



BOROUGH OF NORTH WALES

300 School Street, North Wales, PA 19454
Phone: 215-699-4424 • Fax: 215-699-3991
<http://northwalesborough.org>

COUNCIL MEETING Tuesday, February 11, 2025 – 7:00 P.M.

Salvatore Amato
Sherwin Collins
Anji Fazio
Alexander Groce
Brittany Kohler

Wendy McClure
Sally Neiderhiser
Mark Tarlecki
Sarah Whelan
Neil McDevitt, Mayor

Call to Order, Date and Time
Roll Call
Pledge of Allegiance

1. Public Comment

2. Consideration: Appointment to Nor-Gwyn Pool Commission – Term Expiring 12/31/2028

3. Consideration: Approval to Apply for Economic Development & Community Development Initiatives Grant Funds – Streambank Restoration

4. Discussion: Comprehensive Plan Audit Survey Results

5. Discussion: Guidance Documents

6. Consideration: Approval of Minutes: January 28th, 2025

7. Old Business / Committee & Board Reports / Zoning Applications / Parking Lot

8. Solicitor / Mayor / Council / Chief / Public Works / Manager

Adjournment

All interested parties may participate on the date and time noted above and when called upon by the Council President. The public may also submit questions or comments prior to the meeting by e-mail to info@northwalesborough.org; these must be received no later than 12 Noon on the day of the meeting. Persons with disabilities who wish to attend the meeting and require auxiliary aid, service, or other accommodation to participate in the meeting should contact North Wales Borough at 215-699-4424 or by e-mail to info@northwalesborough.org.

Mayor's Office Hours:

2nd Tuesdays 5:00 P.M. - 7:00 P.M.

Monthly Meetings Information:

HARB	3 rd Wednesday of Month
Historic Commission	4 th Thursday of Month
Human Relations Commission	3 rd Thursday of Month
Park & Recreation Board	2 nd Thursday of Month
Planning Commission	1 st Wednesday of Month
Shade Tree Commission	2 nd Thursday of Month
Zoning Hearing Board	1 st Tuesday of Month, as needed.

All the above meetings begin at 7 P.M. at Borough Hall, unless noted otherwise.

North Wales Water Authority	3 rd Wednesday of Month 5:00 P.M., 200 W. Walnut Street
Nor-Gwyn Pool Commission	4 th Tuesday of Month 7:00 P.M.

Please note: The meeting is being digitally recorded.

To Whom It May Concern,

My name is Andy Cioppi. I am a 28+ year resident and property owner in North Wales. My three children were raised in the borough and my family had been pool members when the kids were small. We have always greatly appreciated having access to the pool. I would like to help make sure the pool remains as a valuable asset to all the families of our community.

I don't know anything about pools or pool management but I am a quick learner and happy to serve in whatever capacity is needed.

I have been a librarian, musician and IT manager\leader in my life. I have good organizational and people skills. I have a reputation for bringing teams together and getting things done. I have many interests but I'm mainly focused on providing service to others.

I work full-time in Philadelphia but have many evenings and weekends available.

Please let me know how I might best be able to serve the borough on the Nor-Gwyn Pool Commission. I look forward to hearing from you soon.

Andy Cioppi

215-498-6449

519 E Montgomery Ave

North Wales

Approval to Apply for Economic Development & Community Development Initiatives Grant Funds – Streambank Restoration

Project Narrative

Provide a brief, concise project description no more than two sentences.

Provide a brief, concise project description no more than two sentences.

The proposed project is for the restoration of approximately 150 linear feet (LF) along with the restoration and enhancement of approximately 0.5 acres of floodplain / wetlands along Dodsworth Run on North Wales Borough owned public open space. Once implemented, the project would result in a stabilized system with a functioning floodplain-wetland bench that would provide water quality benefits, reduced erosion and flooding issues, and significant ecological uplift.

Project Executive Summary

Project Executive Summary

The 9th Street Park Stream Restoration includes the restoration of approximately 150 linear feet (LF) along with the restoration and enhancement of approximately 0.5 acres of floodplain / wetlands along Dodsworth Run on North Wales Borough owned public open space. The stream restoration project proposes eliminating existing unvegetated 1' to 4'+ vertical streambanks and replacing them with a vegetated floodplain bench and gradual sideslopes to help dissipate erosive energy of the stream and significantly reduce streambank erosion, which will in turn reduce nutrient and sediment loads within the Wissahickon Creek watershed. Once implemented, the project would result in a stabilized system with a functioning floodplain-wetland bench that would provide water quality benefits, reduced erosion and flooding issues, and significant ecological uplift. Native grasses, wildflowers, herbaceous plants, trees and shrubs will be planted as part of the restoration to provide long-term stability within the floodplain and help filter pollutant runoff. The restored channel and surrounding wetland area will provide habitat for a variety of macroinvertebrates and other wildlife species.

This project is anticipated to achieve more than 6,730 lbs. per year of sediment reduction that will exceed the Borough's short-term pollutant reduction requirements as detailed in the Borough's Pollutant Reduction Plan (PRP) / Total Maximum Daily Load (TMDL) Plan in accordance with the Borough's Municipal Separate Storm Sewer System (MS4) permit. The reductions achieved by this project will also assist in the long-term reduction requirements as outlined in the Wissahickon Creek TMDL Plan.

The proposed activities are anticipated to result in the following associated outcomes:

- Stream Restoration - approximately 150 linear feet
- Bank Stabilization – approximately 300 linear feet
- Floodplain-wetland enhancement / restoration– approximately 0.5 acres

The Borough aims to utilize this proposed project as “flag ship” restoration project to demonstrate the benefits of reduced erosion, improved water quality and enhanced riparian habitat to the community as this may inspire private landowners to collaborate with the Borough to implement similar stream restoration projects within the Wissahickon Creek Watershed in the future. The proposed project will help address the priorities of PA DEP's Growing Greener Plus Grants Program; the Pennsylvania Nonpoint Source Management Plan (2019 Update); and Pennsylvania's Climate Action Plan (2021).

**MONTGOMERY COUNTY
BOARD OF COMMISSIONERS**

NEIL K. MAKHIJA CHAIR
JAMILA H. WINDER, VICE CHAIR
THOMAS DIBELLO, COMMISSIONER



**MONTGOMERY COUNTY
PLANNING COMMISSION**

MONTGOMERY COUNTY COURTHOUSE • PO Box 311
NORRISTOWN, PA 19404-0311
610-278-3722
WWW.MONTCOPA.ORG

SCOTT FRANCE, AICP
EXECUTIVE DIRECTOR

January 24, 2025

SUBJECT: North Wales Borough 2040 5-Year Review – Community Survey Summary Analysis

TO: North Wales Borough Council; North Wales Borough Planning Commission;
C. Hart, Borough Manager; A. Turock, Assistant Manager

FROM: Tim Konetchy, Senior Community Planner

Background

North Wales Borough 2040 was adopted in September of 2018 after a yearslong planning process. The plan was developed in collaboration with North Wales Borough staff, Council, Planning Commission, Steering Committee, civic organizations, community volunteers, and the Montgomery County Planning Commission (MCPC). The process began in August 2016 with the first of more than a dozen steering committee meetings. The steering committee was tasked with analyzing existing conditions (e.g., demographic data, ongoing trends, etc.) and setting the overall framework of the planning process.

Meaningful public engagement is required if a plan is to reflect the community’s vision for itself. With that in mind, public engagement was integral to the process. On top of regular meetings of the Steering Committee, which were open to the public, the borough sought to publicize the process and engage residents at various points throughout the process. This included the following events and opportunities:

- October 2016: Community Day
- December 2016 – February 2017: Community Survey (online and hard copy)
- March 2017: Community Workshop
- October 2017: Community Day
- May 2018: Open House

The input received from the steering committee and the public were used in formulating the themes, recommendations, and strategies included in the plan. The four themes of the plan are community character, economic development, transportation, and sustainability and resilience. Each of these four topics include sub-themes, recommendations and strategies. For example:

Theme: Community Character

Sub-Theme: Housing & Neighborhood Character

Recommendation: Preserve the diverse range of housing types and building materials that represent different time periods and architectural styles that contribute to the historic identity of the residential community.

Strategies: (1) Conduct a zoning audit to determine if existing Zoning and Subdivision and Land Development Ordinances (SALDO) adequately protect the scale and character of the residential areas. Adopt new zoning and SALDO language, as needed. (2) Incorporate “form-based zoning” and/or Traditional Neighborhood Development (TND) principles into the Zoning Ordinance to protect neighborhood character.

After five years of working towards implementing the plan, the Planning Commission, Borough Council, and Borough Administration were keen to understand and document the progress made. So, last fall, the Planning Commission undertook an audit of the plan reviewing each item included in the implementation plan. It is important to note that audit focused on measurable outcomes or distinct projects, so recommendations that were ongoing or lacked a clear start or end such as, “Engag[ing] and attract[ing] new neighborhood leaders to assist in organizing community events,” were not included in the audit. The audit revealed that tremendous progress was made in many areas, whereas some projects remained untouched. The findings of this audit were compiled into a presentation that was given at the June 11, 2024 Borough Council meeting.

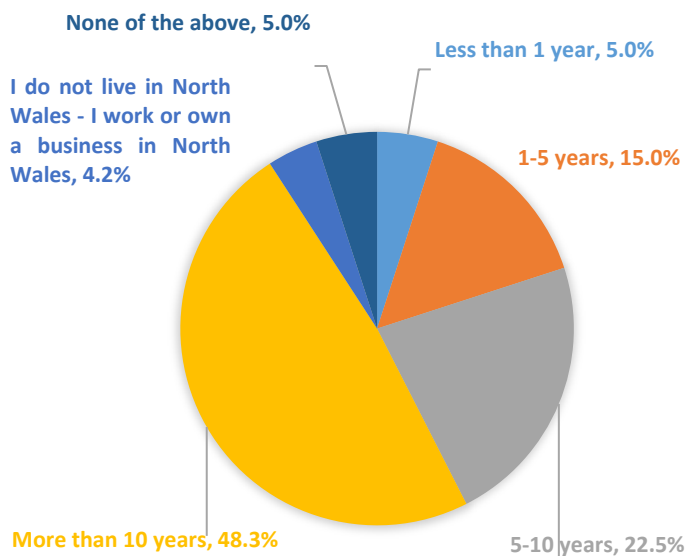
Borough Council was left with a long list of potential projects from *North Wales Borough 2040*. Just as with the initial plan preparation, Borough Council once again wished to hear from residents of the borough. Therefore, Borough Council directed the Planning Commission to prepare a community survey to do just that. The survey would allow residents to refresh their memories of the goals of the plan and allow them to prioritize the projects relative to one another (see attached project descriptions). The online survey was conducted between August 2024 and early January 2025. An analysis of the survey results is provided below.

How to Read the Data

Respondents were asked to rank all projects within each category relative to one another. In order to fully understand the data, we will look at two key metrics: the relative ranking from 1-XX and the average score. The average score is most useful for the first category, Community Character, where there are many projects listed. This was the only category where the two metrics resulted in a different order of prioritization.

Respondent Characteristics

A total of 121 unique responses were received and, if it is assumed that each response represents a household, it can be estimated that this survey represents just over 300 residents (average household size was 2.53 per the 2019-2023 American Community Survey 5-Year Estimates). About 70% of respondents have lived in the borough at least five years: 22.5% have lived in the borough between 5-10 years and another 48% have lived in the borough more than 10 years. 20% of respondents have lived in the borough less than five years. Interestingly enough, when comparing the responses from long-term residents (5+ years) to newer residents, the order of priorities remained the same within all categories. Less than 10% of respondents did not live in the borough.



Community Character

Looking at the 1-10 ranking based on #1 priority, the community character projects were ranked as follows:

1. Prepare maintenance and stewardship plans for borough parks
2. Conduct a park tree inventory
3. Enhance recreational programming (e.g., classes, events, etc.)
4. Improve borough promotion of state or county programs, potentially through a dedicated online resource center and/or staff liaison
5. Study the feasibility of constructing a pocket park near the North Wales Area Library
6. Create and promote a community garden program
7. Support shared-use of NWES open space as a recreational amenity
8. Task the HARB with studying the historic district, and then pursue grant funding for a professional historic resource inventory.
9. Conduct accessibility audits for each park (for those with physical limitations)
10. Publish a Parks Guide

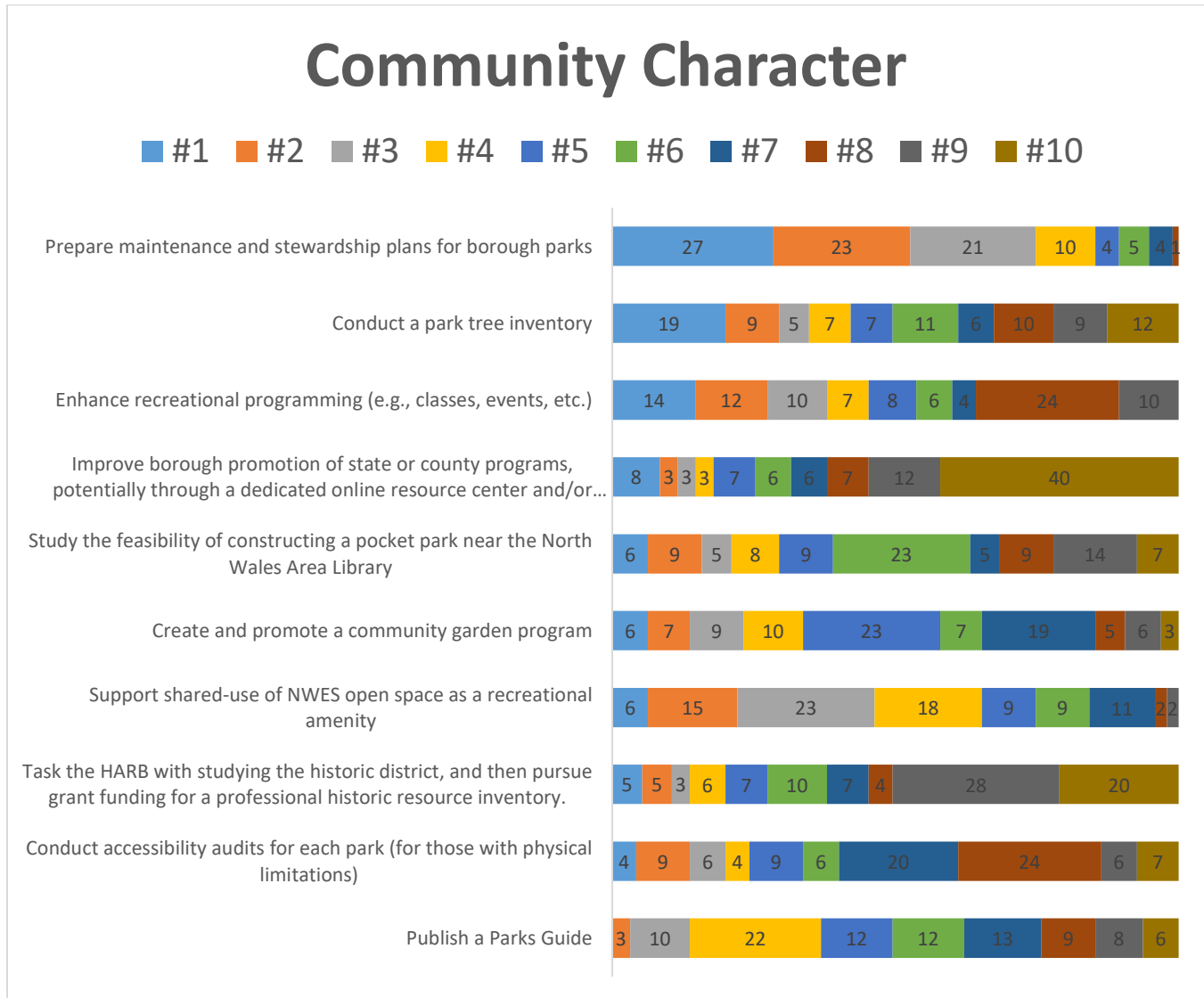
The average ranking reveals several shifts in priority, as demonstrated by green arrows (▲) for upward movement and red arrows for downward movement (▼):

1. Prepare maintenance and stewardship plans for borough parks
2. Support shared use of NWES open space as a recreational amenity ▲▲▲▲▲
3. Enhance recreational programming (e.g., classes, events, etc.)
4. Create and promote a community garden program ▲▲
5. Conduct a park tree inventory ▼▼▼
6. Publish a Parks Guide ▲▲▲▲▲
7. Study the feasibility of constructing a pocket park near the North Wales Area Library ▼▼
8. Conduct accessibility audits for each park (for those with physical limitations) ▲
9. Task the HARB with studying the historic district, and then pursue grant funding for a professional historic resource inventory. ▼
10. Improve borough promotion of state or county programs, potentially through a dedicated online resource center and/or staff liaison ▼▼▼▼▼▼▼

Both the #1-10 and average ranking show that the project of, “preparing maintenance and stewardship plans for borough parks,” was the top priority for respondents. About 3 in 4 respondents had this project in their top 3. This project could be expanded to look at master planning for borough parks, which would inform the long-term vision for these public spaces. The 2nd highest average score went to, “support shared use of NWES open space as a recreational amenity.” This is a big jump from the 7th rank that this project scored when only ranking the count of #1 choices, and this reflects the over 50% of respondents that ranked this project in their top 5. This project in particular has gained steam, as the Home & School Association has spearheaded renovation of the play areas at NWES. Enhancing recreation programming ranked #3 for both metrics and falls just a bit below the NWES project in terms of total count as a top 3 choice.

The fourth highest average score goes to, “create and promote a community garden program.” Similar to the NWES project, this project had a high number of choices (over 50%) within the top 5 but not many votes at #1. Rounding out the top 5 is the proposal to, “Conduct a park tree inventory. This project ended up ranked #2 in total count as a #1 choice, which is somewhat misleading given that it had far fewer votes in the top five than those ranked above it (about 35%).

With the exception of, “study[ing] the feasibility of constructing a pocket park near the North Wales Area Library,” which ranked 4th as a #1 option, all other projects fell out of the top 5 in both categories. These five projects do not seem to be a high priority for residents at this point in time.



Economic Development

Both the 1-4 ranking and average ranking based on #1 priority reveal the same project prioritization:

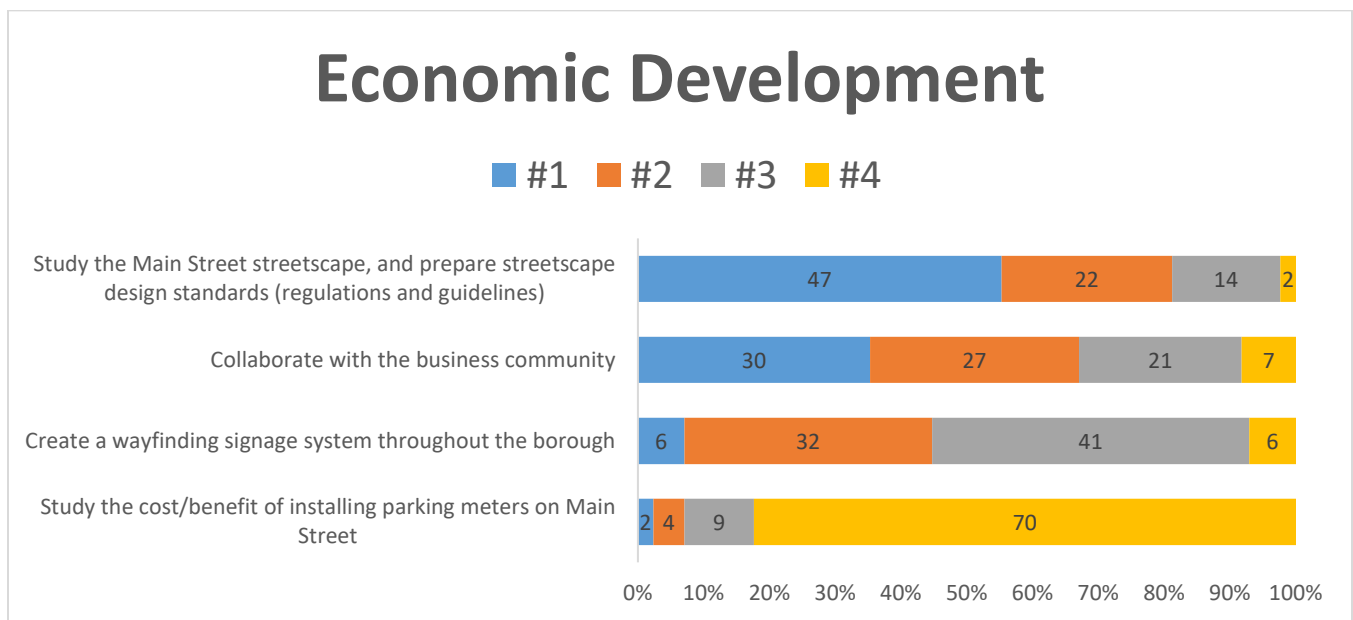
1. Study the Main Street Streetscape and prepare streetscape design standards
2. Collaborate with the business community
3. Create a wayfinding signage system throughout the borough
4. Study the cost/benefit of installing parking meters on Main Street

The most popular project in this category, with over 50% of the #1 votes, was studying the Main Street Streetscape. The draft SALDO includes specific provisions related to the streetscape, such as a requirement for sidewalk of a certain width and a requirement for streetscape furnishings. These SALDO regulations could be considered a minimum requirement or starting point, and guidelines could be provided to explain best practices

or the borough’s specific priorities. This would be a natural next project, and is something that MCPC has experience in (see Main Street Design Guidelines for [East Greenville Borough](#) and [Schwenksville Borough](#)).

The second most popular option was the project to, “collaborate with the business community,” which is already occurring to some degree. The borough’s Business Alliance has recently relaunched with new leadership and membership. The group has visited the Planning Commission and Borough Council to get the word out about their efforts. This will be an ongoing process, so there is no reason that other projects could not occur simultaneously.

The third ranked project related to wayfinding signage. This project was framed as a separate and distinct project, but the initial planning process could feasibly begin with the aforementioned streetscape study. Wayfinding signage would be eligible for grant funding, such as a Montco 2040 Implementation Grant, making it an ideal implementation project following a streetscape visioning process. The last project, which ponders the addition of parking meters on Main Street, was quite unpopular with over 80% of respondents ranking it last. It is very possible that residents are averse to the idea because the benefits and drawbacks were not defined.



Transportation

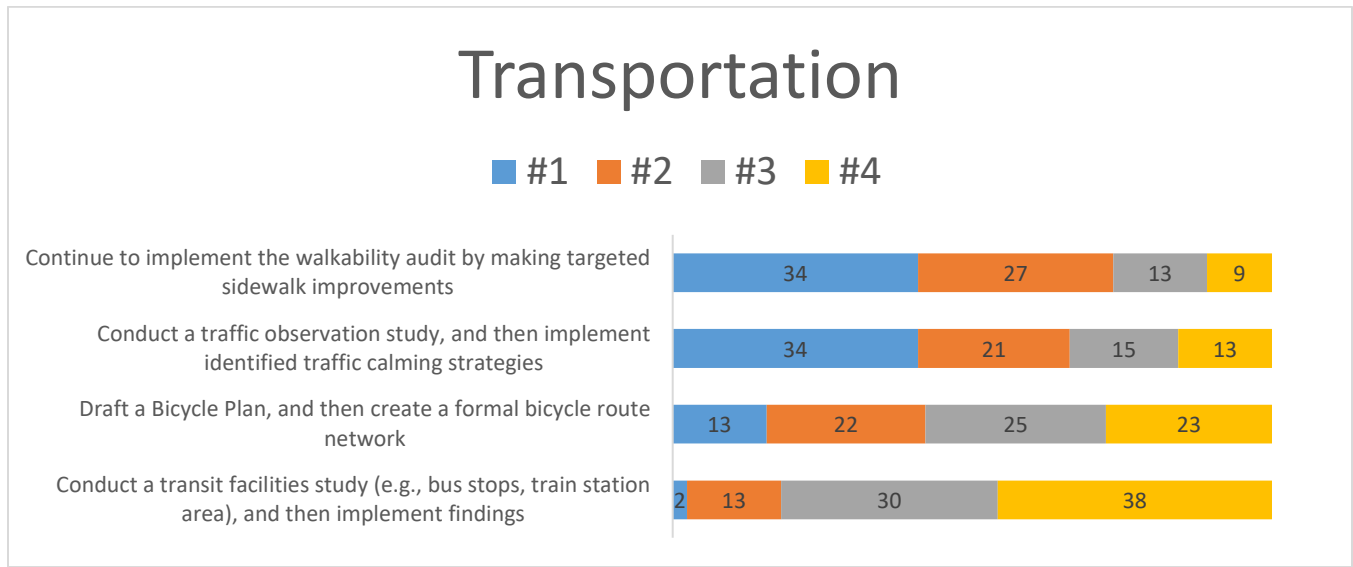
Both the 1-4 ranking and average ranking based on #1 priority reveal the same project prioritization:

1. Continue to implement the walkability audit by making targeted sidewalk improvements
2. Conduct a traffic observation study, and then implement identified traffic calming strategies
3. Draft a Bicycle Plan, and then create a formal bicycle route network
4. Conduct a transit facilities study (e.g., bus stops, train station area), and then implement findings

The transportation priorities reflect a similar hierarchy of priorities that we see throughout the county: pedestrians and drivers are on even footing, while bicyclists and transit users see less consensus support. Continuing to implement the 2021 Walkability Study remains the top priority, though it shared the same number of #1 votes with conducting a traffic observation study. The walkability project had several more #2 votes, allowing it to eek out the win. That said, the two were very similarly situated in terms of overall support. A traffic observation study could reveal traffic calming measures that support safety for all users, which in-turn would address the findings of the walkability study. A traffic observation study would likely require a consultant.

Drafting a bicycle plan had roughly as many #1 and #2 votes combined as the prior two projects did at #1, with a combined total of 35 versus 34. Lastly, only 2 respondents ranked a transit study as their top priority. As residents continue to adjust to the changes in commuting (i.e., the increase in remote work) and as the area around the train station sees increased development interest, it stands to reason that transit could move up the list.

It is worth noting that the recently updated Zoning Ordinance and the ongoing update of the Subdivision and Land Development Ordinance work towards improving the experience for all users. For example, the updated TOD Zoning District would provide a better bicyclist and pedestrian environment for transit users.



Sustainability and Resilience

Both the 1-5 ranking and average ranking based on #1 priority reveal the same project prioritization:

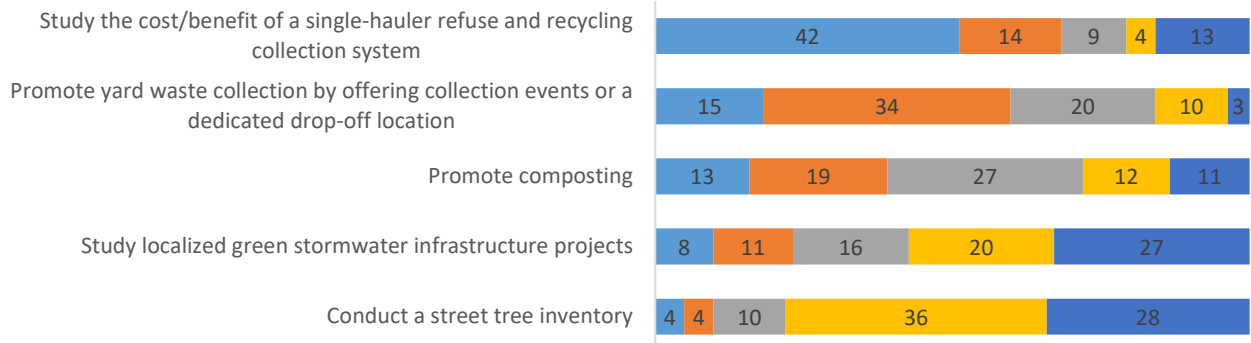
1. Study the cost/benefit of a single-hauler refuse and recycling collection system
2. Promote yard waste collection by offering collection events or a dedicated drop-off location
3. Promote composting
4. Study localized green stormwater infrastructure projects
5. Conduct a street tree inventory

Residents are extremely interested in studying the cost and benefit of a single-hauler refuse and recycling collection system: more than half of respondents had this as their #1 priority. When taking into account #2 choices, this project had the support of more than 2 in 3 respondents. Borough Council has indicated that this will become a priority in 2025.

The concept of, “promot[ing] yard waste collection by offering collection events or a dedicated drop-off site,” saw nearly 60% of respondents ranking it in the top 2, though the number of #1 choices fell far below that of the previously mentioned project. If a single hauler system ends up being established, it could make it easier to establish collection events and/or a dedicated drop off location. The three remaining options had few votes at #1 or #2.

Sustainability and Resilience

■ #1 ■ #2 ■ #3 ■ #4 ■ #5



North Wales Borough Council

Working Guidance

Title: Finance Committee

This Guidance defines the responsibilities and working practices of the North Wales Borough Finance Committee.

Introduction

The Finance Committee is a committee of Council that is created and staffed by the President of Borough Council. Its membership is limited to two or three members of council with the Council President acting as an additional Ad Hoc member. The Finance Committee works closely with the Borough Manager.

Roles

The *Borough Manager* operates as the executive, with primary responsibility for the day-to-day management of the budget, operations, and compliance within a regulatory framework. The Manager's role is action-oriented, emphasizing the operationalization of the budget, including expenditure control, asset management, and cash flow oversight.

The *Finance Committee*, as a legislative or advisory body, assumes a more strategic role, emphasizing governance, oversight, and fiscal sustainability. They are tasked with reviewing the Borough Manager's budget, ensuring alignment with both immediate service delivery and long-term financial health. Their role involves critical assessment, providing checks and balances on revenue projections, spending trends, and debt management strategies.

Meetings

Meetings are not regularly scheduled nor advertised but are determined by need. It is recommended that the Finance Committee meet on Quarterly basis, however meeting frequencies and arrangement of same shall be coordinated with the administrative staff at the discretion of the Committee members.

No official decisions are made at these meetings and all budget and finance suggestions will be brought forward to council for public discussion and approval.

Responsibilities

The division of responsibility illustrated below allows for an appropriate balance of operational flexibility (on the part of the Borough Manager) and fiduciary oversight (by the Finance Committee), ensuring both short-term efficiency and long-term sustainability.

North Wales Borough Council Working Guidance

Title: Finance Committee

Responsibility	Borough Manager	Finance Committee
Budget Preparation	Prepares the initial budget draft based on departmental needs and revenue projections.	Reviews the budget's alignment with Borough priorities and financial capabilities.
Revenue Forecasting	Provides revenue and expense estimates based on current trends, historical data, and expected grants or funding.	Reviews and assesses revenue and expense projections for accuracy and feasibility.
Operational Planning	Identifies operational needs, upcoming projects, and expected costs.	Ensures that resources are allocated to the most important projects based on available funds.
Spending Control	Oversees daily spending, manages department expenditures within the approved budget.	Monitors overall spending and compares it against the budget to flag potential deviations.
Cash Flow Management	Manages day-to-day cash flow, including payroll, vendor payments, and operational expenses.	Monitors overall cash flow to ensure the Borough maintains financial sustainability.
Debt Management	Ensures timely repayment of debt and provides regular updates on outstanding obligations.	Oversees the Borough's debt levels and repayment schedules to maintain financial sustainability.
Compliance with Regulations	Ensures day-to-day compliance with financial regulations and policies.	Reviews compliance documents (e.g. the annual audit) and recommends corrective actions if needed.
Asset Management	Oversees the use and maintenance of Borough assets like buildings, equipment, and vehicles.	Monitors the portfolio of Borough assets to assess Manager's requests for purchase, sale, or major maintenance projects.

North Wales Borough Council
Working Guidance

Title: Finance Committee

Document Change History

Previous Doc Number	New Document Number	Date	Editor	Reason for Change

North Wales Borough Council
Working Guidance

Title: Finance Committee

Foot Notes

North Wales Borough Council

Working Guidance

Title: Operating Guidance for Boards and Commissions

Boards and Commissions are created and governed by the State and Local Borough Codes; members are expected to understand and follow these laws and codes. Deviation from these laws and codes can result in potential liability for the Borough.

General Provisions

1. All members of a Board or Commission are appointed by Borough Council.
2. All Boards and Commissions shall have authority only in the specific areas of responsibility granted to such Boards and Commissions by the statutes of the Commonwealth of Pennsylvania, and by North Wales Borough Code.
3. No administrative Board or Commission shall have the authority to spend Borough funds unless provided for in the budget approved by the Borough Council and unless the expenditure is subsequently approved by the Borough Manager, or a member of the administrative staff authorized by the Manager. No administrative Board/Commission shall have the power to enter into a contract unless otherwise provided by the applicable Borough Ordinance.
4. No member of any administrative Board/Commission shall be compensated for his/her duties.
5. Any member of Council who is also a member of a Board or Commission shall be asked to recuse themselves if a conflict is brought forward to Council for resolution involving the same Board or Commission.

Membership and Roles

- **MEMBERS:** All members must participate actively, avoid conflicts of interest, and adhere to legal and ethical standards.
- **CHAIRPERSON AND VICE CHAIRPERSON.** A Chairperson and a Vice Chairperson of each Board or Commission may be elected by the members of each Board or Commission in January of each year, unless prescribed differently in Borough Code. It is the Chairperson's responsibility to Lead meetings, set agendas, and ensure compliance with the Sunshine Act and Borough policies. The Vice Chairperson will lead the team in the absence of the Chairperson.
- **SECRETARY.** The members of each Board or Commission may elect one of their own members to act as Secretary. The Secretary may be elected by the members of each Board or Commission in January of each year, unless prescribed differently in Borough Code. The Secretary or his/her designee shall conduct, at the direction of the Board or Commission, all official correspondence of the Board or Commission, shall keep a record of each meeting and member attendance, examination or other official action and shall perform all other duties required by the laws of the Commonwealth of Pennsylvania or by the Ordinances of the

North Wales Borough Council

Working Guidance

Title: Operating Guidance for Boards and Commissions

Borough. The Secretary will ensure the timely submission of documents to the Borough Manager.

Meetings

The **Pennsylvania Sunshine Act** governs transparency in your work as a Board or Commission.

1. Public Access to Meetings:

- **Requirement:** All official meetings must be open to the public unless legally permitted to be held in Executive Session (extremely rare for a Board or Commission).
- **Executive Sessions:** Closed meetings are allowed for specific reasons, such as personnel matters, legal consultations, or discussing litigation. No votes or official actions can be taken during these sessions; they must occur in a public meeting.
- **Special meetings:** Special Meetings may be held as needed upon the call of the Chairperson or Vice Chairperson, provided that appropriate notice of each meeting is given to each member and advertised to the public in accordance with the statutes of the Commonwealth of Pennsylvania.

2. Quorum Rules:

- A quorum, typically defined as a majority of the Board or Commission members, is required to conduct business. Without a quorum, discussions are informal, and no official decisions or actions can be made.
- Virtual attendance is permitted only if a physical quorum is present.

3. Prohibition of Informal Meetings:

- Members must not deliberate or make decisions on Borough matters outside of a publicly advertised meeting. This includes phone calls, email chains, or casual gatherings if a quorum is present. These actions could violate the Sunshine Act and undermine public trust.

4. Public Notification of Meetings:

- Regular meetings must be advertised annually, with times and dates published.
- Special meetings require additional public notice, typically 24 hours in advance, including the time, date, and purpose of the meeting.

5. Meeting Records:

North Wales Borough Council

Working Guidance

Title: Operating Guidance for Boards and Commissions

- The Secretary must keep accurate minutes, documenting attendance, discussions, votes, and actions taken. These records are public and must be submitted to the Borough Manager for retention.

6. Meeting Management

- All meetings of Boards and Commissions shall be conducted in an orderly fashion and in accordance with the rules delineated in Robert's Rules of Order where not in conflict with the laws of the Commonwealth of Pennsylvania, or Borough Code.

Process for Proposing New Events, Initiatives, or Projects

Bringing new ideas to life requires structured collaboration between Boards, Borough Administration, and Council. Here's the step-by-step process:

1. Idea Submission to Chair:

- **Origin:** Ideas can come from members, residents, or Borough staff.
- **Submission:** Residents or members present ideas to the Chair of the Board or Commission. For residents this could be done during public comment. For members it could be done privately as long as a quorum is not present.

2. Preliminary Review by Chair and Borough Manager:

- The Chair discusses the idea with the Borough Manager to ensure it aligns with Borough policies, codes, and available resources.
- If the idea is feasible, the Chair places it on the agenda for Board or Commission discussion.

3. Board/Commission Discussion and Proposal Development:

- The Board or Commission discusses the idea during a public meeting to determine feasibility and value to the Borough.
- A **formal proposal summary** is drafted, including:
 - Purpose and benefits.
 - Estimated costs and resources needed.
 - Alignment with Borough goals.
 - Any potential challenges or impacts.

4. Formal Vetting by Borough Manager and Staff:

- The proposal summary is submitted to the Borough Manager for detailed review.

North Wales Borough Council

Working Guidance

Title: Operating Guidance for Boards and Commissions

- Borough staff assess legal, logistical, and financial aspects and provide feedback.

5. **Submission to Borough Council:**

- Once vetted, the Borough Manager places the proposal on a Council meeting agenda.
- A representative from the Board or Commission, with support from the Borough Manager, presents the proposal to Council.

6. **Council Review and Decision:**

- Council deliberates, requesting additional information if necessary.
- If approved, the Borough Manager oversees implementation, keeping the Board/Commission informed.

Disputes or Disciplinary Action

- a. REMOVAL: Any member of a Board or Commission may be removed prior to the expiration of his/her appointed term by a majority vote of the Borough Council and in accordance with the laws of the Commonwealth applicable to such Board/Commission and the Ordinances of North Wales Borough.
- b. INTERNAL DISPUTES:
 - i. The first attempt to resolve an internal dispute between members should be by discussion at a Special Executive Session of the Board or Commission (a non-public meeting) comprised of members only. Any member of the Board or Commission can request the Leader of the Board/Commission to arrange an Executive session for all members. This Executive Session would be specifically focused on conflict resolution. The date and time of the Executive Session must be recorded in the minutes of the Board or Commission.
 - ii. If the dispute cannot be resolved at the Executive Session, then the matter may be escalated to the Borough Manager.

BOROUGH OF NORTH WALES
 300 SCHOOL STREET
 NORTH WALES, PENNSYLVANIA

MEETING: January 28th, 2025, 7:02 P.M., EST

CALL TO ORDER made by President Amato.

ROLL CALL:	Salvatore Amato	Present
	Sherwin Collins	Present
	Anji Fazio	Present
	Alexander Groce	Present
	Brittany Kohler	Remote
	Wendy McClure	Present
	Sally Neiderhiser	Absent
	Mark Tarlecki	Present
	Sarah Whelan	Present
	Mayor Neil McDevitt	Absent

Also, in attendance were Greg Gifford, Borough Solicitor, David Erenius, Chief of Police, Alex Turock, Assistant Borough Manager, Ben Raybold, Public Works Supervisor, and Braeden Bussman, Junior Council Person.

President Amato led the Pledge of Allegiance.

Public Comment

There was no public comment

Presentation: Boards and Commissions Appointments

Member McClure made a motion to Reappoint Daniel Lottes to the Civil Service Commission for a 6-year term expiring 12/31/2030. Member Whelan seconded the motion.
 Motion passed 8 yes, 0 no.

Member Fazio made a motion to Reappoint Ray Tschoepe to the Historic Architectural Review Board for a 5-year term expiring 12/31/2029. Member McClure seconded the motion.
 Motion passed 8 yes, 0 no.

Member Fazio made a motion to Appoint Aina Roman to the Historic Commission for a 2-year term expiring 12/31/2026. Member McClure seconded the motion.
 Motion passed 8 yes, 0 no.

Member McClure made a motion to Appoint Linda Evans to the Historic Commission for a 5-year term expiring 12/31/2029. Member Whelan seconded the motion.
 Motion passed 8 yes, 0 no.

Member McClure made a motion to Reappoint Johanna Owings to the Human Relations Commission for a 3-year term expiring 12/31/2027. Member Kohler seconded the motion. Motion passed 8 yes, 0 no.

Member Whelan made a motion to Reappoint Andy Dziedzic to the Nor-Gwyn Pool Commission for a 5-year term expiring 12/31/2029. Member Fazio seconded the motion. Motion passed 8 yes, 0 no.

Member McClure made a motion to Reappoint Jackie Oberholtzer to the North Wales Area Library Board for a 3-year term expiring 12/31/2027. Member Whelan seconded the motion. Motion passed 8 yes, 0 no.

Member Groce made a motion to Reappoint Donna Mengel to the North Wales Water Authority Board for a 5-year term expiring 12/31/2029. Member Whelan seconded the motion. Motion passed 8 yes, 0 no.

Member McClure made a motion to Reappoint Mark Tarlecki to the Planning Commission for a 4-year term expiring 12/31/2028. Member Whelan seconded the motion. Motion passed 8 yes, 0 no.

Member Fazio made a motion to Reappoint Star Little to the Planning Commission for a 4-year term expiring 12/31/2028. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Member Fazio made a motion to Reappoint Jocelyn Tenney to the Vacancy Board Chair for a 1-year term expiring 12/31/2025. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Member Fazio made a motion to Reappoint Colin Beatty to the Zoning Hearing Board for a 5-year term expiring 12/31/2029. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Acceptance of Local Share Account Grant – Public Works Vehicle and Equipment Modernization Project

President Amato asked when we expect to expend these funds. Manager Hart responded that we will look to procure these vehicles this calendar year.

Patricia Hepler, 409 School Street, asked what vehicles and equipment will be procured. Manager Hart responded that we applied for new dump trucks and public works equipment. We will not be able to obtain the street sweeper due to receiving less funding than requested.

Vice President Tarlecki asked if there is a match requirement for this grant. Manager Hart responded that there are no required matching funds therefore this project will not require any taxpayer money.

Member Fazio made a motion to Accept the Local Share Account Grant – Public Works Vehicle and Equipment Modernization Project. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval of Certificate of Appropriateness – 405 School Street

Manager Hart reviewed the porch renovation project at 405 School Street.

Member McClure made a motion to Approve the Certificate of Appropriateness for 405 School St. Member Fazio seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Support of North Wales Area Library’s Application to the Libraries Transform Communities Engagement Grant

Manager Hart reviewed a draft letter of support and the library’s intended use of the grant funds.

Member McClure made a motion to Support North Wales Area Library’s Application to the Libraries Transform Communities Engagement Grant. Member Collins seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Waiver of Banner Permit Fees for North Wales Area Library Taste of Montgomery

Member McClure made a motion to Waive the Banner Permit Fee for North Wales Area Library Taste of Montgomery. Member Collins seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval of Disbursements: \$44,138.48

Manager Hart explained that there were three bills lists in December therefore some items typically seen on a bills list were already paid in the final December check run. Many membership renewals appear in this bills list.

Member McClure asked about the new vendor Riverside Construction Materials. Manager Hart explained that Riverside Construction Materials won the salt bid and thus supply our road salt which we have been using a lot due to recent weather events.

Member McClure made a motion to Approve Disbursements of \$44,138.48. Member Fazio seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval of Minutes: January 14th, 2025

Member Whelan made a motion to Approve the Minutes of January 14th, 2025. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Old Business / Committee & Board Reports / Zoning Applications / Parking Lot

No old business, nor Committee and Board reports were discussed. Manager Hart stated there are no Zoning Applications to review. President Amato asked for the parking lot to be discussed at the next Council meeting.

Solicitor / Mayor / Council / Chief / Public Works / Manager

Solicitor Gifford announced that there would be an executive session after the meeting to discuss one matter of potential litigation.

Multiple members of Council thanked Public Works for all of their hard work during the recent snow events and everything they do to keep the Borough safe.

Member McClure asked if there could be an update on the Comprehensive Plan Audit Survey. Manager Hart explained that Borough Planner, Tim Konetchy, will be presenting the results and analysis at the next Planning Commission meeting.

Member Kohler expressed her welcome to all residents regardless of religion, skin color, sexual orientation, gender, or where you come from.

Public Works Supervisor, Ben Raybold, expressed his gratitude for everyone's kind words about Public Works and stated that they are working diligently to get the trucks fully up and running.

Member Collins asked what PA One Calls means on the Public Works report. Ben Raybold explained that before someone does work that involves digging, they need to call and then Public Works marks the Borough's stormwater infrastructure and other utilities mark their utilities.

Manager Hart reviewed a letter from North Wales Water Authority asking to plant a tree in honor of Herb and Molly Kavash. She also reviewed upcoming event flyers in the packet.

Adjournment

Member Fazio made a motion to adjourn. Member McClure seconded the motion. Motion passed 8 yes, 0 no. Meeting adjourned at 7:51 pm.

Attest: _____

Christine A. Hart
Borough Manager

DATE: February 05, 2025

TO: North Wales Borough Council

FROM: Gregory D'Angelo, Chair – North Wales Borough Planning Commission

RE: North Wales Borough Planning Commission - 2024 Annual Report of Activities

This memorandum will serve as the North Wales Borough Planning Commission 2024 Annual Report of Activities.

The members of the Commission were: Gregory J. D'Angelo, Lillian Higgins, Mark Tarlecki, and Jocelyn Tenney. Star Little joined the Commission in February, 2024 after being appointed by the North Wales Borough Council in January, 2024.

Tim Konetchy, Planner, Montgomery County Planning Commission

Alex Turock, North Wales Borough Assistant Manger

Ten official meetings were held during 2024: January 03, February 07, March 06, April 03, May 01, June 05, September 04, November 06 and December 04. There were no meetings in July, August and October since there were no agenda items. The meetings were conducted in person at the North Wales Borough Hall.

In 2024, Planning Commission meetings were held on the first Wednesday of the month at 7 PM,

January 03, 2024

Re-organization was tabled until the next meeting. An applicant has applied to the Borough Council for appointment to the vacant seat on the Planning Commission. The re-organization will occur when North Wales Borough Council has made a decision.

- The owners of the property at 214 South 8th Street were not in attendance at the Planning Commission meeting. Construction has already begun on the deck. There was no information regarding height with roof or other pertinent details. More information and detail should be submitted. The Planning Commission voted to recommend that the proposal for 214 South 8th Street be submitted to the North Wales Zoning Hearing Board, 4-0-0.
- The Planning Commission voted 4-0-0 for a stop order until more information and detail is received.

February 02, 2024

- Member D'Angelo welcomed Star Little, recently appointed by North Wales Borough Council to serve on the Planning Commission. Planner Tim Konetchy was not in attendance.
- Officers were elected to the Commission: Greg D'Angelo, Chair; Mark Tarlecki, Vice-Chair; Jocelyn Tenney, Secretary.
- Chair D'Angelo made a brief description of the North Wales Borough Comprehensive Plan. Further discussion will take place when Planner, Tim Konetchy is in attendance as will discussion of the SALDO.
- The Commission's Annual Report 2023 was voted to be sent to the North Wales Borough Council.

March 06, 2024

- Consideration: Z-24-01 405 School Street
Mrs Haroutunian, sole settler of the Armani Trust, owner of 405 School St., had recently sold her house and was planning to 'age in place' in the accessory dwelling unit (ADU) that is requested be created on the first floor of 405 School St. The second and third floors would be constructed into a separate rental apartment. The Planning Commission voted in the affirmative to recommend approval of the special exception application given the following findings, provided that the Zoning Hearing Board is satisfied that the factors for variance issuance have been met.
Special Exception Approval Required — Accessory Dwelling Unit Section 208-16.A.(1)
Request for Exemption - Parking Section 208-62(C)
Request for Exemption – Accessory Dwelling Unit Section 208-16.A.(1)(d)[4]
Request for Exemption – Accessory Dwelling Unit Section 208-16.A.(1)(d)[2]
- The Commission reviewed the North Wales Comprehensive Plan
The Commission noted what had been completed and which sections were either on-going or were yet to be completed. Tim Konetchy noted that as a Certified Local Government (CLG), North Wales had access to grants for the Historic District and its possible expansion.

April 03, 2024

- Megan Foreman, 320 Evergreen Dr., Upper Gwynedd, spoke as a member of the North Wales Home and School Association about the North Wales Elementary "Playground initiative". The improvements will benefit not only the school children during the school day but all in North Wales who use the playground on evenings and weekends. The initiative will follow the values of safety, inclusion, and diversity.
- The Planning Commission continued its review of the Audit under 'Revitalization, Placemaking and Beautification.' The revitalization of Elm and Main St. is a possible starting point. Justin Copenhaver, a North Wales business owner, who is trying to restart the Borough's Business Alliance could be invited to the Commission's next meeting.
- A streetscape plan will be reviewed in the future, looking for donated trees.

- It was suggested the Commission invite the North Wales Chief of Police to a meeting to discuss vehicular circulation.
- Pedestrians and Bikes – SALDO amendments will cover it.
- Sidewalks – at sale the Borough can require the installation of a sidewalk.
- Old Business: The Armani Trust which had come to the Planning Commission in March, 2024, decided not to go at this time to the North Wales Zoning Board so that meeting has been cancelled. Since North Wales Borough Council had voted to send their solicitor to the Zoning Board to oppose their project on School St., the Armani Trust decided to present its case to the Council at its April 09, 2024 meeting.

May 01, 2024

- Comprehensive Plan Implementation Update – Possible Mini-Parks in North Wales: Small area owned by the North Penn Fire Company at Montgomery Ave. and Second Street is used by a number of people during the day to eat lunch or other food/desserts purchased at the local stores. Library area at the end of Washington Ave. Goal – Review other areas in the Borough that might also be a mini-park.
- North Wales BBA, is being re-organized as "North Wales Main Street". The new group has been invited to attend a Planning Commission meeting to provide an update of what they are up to and how we might be able to work together of some of the Comprehensive Plan to-do items.
- Discussion: Possible ways to make the area at 2nd St. near Littles Ice Cream safer for pedestrians: A flashing light in the shape of a person to show pedestrians are crossing nearby. A more elaborate type of crossing walk with additional and broader and larger white lines:

June 05, 2024

- Justin Copenhaver, North Wales resident spoke of the presentation he will be making at North Wales Borough Council meeting regarding the new business and community organization 'Main Street North Wales'. The goal is community growth by working with everyone in the community. Justin is also interested in discussing ways to minimize speeding on Main Street.
- Tim reviewed the current organization of the SALDO and the proposed organization which would include also Mobile Home Park Standards, Engineering and Construction Standards and Special Studies and Reports i.e., Historic Resources, Stormwater Management, Transportation Impact, etc.
- Zoning Hearing Board Report regarding 405 School Street was noted.

July 03, 2024

North Wales Borough 2040 Comprehensive Plan Implementation Update: Community Outreach

- A survey will be put on line for Borough residents.

- On July 12 Tim will complete the information for the Borough's newsletter going out to residents in September.
- The Commission discussed having a table at North Wales Community Day to help residents understand the Plan and encourage their questions, etc. This will be discussed with Borough Manager Hart.
- Subdivision and Land Development Ordinance (SALDO) Articles 1-3 were reviewed by the Commission. Design standards will be reviewed at the next meeting.

August 2024 – There was no Planning Commission Meeting.

September 04, 2024

Zoning Hearing Board Application #1

- 708 East Montgomery Ave., Tax Parcel #14-00-01756-003, Block #089, Lot Dimension-11,407 sq. ft. Request for storage garage. The majority of the Planning Commission members voted to forward the project to the North Wales Zoning Hearing Board.

Zoning Hearing Board Application #2

- 690 E. Walnut St., Located in TOD Zoning District, Tax Parcel 14-00-04500-01-3. Block 600 blk-690 unit, Lot Dimension 16,099 sq. ft.
Applicant: Robert A. Zimmerman, 220 Hibbert Rd., North Wales, PA 19454
Owner: KKR Properties LLC
Request for a sign for a business - Artisan sausage production and sales. Relief from Section 208-89.1 – No freestanding signs are permitted. All Planning Commission members voted to forward the proposal to the Zoning Hearing Board.
- October, 2024 – There will be no meeting unless there are applications to be considered. Tim Konetchy will be away.
- Tim provided members with material showing 'Bicycle Parking Facilities' and 'Bus Stop Design Guidelines'. Walnut St. has the most bus stops but any changes would be made when construction was being planned.
- A schedule was provided until June 2025. It listed North Wales Borough's SALDO sections that the Commission will review by June 2025...Section 184: 24-65 and Article V-X.
- During the discussion the following was noted:
Consider pedestrian circulation in a parking lot, i.e. 7/10 Brewery.
Consider parking lots like at the Cultural Art Center for bike racks.
Consider streetscape standards.

October 02, 2024 – There was no Planning Commission Meeting

November 06, 2024

Review of SALDO – Highlights of Section 4, Design Standards

North Wales Borough Planning Commission

Annual Report 2024

February 05, 2025

- 184-32 Private Streets
- 184-38 Off Street Parking and Internal Drive Aisle Standards
- 184-46 Residential Building Design Standards (single and two-family houses)
- 184-47 Multi-family, non-residential, and mixed-use design standards
- 148-48 Lighting Standards; Windows – Primary ground floor facades of non-residential or mixed use; Roofs.
- 184-49 – Open Space and Recreation Land

December 04, 2024

Review of SALDO – Highlights of Section 4, Design Standards

- 184-49E.2: Fee-In-Lieu:
- 184-54-B: Preservation of existing vegetation
- 184-54-D: Trees designated ‘to remain’ on the land during construction are to be protected during the construction.
- 184-55-A: Invasive and ‘watch list’ species
- 184-55B.3: A minimum of 75% of all plantings shall be native plants.
- 184-55-D: A registered landscape architect shall provide details on the landscaping plan.
- 184-55-E: The applicant shall provide a financial guarantee for 18 months to provide for all landscaping on the site.
- 184-56A: Canopy trees shall be required at a rate of on street tree for every 40 linear feet with specifics involving walkways through parks, access driveways, etc.
- 184-56C-D: Location of trees along sidewalks: Between curb and sidewalk or within a front yard area.
- 184-58: Landscape Requirements for Stormwater Management Facilities
- 184-59: Landscape Requirements for Areas of Preserved Natural Features.
- 184-60: Landscape Requirements for Off-Street Parking Facilities

Respectfully submitted,
Jocelyn Tenney, Secretary
North Wales Borough Planning Commission

PARKING LOT*

Short Title	Description	Originator	Idea Date	Idea Status	Owner	Notes
Cultural Center Mgmt	How will we manage Church activities	Christine Hart, Exec Team	05/01/24	In Progress	Turock, Kohler, McClure	
Finance Committee	How does the Finance Committee operate?	Exec Team	02/01/22	In Progress	Christine, Alex G, Anji	
Council Member	Implement "Easy Search" of Council minutes.	Sal Amato	02/01/22	Unassigned		Can be done via eCode for a large expense.
Council Member	Re-Emerged: Single Trash Hauler	Wendy/Sarah	12/01/22	Unassigned		Awaiting results of Comp Plan Survey
Council Member	EV Chargers	Wendy/Mark	03/01/23	Unassigned		
Council Member	Tree tags for Shade Trees	Sarah Whelan	08/27/24	Resolved		(Solicitor): Not to be pursued. Trees are on private property.

*Topics raised at council can be placed on the Parking Lot for future resolve



NORTH WALES BOROUGH POLICE DEPARTMENT

300 School Street, North Wales, Pa. 19454

Phone: 215-699-9279 Fax: 215-699-3765

E-Mail: NWPD@northwalesborough.org

February 4, 2025

Here are January's notable events for the North Wales Borough Police Department:

- Officers completed 515 Incident Reports.
- Officers conducted 133 traffic stops.
- Officers were requested to patrol 1 home by a resident while they were on vacation
- Officers completed their monthly Chris Boyle Legal Updates training.
- Officers continue visiting North Wales Elementary School. Officer O'Connor has been reading weekly to students one class at a time.
- Officer Custer completed her CLEAN recertification.

Respectfully,

Tara Claffey
Administrative Assistant to Chief Erenius

Virtual Webinar

with **State Rep. Liz Hanbidge**

and **PA ABLE**



Thursday, February 20, 2025 - 10:00 AM

The PA ABLE Savings/Investment Program provides people with disabilities the opportunity for greater control of their finances and to plan a more secure future.

Questions? Call 610-277-3230

Please Join us For

MONTGOMERY COUNTY BOROUGH ASSOCIATION

DINNER MEETING

THURSDAY, FEBRUARY 27, 2025

HOSTED BY:

Boroughs of Hatfield, Souderton & Telford

Location:

Generations of Indian Valley
259 North Second Street
Souderton, PA 18964

6:00 PM Cocktail Hour (cash bar)

7:00 PM Dinner - \$10.00 / Attendee

8:00 PM Presentation

Tiffany Loomis

Vice President of Real Estate Acquisition & Development
Habitat for Humanity of Montgomery and Delaware Counties

Katie Vorce

COO

Habit for Humanity of Montgomery and Delaware Counties

To RSVP

**Kindly email at sjameson@soudertonborough.org
or contact Stephanie Jameson at [215-723-4371](tel:215-723-4371)
by February 19th to confirm attendance.**

Please make checks payable to the Borough of Souderton



Sponsorship Opportunities for April 10, 2025:

LEVELS:

5- Star - \$10,000 (Culinary Crown Jewel)

- **8 Event Tickets**
- Dedicated Social Media Post(s)
- Logo on Event Marketing as 5-Star Sponsor
- Press Release Recognition
- Premier Sponsor Slide Show (Ten Slides)
- Signature Drink Branded for Your Company
- Corporate Sponsor Recognition on NWAL Website
- Complimentary use of Community Room for Corporate Event (subject to availability 1x)

4- Star - \$5,000 (Master Chef Maestro)

- **6 Event Tickets**
- Dedicated Social Media Post(s)
- Logo on Event Marketing as 4- Star Sponsor
- Press Release Recognition
- Premier Sponsor Slide Show (Five Slides)
- Corporate Sponsor Recognition on NWAL Website

3- Star - \$2,500 (Epicurean Elite)

- **4 Event Tickets**
- Dedicated Social Media Post
- Logo on Event Marketing as 3- Star Sponsor
- Press Release Recognition
- Premier Sponsor Slide Show (Four Slides)
- Corporate Sponsor Recognition on NWAL Website

2- Star - \$1,000 (Gourmet Guardian)

- **2 Event Tickets**
- Dedicated Social Media Post
- Logo on Event Marketing as 2- Star Sponsor
- Press Release Recognition
- Sponsor Slide Show (Two Slides)
- Corporate Sponsor Recognition on NWAL Website

1- Star - \$500 (Culinary Connoisseur)

- Dedicated Social Media Post
- Logo on Grouped Event Signage
- Press Release Recognition
- Corporate Sponsor Recognition on NWAL Website



Support NORTH WALES AREA LIBRARY

Use your phone's camera to scan the QR code below



Or visit:

<https://givebutter.com/TheTaste2025>

📞 215.699.5410

🌐 **More Information:**
Jkoch@northwaleslibrary.org



5:30PM - 8PM

10

APRIL

SAINT ROSE OF LIMA

428 S. MAIN ST, NORTH WALES, PA 19454

The facility is rented, not endorsed by Saint Rose of Lima.



North Wales Home & School presents the...

BUY-A-BRICK CAMPAIGN

We're paving a legacy, one brick at a time.

By purchasing a commemorative brick to be installed in our sensory garden, you are helping to pave the way -literally- towards a future of inclusion, engagement, and recreation in North Wales for people of all abilities. Whether you choose to honor a loved one or commemorate your own memories at North Wales, your brick will be a permanent symbol of your connection to this special place. All funds raised through this campaign will directly benefit playground improvements.

Contributions may be tax-deductible.

Scan here to learn more and to make your family's name a permanent fixture at NWE.



Scan here to hear directly from families who are supporting this campaign.

