

LOWER SALFORD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
WORK SESSION

June 18, 2025

Chairman Keith Bergman called the Lower Salford Township Board of Supervisor's meeting to order at 7:30 a.m. Present were Supervisors Chris Canavan, Kevin Shelly, Dave Scheuren and Kent Krauss. Also present were Joseph Czajkowski, Township Manager; Holly Hosterman, Assistant to the Township Manager; Grace Kelley, Special Projects Coordinator; Mike Beuke, Director of Building and Zoning; Doug Jones, Director of Public Works; Chief Tom Medwid, Lower Salford Township Police Department; Deputy Chief Cory Moyer, Lower Salford Police Department; Andy Freimuth, Township Solicitor; and Stephanie Butler, Township Traffic Engineer.

Chairman Bergman led the meeting in the Pledge of Allegiance.

Public Comment – There was no public comment.

Supervisor Canavan moved to approve the minutes from May 21, and June 3, 2025, Work Sessions. Supervisor Scheuren seconded the motion. The motion passed unanimously.

Doug Jones reported that the Bergey Road Mill Bridge Construction project is moving forward, albeit somewhat slowly, due to all of the rain that we have been experiencing lately.

Doug said that the Public Works/Community Center team met last week review preliminary cost estimates for the projects. He said that staff will be reviewing the numbers and bringing them before the board in July.

Mr. Jones said that the Main Street/Ruth Road sidewalk project is moving forward, noting that PennDOT had issued the notice to proceed on June 9th.

Doug said that the contractor for the cape seal program was battling the weather and has currently pushed back starting until tomorrow. He said that should the weather cooperate, it should be completed by the end of the week.

Doug said that the PennDot overlay project on Cross Road is moving forward. Doug said that the department is continuing work on the sign upgrade throughout the Township as well as finishing the prep work for the cape seal program.

Doug thanked Grace Kelley for putting together a GIS layer map showing recent road work as well as road work that is scheduled for the future. Ms. Kelley reviewed the map with the Board. The Board members thanked Grace for her work on this and felt that it would be a useful planning tool.

Mr. Jones said that the department has begun working on the widening of Yoder Road between Flint Dr. and Eastwoods Dr. Doug said that the work will require the full closure of Yoder Road next week, beginning at 6am on Tuesday through 3pm on Thursday. This project will improve the stormwater management and allow for the connection of the road bike lane to the walking/biking path at the intersection of Eastwoods Drive.

Stephanie Butler, Township Traffic Engineer, reviewed a proposal for conducting traffic counts and reviewing the signal permit for the Lederach intersection. She noted that the cost of the review would be covered by the MTF grant for the shared use path. She said that the count and review would be conducted in the fall after school is back in session so that an accurate vehicle count can be conducted. The signal review will be done after the traffic counts. The Board agreed that this would be a good idea as there seems to be some issues with traffic flow at the intersection.

Chief Medwid reported that after a long delay, the license plate readers that were installed at the Routes 113/63 intersection, will be up and running in the next week. The Chief said that the upfit of the new Ford F150 was nearly complete and that the Dodge Ram truck is ready to be transferred to Freedom Valley Medical Rescue. The Chief said that the value of the truck will be determined and noted when the transfer takes place.

Chief Medwid said that the department has received complaints from a resident of Lucon Road about trucks using their brake retarders on Route 113. Mr. Czajkowski said that the Township has asked PennDOT to do a truck study on Route 113 to see if there are any issues.

Mike Beuke reported that there was no Zoning Hearing Board meeting scheduled for July. Mr. Beuke said that the Planning Commission would be reviewing the following land development applications; 10 School House Road (office Building), 417 Main Street (Isabelle's Kitchen) request for waiver of land development.

Additionally, the Commission will be discussing the waiver of land development for small projects. Mike said that the Salford Mennonite Church conditional use hearing and request for waiver of land development will be before the Board at the July regular meeting.

Mr. Czajkowski informed the Board that the Township needs to appoint a CAO for the Township Police and Non-Uniformed pension plans. He said that as he has acted in this capacity, he suggested that the board memorialize it with a motion to appoint. Supervisor Canavan moved to appoint the Township Manager as CAO of the Township Police and Non-Uniformed pension plans. Supervisor Scheuren seconded the motion. The motion passed unanimously.

Ms. Kelley reviewed the updated open space plan map with the board. She noted that properties that have been acquired/preserved since the map was created in 2006, have been added to the map and noted that several properties that were acquired prior to 2006 but had been left off have also been added. She noted that there were three properties noted on the plan for potential acquisition. The Board thanked Grace for her work and suggested an additional property on Kober Road for potential acquisition. Also, they suggested that HOA owned open space be added to the map as well. Ms. Kelley said that the updates will be made, and the plan will be forwarded to the Planning Commission for review and recommendations.

Supervisor Shelly updated the Board on the Communications Committee discussions regarding the update to the resolution creating the committee. He said that the members would like to keep the membership make of the committee aligned with the way the Park Board is done. He also announced that Jessica Lare-Cassel has tendered her resignation due to scheduling conflicts with her work. He said that Rob Carlson is interested in taking her place and may be appointed in July.

Mr. Czajkowski said that there was a need for an executive session to discuss a real estate matter, and the Board would not be readjourning.

There being no further business, the meeting was adjourned at 8:22 a.m.

Respectfully Submitted,

Joseph Czajkowski
Township Manager

LOWER SALFORD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
WORK SESSION

July 1, 2025

Chairman Keith Bergman called the Lower Salford Township Board of Supervisor's meeting to order at 7:30 a.m. Present were Supervisors Chris Canavan, Kevin Shelly, Dave Scheuren and Kent Krauss. Also present were Joseph Czajkowski, Township Manager; Holly Hosterman, Assistant to the Township Manager; Doug Jones, Director of Public Works; Deputy Chief Cory Moyer, Lower Salford Township Police Department; Andy Freimuth, Township Solicitor; and Stephanie Butler, Township Traffic Engineer.

Chairman Bergman led the meeting in the Pledge of Allegiance.

Public Comment – There was no public comment.

Doug reported that work on the Bergey Road Mill Bridge continues noting that the contractor is on schedule for an end of year completion. Mr. Jones updated the board on the Public works/Community center project and cost estimate for the project. Doug said that staff had also reached out to two grant acquisition and lobbying companies, they will be forwarding proposals.

Mr. Jones said that the Main Street to Ruth Road sidewalk project was moving forward and noted that the force main portion of the project will begin in the next week or so.

Doug said that the cape seal portion of the annual road program had started noting that the contractor is working around the frequent rain events. It is hoped that this part of the program will be completed next week. Additionally, the bike lane striping project is moving forward. Staff is working on acquiring the easements for the signal upgrades as part of the Green Light Go projects at the Main Street intersections of Maple and Hunsberger.

Doug said that the Yoder Road widening project was completed by the Township crew last week and they will be doing the grading and seeding this week.

Township Traffic Engineer, Stephanie Butler, reviewed the final design proposal for the Stover Road bridge replacement project. Chairman Bergman asked Mrs.

Butler to look into traffic calming at the bridge to help keep speeds down in the area. Supervisor Canavan moved to accept the proposal. Supervisor Scheuren seconded the motion. The motion passed unanimously.

Deputy Chief Moyer gave an update on the bus patrol program. Deputy Moyer said that the department approved 162 (41%) of the 397 citations issued. Additionally, he reported that the License Plate Reader installed at the intersection of Routes 113 and 63 is operational.

Mr. Czajkowski reported that the Building and Zoning Department received 62 building permit applications in the month of June. Mr. Czajkowski said that there was no Zoning Hearing Board meeting in July. Additionally, Mr. Czajkowski said that the Planning Commission reviewed the small projects thresholds and recommended approval for 480 Groffs Mill Road conditional use and waiver of land development as well as 10 Schoolhouse Road 30,000sft office building project. Mr. Czajkowski said that action items that will be on the Boards agenda include 480 Groffs Mill Road conditional use hearing and request for waiver of land development and 10 Schoolhouse Road discussion of waivers.

Mr. Czajkowski reviewed the minutes of the June 4, 2025 Board meeting and the agenda of the Board's July 2, 2025, meeting.

Mr. Freimuth reviewed the open space acquisition procedures with the Board. He noted that these procedures will need to be in place prior to the Board initiating an open space millage. The Board asked that these procedures be put on the August agenda for adoption.

Mr. Czajkowski asked for a brief executive session to discuss a matter of real estate. The Board will not re-adjourn.

There being no further business, the meeting was adjourned at 7:50 a.m.

Respectfully Submitted,

Joseph Czajkowski
Township Manager

LOWER SALFORD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
WORK SESSION

August 5, 2025

Chairman Keith Bergman called the Lower Salford Township Board of Supervisor's meeting to order at 7:30 a.m. Present were Supervisors Chris Canavan, Kevin Shelly, and Dave Scheuren. Also present were Joseph Czajkowski, Township Manager; Holly Hosterman, Assistant to the Township Manager; Doug Jones, Director of Public Works; Tom Medwid; Chief; and Deputy Chief Cory Moyer, Lower Salford Township Police Department; Andy Freimuth, Township Solicitor; Mike Beuke, Director of Building and Zoning; Grace Kelley, Special Projects Coordinator; and Stephanie Butler, Township Traffic Engineer.

Chairman Bergman led the meeting in the Pledge of Allegiance.

Public Comment – There was no public comment.

Mr. Czajkowski introduced Jamie Schlesinger, PFM, who reviewed the bond market and discussed possible timing of the Township's proposed bond issuance for the Public Works and Community Center projects. Mr. Schlesinger discussed the benefits of doing multiple bond financings over the next 2 or 3 years.

Doug reported that work on the Bergey Road Mill Bridge continues noting that the contractor is on schedule for an end of year completion. Mr. Jones updated the board on the Public Works/Community Center project and cost estimate for the project. Doug said that staff had also discussed the costs of the project with management staff at the Senior Center in hopes of securing additional funding sources.

Mr. Jones said that the Main Street to Ruth Road sidewalk project was moving forward, the business signs have been moved and noted that the force main portion of the project is moving forward.

Doug said that the base repair of Morris Road has been completed and said that AMS is scheduled to begin paving next week.

He also reported that the improvements at Roth Park are nearly complete, new/additional lighting has been installed and the parking lot is scheduled to be paved next week.

Grace Kelley reviewed the Main Street Matters grant application for the installation of ornamental lighting along Main Street in Harleysville. She noted that lights are planned between the intersections of Kulp Road and Maple Avenue. The Board thanked Grace for her work on this.

Chief Medwid reported that the Harleysville Market and the Fire Company were planning a joint event on Sunday October 5th. The event will include fire company demonstrations and market stalls set up on Kulp Road. He noted that the event would necessitate the closure of a portion of Kulp Road as well as portions of Park Avenue and School Lane. The Board was supportive of this event.

Mr. Beuke reported that the Building and Zoning Department received 75 building permit applications in the month of July. Mr. Beuke said that there was no Zoning Hearing Board meeting in August. Additionally, Mr. Beuke said that action items that will be on the Boards agenda include review of Burger King architectural drawings, Creekside at Mainland request for a smaller dumpster enclosure, and Isabelles Kitchen land development waivers.

Mr. Czajkowski reviewed the minutes of the July 2, 2025, Board meeting and the agenda of the Board's August 6, 2025, meeting.

Mr. Czajkowski reviewed the Junior Supervisor Program application and requirements with the Board noting that should they be approved tomorrow night, the information will be forwarded to the high school and posted on the social media.

Mr. Czajkowski said that there was a need for a brief executive session to discuss a real estate matter and a personnel matter. The Board will not need to re-open the meeting.

There being no further business, the meeting was adjourned at 8:22 a.m.

Respectfully Submitted,

Joseph Czajkowski
Township Manager

LOWER SALFORD TOWNSHIP
BOARD OF SUPERVISORS MINUTES
WORK SESSION

September 2, 2025

Chairman Keith Bergman called the Lower Salford Township Board of Supervisor's meeting to order at 7:30 a.m. Present were Supervisors Chris Canavan, Kevin Shelly, and Dave Scheuren. Also present were Joseph Czajkowski, Township Manager; Holly Hosterman, Assistant to the Township Manager; Doug Jones, Director of Public Works; Tom Medwid; Chief; and Deputy Chief Cory Moyer, Lower Salford Township Police Department; Mike Beuke, Director of Building and Zoning; and Grace Kelley, Special Projects Coordinator.

Chairman Bergman led the meeting in the Pledge of Allegiance.

Public Comment – There was no public comment.

Doug reported that work on the Bergey Road Mill Bridge continues; the bridge abutments, pier and bridge beams have been installed. He noted that the alignment of the bridge to the existing roadway is problematic since the speeds on the two-way bridge are likely going to be much faster than they were when the one lane bridge was in place. He said that the contractor is saying they are likely to be done by Thanksgiving. Mr. Jones updated the board on the Public works/Community center project noting that staff will be meeting with the design team to discuss some changes to the overall plan.

Mr. Jones said that the Main Street to Ruth Road sidewalk project was about half complete.

Doug shared improvements that PennDOT has planned for Main Street, noting new striping, signage and the installation of rumble strips.

Mr. Jones reviewed the proposed Winter Services agreement that has been forwarded to the Township from PennDOT. He said that the agreement was for a 5-year term with 5 one-year extensions. Additionally, the agreement had yearly increases of 2%. He said that he was not in favor of such a long term, nor did he feel that the 2% increases were adequate to cover the Township's costs to plow and salt the state roads. He also does not agree with PennDOT's lane mile calculation.

He said that he would be reaching out to PennDOT to discuss these issues and would not recommend it be signed until some or all of the issues are addressed.

Doug said that the Nova chip of Morris Road has been completed and said that AMS is scheduled to begin paving next week. Doug also informed the Board that the Consortium salt bid had been won by Morton Salt with a delivered price of \$63.61, about \$1 more than last year.

He also reported that the Township Solicitor has reviewed the proposed CDL drug testing policy and it will be ready for board approval tomorrow night.

The new water fountain/bottle fillers/dog bowl are being installed at Alderfer, Park Avenue and Reed parks. Additionally, the new ADA ramps have been installed at the intersection of Belle Lane and Moyer Road.

Mr. Jones presented proposals for new department logos for public works vehicles. He noted that these would be applied to new vehicles as they enter the fleet. The Board agreed with the logo recommendation.

Chief Medwid reported that the Harleysville Market and the Fire Company plans for a joint event on Sunday October 5th were moving forward. The participants met to go over the plans and all is in order. Deputy Chief Moyer gave the Board an update on electric scooter and ebike use in the Township. He said that they would start with “educational enforcement” to make contact with users. The Board suggested that the Police Department work with the Park Board to come up with appropriate rules for the use of these “vehicles” in Township parks and on the trail system.

Mr. Beuke reported that the Building and Zoning Department received 37 building permit applications in the month of August. Mr. Beuke said that there was no Zoning Hearing Board meeting in September. Additionally, Mr. Beuke said that action items that will be on the Board’s agenda include 10 Schoolhouse Road preliminary/final land development approval, 440-450 Hoffman Road, 4 lot subdivision review of waivers and AO zoning district text amendment, authorization to advertise.

Mr. Czajkowski reviewed the minutes of the August 5, 2025, Board meeting and the agenda of the Board’s September 3, 2025, meeting.

Mr. Czajkowski said that there was a need for a brief executive session to discuss a real estate matter. The Board will not be re-opening the meeting.

There being no further business, the meeting was adjourned at 8:20 a.m.

Respectfully Submitted,

Joseph Czajkowski
Township Manager