



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, April 9, 2024 – 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. Presentation: Zoning Applicant Z-24-01 - 405 School Street

3. Consideration: Authorization to submit a Letter of Intent to the Governor's Center for Local Government Services in the PA Department of Community and Economic Development to Conduct a Fire Service Study on Behalf of Ambler Borough, Lower Gwynedd Township, North Wales Borough, and Upper Gwynedd Township

4. Consideration: Approval of Waiver of Building Permit Fees for 125 N. Main Street Plumbing Permit - \$80.00

5. Consideration: Approval of Disposal of Records

6. Consideration: Acceptance of Resignation of Rachel Wise from Parks and Recreation Board

7. Consideration: Approval of Minutes: March 26, 2024

8. Old Business / Committee & Board Reports / Zoning Applications

9. 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	3 rd Monday of Month 7:30 P.M., 1 Parkside Place

Please note: The meeting is being digitally recorded.

**LAW OFFICES
ANDREW L. MILLER**

&

ASSOCIATES

A PROFESSIONAL CORPORATION

15 ST. ASAPH'S ROAD

BALA CYNWYD, PENNSYLVANIA 19004-2405

ANDREW L. MILLER *
DANIEL S. COVAL, JR.

(610) 617-1776

FAX (610) 664-9435

*ADMITTED TO PRACTICE IN
PENNSYLVANIA AND NEW JERSEY

E-MAIL: DCOVAL@AMILLERLAW.COM

April 4, 2024

Via Email aturock@northwalesborough.org

Alex Turock, Assistant Manager
North Wales Borough
300 School Street
North Wales, PA 19454

Re: Zoning Application of the Armani Trust for Property at 405 School Street
Council Meeting of April 9, 2024

Dear Mr. Turock:

I represent the Armani Trust which has filed a zoning application for the property at 405 School Street. I understand we will be on the agenda for the April 9 meeting of the Borough Council.

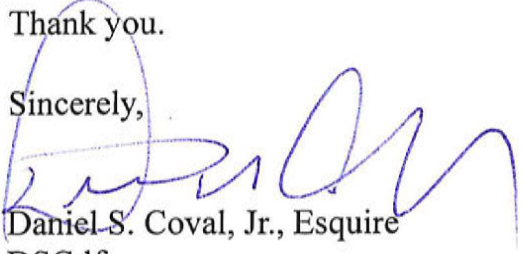
In anticipation of the counsel meeting, I am enclosing the following, electronically by PDF:

- Application of The Armani Trust to the North Wales Township Zoning Hearing Board
- Plan, showing proposed renovation of property at 405 School Street
- Photos (3) of property

Please advise me if you need "hard" copies of these documents in advance of the meeting and, if so, how many copies, and we will provide them.

Thank you.

Sincerely,


Daniel S. Coval, Jr., Esquire
DSC:lf

Enc.

cc: Christine A. Hart (w/enc.) (Via Email chart@northwalesborough.org)
Gregory Gifford, Esquire (w/enc.) (Via Email grg@rgsglaw.com)



North Wales Borough
300 School Street
North Wales, PA 19454
Phone: 215-699-4424
Fax: 215-699-3991
www.northwalesborough.org

ZONING HEARING BOARD APPLICATION

CLASSIFICATION OF APPEAL (check all that apply)

- ☒ Request for Variance ☒ Request for Special Exception ☒ Interpretation of Law
☐ Validity Challenge ☐ Appeal from Determination of Zoning Officer / Borough Engineer

PROPERTY INFORMATION

Address: 405 School Street, North Wales, PA 19454

Tax Parcel Number: 14-00-02712-00-1 Zoning District: R-3

Block and Unit Number: 14008 029 Lot Dimensions: 26' by 115.33'

APPLICANT INFORMATION

Name: The Armani Trust

Mailing Address: 400 Fairview Road, Penn Valley, PA 19072

Phone Number: [REDACTED] Email: [REDACTED]

OWNER INFORMATION

Name (if different than applicant): The Armani Trust

Mailing Address: [REDACTED]

Phone Number: [REDACTED] Email: [REDACTED]

ATTORNEY INFORMATION

Name (if applicable): Daniel S. Coval, Jr., Esquire

Mailing Address: 15 St. Asaph's Road, Bala Cynwyd, PA 19004

Phone Number: (610) 617-1776 Email: dcoval@amillerlaw.com

QUESTIONNAIRE

1. Application relates to (check all that apply):

☒ Use ☐ Height ☐ Existing Building ☐ Building / Impervious Coverage
☐ Lot Area ☐ Yards ☐ Proposed Building ☐ Non-Conforming Use / Structure
☐ Sign ☐ Parking ☐ Home Occupation ☐ Other _____

2. Cite specific sections of North Wales Borough Zoning Code, for which relief is requested. Attach letter of denial from Zoning Officer / Borough Engineer (if applicable):

See Zoning Officer's letter of December 19, 2023, attached as Exhibit 1. Applicant is not appealing the

Zoning Officer's determinations, but seek relief as described in the letter.

3. Description of current use of property:

See attached Supplement to Zoning Application attached as Exhibit 2.

4. Description of proposed use or project:

See attached Supplement to Zoning Application attached as Exhibit 2.

5. I/We believe the Zoning Hearing Board should approve this request because:

See attached Supplement to Zoning Application attached as Exhibit 2.

6. Has any previous application or appeal been filed concerning the subject of this appeal?

☒ No ☐ Yes (if yes, specify): None known by Applicant.

REQUIRED SUPPLEMENTAL DOCUMENTS

1. Copy of the deed showing current ownership.
2. Nine (9) copies of the site plan and elevation plan(s), if applicable, showing the affected real property, indicating the location of the lot and its size, all current and proposed improvements, parking spaces where pertinent, all plot lines, dimensions, and setback boundaries.

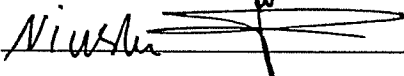
NOTE: *The site plan must be certified by a licensed surveyor or engineer unless the Zoning Officer grants a waiver.*

3. Building and Impervious Coverage Form if relief requested is for building and/or impervious coverage requirements. The form is available at Borough Hall and on the Borough website.

AUTHORIZATION

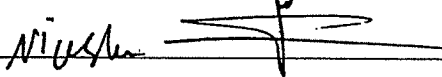
I (We) hereby acknowledge the above information is true and correct to the best of my (our) knowledge, information, or belief. Applications which are incomplete, do not include the required supporting documents, or lack sufficient information will be rejected.

Applicant Name: The Armani Trust

Applicant Signature:  Date: 2, 6, 24

NOTE: *If applicable, the property owner must sign to indicate that applicant has permission to proceed with this application for the subject site.*

Owner Name: The Armani Trust

Owner Signature:  Date: 2, 6, 24

FOR BOROUGH USE ONLY

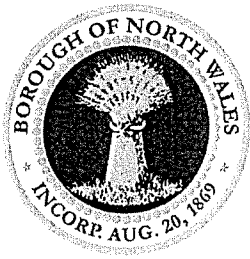
Application #: _____ Fee Paid: \$ _____

Date Notices Mailed: _____ Dates Advertised: _____

Date Property Posted: _____ Hearing Date: _____

Comments: _____

EXHIBIT 1



BOROUGH OF NORTH WALES

300 School Street, North Wales, PA 19454

Phone: 215-699-4424 • Fax: 215-699-3991

<http://northwalesborough.org>

Sent via e-mail

December 19, 2023

Mehdi Armani
The Armani Trust
400 Fairview Road
Penn Valley PA 19072

RE: Building Addition – Zoning Permit Application
405 School Street – Parcel #: 14-00-02712-00-1

Dear Mr. Armani,

Thank you for your clarification on the proposed project. I have reviewed your Zoning Permit Applications regarding the North Walsh Borough Zoning Code. The application is proposing an addition to the rear of the existing single-family semidetached dwelling (Use B-3) and proposing an Accessory Dwelling Unit (Use A-1). The property is located within the R-3 Residential Zoning District and it contains 2,999 SF. I offer the following comments regarding the proposed Accessory dwelling Unit:

1. Per Section 208-16.A.(1), a Use A-1 Accessory Dwelling Unit is only permitted by **Special Exception** approval from the Zoning Hearing Board.
2. Per Section 208-16.A.(1)(b), requires annual registration by the owner of the Accessory Dwelling Unit.
3. Per Section 208-16.A.(1)(c)[1], the use permit for the Accessory Dwelling Unit shall be in effect only so long as either the principal dwelling or the Accessory Dwelling Unit is occupied by the owner of record of the property. The owner of the property is listed as The Armani Trust. The person occupying the dwelling must be the owner of the Trust. Documentation must be provided accordingly.
4. Per Section 208-16.A.(1)(c)[2], the Accessory Dwelling Unit must have an entrance separate from the entrance to the primary residence and it may not be a part of the front facade.
5. Per Section 208-16.A.(1)(c)[4], the maximum permitted floor area of an Accessory Dwelling Unit shall be the lesser of 40% of the living area of the primary residence or

1,200 SF. The square footage of the new single-family living area and the proposed Accessory Dwelling Unit must be provided to confirm compliance.

6. Per Section 208-16.A.(1)(f), before obtaining a Building permit for an Accessory Dwelling Unit the property owner shall file with Montgomery County Recorder of Deeds a declaration of restrictions containing a reference to the deed under which the property was acquired by the present owner stating the items listed in this code section.
7. Per section 208-62(C), the minimum number of parking spaces required for a Single-family semidetached dwelling (Use B-3) is two (2) parking spaces per unit. The minimum number of parking spaces for the proposed Accessory Dwelling Unit (A-1) is one (1) parking space. This would require three (3) new parking spaces, but since the existing unit currently does not have parking, that unit would be exempt. However, the project will require one (1) new parking spaces on the lot.

The plans should be revised to address the comments listed above and relief obtained from the Zoning Hearing Board as required for the Special Exception and any other code requirements for which you will not comply. If you have any further information, please do not hesitate to contact me at (215) 699-4424, x115.

Sincerely,



Gary Smith
Zoning Officer, Keystone Municipal Services

CC: Property File

EXHIBIT 2

BEFORE THE ZONING HEARING BOARD OF NORTH WALES BOROUGH

APPLICATION/APEAL OF THE ARMANI TRUST

PROPERTY: 405 SCHOOL STREET

SUPPLEMENT TO ZONING APPLICATION

The Armani Trust (“Applicant”) brings this Application/Appeal to the Zoning Hearing Board of North Wales Township seeking a special exception to approve a Use A-1 Accessory Dwelling Unit, and related dimensional variances. In support thereof, Applicant avers:

1. The name and address of the Applicant is “The Armani Trust”, 400 Fairview Road, Penn Valley, PA 19072.
2. The Applicant is the owner of the property to be affected by the special exception and variance.
3. The property which is the subject of this Application is 405 School Street, North Wales, PA 19454 (the “Property”).
4. The Property is located in the R-3 Residential Zoning District pursuant to the Zoning Code of the Borough of North Wales (the “Code”).
5. The Property is 26 feet in width and 115.33 feet in depth, for a total area of 2,999 square feet. The Property is improved with an attached twin dwelling house, approximately 20 feet in width (to exterior walls) and approximately 57 feet in depth. County records indicate that the dwelling house was built in 1874. The Property is shown on Page A-1 “Existing Site Plan” of the Plans for The Armani Trust made by Dot’s Design Up, LLC (the “Plans”), which are attached hereto as Exhibit “A”.

6. Applicant seeks a special exception pursuant to Section 208-16.A.(1) to convert the Property into two dwelling units, one of which is a Use A-1 Accessory Dwelling Unit ("ADU").

7. The Applicant requests a variance from Code Section 208-16.A.(D)[4] to construct an ADU at a maximum permitted floor area of greater than 40% of the living area of the primary residence. The ADU will have a maximum floor area which is approximately 78 % of the floor area of the primary dwelling unit.

8. Applicant requests a variance from Code Section 208-62.C (Table 15.1) which requires one off-street parking space for the proposed ADU. There is no off-street parking at the Property, and none can be provided due to the configuration of the Property, which has no means to access the rear of the Property from any street, and the side yard is not wide enough for parking. There is ample on-street parking.

9. Applicant requests a variance, if required, from Code Section 208-16.A.(1)(c)[2] which requires that the ADU must have an entrance separate from the entrance to the primary residence and it may not be part of the front façade. Applicant believes that the proposed renovations to the Property meet this requirement as each unit has a separate entrance from a common hallway, and the ADU has a second entrance at the rear of the unit and therefore no variance is required. However, if it is interpreted that the proposed configuration does not meet the requirement, then Applicant seeks a variance from this provision.

10. A detailed description of the proposed improvements and changes to the interior of the dwelling to create the ADU are shown on the Plans attached hereto as

Exhibit "A". The Applicant proposes to construct a small one-story addition, 9'9" x 7'3" in size, to essentially "square off" the rear of the house to create a living room for the. The ADU will encompass the first floor of the existing house. The primary dwelling unit will be on the second and third floors of the existing house. The ADU and the primary dwelling unit will each have one bedroom and one bathroom. The floor area of the primary unit will be 1,081 square feet and the floor area of the ADU will be 843 square feet. Therefore, the floor area of the ADU will be approximately 78% of the floor area of the principal dwelling unit.

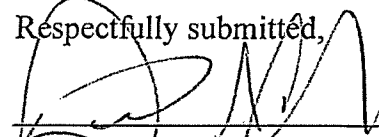
11. A variance is required from the maximum area ratio of 40% because the ADU will occupy a single floor and the principal dwelling unit will occupy the remaining two floors. It is not feasible to further subdivide the space within the existing home, which would require the construction of additional staircases or other means of access between floors. Locating the ADU on the first floor will allow for creation of a unit which is accessible and on one level and therefore suitable for occupancy by an older individual or an individual with disabilities.

12. Conversion of the property to create the ADU is consistent with the character of the neighborhood. Applicant believes that the adjacent, attached dwelling has a similar ADU.

13. Applicant will comply with all provisions of the Code relating to the use of the ADU.

WHEREFORE, Applicant, The Armani Trust, respectfully requests that the Board grant the relief set forth above.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Daniel S. Coval, Jr.', is written over a horizontal line.

Daniel S. Coval, Jr., Esquire

Attorney for Applicant The Armani Trust

[illegible]

[illegible]

A-1	FOUNDATION / BASEMENT PLAN
-----	----------------------------

SCALE: 1/4" = 1'-0"

A-9	PROPOSED 1ST FLOOR PLAN
------------	--------------------------------

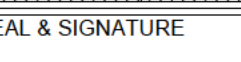
SCALE: 1/4" = 1'-0"

A-17	PROPOSED 2ND FLOOR PLAN
-------------	--------------------------------

SCALE: 1/4" = 1'-0"

A-25	PROPOSED 3RD FLOOR PLAN
-------------	--------------------------------

SCALE: 1/4" = 1'-0"



DESIGN OF LEO
1860 Frankford Ave. Philadelphia, PA 19125

SUBJECT: Drawing Title:

Index

EXISTING THREE STORY BUILDING WITH ONE FAMILY.
PROPOSED ONE STORY REAR ADDITION AND
ANOTHER FAMILY, ONE FAMILY IN FIRST LEVEL AND
OTHER FAMILY IN SECOND AND THIRD LEVEL.

ISSUES / REVISIONS

Date	Title
------	-------

THE ARMANI TRUST
405 School St,
North Wales, PA 19454

Law. by: DDD

#dnam x9

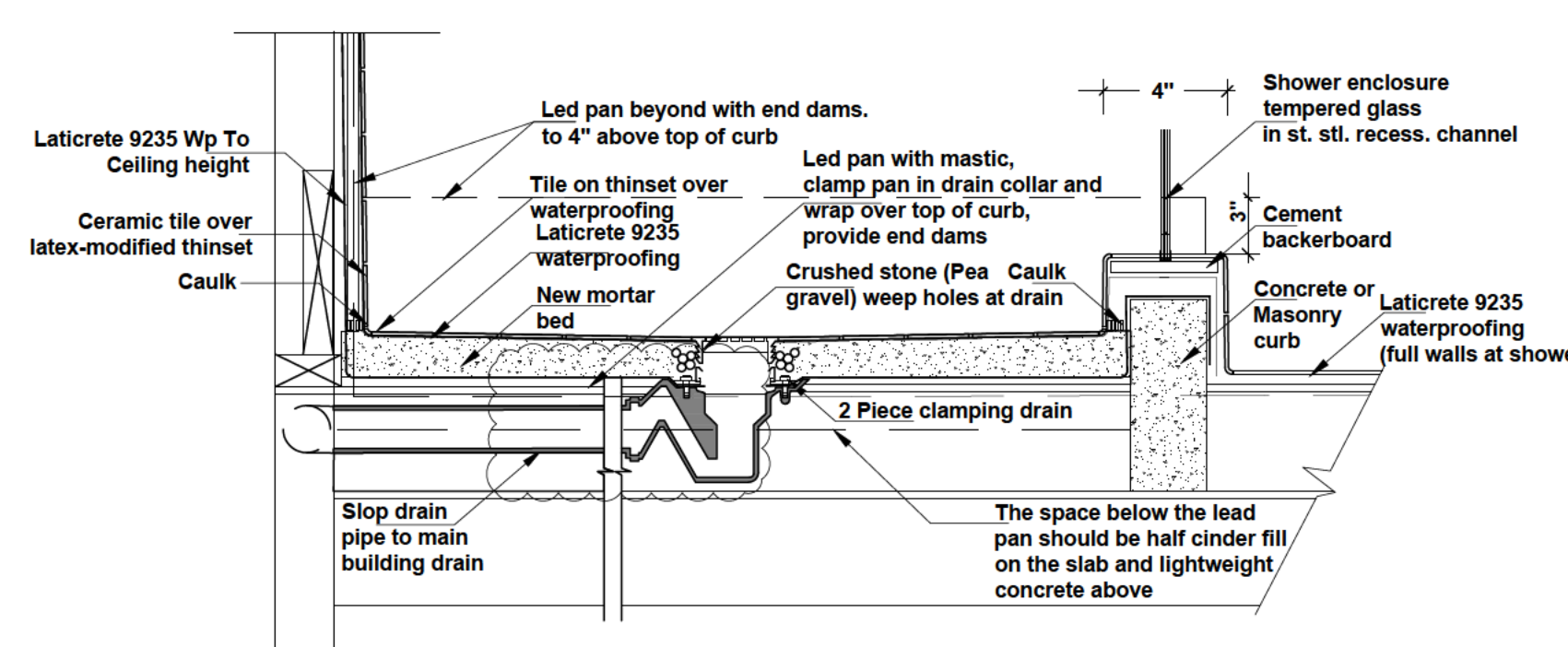
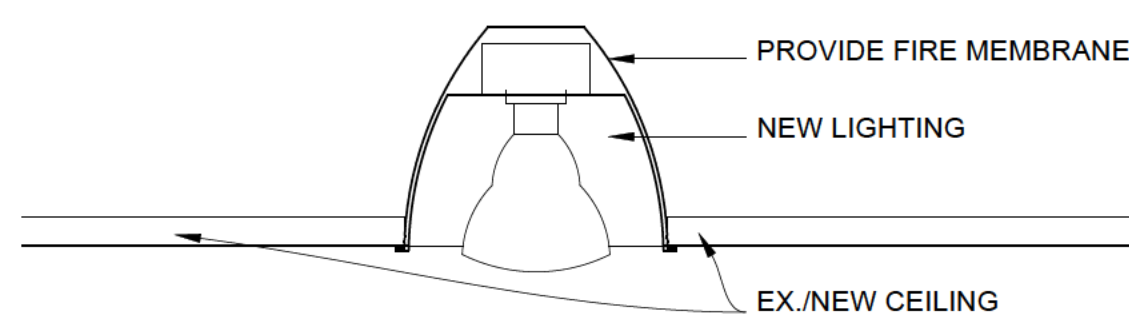
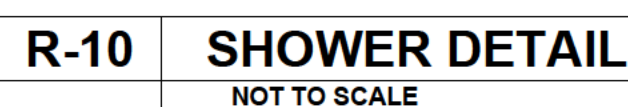
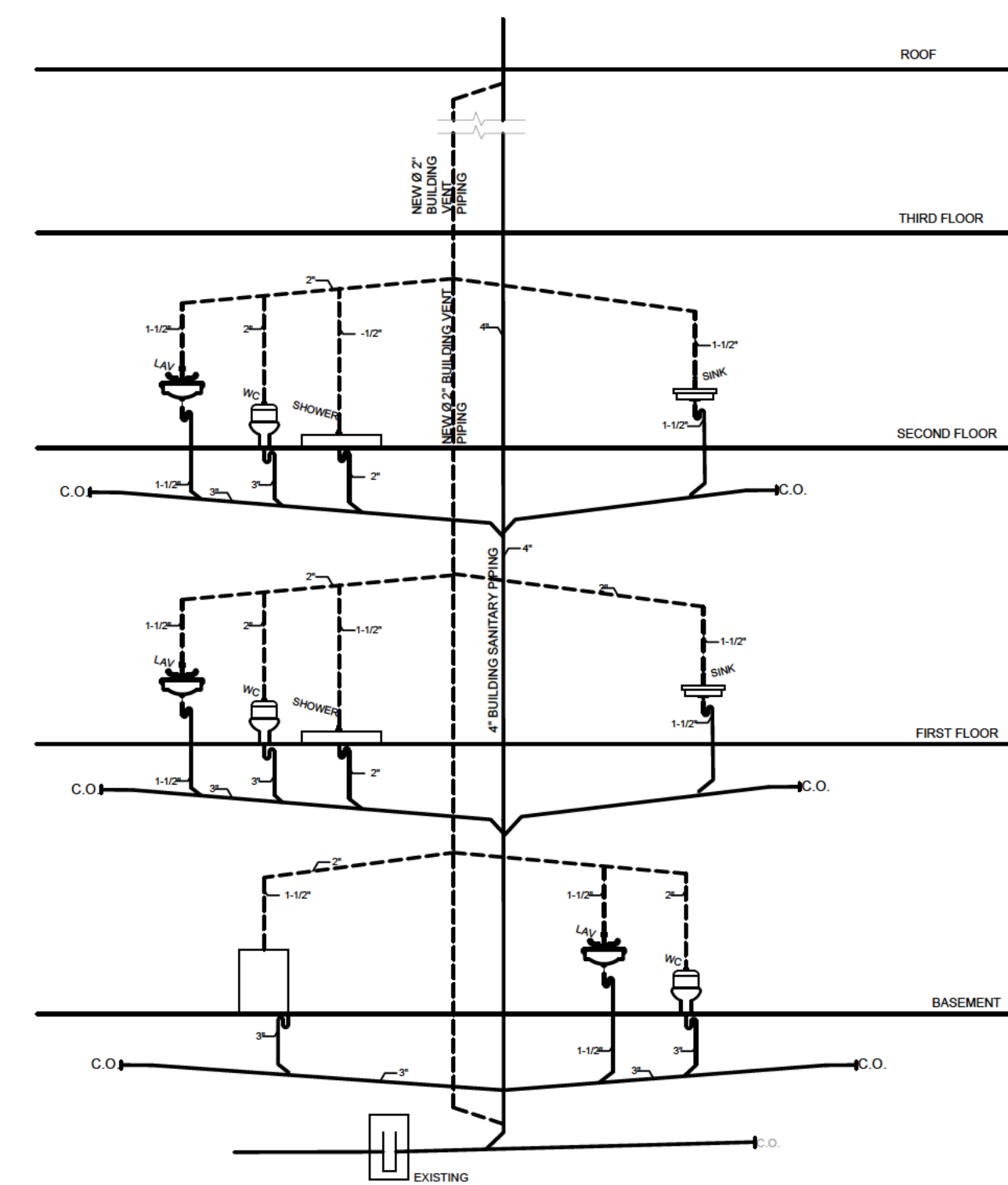
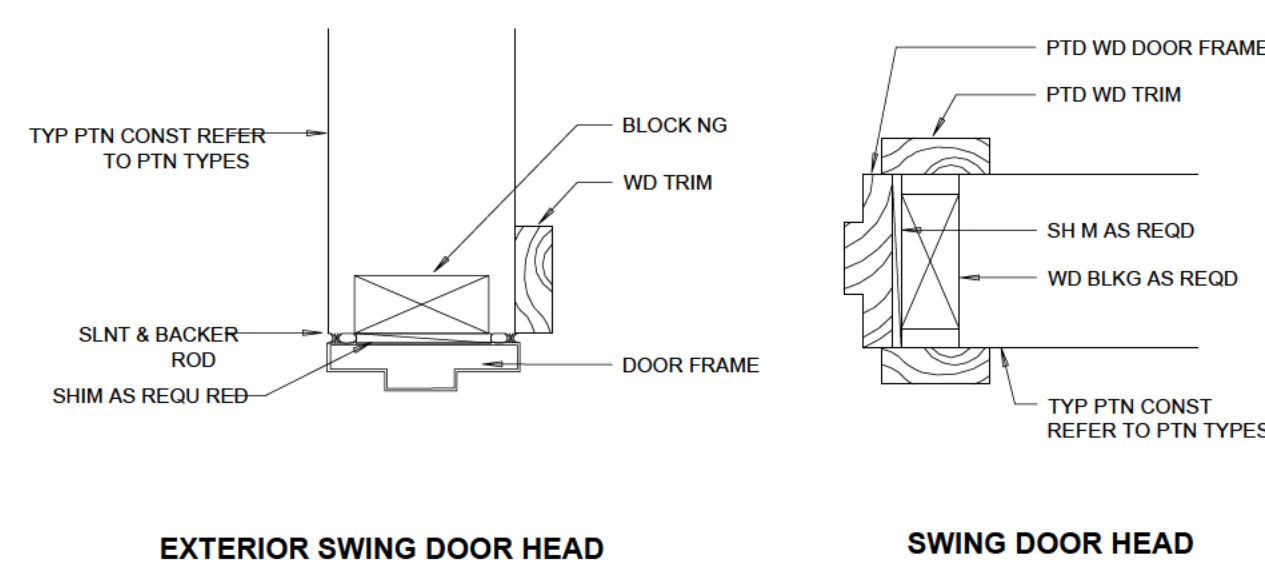
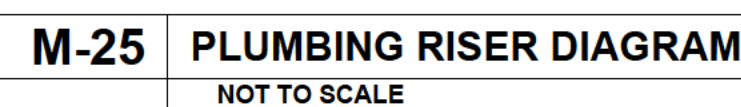
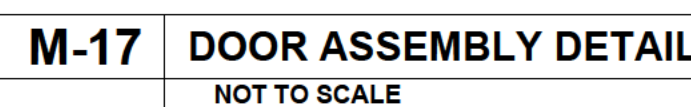
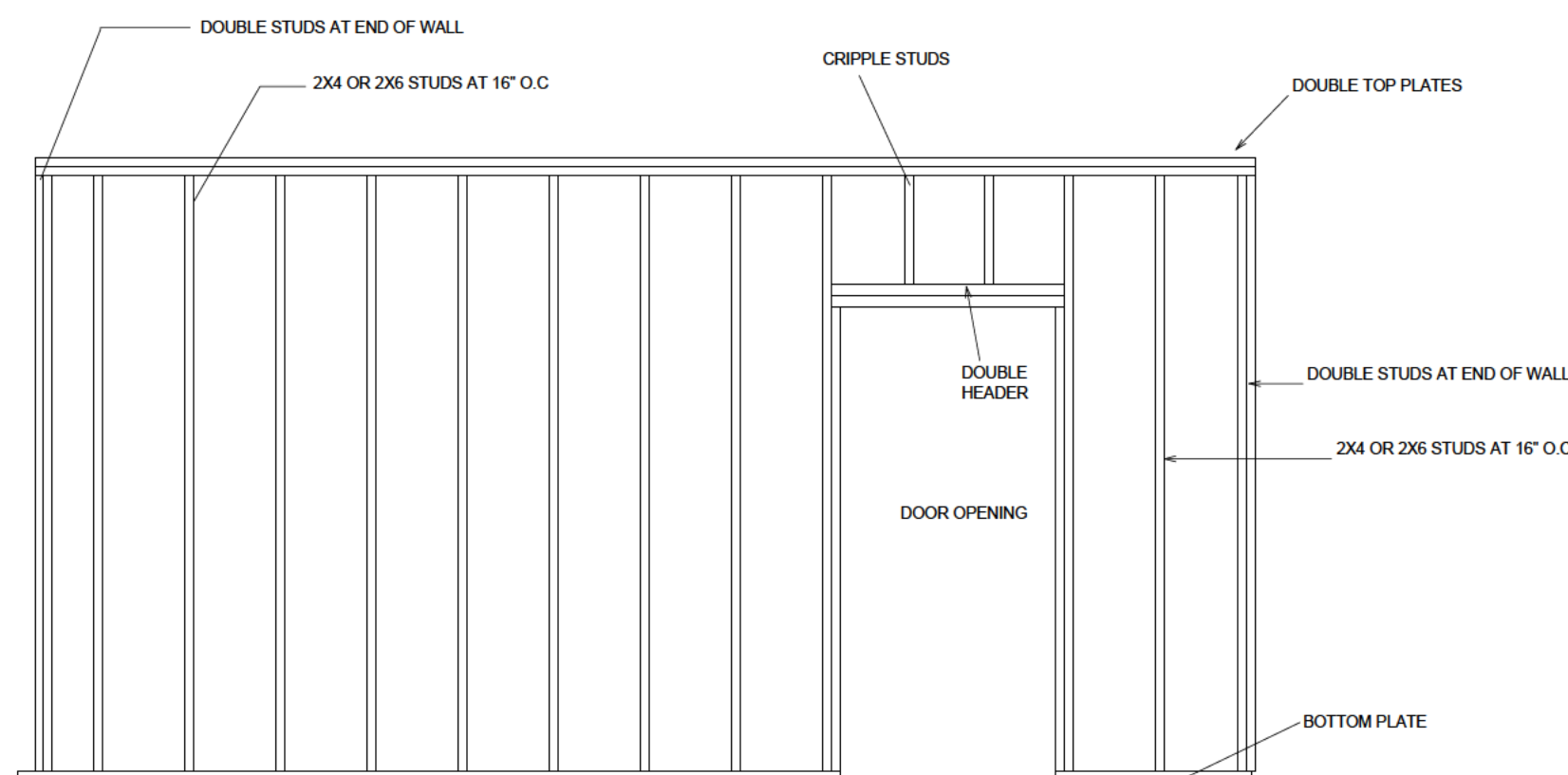
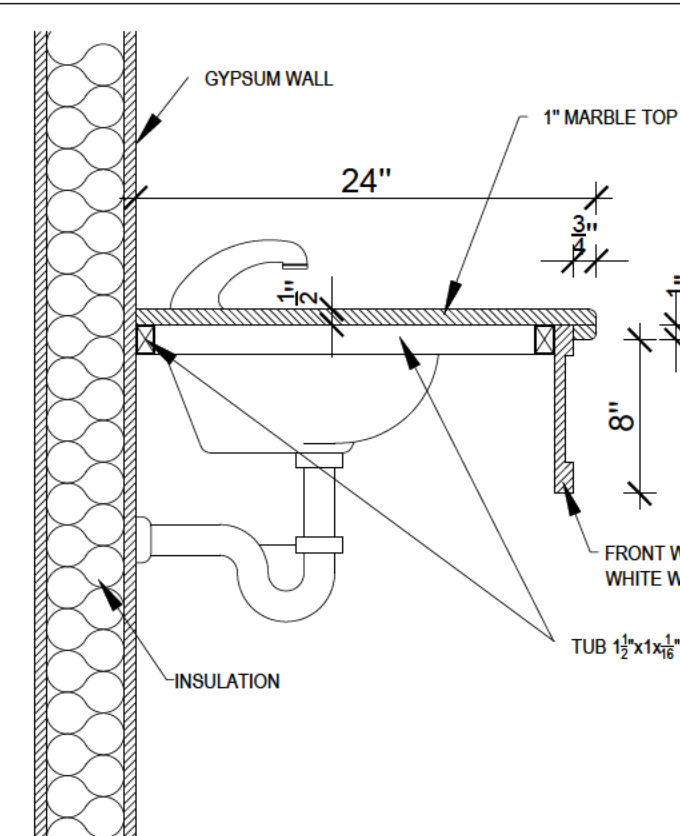
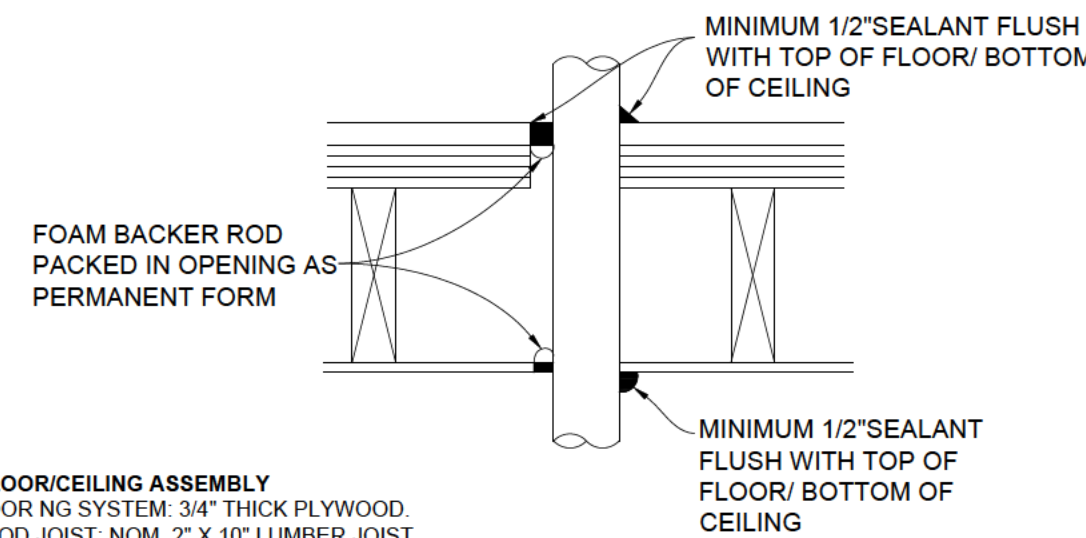
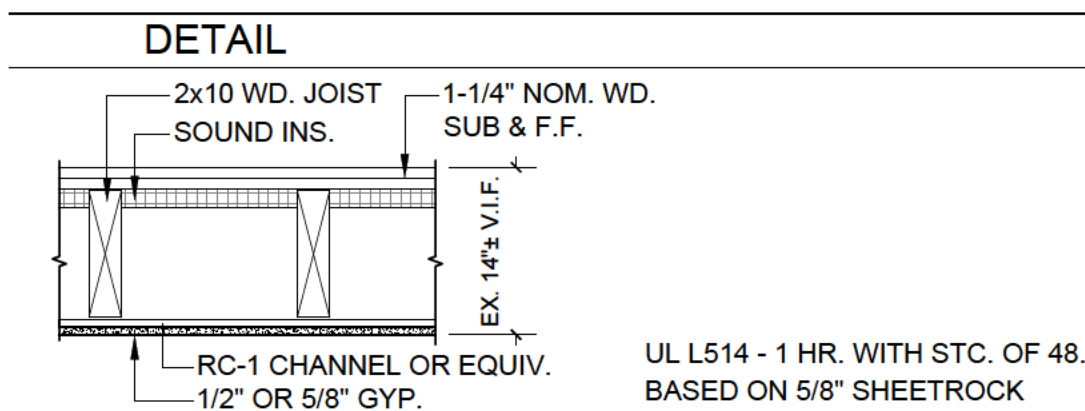
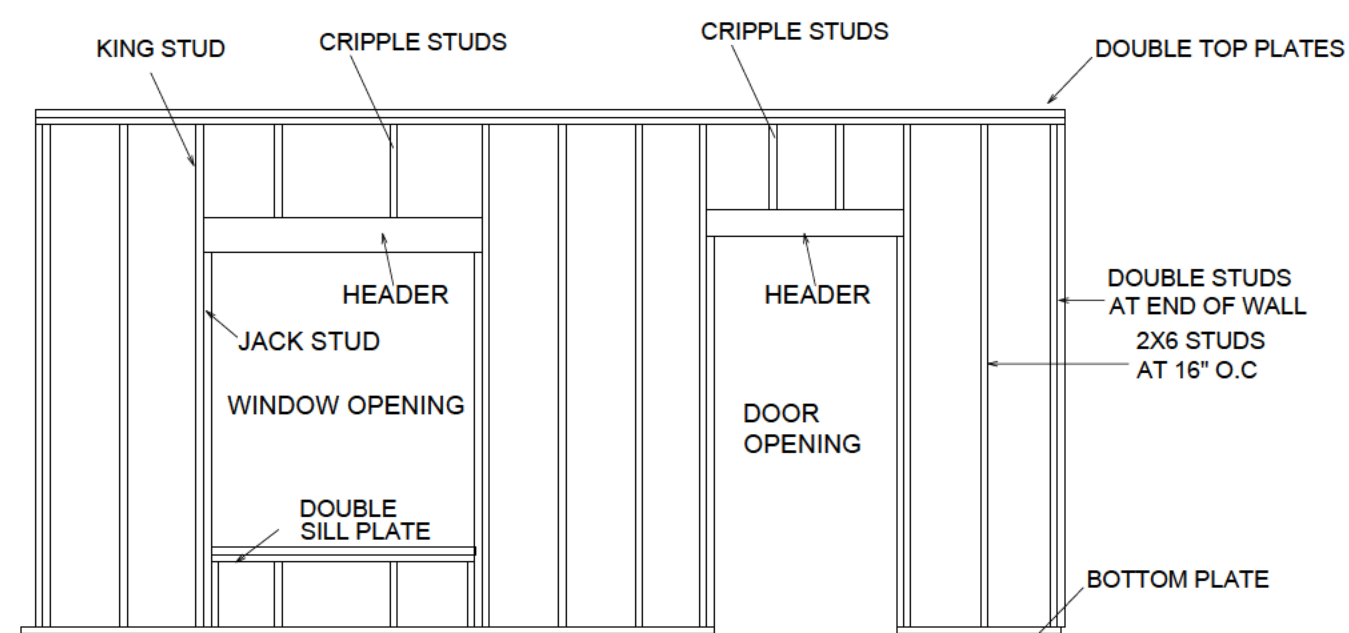
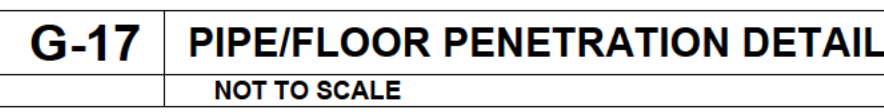
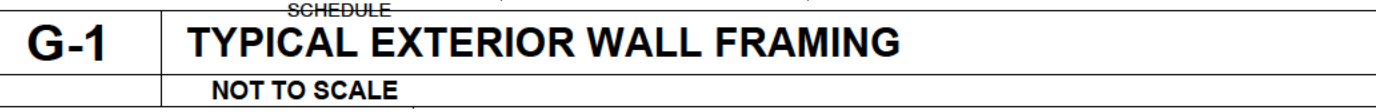
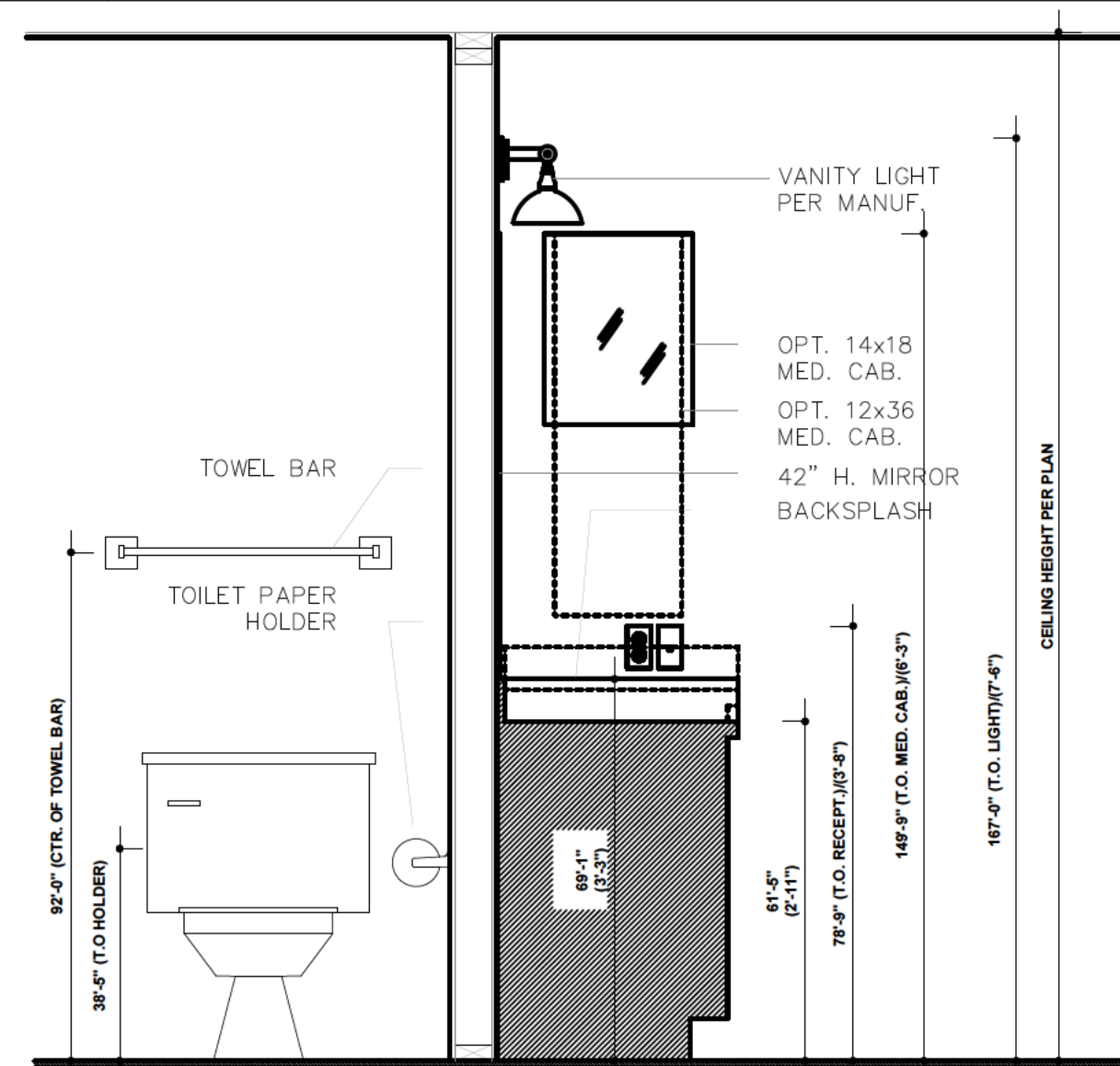
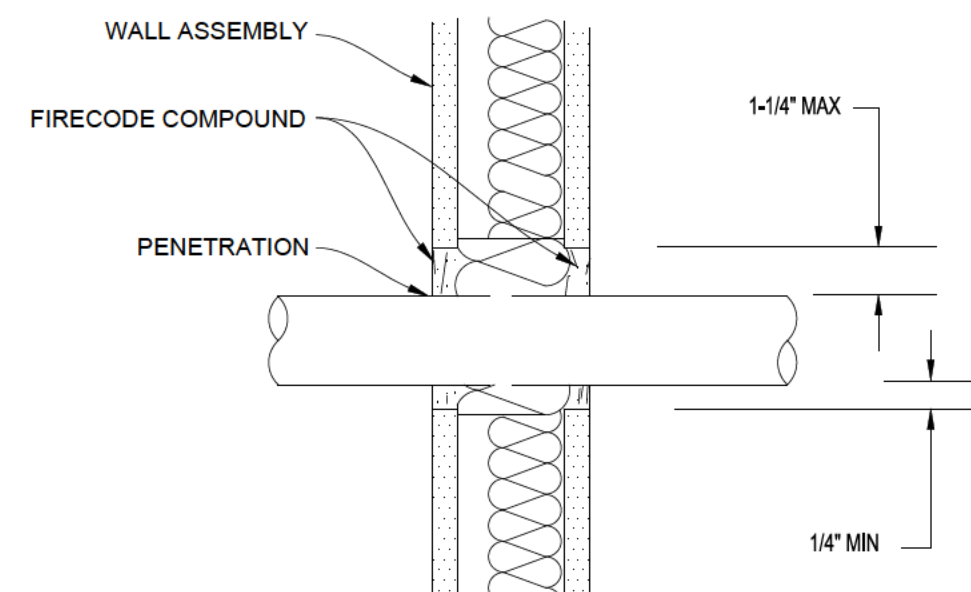
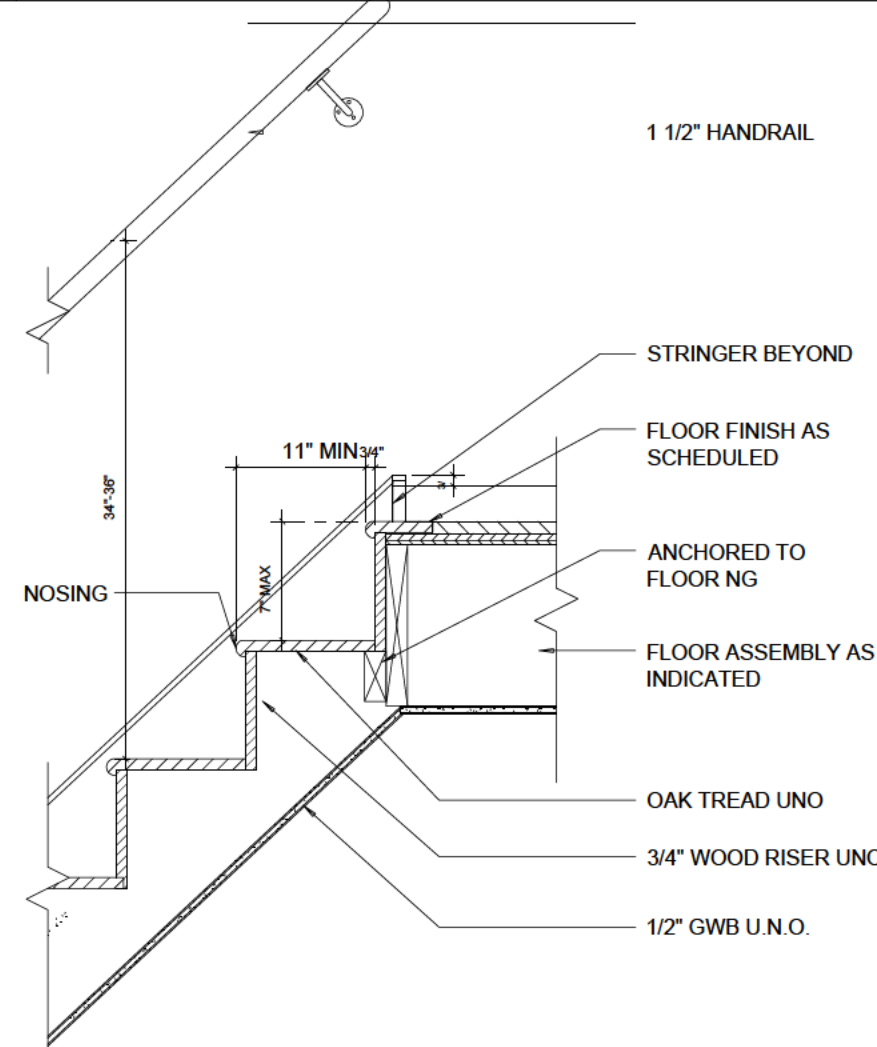
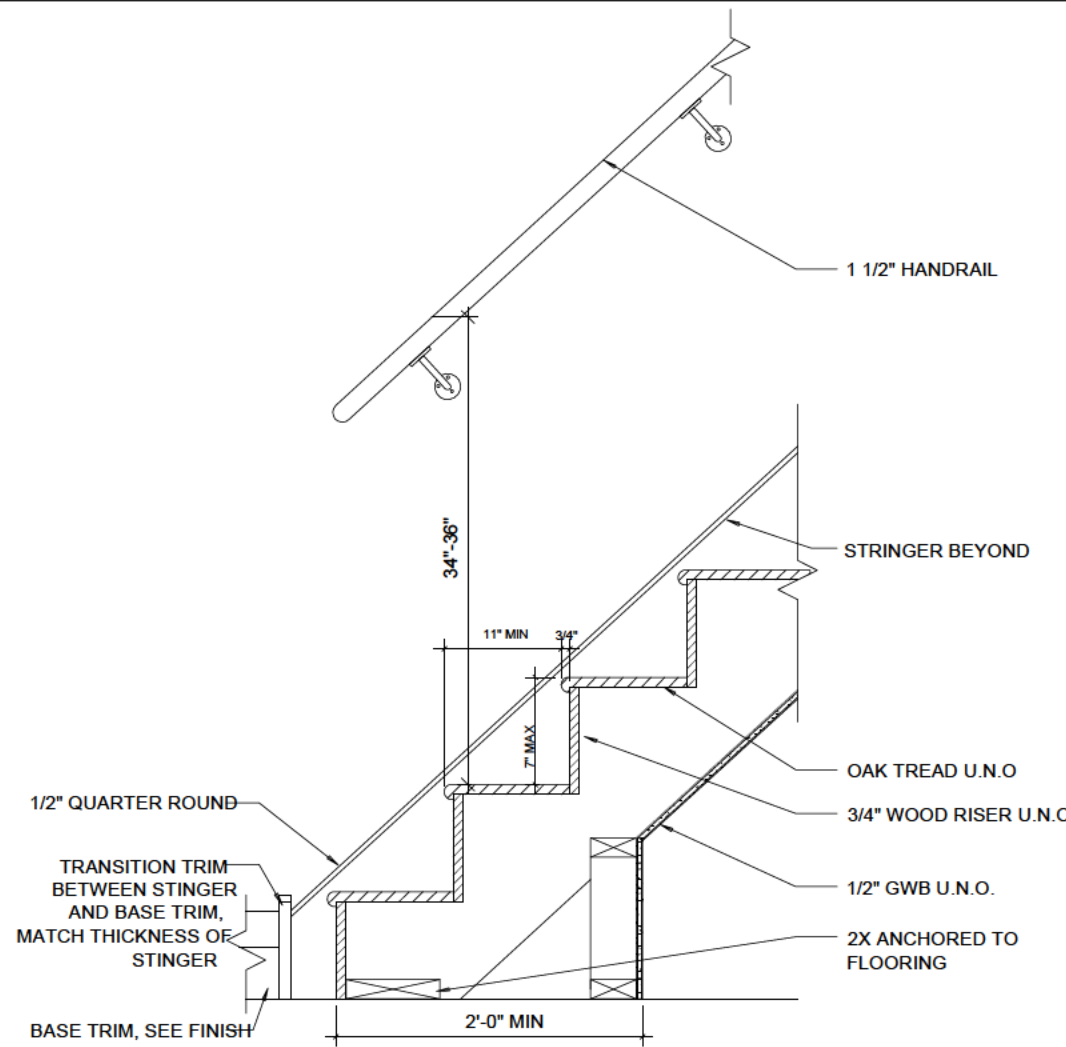
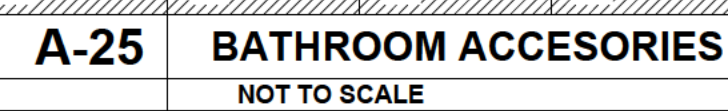
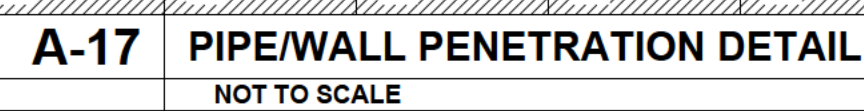
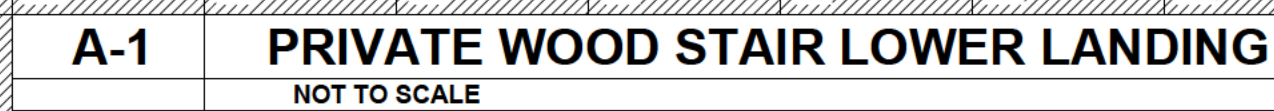
1

As Noted

2

50 10 0000

A-002



SEAL & SIGNATURE



DOTS DESIGN UP LLC
1860 Frankford Ave. Philadelphia, PA 19125

DOTS DESIGN UP LLC
1860 Frankford Ave. Philadelphia, PA 19125

PROJECT:	Drawing Title:
DOTS DESIGN UP LLC 1860 Frankford Ave. Philadelphia, PA 19122	

ISSUES / REVISIONS

Date	Title
------	-------

--	--

THE ARMANI TRUST
405 School St,
North Wales, PA 19454

THE ARMANI TRUST
405 School St,
North Wales, PA 19454

THE ARMANI TRUST
405 School St,
North Wales, PA 19454

OWNER:

Chkd. By : DDU

Chkd. By : DDU

Chkd. By : DDU

ale:

ale:

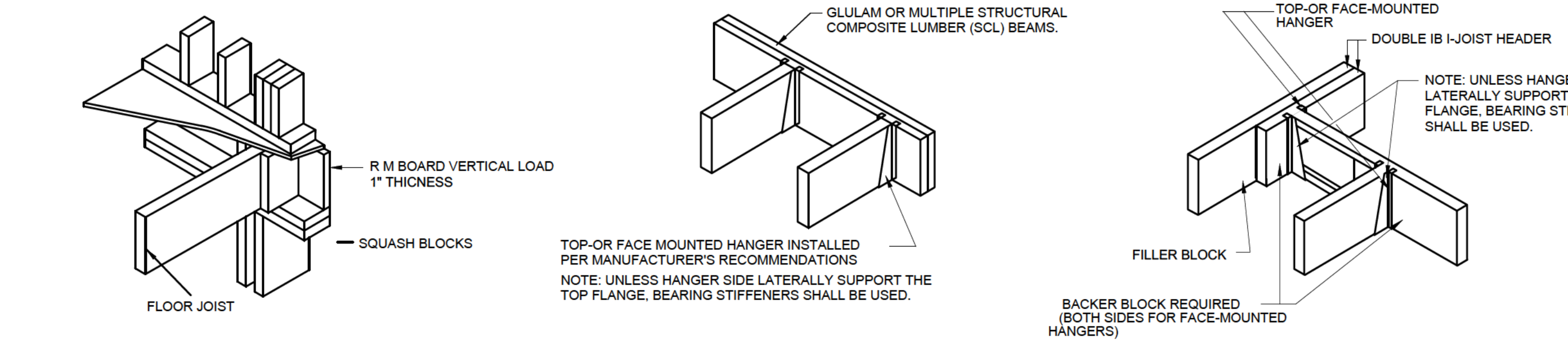
te:

te:

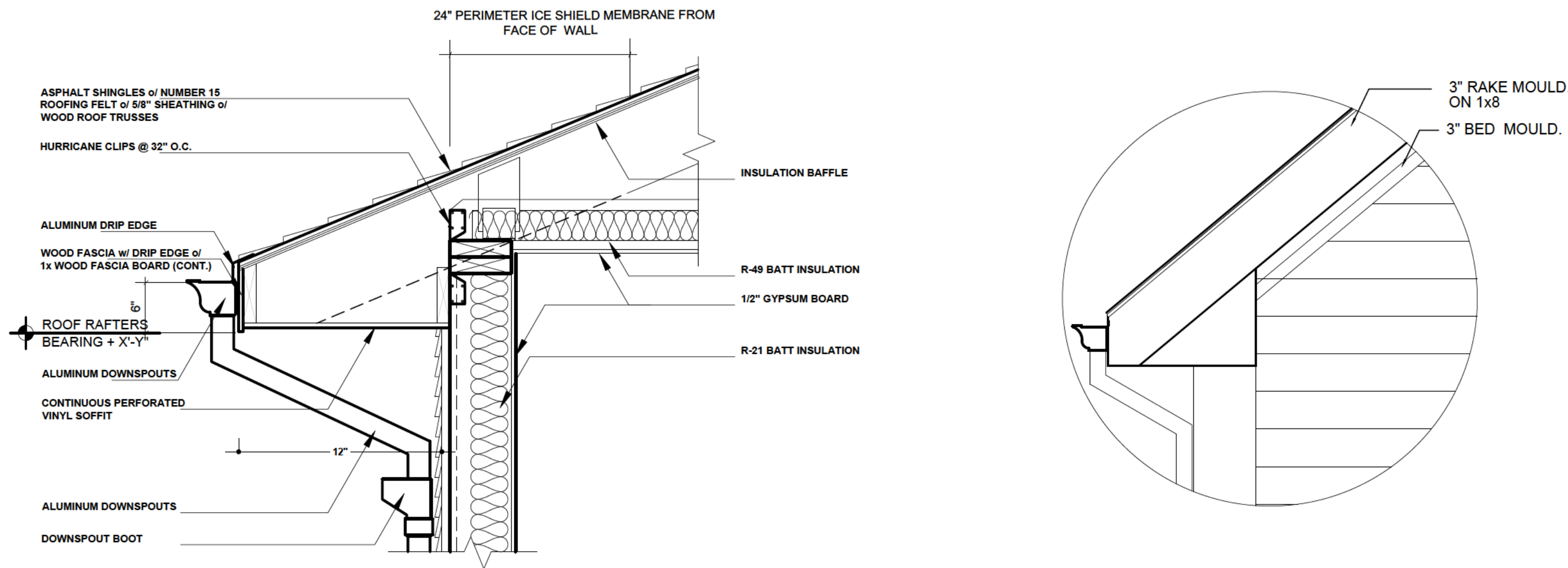
Drawing Number:

Drawing Number:

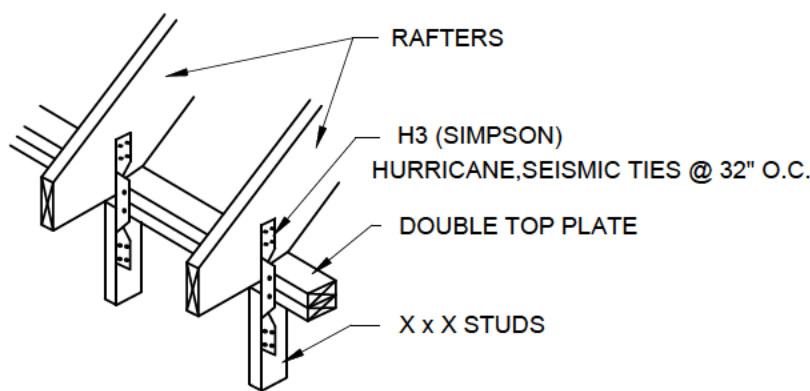
F-16	FLOOR FRAMING DETAIL
	NOT TO SCALE



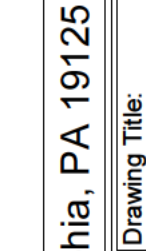
F-25	RAKE DETAIL
	NOT TO SCALE



N-25	RAFTER TIE DOWN DETAIL
	NOT TO SCALE



SEAL & SIGNATURE



DOTS DESIGN UP LLC

DOTS DESIGN UP LLC
1860 Frankford Ave. Philadelphia, PA 19125

PROJECT:
EXISTING THREE STORY BUILDING WITH ONE FAMILY. PROPOSED ONE STORY REAR ADDITION AND ANOTHER FAMILY, ONE FAMILY IN FIRST LEVEL AND OTHER FAMILY IN SECOND AND THIRD LEVEL.

[illegible]

THE ARMANI TRUST
405 School St,
North Wales, PA 19454

Chkd. By : DDU

Chkd. By : DDU

Dwg. By : DDU

As Noted

Date DEC -12-2023

A-005









NORTH WALES BOROUGH

300 School Street
North Wales, PA 19454

MEMO

Date: April 3, 2024
To: Borough Council
From: Christine A. Hart, Borough Manager
Re: Fire Department Study
Meeting Date: April 9, 2024

Background: In 2022, the Governor's Center for Local Government Services in the Pennsylvania Department of Community and Economic Development (DCED) completed a study on behalf of Upper Gwynedd Township and Upper Gwynedd Fire Department evaluating potential fire station locations. In the study, DCED recommended that we communicate with neighboring municipalities to see if there is an interest in exploring regionalization of fire protection before investing in any fire station planning and construction related activity.

We did that, and found that there is, in fact, interest among neighboring municipalities, and the fire companies that serve them, in exploring the different forms and extent of collaboration that would optimize resources, reduce duplication, and streamline operations. Staff from the municipalities and representatives from the volunteer fire companies together recommend that the municipalities ask DCED to conduct a regional fire study.

Among the benefits of the DCED study is that there is no cost to the municipalities or fire companies and the local community reaps the benefits of DCED's statewide experience. All of the municipalities must authorize submission of a Letter of Intent, which is scheduled for consideration over the next couple of weeks. If so authorized, Upper Gwynedd Township will submit the Letter of Intent.

MUNICIPALITIES

Ambler Borough
Lower Gwynedd Township
North Wales Borough
Upper Gwynedd Township

VOLUNTEER FIRE COMPANIES

Wissahickon Fire Company
North Penn Volunteer Fire Company
Upper Gwynedd Fire Department



NORTH WALES BOROUGH

300 School Street
North Wales, PA 19454

Requested Scope of Study:

Our mission is to optimize resources by working together to maximize the efficiency and effectiveness of our fire protection services.

We are seeking a business analysis that will enable us to examine the duplication of services and purchase of essential apparatus to sustain fire protection across our communities. The analysis shall include:

1. Structure of Sustainable Solution; New Department/Regional Board, etc.
2. NFPA 1720 compliance with minimum staffing and response time standards for volunteer fire companies
3. Fair Share Analysis and help crafting new intergovernmental agreement.
4. Help crafting new solution financially. How do previously held financials get worked out? Relief funds, investments, etc.
5. Review of current stations and analysis for which stations would be utilized and if a new station would be required.
6. We are open to a wide net of solutions so long as the result is the reduction of duplication of efforts related to volunteerism, facilities, and vehicles.

Aging facilities, declining volunteerism, and dramatically increasing prices of fire trucks have forced leadership to look for new ways to provide fire services and reduce the duplication of efforts. The study conducted by DCED will encompass an analysis of current operational practices, infrastructure, facilities, equipment, and options for collaboration across the participating jurisdictions. The goal of the study is to provide the four municipalities with ideas and direction that would allow for a more collective approach to fire service, with potential shared resources, and a shared vision. The municipalities are looking for best practices and new innovative approaches to providing fire services in our communities that will stand the test of time, and the ever-changing world of the fire service.

Budget Impact: As mentioned above the impact on our budget is nothing. The DCED is provided free of charge.

Interdepartmental Action: The Borough Manager will continue to work with the team from each municipality and Fire Department as we move through the study.

Recommended Motion/Resolution/Ordinance: Motion to authorize the submission of the attached Letter of Intent to the Governor's Center for Local Government Services in the PA Department of Community and Economic Development to conduct a fire service study on behalf of Ambler Borough, Lower Gwynedd Township, North Wales Borough, and Upper Gwynedd Township.

**BOROUGH OF NORTH WALES
RESOLUTION 2024-020
A RESOLUTION APPROVING A WAIVER OF THE BUILDING PERMIT FEES FOR 125
N. MAIN STREET**

NOW, THEREFORE, BE IT RESOLVED, that the BOROUGH COUNCIL OF THE BOROUGH OF NORTH WALES hereby approves a waiver of the building permit application fees in the amount of \$80 for water line replacement located at 125 N. Main Street, North Wales, Pennsylvania, 19454.

ADOPTED this 9th day of April, 2024.

BOROUGH COUNCIL OF THE
BOROUGH OF NORTH WALES

BY: _____
Salvatore Amato, President

ATTEST:

Christine A. Hart, Secretary

2024 Police Records to be Disposed of:

1. **2022 Parking Violations (Tickets) PO-18(2)**
Retain 1 year after all fines have been paid.
2. **2021 Police Requests for Removal of Abandoned or Impounded Vehicles PO-18(3)**
Retain 2 years.
3. **2021 Waivers/Release Forms (Vehicle Lockout Forms)/ 2004-2013 Ride Along Waivers PO-27**
Forms completed by citizens releasing police from injury or damage claims. Retain as long as administrative and legal value.
4. **2021 Pennsylvania Uniform Crime Reporting Program Worksheets and Printouts PO-19**
Retain 2 years.
5. **2018 Calibration Records PO-3**
Includes chemical analysis intoxilizer, vehicle speedometer, radar, vehicle and other speed measuring devices. Retain 5 years.
6. **2020 Citations (Traffic and Non-Traffic) PO-4**
Retain 3 years if not part of Criminal History Case File.
7. **2002 Criminal History/Investigatory Case Files PO-8(3)**
Official case file records, including but not limited to: arrest and detention records, citations and complaints, crime analysis, evidence records, field notes, hospital and medical records, lab reports, offense reports, probation and parole records, press releases, warrants, subpoenas, and vehicular reports.
(1) Homicides/Suspicious Deaths: Retain 75 years.
(2) Summary Cases:
Retain 5 years after close of investigation.
(3) All other Cases
Retain 20 years after close of investigation.
8. **2020 Daily Activity Records PO-10**
Records pertaining to officer activity, including assignment sheets, officer activity reports, patrol logs, sign-in logs, and work schedule. Serves as a time record. Retain 3 years.

2024 Borough Records to be Disposed of:

1. 2010-2012 Meeting/Hearing Notices and Proof of Publication (AL-35)

Notice contains information such as meeting date, location, and time. Proof of publication includes documentation verifying that proper public notice was given. Retain 10 years.

2. 2016 Accounts Payable Files and Ledgers (FN-2)

May contain bills, check vouchers, invoices, purchase orders and requisitions, receiving reports and other records of payment for goods and services. Used to document monies spent by the department or cost center. Retain 7 years.

3. 2016 Accounts Receivable Files and Ledgers (FN-3)

Used to document monies owed and Paid to the municipality. Generally, shows date, department or fund, amount received and account totals. Retain 7 years.

4. 2016 General and Special Tax Ledgers and Related Records (TA-6)

Includes Real Estate, Per Capita, Occupation, Emergency and Municipal Services, Earned Income, Intangible Personal Property, Mercantile, Business Privilege, Amusement, and other Local Taxes. Retain 7 years.

5. 2016 Bank Statements and Reconciliations (FN-9)

Prepared by banks, record indicates date, municipal deposits and withdrawals, and account totals. Retain 7 years.

6. 2018 Road Opening Permits (PW-15)

Street Cut/Excavation Permits Retain 5 years.

7. 2021 Applications for Employment (Not Hired) (PS-2)

Includes employment applications, resumes, and other pre-employment records for persons not hired. Retain 2 years.

8. 2020 Timecards Records (PL-14)

Includes Vacation and Leave Slips and Work Schedules. Usually indicates employee's name, date, and hours worked each day. Retain 3 years.

9. 2021 Right to Know Requests (AL-46)

Requests for records made pursuant to open records legislation. Includes written request, information submitted with the request, related communications, and response. Retain 2 years.

10. **2018 Survey of Financial Condition Forms (Submitted to Pennsylvania Department of Community and Economic Development) (AL-43)** Retain 5 years.
11. **2016-2020 Public Activity Permits & 2020 Solicitation Permits (AL-30)**
Retain 3 years after expiration of license or denial of application.
12. **2020 Solicitation Permits (AL-30)**
Retain 3 years after expiration of license or denial of application.
13. **2013-2016 Insurance Claims and Policies (AL-17)**
Includes policies or contracts of insurance, claims and supporting papers for liability, property, and other areas of municipal operations. Retain claims 6 years after final settlement. Retain policies, contracts and supporting papers 6 years after expiration, provided all claims have been settled.
14. **2013-2018 Tax “Duplicates” (Real Estate and Non-Real Estate) (TA-15)**
Shows taxpayer’s name and address, valuations, and total taxes due.
Retain copies of the “duplicates” if they are of administrative value.

Parks and Recreation resignation

[REDACTED]

[REDACTED]

Good morning,

I am writing to let you know that I am resigning from the Parks and Recreation Board. I appreciate the opportunity to have served in this role for the past three years, but the time has come for me to focus on other endeavors.

I am very much interested in assisting as a volunteer member of the community at some events, including the Community Garden Planting event - so I hope to support the Board's efforts in that capacity.

I look forward to seeing the Board's continued progress in helping to enrich the quality of life in the Borough.

Sincerely,
Rachel Wise

BOROUGH OF NORTH WALES
 300 SCHOOL STREET
 NORTH WALES, PENNSYLVANIA

MEETING: March 26, 2024, 7:00 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	Present
	Wendy McClure	Present
	Sally Neiderhiser	Present
	Mark Tarlecki	Present
	Sarah Whelan	Absent
	Mayor Neil McDevitt	Present

Also, in attendance were Gregory Gifford, Borough Solicitor, David Erenius, Chief of Police, Alex Turock, Assistant Manager, and Braeden Bussman, Junior Council Person.

President Amato led the Pledge of Allegiance.

Public Comment

There was no public comment.

Consideration: \$5k Capital Contribution to Nor-Gwyn Baseball & Softball Assn.

Ted Gribb and Bob Dantzer summarized the capital improvement projects ongoing at the Nor-Gwyn Baseball & Softball Assn. Complex. These improvements include safety fencing and netting, repair or replacement of field lighting, and repair or replacement of spectator seating as funds allow.

Member Collins asked how many registrations they get each year. Mr. Dantzer responded that they average around 500 registrations each year.

Member Kohler made a motion to approve a \$5k capital contribution to Nor-Gwyn Baseball & Softball Assn. Member Fazio seconded the motion. Motion passed 8 yes, 0 no.

Consideration: \$10k Contribution to Volunteer Medical Service Corps

Manager Hart reviewed the discussion that was had in preparation of the 2024 Budget. This contribution represents the equivalent of the tax millage that was considered at that time. Since Council opted for a contribution instead of the millage at that time, it was budgeted accordingly.

Neil Brady, VMSC, summarized the expansion and improvements of VMSC's services and coverage area. VMSC has expanded into the Indian Valley Region with full coverage of that

area. VMSC has also created a pension plan and matching coverage for those providing career services which helps retain and recruit personnel. VMSC is working to expand their role in mobile care in addition to its emergency services.

Member McClure asked if the addition of the Indian Valley Region has changed the location of ambulances to make longer runs.

Mr. Brady responded that crews are staged using an AI system called MARVELOUS which predicts the most likely area for the next call and allows crews to be staged in proximity to that call.

Member Neiderhiser made a motion to make a \$10k contribution to Volunteer Medical Services Corps. Member Kohler seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval to Seek ARPA Multipurpose Community Facilities Grant

Manager Hart reviewed the process and criteria for the grant funding. She also explained that this funding would help make phase two improvements to the North Wales Arts and Cultural Center and Non-Profit Center. This phase would include network equipment and cabling, furnishing for the spaces, and installation of security systems including door access systems.

President Amato asked what the timeline is for this funding.

Assistant Manager Turock stated that the application deadline is April 20th. Application review would take place over the summer, and we would expect funding agreements in the fall.

Member McClure asked what amount we would be applying for.

Assistant Manager Turock stated that he is waiting for one more estimate but expects to be applying for approximately the minimum grant amount of \$250,000.

Member McClure asked if the new funding would delay the opening of the center.

Manager Hart answered that nothing on the list for this funding would prohibit opening the facility prior to its completion. These would be additive improvements including network equipment, security, and office and conference room equipment.

President Amato asked how digital inclusion activity is defined to make the center qualify for this funding.

Assistant Manager Turock stated that this is defined as any space that increases community access to the internet, health services, or nonprofit services. The center will be a space for the public to connect with various services thus making it qualify as a multipurpose community facility.

Member Kohler made a motion to approve seeking ARPA Multipurpose Community Facilities Funding. Member McClure seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval of Disbursements: \$276,709.63

Manager Hart reviewed the bills which include payments to the auditing firm for the 2023 audit, CM3's next payment installment, heating fuel which should decrease when the Arts and Cultural Center is converted to gas, the accreditation work for the police, and public works purchases of tools and shop organization.

President Amato asked if the Borough shops for its electric rates each year.

Manager Hart stated that the Borough has an agreement that will expire in 2025 and that various aspects of the current economy are considered prior to deciding on the length and terms of energy contracts.

Member Collins asked how many payments there will be to CM3.

Manager Hart stated that there is a contracted amount, but not a set number of payments. As the project progresses CM3 will invoice for the work as completed and continue to provide the Borough with all the supporting documents that are required within that period including payroll reports and steel certificates.

Member McClure made a motion to pay the bills. Member Neiderhiser seconded the motion. Motion passed 8 yes, 0 no.

Consideration: Approval of Minutes: March 12, 2024

Member McClure made a motion to approve the minutes of March 12, 2024. Member Neiderhiser seconded the motion. Motion passed 8 yes, 0 no.

Old Business / Committee & Board Reports/ Zoning Applications

Manager Hart asked Council if they would like her to proceed in seeking more information from Mr. Weingartner who has the Weingartner Family Clock and would be interested in donating it for display in the Arts and Cultural Center. Council was amenable to seeking more information and placing the donation on a future agenda if appropriate.

Manager Hart reminded Council of the zoning hearing that will take place on April 2nd, 2024, at which Solicitor Gifford will be representing the Borough as per the vote at the last Council Meeting.

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

Solicitor Gifford announced an executive session will be held after the meeting on two matters of legal and that Council will not need to reconvene for any action.

Mayor McDevitt thanked the volunteers, Borough staff, and the Police Department for a great Easter Egg Hunt on Sunday.

Member Kohler thanked everyone for the Easter Egg Hunt and said her son had a great time. Member Neiderhiser also thanked everyone for the great work on the Easter Egg Hunt and mentioned her neighbors whose children were so excited by it.

Member Fazio wished everyone a happy Easter. She also asked if Council could add EV Charging Stations to their list of items to be discussed in the future.

President Amato agreed, and Manager Hart stated that she will refresh the research that was done in the past as more municipalities are creating provisions for such improvements.

Member Tarlecki stated that Planning Commission looked at possible locations last year and could revisit it.

Member McClure asked that Council consider a Single Trash Hauler in the future.

Junior Council Person Bussman praised the Council for supporting VMSC and thanked Mr. Brady for presenting tonight and for all of the work that VMSC does.

Manager Hart summarized the Public Works report provided in the agenda packet.

Manager Hart announced upcoming events including Taste of Montgomery on April 11th, Montco Roots on April 13th, the Borough's Earth Day Extravaganza Recycling and Shredding Event on April 20th, Senator Pennycuick's Youth Fishing Derby on April 27th, and the Health and Wellness Fair on April 27th, and Parks and Recreation's Community Garden Spring Planting on May 18th.

Manager Hart thanked Troop 84 for their first clean-up of Hess Park.

Adjournment

Member Neiderhiser made a motion to adjourn. Member McClure seconded the motion. Motion passed 8 yes, 0 no. Meeting adjourned at 8:04 P.M.

Attest:

Christine A. Hart
Borough Manager



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

April 3, 2024

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

- Officers completed 602 Incident Reports.
- Officers conducted 175 traffic stops.
- Officers completed their monthly Chris Boyle Legal Updates training.
- Officers continue visiting North Wales Elementary School. Officers have been having scheduled reading time with the different classes once a week.
- Officer O'Connor attended Mix and Move night at North Wales Elementary School.
- Officer Johnson read to students at North Wales Elementary School's Literacy Night.
- Officer O'Connor read to students at the North Penn YMCA as part of a PAL program.
- Officer Hammerstone completed Crisis Intervention classes.

Respectfully,

Tara Claffey

Administrative Assistant to Chief Erenius



BOROUGH OF NORTH WALES

300 School Street, North Wales, PA 19454

Phone: 215-699-4424 • Fax: 215-699-3991

<http://northwalesborough.org>

PARKS & RECREATION BOARD MEETING

Thursday, March 14, 2024 – 7:00 PM

Gina Calhoun, Chair
Jeffrey Fazio
Lynne Fitzgerald
Robin Parker
Elliot Sadlon, Co-Chair
Kathy Schweitzer
Rachel Wise, Secretary

MEETING: March 14, 2024, 7:13 PM, EST

CALL TO ORDER made by Gina Calhoun.

ROLL CALL: Gina Calhoun, Chair – Present
Jeffrey Fazio - Present
Lynne Fitzgerald – Present
Robin Parker – Present
Elliot Sadlon, Vice-Chair – Present
Kathy Schweitzer – Absent
Rachel Wise, Secretary – Present

Also present were Borough Manager Christine Hart, council President Sal Amato, and junior Councilperson Bussman.

- **Public Comment**

None

- **Consideration: Approval of Minutes: Thursday, February 8, 2024**

Lynne made a motion to approve the minutes from January; Elliot seconded. The motion passed unanimously.

- **Park Oversight**

There was discussion of the board's role in park oversight and that there are regulations in place regarding use of and changes to the parks. Discussion included interest in written documentation of these specifics as well as differences in understanding of the board's role based on description in borough code and the role in practice, and difference in board's role during periods of greater changes in borough open space than in recent years. There was also discussion of communication and the possibility for the board to present recommendations to council for consideration.

There was discussion of adding changes to Walnut Square park as an agenda item for next

month's meeting.

There was discussion of the role of positions within the board, as all as legal requirements regarding decisions being made at meetings on items on agenda, and email being utilized for communication on urgent basis or to relay information. There was also discussion about the timing for budget decisions and Christine said that preliminary budgeting is in September, then additional discussion is in October, and it is passed in November.

- **Discussion: Easter Egg Hunt – March 23rd**

There was discussion of the decision by the executive team to not raise the age groups due to risk of injury with older ages, so age groups will be PreK, K&1, 2&3 – risk of injury with older age groups. There was discussion of different approaches by other municipalities and history of the event, and the board did not express interest in making significant changes to the event. There was discussion of utilizing stakes to mark off the areas.

- **Discussion: Community Garden – Spring Planting – May 18th**

There was discussion of having light refreshments to encourage attendance and Christine said if there is small out of pocket cost for this. There was discussion of board handling getting the seeds and seedlings.

There was agreement that there needs to be informational temporary signage and Christine stated a permit is not needed. Borough would need to see a rendering with size and what it's going to say, and they may have suggestions or revisions before approving.

There was discussion of developing a plan for watering and that the Borough can post/promote messages on social media – i.e. when help is needed and when vegetables are ripe.

There was discussion of the Board trying to figure out balance of getting community involved vs it being a Board-driven venture. Christine clarified Board members are able to utilize email to communicate with interested residents about the garden as long as addresses are provided voluntarily and knowingly for that purpose; she requested that she and Alex be copied.

Gina agreed to draft flyer for this to have on hand to distribute at the Egg hunt

There was discussion about the event being promoted on SavvyCitizen.

- **Discussion: Summer Kick-Off of June 8th 5-9 PM**

There was discussion that arrangements have been made with the band and some food vendors have submitted their fees. There has been difficulty finding a vegan food truck due to conflicting schedule with related event in the city. Christine shared that volunteers will be needed to do cleanup at the conclusion of the event as Public Works is committed to working the following day.

Discussion: Old/New Business

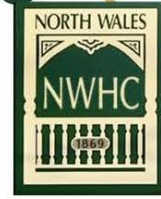
Agenda item for next month – discussion of priorities for improvements to Walnut Square park.

- **Adjournment**

Gina motioned to adjourn the meeting at 9:07 PM and Elliot seconded. Motion passed unanimously.

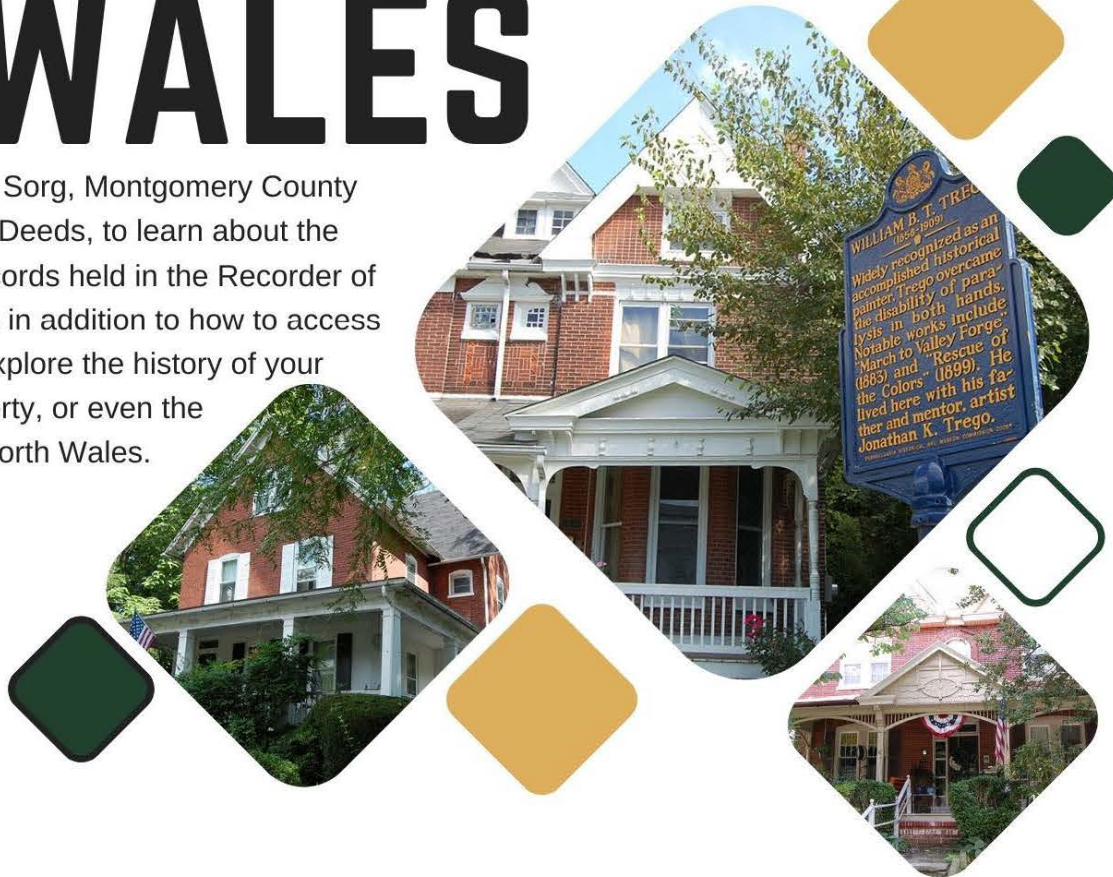
Attest: Rachel Wise
Secretary for Parks and Recreation

MONTCO ROOTS NORTH WALES



NORTH WALES
HISTORY
COMMISSION

Join Jeanne Sorg, Montgomery County Recorder of Deeds, to learn about the historical records held in the Recorder of Deeds office in addition to how to access records to explore the history of your home, property, or even the families of North Wales.



North Wales Borough Hall
300 School Street

APR | 13TH | 2024

10:00AM

\$10 donation encouraged

RSVP: <https://montcoroots.rsvpify.com>

A Reduce, Reuse, Recycle Event!

NORTH WALES BOROUGH



**EARTH DAY
EXTRAVAGANZA**



BOROUGH RESIDENTS ONLY

SAT, APRIL 20 – 9 AM to 1 PM

LOCATION: BOROUGH HALL, 300 SCHOOL ST

Paper Shredding

Old Shoes, Boots, Sneakers

Torn or Tattered US Flags

Used Eyeglasses

Used Clothing and Textiles

Scrap Metal/Fire Extinguishers

Items containing refrigerant; air conditioners, freezers, refrigerators, etc.

E-Recycling | Limit (1) TV per household – No Console TV's

LOCATION: POINT SERVICE CENTER, 346 W WALNUT ST

Auto Parts, Wheels

Car Batteries

New/Used Oil, Coolant, Chemicals

Used Tires – Limit (2) per resident only


Thank you to our Earth Day Sponsors:




NOTE: This event is an outdoor event, it will be held rain or shine!



Got Shoes?!?

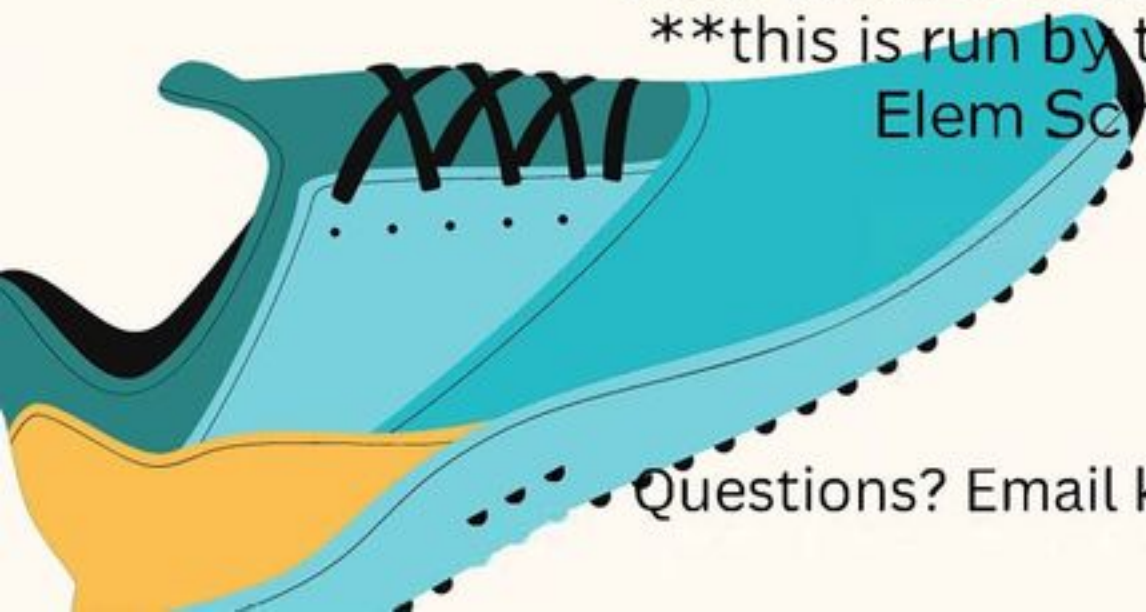


Clean out those closets and donate new or used shoes, boots and sneakers (child or adult) to the Upper Gwynedd township building or Community Center!!



The collected shoes are shipped to micro-entrepreneurs worldwide so they can sell them in their local markets and help themselves out of poverty.

****this is run by the North Penn Elem Schools****



Questions? Email kjnmoretto@gmail.com



Join Senator Pennycuick for her annual Youth Fishing Derby. It promises to be a day filled with fun activities and educational information about the diversity of Pennsylvania's wildlife and the importance of preserving our environment. Learn about fishing in PA, our native birds and mammals, and enjoy other outdoor activities. Refreshments will be provided.

Participants can sign up via the online registration form at <https://senatorpennycuick.com/youth-fishing-derby> or by calling the Red Hill office at 215-541-2388.

DATE: Saturday, April 27, 2024 • 9:00 AM – 11:00 AM

LOCATION: Bergey Park • 675 Bergeys Mill Road • Schwenksville, PA 19473



Everyone is encouraged to bring their own fishing poles and bait.

Senator Tracy Pennycuick • 24th District

Red Hill Office
56 West 4th Street, Floor 2
Red Hill, PA 18076
215-541-2388
Fax: 215-541-2387
Toll Free: 1-855-247-9020

Harrisburg Office
Senate Box 203024
Harrisburg, PA 17120-3024
717-787-3110
Fax: 717-787-8004

SenatorPennycuick.com
tpennycuick@pasen.gov

 Facebook.com/SenatorPennycuick
 @Sen_Pennycuick
 senatorpennycuick
 Tracy Pennycuick



SANCTUARY UNITED
METHODIST CHURCH PRESENTS

Community HEALTH AND WELLNESS FAIR

**Saturday,
April 27th from
10am - 1pm**

Sanctuary United Methodist Church
1346 East Prospect Ave
North Wales, PA 19454

Come to our Free Community Health Fair!

✓ Screenings ✓ Resources ✓ Giveaways

**All from local providers /
healthcare organizations**

For more information visit our website
www.sanctuarychurch.org or call/email
215-699-9331 or info@sanctuarychurch.org

**Get Free
Screenings &
Information**

*Blood pressure
Mental health and
wellness
Dental health
Healthy lifestyles
Nutrition info and demos*

*The Partnership TMA will
be sharing valuable bike
safety resources, including
new free fitted helmets!*

Please join us for
Montgomery County Boroughs Association
DINNER MEETING

Thursday, April 25, 2024

HOSTED BY:

Boroughs of Hatboro, Jenkintown,
Rockledge and Bryn Athyn

Pennypack Community Center
130 Spring Avenue
Hatboro, PA 19040

6:00 PM Cocktail Hour (cash bar)

7:00 PM Dinner - \$10.00/ attendee

8:00 PM Speaker – Scott France,
Montgomery County Planning Commission

RSVP...Kindly call **Vikki Trost 215-947-9889** or
email **vikkit@brynathynboro.org** by April 17.

Please make checks payable to Borough of Hatboro



Save The Date

Prevention Day **Press Conference & Block Party**

PRE-REGISTER NOW

Prevention Routes: A MAP for Every Community

Join Montgomery County Alliance for Prevention (MAP), state, county & community leaders, local experts, and politicians as we support our youth!

- Raise awareness about youth substance misuse prevention and positive mental health
- Explore our mock prevention neighborhood
- Engage in interactive activities and win prizes!



Guest Speaker
MADELINE DEAN
Congresswoman



**Tuesday,
MAY 14
10:00 - 11:30am**

**Upper Merion Twp Building
FREEDOM HALL
175 West Valley Forge Road
King of Prussia, PA 19406**



NORTH WALES BOROUGH PARKS AND REC

Community Garden Spring Planting!

Join us for a fun morning of hands on
work in our community garden!

May 18, 2024 • 9 AM - 11:30 AM

4th Street Park (Bryant Memorial Garden)

We will have gardening tips and
demonstrations by a master gardener.
Bring your children for a seed planting
activity to take home! Don't forget
your gloves! Refreshments will be
served!

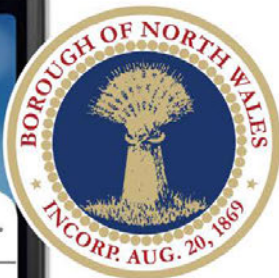


Become a Savvy Citizen!



Want to know what's going on in North Wales Borough?

Our new Savvy Citizen app will keep you better informed of important borough news and happenings in our community.



- Sign-up for **Apple** and **Android** users is simple and free. Become more savvy and receive useful borough updates, community news, and event reminders by downloading today.
- Download the App now!



or visit **SavvyCitizenApp.com** for more info and download links

