Additionally, there shall be added to the below amounts any reasonable out-of-pocket expenses of counsel in connection with each of these services, as itemized in the applicable counsel bills, which shall be deemed to be part of the fees.

Verify data, setup/open file, prepare/send demand letter	Legal Fees - \$160.00
Prepare/file Write of Scire Facias; related bookkeeping	Legal Fees - \$250.00
Court Fees according to Delaware County fee schedule in effect	
Sheriff Fees	Varies
Prepare and mail correspondence per Pa. RCP 237.1	Legal Fees - \$30.00
Prepare and file Default Judgment; related bookkeeping	Legal Fees - \$175.00
Court Fees according to Delaware County fee schedule in effect	
Prepare and file Writ of Execution for Sheriff Sale	Legal Fees - \$800.00
Court Fees according to Delaware County fee schedule in effect	
Sheriff Fees	Varies
Administrative Fees for Payment Schedule:	
Three months or less	\$25.00
More than three months	\$50.00
Calculation of Payoff Figures on Delinquent Accounts assigned for collection	\$25.00

Z. Hearing before the Board of Commissioners

Conditional Use	\$1,500.00
Validity Challenges/Curative Amendments	\$2,000.00
Change of Zoning Classification	\$2,500.00
Inter-municipal transfer of liquor license application	\$1,500.00

BB.

Miscellaneous Fees

Record request and reproduction for subpoena or testimony:	
Document search - hourly rate	\$25.00
Witness Appearance (in additional to record fees):	
First 3 hours, including travel	\$150.00
Additional hour or portion thereof	\$25.00
Mileage	Current IRS rate
Professional Assistance/Special Events	
Township Medic w/Township ALS vehicle - hourly rate	\$110.00 \$115.00
Narberth EMS Assistance w/Narberth Ambulance	Narberth stated rates

CC. Parking Fees

Meter/Kiosk Parking (per 30 minutes)	\$0.25
Park Mobile (per transaction fee)	\$0.45
Convenience fee (for meter/fine <u>online</u> credit card transaction)	\$2.50
Parking lot hang tags (quarterly)	\$90.00
Parking meter violation	\$15.00
Parking meter violation (after 5 days)	\$20.00
Parking Card (initial issuance or replacement card)	\$5.00
Parking Card (initial issuance) for Twp senior citizens age 65 or over	waived
Parking Card (time loaded) for Township senior citizens age 65 or over 2x credit	
Charging at electric vehicle station	
(per hour, while charging)	\$1.50
(per hour, if still connected 30 minutes after charge is complete)	\$3.00

DD. Shade Tree Care

Tree Permit (new plantings)	waived
Tree Permit (removal, pruning, spraying)	\$75.00
Payment in Lieu of Planting (per tree)	\$250.00
Appeal of denial	\$500.00