

BOARD OF COMMISSIONERS
AGENDA
Monday, January 27, 2020 - 6:30 PM

Pledge of Allegiance

Notice of Executive Session preceding the Board of Commissioners meeting of January 27, 2020

1. Proclamation - Celebrating the 100th Anniversary of the League of Women Voters of the United States
2. Public Participation - *Radnor Township Residents are encouraged to give public comment relevant to items on the current Agenda during the first public comment period; comments relevant to matters not on the current Agenda should be held for the second and final public comment period. All comments are limited to five minutes.*

3. Consent Agenda

- a) Disbursement Review & Approval
- b) Approval of minutes of the Board of Commissioner meeting of January 6, 2020
- c) Resolution #2020-03 – Amending the 2020 Consolidated Fee Schedule to include a credit card convenience fee for Utility Payments, in the same amount as included in Resolution 2019-132 (convenience fee for Real Estate Tax payments)
- d) Police Chief Report January 2020
- e) Final Staff Traffic Committee Meeting Minutes - November 2019
- f) Final Staff Traffic Committee Meeting Minutes - December 2019
- g) Approval of Harris and Harris Engagement Letter – Radnor Memorial Library Litigation
- h) Resolution #2020-08 - Wayne Tree Planting and Parking Lot Paving Project – Authorizing the Payment of Change Orders 1A, 2 and 3 in the Amount of \$16,072 to Gessler Construction, Inc.
- i) Resolution #2020-09 - Bo Connor & Filipone Parks Project - Authorizing the Payment of Change Orders 11, 12, 13 and 14 in the Amount of \$65,388 to Gessler Construction, Inc.
- j) Resolution #2020-11 - Authorizing the Receipt of Sealed Bids for the Conestoga Road Tunnel Lighting Project
- k) Resolution #2020-12 - Authorizing the Township Manager to Sign Documents Associated with the PA Small Water & Sewer Program Grant for Tree Trenches in the North Wayne Area
- l) Request to go to bid for the purchase of two (2) 2020 Harley-Davidson Police Motorcycles
- m) Resolution #2020-16 - Authorization to purchase two (2) vehicles for Police Department
- n) Resolution #2020-17 - Authorizing and Directing the Township Manager to Submit the Application for Traffic Signal Approval to the Pennsylvania Department of Transportation for N. Wayne Avenue (SR 1046) & Eagle Road (SR 1042) on behalf of Radnor Township
- o) Resolution #2020-13 - Adopting An Extension To The Consolidated Collective Bargaining Agreement (CBA) With The Fraternal Order Of Police (FOP) Through December 31, 2024

4. Commissioner Comment - *Radnor Township Commissioners are afforded five minutes to express appreciation for exemplary work by staff, contributions to the public good by residents and local organizations, to publicize upcoming meetings and events or, in rare cases, to respond, briefly, to public comment.*

5. Committee Reports

- A. Ordinance #2020-02 [**Introduction**] – Authorizing the current refunding of the Voted Open Space Bonds, Series 2014 in the aggregate principal amount not to exceed \$11,855,000
- B. Resolution #2020-04 – Engagement PFM to provide financial consulting services for the current refunding of the voted Open Space Bonds, Series 2014
- C. Resolution #2020-05 – Engaging Cozen O’Connor as Bond Counsel for the current refunding of the voted Open Space Bonds, Series 2014
- D. Resolution #2020-06 - Amending Resolution #2018-21 A Resolution Of Radnor Township, Delaware County, Pennsylvania, Amending Resolution #2017-65 Establishing A Policy For Televising Or Taping Public Meetings Within The Radnor Township Municipal Building
(Requested by Commissioner Borowski)
- E. Resolution #2020-10 - Awarding the Contract for Design, Permitting, and Bidding Documents for the Fire & Domestic Water Service to Carroll Engineering in the amount of \$21,980
- F. Resolution #2020-14 - West Wayne Avenue Trail Connection – Awarding the Design and Permitting Contract for a Trail Connection to Traffic Planning & Design, in the Amount of \$42,900
- G. Ordinance #2020-03 – (**Introduction**) - Special Purpose Parking - Handicapped Parking Spaces
- H. Ordinance #2020-04 – (**Introduction**) - Amendment to the Civil Service Ordinance
- I. Ordinance #2020-01 – (**Introduction**) - Amending the Code of The Township of Radnor, Chapter 267, Vehicles, Abandoned
- J. Ordinance #2020-05 – (**Introduction**) - Creating A New Chapter 183 Of The Radnor Township Code, “Emergency Response Rapid Entry Systems” Requiring the Installation of Locked Boxes for Emergency Response and Providing Regulations for the Installation
- K. Ordinance #2020-06 – (**Introduction**) - Amending Chapter 263 Of The Ordinances Of Radnor, Known As The Tree Ordinance
- L. Resolution #2020-15 - Providing for the Posting and 30-Day Public Review of All Projects with a Cost Exceeding \$7,500 *(Requested by Commissioner Abel)*
- M. Ordinance #2020-07 - (**Introduction**) - Amending Chapter 262-3 Of The Radnor Township Code, Zoning, By Revising Notice Provisions Prior To Towing Of Vehicles From Private Property *(Requested by Commissioner Abel)*

6. Reports of Standing Committees of the Board

7. New Business

- a. Radnor Accessibility Committee - Board Briefing
- b. Discussion of Montrose Traffic Signal & Shared Cost with Lower Merion Township

8. Old Business

9. Public Participation

10. Adjournment



League of Women Voters of Radnor Township

Proclamation:

Celebrating the 100th Anniversary of the League of Women Voters of the United States

Whereas, the League of Women Voters was founded in 1920 as a “mighty political experiment” by the foremothers of the suffragist movement at the National American Woman Suffrage Association, and;

Whereas, their goal was to help the 20 million women who were granted the right to vote by the 19th Amendment understand and carry out their new responsibility as voters, and;

Whereas, with the success of this effort and the tireless efforts over the last 100 years to strengthen and uphold its mission to empower voters and defend democracy, the League has become a trusted nonpartisan, grassroots organization, and;

Whereas, the League has sponsored legislation and fought in the courts to protect and strengthen voting rights and access, and for free and fair elections, civil rights, children, community health, and education, and;

Whereas, the League has consistently been noted for its nonpartisan election information, including sponsorship of candidate forums and information on state and local ballot issues, as well as its commitment to register, educate, and mobilize voters, and;

Whereas, the League champions government systems that are open, transparent, inclusive, and equitable, and;

Whereas, the League believes that active and engaged citizens, irrespective of gender, ethnicity, or political affiliation, are the hallmark of democracy;

Now therefore be it proclaimed February 14 as League of Women Voters Day in Radnor Township.

We honor and congratulate the League of Women Voters on its 100th Anniversary and commend the League for its significant contributions to empowering voters and making democracy work.

Jack Larkin, President
Radnor Township Board of Commissioners

Public Participation

Radnor Township Residents are encouraged to give public comment relevant to items on the current Agenda during the first public comment period; comments relevant to matters not on the current Agenda should be held for the second and final public comment period. All comments are limited to five minutes.

RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
January 27, 2020

The table below summarizes the amount of disbursements made since the last public meeting held on December 16, 2019. As approved by the Board, the Administration is now making weekly accounts payable disbursement batches and publishing those lists on the Township's web site at the following link. Please refer to those files for a detailed listing of the amounts paid by vendor by account code. Also, please visit the [Open Finance](#) program to view the Township's [Checkbook](#), where all vendor payments are available.

Link: <http://radnor.com/728/Disbursements-List>


Fund (Fund Number)	2019-12B	2019-12C	2020-1A	2020-1B	Total
	Dec. 13, 2019	Dec. 20, 2019	Jan. 10, 2019	Jan. 17, 2019	
General Fund (01)	\$391,193.95	225,631.14	\$86,193.86	\$192,601.20	\$895,620.15
Sewer Fund (02)	21,368.56	30,533.84	973.99	183,756.95	236,633.34
Liquid Fuels Fund (03)	0.00	199,734.66	0.00	0.00	199,734.66
Storm Sewer Management (04)	20,866.60	41,611.19	19,415.15	2,746.20	84,639.14
Capital Improvement Fund (05)	24,337.63	47,055.45	280.00	471,018.27	542,691.35
Police Pension Fund (07)	0.00	0.00	5,751.64	0.00	5,751.64
OPEB Fund (08)	137,244.03	2,414.69	1,284.39	215.43	141,158.54
Escrow Fund (10)	0.00	0.00	900.00	65,752.85	66,652.85
Civilian Pension Fund (11)	0.00	0.00	5,129.14	0.00	5,129.14
Investigation Fund (12)	0.00	735.00	0.00	135.54	870.54
Comm. Shade Tree Fund (15)	18,650.00	27,915.00	0.00	0.00	46,565.00
\$8 Million Settlement Fund (18)	573.75	0.00	0.00	9,000.00	9,573.75
The Willows Fund (23)	0.00	1,277.60	398.34	0.00	1,675.94
Library Improvement Fund (500)	0.00	0.00	0.00	2,715.00	2,715
Park & Trail Improvement Fund (501)	3,871.00	22,869.80	25,027.20	725,157.24	776,925.24
GOB19 Project Fund (502)	4772.50	14,347.50	4,196.56	2,393.78	25,710.34
Total Accounts Payable Disbursements	\$622,878.02	\$614,125.87	\$149,550.27	\$1,655,492.46	\$3,042,046.62
<i>Electronic Disbursements</i>	n/a	n/a	n/a	n/a	\$923,797.55
Grand Total	\$622,878.02	\$614,125.87	\$149,550.27	\$1,655,492.46	\$3,965,844.17

In addition to the account payable checks, the Township also has various electronic payments including payroll, debt service, credit card purchases and fees as well as others from time to time. The attached table reflects all the electronic payments made since the last public Board meeting as well as those anticipated prior to the next Board meeting.

The Administration has adopted various internal control and processing procedures to ensure that amounts obligated are within the budgetary limits established by the Board of Commissioners. Those procedures are monitored daily by members of the Finance Department and responsible employees of the various departments. The amounts included in the table above have been scrutinized as part of the internal control and processing procedures and have obtained the required approvals prior to disbursement.

If you should have any questions, please contact the Finance Department.

Respectfully Submitted,


 William M. White
 Finance Director

ELECTRONICALLY PAID DISBURSEMENT LISTING
Estimated Through February 10, 2020

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	2/10/2020	1/20 Credit Card Revenue Processing Fees	\$5,000.00 *
Credit Card Revenue Fees - Actual	01-Variou	Various	12/19 Credit Card Revenue Processing Fees	\$6,175.90
Payroll [Pension] Transaction - Estimated	07-492-4980	2/1/2020	2/20 Police Pension Payments	\$229,521.65
Payroll [Pension] Transaction - Estimated	11-495-4980	2/1/2020	2/20 Civilian Pension Payments	\$173,000.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	2/6/2020	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	2/6/2020	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [CBA Special] Transaction - Estimated	01-various	1/31/2020	Sick pay Bonus - General Fund (Union)	\$4,600.00
Payroll [CBA Special] Transaction - Estimated	02-various	1/31/2020	Sick pay Bonus - Sewer Fund (Union)	\$800.00
Payroll [CBA Special] Transaction - Estimated	01-various	1/31/2020	Sick pay Bonus - General Fund (Non-Union)	\$2,200.00 **
Period Total				\$923,797.55

* Credit card fees are charged to the Township's accounts on the tenth of the month

** Non-Union Employees, subject to Board Approval (similar benefit payments are to be made to the collective bargaining employees January 31st pursuant to Union Agreements)

<u>Original Estimate</u>			<u>Actual Amount</u>
\$485,000.00	1/9/2020	Salaries and Payroll Taxes - General Fund	\$466,558.82
\$17,500.00	1/9/2020	Salaries and Payroll Taxes - Sewer Fund	\$14,329.93
\$502,500.00			\$480,888.75
\$485,500.00	12/26/2019	Salaries and Payroll Taxes - General Fund	\$507,979.59
\$17,500.00	12/26/2019	Salaries and Payroll Taxes - Sewer Fund	\$12,916.48
\$503,000.00			\$520,896.07
\$850,000.00	12/12/2019	Salaries and Payroll Taxes - General Fund	\$848,949.20
\$17,500.00	12/12/2019	Salaries and Payroll Taxes - Sewer Fund	\$11,543.62
\$867,500.00			\$860,492.82
\$240,000.00	1/2/2020	Police Pension Payroll	\$229,521.65
\$165,000.00	1/2/2020	Civilian Pension Payroll	\$160,934.99
\$405,000.00			\$390,456.64

TOWNSHIP OF RADNOR
Minutes of the Reorganization Meeting of January 6, 2020

The Radnor Township Board of Commissioners met at approximately 7:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

*Jack Larkin, President Lisa Borowski, Vice President Jake Abel
Damien Enderle Sean Farhy Moira Mulroney*

Commissioner Absent *Richard Booker*

Also Present: *Robert A. Zienkowski, Township Manager/Township Secretary; John Rice, Township Solicitor; Steve Norcini, PE, Township Engineer; Kathryn Gartland, Township Treasurer and Jennifer DeStefano, Executive Assistant to the Township Manager.*

President Borowski called the meeting to order and led the assembly in the Pledge of Allegiance

2. Oath of Office to 1st Ward Commissioner – Jack Larkin

The Honorable Judge Lange administered the Oath of Office to Commissioner Jack Larkin as 1st Ward Commissioner, Radnor Township Board of Commissioners.

3. Oath of Office to 3rd Ward Commissioner – Damien Enderle

The Honorable Judge Lange administered the Oath of Office to Commissioner Damien Enderle as 3rd Ward Commissioner, Radnor Township Board of Commissioners.

4. Oath of Office to 5th Ward Commissioner – Moira Mulroney

The Honorable Judge Lange administered the Oath of Office to Commissioner Moira Mulroney as 5th Ward Commissioner, Radnor Township Board of Commissioners.

5. Oath of Office to 7th Ward Commissioner – Sean Farhy

The Honorable Judge Lange administered the Oath of Office to Commissioner Sean Farhy as 7th Ward Commissioner, Radnor Township Board of Commissioners.

6. Election of President

Commissioner Borowski nominated Jack Larkin as President, seconded by Commissioner Enderle.

Public Comment

Sara Pilling, Garrett Avenue – She spoke in support of the nomination.

Commissioner Borowski called the vote, motion passed 6-0 with Commissioner Booker absent.

7. Election of Vice President

Commissioner Larkin nominated Lisa Borowski as Vice President, seconded by Commissioner Mulroney. Motion passed 5-0 with Commissioner Abel abstaining and Commissioner Booker absent.

8. Appointment of the Township Solicitor

Commissioner Borowski nominated Grim, Biehn & Thatcher, seconded by Commissioner Larkin. Motion passed 6-0 with Commissioner Booker absent.

9. Appointment of Township Labor Attorney

Commissioner Farhy nominated Joseph Rudolf, seconded by Commissioner Larkin. Motion passed 6-0 with Commissioner Booker absent.

10. Appointment of the Township Secretary and designation of an Assistant Secretary

Commissioner Borowski made a motion to appoint Robert Zienkowski as Secretary and William White as Assistant Secretary, seconded by Commissioner Larkin. Motion passed 6-0 with Commissioner Booker absent.

11. Appointments to Chair and Members of Standing Committees

Commissioner Larkin made a motion to appoint the below, seconded by Commissioner Borowski. Motion passed 6-0 with Commissioner Booker absent.

Board of Commissioners Standing Committees

2020 appointments to Chair and Members of the Board of Commissioners Standing Committees are as follows:

Committee of the Whole

Jake Abel	Sean Farhy
Rich Booker	Jack Larkin
Lisa Borowski	Moira Mulroney
Damien Enderle	

Community Development

Rich Booker, Chair
Jack Larkin
Moira Mulroney

Finance and Audit

All Commissioners

Library

Lisa Borowski, Chair
Rich Booker
Jack Larkin

Open Space

*BOC to evaluate options regarding this committee

Parks and Recreation

Sean Farhy, Chair
Jake Abel
Damien Enderle

Personnel and Administration

All Commissioners

Public Health

Moira Mulrone, Chair
Sean Farhy
Jack Larkin

Public Safety

Jake Abel, Chair
Damien Enderle
Lisa Borowski

Public Works & Sewer

Jack Larkin, Chair
Rich Booker
Damien Enderle

Commissioner Representation at Boards & Commissions: Shade Tree (Rich Booker & Lisa Borowski)

12. Appointment of Vacancy Board Chairperson

Commissioner Larkin made a motion to appoint Mike Lihota, seconded by Commissioner Borowski. Motion passed 6-0 with Commissioner Booker absent.

13. Reappointments to Boards and Commissions

Commissioner Borowski made a motion to reappoint the below, seconded by Commissioner Larkin. Motion passed 6-0 with Commissioner Booker absent.

- Dr. Lisa Hamaker – Board of Health (4-year term)
- Korah Mani – Civil Service Commission (6-year term)
- Charles Stuard – Civil Service Commission (6-year term)
- Sara Pilling – Environmental Advisory Committee (4-year term)
- Terry Arney – HARB (5-Year Term)
- Megan Gonzalez – Planning Commission (4-year term)
- Stephen Varenhorst – Planning Commission (4-year term)
- John Nagle – Radnor Haverford Marple Sewer Authority (5-year term)
- John Reilly – Zoning Hearing Board (5-year term)

Commissioner Borowski also announced the following vacancies on various Boards and Commissions.

Ø **Citizens Audit Review & Financial Advisory Committee**
2 Vacancies

Ø **Citizens Communication Council**
1 Vacancy

Ø **Civil Service Commission**
1 Vacancy

- ∅ **Code Appeals Board**
1 Vacancy
Requirements: Master Electrician, Master Plumber or General Contractor

- ∅ **Design Review Board**
1 Vacancy (unexpired term 12/31/2021)

- ∅ **HARB**
2 Vacancy (unexpired term 12/31/2020 & 1 Full term)

- ∅ **Parks and Recreation Board**
1 Vacancy

- ∅ **Planning Commission**
1 Vacancy

- ∅ **Zoning Hearing Board**
1 Vacancy (alternate term expires 12/31/2020)

14. Appointments to Boards & Commissions

None

15. Adjournment of the Reorganization Meeting to Regular Meeting

There being no further business, the reorganization meeting adjourned to the regular meeting on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

TOWNSHIP OF RADNOR
Minutes of the Meeting of January 6, 2020

The Radnor Township Board of Commissioners met at approximately 8:30 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

<i>Jack Larkin, President</i>	<i>Lisa Borowski, Vice President</i>	<i>Jake Abel</i>
<i>Damien Enderle</i>	<i>Sean Farhy</i>	<i>Moira Mulrone</i>

Commissioner Absent *Richard Booker*

Also Present: *Robert A. Zienkowski, Township Manager/Township Secretary; John Rice, Township Solicitor; Steve Norcini, PE, Township Engineer; Kathryn Gartland, Township Treasurer and Jennifer DeStefano, Executive Assistant to the Township Manager.*

President Borowski called the meeting to order and led the assembly in the Pledge of Allegiance

*Notice of Executive Session on preceding the Board of Commissioners meeting of
January 6, 2020*

There was an Executive Session on January 6, 2020 preceding the Board of Commissioners meeting, where matters of personnel and legal were discussed. All Commissioners were in attendance with the exception of Commissioner Booker.

1. *Consent Agenda*

- a) *Approval of minutes of the Board of Commissioner meeting of December 9, 2019*
- b) *Resolution #2020- 01 - Authorizing Higgins Electric to Install a Push Button Pre-Emption Actuator at the Radnor Fire Company, in the Amount of \$24,734*
- c) *Resolution #2020-02 - 1 Meadowood Road – Approval of Planning Module*
- d) *Authorization to refer to Planning Commission – 461 S Roberts Road – Petition for Zoning Map Amendment*

Commissioner Larkin made a motion to approve, seconded by Commissioner Borowski. Motion passed 6-0 with Commissioner Booker absent.

2. *Public Participation - Individual comment shall be limited to not more than five (5) minutes per Board policy*

Dave Money – He spoke regarding his frustration of the process to obtain a tow license in the Township.

Commissioner Abel requested that the public is able to complete their statement without interruption.

3. Announcement of Boards and Commission Vacancies

Announced during the Reorganization meeting prior.

- Ø **Citizens Audit Review & Financial Advisory Committee**
2 Vacancies

- Ø **Citizens Communication Council**
1 Vacancy

- Ø **Civil Service Commission**
1 Vacancy

- Ø **Code Appeals Board**
1 Vacancy
Requirements: Master Electrician, Master Plumber or General Contractor

- Ø **Design Review Board**
1 Vacancy (unexpired term 12/31/2021)

- Ø **HARB**
2 Vacancy (unexpired term 12/31/2020 & 1 Full term)

- Ø **Parks and Recreation Board**
1 Vacancy

- Ø **Planning Commission**
1 Vacancy

- Ø **Zoning Hearing Board**
1 Vacancy (alternate term expires 12/31/2020)

4. Committee Reports

None

5. Reports of Standing Committees of the Board

None

6. New Business

None

7. Old Business

Mr. Zienkowski recommended a report for standing committees' tasks to be presented to the Board to keep better track.

Commissioner Borowski requested that at the last meeting, Commissioner Booker requested more information to be provided for resolution 2019-131.

Commissioner Farhy wanted to thank Superintendent Flanagan for the extra emphasis on safety at the synagogues.

Commissioner Borowski thanked the Recreation Department along with everyone that participated in the Santa Delivery.

8. Public Participation

Sara Pilling, Garrett Avenue – She spoke regarding the Ready100 status of the energy advisor.

There being no further business, the meeting adjourned on a motion duly made and seconded.

*Respectfully submitted,
Jennifer DeStefano*

RESOLUTION NO. 2020-03

RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING THE 2020 FEE SCHEDULE TO INCLUDE A CONVENIENCE FEE ON ALL CREDIT CARD PURCHASES USED FOR UTILITY PAYMENTS

WHEREAS, the Township incurs certain charges on each credit card transaction it processes; and

WHEREAS, the Board of Commissioners adopted Resolution 2019-132 enacting a convenience fee for all credit card transactions used for real estate tax payments, effective January 1, 2020; and

WHEREAS, the volume of credit card transactions for non-real estate tax payments has increased such that it is becoming more difficult for these charges to be borne solely by the Township; and

WHEREAS, the anticipated volume of credit card transactions for utility payments suggests that it will not be feasible for these charges to be borne by solely by the Township, nor does it seem appropriate to increase the underlying utility rates to cover expenses incurred solely through credit card transactions.

NOW, THEREFORE, it is hereby *RESOLVED* by the Board of Commissioners of Radnor Township, as follows:

1. That a surcharge in an amount equal to the lesser of either 2.8% or the actual charges assessed to the Township by the credit card company shall be added to each credit card transaction for all utility payments.
2. The Township will continue to allow other methods for real estate and utility payments (such as check, cash, etc.) at no additional fee.
3. The Township shall post appropriate signage at all locations at which it accepts credit card payments for these types of transactions.
4. The surcharge shall not apply to debit card transactions.
5. The effective date of the surcharge shall be January 1, 2020 and will continue until such date that the fee is amended by the Board of Commissioners

SO RESOLVED this 27th day of January, 2020.

RADNOR TOWNSHIP

By: _____

Name: Jack Larkin

Title: President

ATTEST: _____

Name: Robert A. Zienkowski

Title: Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: January 15, 2020

TO: Board of Commissioners

FROM: William M. White, Assistant Township Manager & Director of Finance 

LEGISLATION: Resolution 2020-03 enacting a credit card fee on all purchases used for utility payments, effective January 1, 2020.

LEGISLATIVE HISTORY: In December 2019, the Board adopted Resolution 2019-132 enacting the same fee for all real estate payments made via credit card. This would be expanding that fee to include utility payments.

PURPOSE AND EXPLANATION: Credit card fees are becoming a growing expense of the Township, eclipsing \$80,000 per year (before we add real estate taxes). Resolution 2019-132 enacted a convenience fee for all credit card payments used for real estate taxes. As we analyzed the impact of the credit card fees more, the Administration is recommending that the same fee of 2.8% be added for all payments made with a credit card for utility payments as well. Resolution 2020-03 would amend the fee schedule to add the 2.6% to utility payment as well as real estate tax payments. The table below shows the fees incurred for credit card payments in 2017, 2018 and 2019. The reason utility payments are being recommended is because the Township has launched ESS, an online software that allows customers to make utility and real estate tax payments through the software. This feature is expected to increase the use of credit cards and drive up expenses. In so much as the Township seeks to keep utility rates as low as possible and wants to avoid those that choose to pay by other methods to absorb the fees associated with credit card transactions, we are recommending that the convenience fee be added to utility payments as well.

Amount	2017	2018	2019	Grand Total
Community Development	\$ 4,525	\$ 7,886	\$ 8,805	\$ 21,216
Engineering	\$ 558	\$ 455	\$ 839	\$ 1,852
Finance	\$ 1,118	\$ 320	\$ 248	\$ 1,686
Police	\$ 42,837	\$ 44,917	\$ 49,703	\$ 137,457
Public Works Solid Waste	\$ 2,095	\$ 1,709	\$ 1,806	\$ 5,609
RAC Sulpizio Gym	\$ 246	\$ 472	\$ 240	\$ 958
Recreation	\$ 6,389	\$ 6,767	\$ 7,268	\$ 20,424
Utility Sewer	\$ 19,098	\$ 20,505	\$ 10,612	\$ 50,214
Utility Stormwater	\$ 4,988	\$ 5,829	\$ 2,375	\$ 13,192
Grand Total	\$ 81,853	\$ 88,860	\$ 81,896	\$ 252,609

Depending on a number of variables, Radnor is currently paying between 2.3% and 2.9% on each credit card transaction. The table below shows a projected credit card expense for real estate, using utility payments as the measuring source.

Revenue Type	Total Revenue	CC Portion	% of Revenue	CC Fee %	CC Fee \$
Sewer Rent	\$5,099,007	\$893,808	17.5%	2.29%	\$10,612
Stormwater	1,087,398	201,309	18.5%	2.90%	2,375
Real Estate (Projected)	13,166,806	2,225,190	17.0%	2.90%	64,435

PURPOSE AND EXPLANATION (continued)

In doing the research versus our neighbors, a phone interview with each of the following confirmed (we also contacted Upper Merion and Springfield, but never heard back, nor could find anything definitive on their website):

- **Tredyffrin** | Only Sewer & Real Estate are accepted online. Real Estate carries a fee of 2.45% or \$1.50 minimum. RE is the only thing they charge a fee on.
- **Haverford** | Accepts a variety of online payments. Sewer & Real Estate are the only that carry a fee of \$2.65% or \$3.00 minimum.
- **Lower Merion** | Accepts a variety of online payments. Sewer & Real Estate are the only that carry a fee of \$2.65% or \$1.50 minimum.

Finally, please note that credit card is an option for payment; not mandatory. The Township also accepts check, cash and coin (parking) at no additional fee.

FISCAL IMPACT: The Township will only begin accepting credit card payments if this resolution is adopted. As such, the fiscal impact is projected to be cost neutral, with almost all the new credit card fees being offset by the fee.

RECOMMENDED ACTION: The Administration is recommending that the Board adopt Resolution 2020-03 at the January 27, 2020 meeting (effective January 1, 2020).

RESOLUTION NO. 2019-132

RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ENACTING A FEE ON ALL CREDIT CARD PURCHASES USED FOR REAL ESTATE PAYMENTS

WHEREAS, a growing number of Radnor Stakeholders have been requesting that the Township allow credit card payments for real estate tax; and

WHEREAS, the Township incurs certain charges on each credit card transaction it processes; and

WHEREAS, the volume of credit card transactions for non-real estate tax payments has increased such that it is becoming more difficult for these charges to be borne solely by the Township; and

WHEREAS, subject to the adoption of this Resolution, effective January 1, 2020, the Township will begin offering its residents the convenience of paying real estate tax via credit card; and

WHEREAS, the anticipated volume of credit card transactions for real estate tax payments suggests that it will not be feasible for these charges to be borne by solely by the Township.

NOW, THEREFORE, it is hereby *RESOLVED* by the Board of Commissioners of Radnor Township, as follows:

1. That a surcharge in an amount equal to the lesser of either 2.8% or the actual charges assessed to the Township by the credit card company shall be added to each credit card transaction for all real estate tax payments.
2. The Township will continue to allow other methods for real estate payments (such as check, cash, etc.) at no additional fee.
3. The Township shall post appropriate signage at all locations at which it accepts credit card payments for these types of transactions.
4. The surcharge shall not apply to debit card transactions.
5. The effective date of the surcharge shall be January 1, 2020 and will continue until such date that the fee is amended by the Board of Commissioners

SO RESOLVED this 9th day of December, 2019.

RADNOR TOWNSHIP

By:



Name: Lisa Borowski

Title: President

ATTEST:



Name: Robert A. Zienkowski

Title: Township Manager / Secretary

RADNOR TOWNSHIP POLICE DEPARTMENT

Monthly Report



January 2020

**Christopher B. Flanagan
Police Superintendent**

RADNOR TOWNSHIP POLICE DEPARTMENT

THANK YOU LETTERS

Good morning,

I would like to take this opportunity to say **THANK YOU** to everyone for their contributions of gifts/gift cards on behalf of St. Edmonds Home for Children.

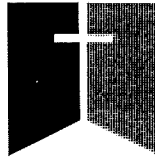
Denise, Administrator of St. Edmonds, was most appreciative and grateful for everything the employees/Commissioners at Radnor Township do this year and every year for these children.

Thank you to **Peggy Hagan** for helping me to organize and collect these gifts.

Thank you to **Officer Kaitlin Karmilowicz, Lt. Pinto, Jim Santoliquito, Lizette Subach, Bob Hale, and Reese Firestone (Officer Karmilowicz' brother)** for helping to deliver the gifts to St. Edmonds.

Thank you **ALL** for your generosity and thoughtfulness and I wish you a Happy Holiday Season and a Healthy New Year!

Vera DiMaio
Radnor Township Police Department
Executive Assistant to the Superintendent
301 Iven Avenue
Wayne, PA 19087
610-688-0503, Ext. 157
vdimaio@radnor.org



St. Edmond's Home
FOR CHILDREN

ESTABLISHED 1916

Where Miracles Happen Every Day

December 23, 2019

Ms. Vera DiMaio
Radnor Township Pllice Department
Executive Assistant to the Superintendent
301 Iven Avenue
Wayne, PA 19087

Dear Ms. DiMaio,

On behalf of the children of St. Edmond's Home, I would like to extend to you and your colleagues my heartfelt gratitude for your very generously donated Christmas gifts!

It was so kind of you to think of us, and we are very appreciative! Every gift we receive helps the precious children of St. Edmond's live to their greatest potential. Our staff members are dedicated and passionate, but even that is not enough if we do not have what we need to give our residents the best quality of life, so donations are vital to the operation of St. Edmond's. We are so fortunate to be able to depend on members of our close-knit community like yourselves.

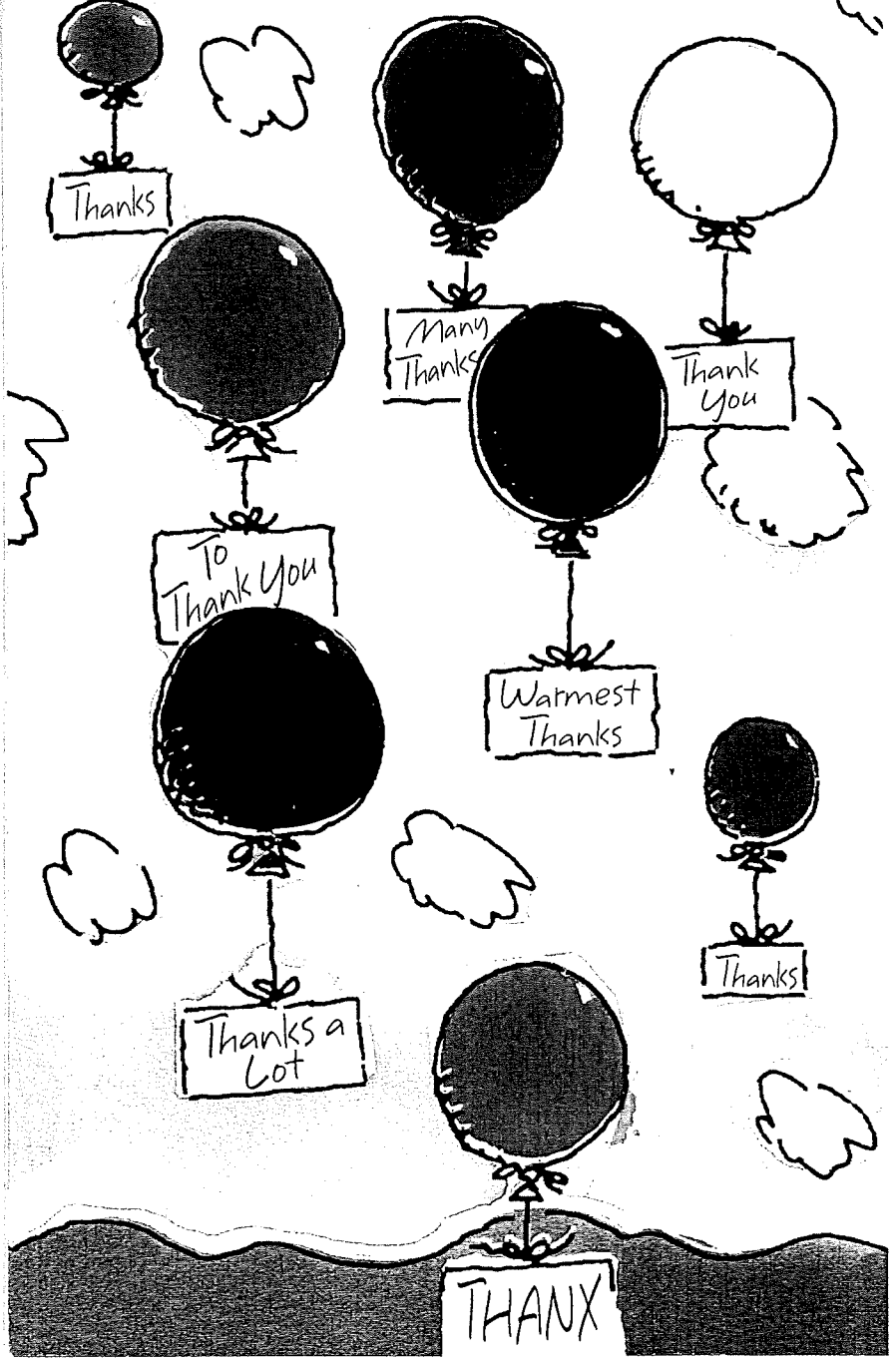
We wish you all a wonderful holiday season!

Thank you again!

Sincerely,

Denise Clofine
Administrator

DC:amk



Thanks

Many
Thanks

Thank
You

To
Thank You

Warmest
Thanks

Thanks

Thanks a
Lot

THANX

Misses O'connor O'connor

Thank you Frank you

visited the nurses all of yours.

Simmons as gifts you so generously donated to our children.

From much needed items like blankets to clothes, and and

snaps and gift cards; we are

so grateful. I feel blessed

to be in your family.

Thank you and the O'connor staff and employees

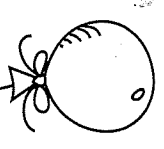
and the staff!

Thank you from the

hospital of old hands for

keeping our children in your

hands.



Just can't thank you
enough!

Sincerely,

Ronald Steyer,
Dad and
Stepdad



Christmas

*is a beautiful season
to celebrate*

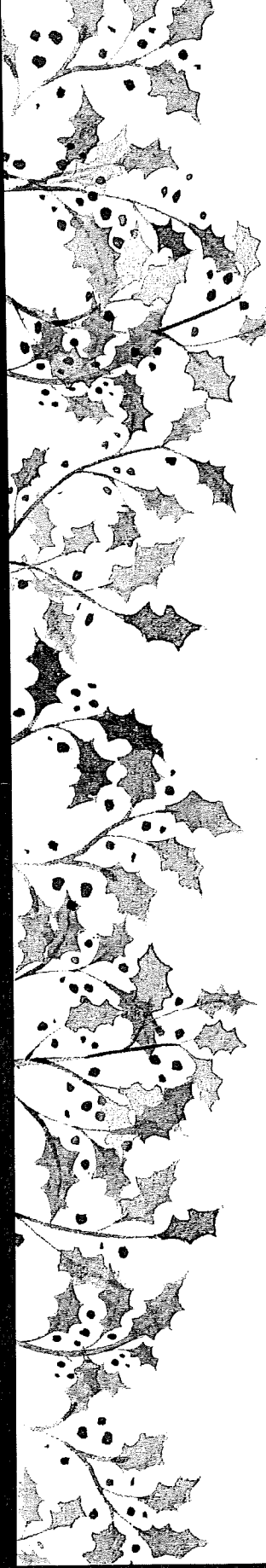
the love of family

the joy of giving

& the gift of friendship

Also Gardner Township Employees,
Thank you. Thank you thank
you! We just can't thank you
enough. We were so excited to
receive all of your Christmas
gifts you all generously donated
to our children. From much
needed items like blankets
shoes to soap, CD's and gift
cards - we are forever grateful!
I feel blessed as a member of
to be a part of this wonderful
community. You and the
Gardner Township folks are
the best!

Thank you from the bottom
of our hearts for keeping our
shelter in your hearts!



Wishing you a
Wonderful Christmas
and a very
happy New Year.

Sincerely,
Barbara Stefan,
Staff and
Shelter

Dear Chief Flanagan,

Seasons Greetings

Thank you for all that you do
to serve our community.

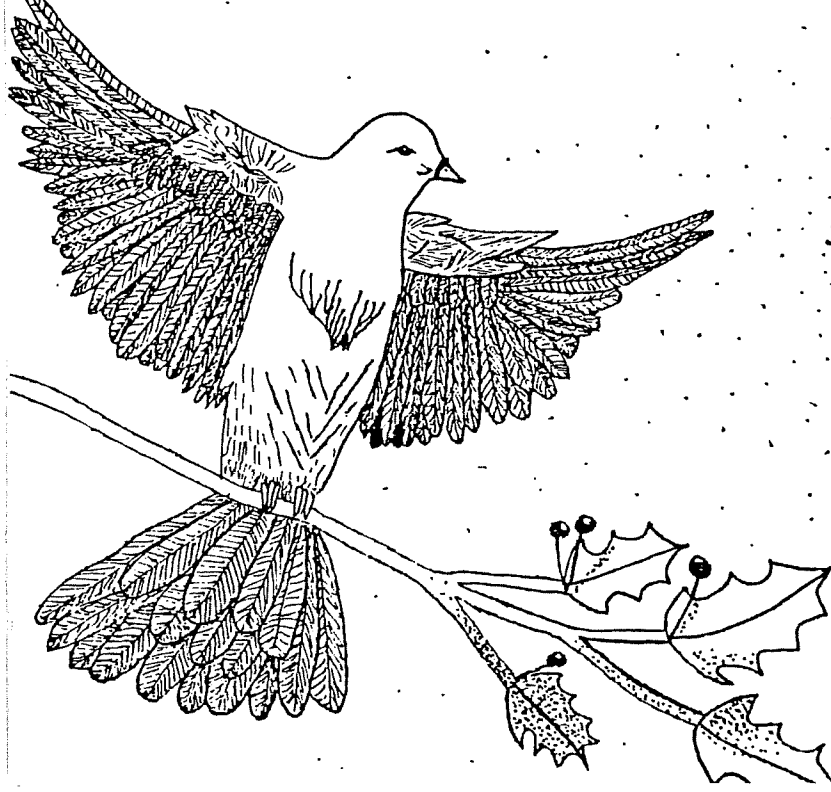
All the best in the New Year -
Rev. Carolyn Caviness

Superintendent Flanagan,

We received the following Thank You letter on our Facebook from Lauren Balk of Bryn Mawr about a recent contact with Officer Karmilowicz:

I just wanted to give another shout out and huge thank you to Officer Katelyn (I didnt get her last name) who came to my aide this morning while my car died on Lancaster Ave this morning in Rosemont while I waited for AAA. She was so calm and helpful as I was a nervous wreck. Thank you again! I hope she gets recognized for what a calming prescence she was during a super stressful and scary situation.

Thank you,
Lauren Balk



Anna Mary Miller '24

*Please join us for our
Christmas Eve Liturgy*

**December 24, 2019
Prelude Music 3:45 p.m.
Mass 4:15 p.m.
Gormley Gymnasium**

*ris
and
the Radnor Police Department,*

*May the birth of Christ inspire us to love courageously,
cherish peace and know the joy of God's presence among us.*

*Wishing you Merry Christmas, Happy Holidays
and blessings in the new year.*

Sacred Heart Academy

*Thanks for all you do for the Sacred Heart Community,
Best, Suzanne*



*Happy
Thanksgiving*

With many

thanks

for your

kindness

Happy Thanksgiving!

to

Our Realmer

Police Department

Pat Ranardle Esq.



Christmas Greetings

... THANKS for Protecting RADNER ...



May your days be
Merry this Christmas season

Best
Ed Mann



C. E. Snow
200 S Spring Mill Rd.
Villanova, PA 19085



OFFICER RODDEN +
FRIENDS POLICE OFFICERS
FROM THE
SNOWS



THANK YOU

Chief Flannagan,

Enclosed please find a small token of our appreciation of your time & service at our son's funeral on Nov 2nd.

Our son Michael, was a news anchor in Jackson, MS. He would have been very impressed w/you escorting us that day,

as all of us were who
made that trip w/you from
Paoli to Conshy.

Thanks again,
Nanci + David
Sands

(Chuck Taylor's
cousins)

RADNOR TOWNSHIP POLICE DEPARTMENT
COMMUNITY EVENTS

Good afternoon:

The Police Department posted a photo and short description of the fundraising efforts by Officers and staff who participated in No Shave November. Sgt. Gluck and HP Officer Piree presented members of Penn Medicine of Radnor with the generous donation on Wednesday.



Race for Peace Basketball Game
November 14, 2019
Lower Merion High School
Radnor Police and Haverford Police







91
LEAGUE
2015 2016

CHAMPIONSHIPS
LEAGUE
2005 2006 2009 2011

1987 KRISTEN KEPNER
1990 KATE WALHEIM
1991 ALEX GOODMAN
1992 ALI COHEN
1994 CARLY BROWN
1996 KOBE BRYANT
2000 MIKE VENAFRA
2002 SARAH LOWE
2003 JARED LEWIS
2005 DAN CAPKIN
2006 RYAN BROOKS
2006 GARRETT WILLIAMS

The City of Morgantown West Virginia Police Department



Awards This

Certificate of Training

To

Jennifer Cocco

For the completion of 13 hours K-9 Unit Management Training
Held at the Bucks County Police Training Center, Doylestown Pennsylvania

Awarded this 17th day of December, 2019


Ed Preston
Instructor

CERTIFICATE OF COMPLETION

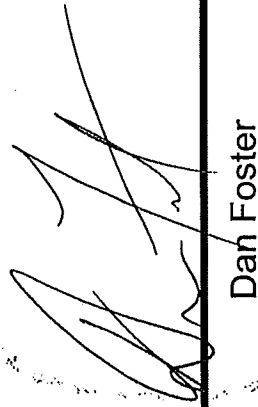
This is to certify that

Kyle Hand

Has completed all training requirements as set forth in the

Mastering Pennsylvania Search and Seizure
(1 Day Course)

December 09 2019



Dan Foster
Instructor



Dennis Benigno
Founder, Instructor

Commonwealth of Pennsylvania

INSTITUTE FOR LAW ENFORCEMENT EDUCATION



CERTIFICATE OF TRAINING

This is to certify that

NICHOLAS DEMAYO

has successfully completed a course of instruction in

FUNDAMENTALS OF ON-SCENE VEHICLE COLLISION INVESTIGATION (24 HOURS)

TRAINING DATES: November 19 to 21, 2019



Gregory Buchkoski

Gregory Buchkoski - Acting Manager

PA DEPARTMENT OF EDUCATION

Thomas E. Winters, Jr.

Thomas E. Winters, Jr. - Training Inspector





Homeland Security

Certificate of Completion

PRND Secondary Screener RIID (PER-245)

Conducted by the NNSA/NFO, CTOS - Center for Radiological/Nuclear Training
for FEMA, National Preparedness Directorate

Walter Sherman

successfully completed 14.00 contact hours of training

11/14/2019

Handwritten signature of Carolyn Kafantaris in black ink.

Carolyn Kafantaris
NNSA/NFO Program Manager
Homeland Security Counter-Terrorism

Handwritten signature of George Stamper in black ink.

George Stamper
Division Manager
Counterterrorism Division (CTD)



Homeland Security

Certificate of Completion

PRND Secondary Screener RIID (PER-245)

Conducted by the NNSA/NFO, CTOS - Center for Radiological/Nuclear Training
for FEMA, National Preparedness Directorate

Alex Janoski

successfully completed 14.00 contact hours of training

11/14/2019

A handwritten signature in black ink, appearing to read "Carolyn Kafantaris".

Carolyn Kafantaris
NNSA/NFO Program Manager
Homeland Security Counter-Terrorism

A handwritten signature in black ink, appearing to read "George Stamper".

George Stamper
Division Manager
Counterterrorism Division (CTD)



Homeland Security

Certificate of Completion

PRND Secondary Screener RIID (PER-245)

Conducted by the NNSA/NFO, CTOS - Center for Radiological/Nuclear Training
for FEMA, National Preparedness Directorate

Raymond Matus

successfully completed 14.00 contact hours of training

11/14/2019

A handwritten signature in black ink, appearing to read "Carolyn Kafantaris".

Carolyn Kafantaris
NNSA/NFO Program Manager
Homeland Security Counter-Terrorism

A handwritten signature in black ink, appearing to read "George Stamper".

George Stamper
Division Manager
Counterterrorism Division (CTD)



Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
3501	DISTURBANCE-COMPLAINT OF NOISE,MUSIC,ETC	9			
3520	DOMESTIC PROBLEM (NO ARREST)	6			
3650	PECO-ENEGY NOTIFICATION/POWER OUTAGES	3	1		
4000	JUVENILE PROBLEMS (NO ARREST)	2			
4200	MISSING PERSONS(EXCEPT JUVENILES)	1			
4301	MENTAL HEALTH-ALL OTHERS	8			
4500	OPEN DOORS/WINDOWS	5	3		
4600	ORDINANCE VIOL.-EXCEPT BURNING/SOLICIT	3	1		
4650	POLICE INFORMATION	42			
4655	CID/DTF INVESTIGATION	1	1		
4660	911 HANG UP CALL	37			
4700	ADDED PATROL-REQUEST FOR	29	2		
4701	ADDED PATROL - BUSINESS CHECKS	92			
4702	ADDED PATROL - SCHOOL CHECKS	33			
4800	SOLICITING-WITHOUT PERMIT	0	1		
4801	SOLICITING-COMPLAINTS	2	1		
4900	SUSPICIOUS PERSON	21	1		
4901	SUSPICIOUS CIRCUMSTANCE	38	2		
4902	SUSPICIOUS VEHICLES	16			
5000	TELEPHONE CALLS-HARASSING/SUSPICIOUS	2			
5300	TREES DOWN AND/OR BLOCKING ROADWAY,ETC	4			
5400	VEHICLES-ABANDONED	1			
5401	VEHICLES-ASSIST MOTORIST(INCL LOCKOUTS)	13			
5402	VEHICLES-DISABLED	23			
5403	VEHICLES-MV VIOLATIONS & MVV COMPLAINTS	29	2		
5404	VEHICLES-PARKING COMPLAINTS	11	1		
5405	VEHICLES-TOWED	10	1		
5500	WATER MAIN BREAK/WATER CO. PROBLEMS	2			
5501	WIRES DOWN - NO HAZARD	6			
5600	WARRANT-ARREST (ISSUED OUTSIDE RADNOR)	1			
6001	ACCIDENT - WITH INJURIES	6			
6003	ACCIDENT - NON REPORTABLE	46	1		
6005	ACCIDENT - NO REPORT DONE	4			
6007	ACCIDENT - BRIDGE STRIKE	1			
8000	BURG/HOLDUP/PANIC ALARM - CIT ISSUED	1			
8001	BURG/HOLDUP/PANIC ALARM - NO CITATION	93			
8003	FIRE/MEDICAL ALARM - NO CITATION	15			
8004	ANY ALARM- SEVERE WEATHER- NO CITATION	13			
9005	ANIMALS - ALL INVOLVING DEER	5	1		
9038	K-9 ASSIST	4			
9050	ASSIST SICK/INJURED	108	1		
9051	ASSIST AMBULANCE	5			
9052	ASSIST OTHER POLICE DEPARTMENT	0	1		
9966	SELECTIVE ENFORCEMENT-CITATION ISSUED	111			
9968	SELECTIVE ENFORCEMENT-WARNING ISSUED	59			
9970	SELECTIVE ENFORCEMENT-NO ISSUANCE	58			
9972	MOTOR OFFICER ACTIVITY	0	4		
		<u>979</u>			

ACCIDENT

3200	CHECK ON WELFARE	11			
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Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
ADMIN					
9000	ANIMALS - DOG COMPLAINTS	3			
9002	ANIMALS - ALL OTHER	1			
9055	ASSIST SICK/INJURED ALCOHOL/DRUG RELATED	6	1		
		<u>10</u>			
ALL ORDINA					
2830	TWP ORD-ALL OTHER	0	1		
ALL OTHER					
2640	ALL OTHER ORDINANCE VIOLATIONS	4			
2660	TRESPASSING OF REAL PROPERTY	3	1		
		<u>7</u>			
ANIMAL					
5502	ANIMAL COMPLAINTS - BARKING DOGS	1			
5504	ANIMAL COMPLAINTS - DOG BITES	1			
5506	ANIMAL COMPLAINTS - STRAY ANIMALS	2			
5510	ANIMAL COMPLAINTS - OTHER	9			
5590	ANIMAL COMPLAINTS - REPORTS	2			
		<u>15</u>			
ASSAULT					
0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	2			
0490	ASSAULT - REPORTS	1			
		<u>3</u>			
ASSIST					
7502	ASSIST OTHER AGENCIES - FIRE DEPT.	13		1	
7504	ASSIST OTHER AGENCIES - OTHER POLICE	2			
7506	ASSISTING OTHER AGENCIES - ALL OTHERS	1			
		<u>16</u>			
BICYCLES					
5005	FOUND BICYCLES	2	1		
BURGLARY					
0522	UNLAWFUL ENTRY-NO FORCE-RESIDENCE-DAY	1			
0523	UNLAWFUL ENTRY-NO FORCE-RESIDENCE-UNK.	1			
		<u>2</u>			
CIVIL					
3300	CIVIL DISPUTES	6			
COMPLAINT					
8590	CITIZEN COMPLAINT REPORT	1			
CONTACT					
4016	NON-CRIMINAL - PEDESTRIAN CONTACTS	2			
CRIM MISCH					
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	5			
1440	CRIMINAL MISCHIEF - ALL OTHER	2			

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
CRIM MISCH					
1450	ALL OTHER VANDALISM	1			
1490	CRIMINAL MISCHIEF - REPORTS	2			
		<u>10</u>			
DEATH					
4506	DEATHS - SUICIDES	1			
DISORDERLY					
2410	HARASSMENT BY COMMUNICATION	3			
2450	HARASSMENT	4			
2480	DISORDERLY CONDUCT-ALL OTHERS	0		1	
2490	DISORDERLY CONDUCT-REPORTS	1			
		<u>8</u>			
DISTURBANC					
3610	DISTURBANCES-JUVENILE	2			
3620	DISTURBANCES-OTHER (FIGHTS,DISPUTES,ETC)	6			
		<u>8</u>			
DOA					
3320	DOA	1			
DRUG					
1822	NARCOTICS-MANUFACTURE-MARIJUANA,ETC.	1			
1831	NARCOTICS-POSSESSION-MORPHINE,HEROIN,ETC	1			
1832	NARCOTICS-POSSESSION-MARIJUANA,ETC.	5			
		<u>7</u>			
DUI					
2111	DRIVING UNDER THE INFLUENCE - ALCOHOL	1			
2112	DRIVE UNDER INFLUENCE-ALCOHOL-IMPAIRED	3			
2121	DRIVE UNDER INFLUENCE - DRUGS	2			
		<u>6</u>			
FIRE					
3700	FIRE - RESIDENTIAL	2			
3701	FIRE-COMMERCIAL	2			
3703	FIRE-ALL OTHERS	3			
3704	FIRE-BURNING ORDINANCE VIOLATION	1			
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUNDED)	4			
		<u>12</u>			
FRAUD					
1100	FRAUD	6			
1130	FRAUD - ALL OTHERS (FLIM-FLAM, ETC.)	1			
1150	FRAUD - CREDIT CARDS	5			
1191	FRAUD - REPORTS	5			
1192	WIRE FRAUD	1			
		<u>18</u>		1	
HVERFORD					
9041	ASSIST HVERFORD PD	4			

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
HEROIN					
4652	HEROIN RELATED INCIDENT	0	3		
LIQUOR					
2211	LIQUOR LAW-UNDERAGE-PURCH,CONSMP,POSSES	1			
2242	LIQUOR LAWS - OTHER - JUVENILE	1			
		<u>2</u>			
LMPD					
9040	ASSIST LOWER MERION PD	3			
LOST/FOUND					
5002	LOST & FOUND - FOUND ANIMAL	1			
5004	LOST & FOUND - FOUND ARTICLES	7			
5006	LOST & FOUND - LOST ANIMAL	2			
5008	LOST & FOUND - LOST ARTICLES	5			
		<u>15</u>			
MISSING PE					
2900	JUVENILE RUNAWAYS	5			
MV ACCIDEN					
6002	ACCIDENT - NO INJURIES (REPORTABLE)	13			
6004	ACCIDENT - HIT & RUN	12			
6006	ACCIDENT - PEDESTRIAN	1			
		<u>26</u>			
N-TRAF CIT					
CITN	NON-TRAFFIC CITATION	23			
OTHER					
4018	NON-CRIMINAL-ST. LIGHT OUT, ST. REPAIRS.	3			
7016	FOLLOW UP INFORMATION	0	1		
		<u>3</u>			
PFA					
2647	ALL OTHERS - PROTECTIVE ORDERS	2			
PROPERTY					
2910	LOST/MISSING PROPERTY	3			
PSP					
9047	ASSIST PSP	1			
PUBL DRUNK					
2300	PUBLIC DRUNKENESS	5	1		
SERVICE					
7002	NOTIFICATION - COMMUNITY DEVELOPMENT	1	2		
7006	NOTIFICATION - HIGHWAY DEPT.	0	1		

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
SERVICE					
7008	NOTIFICATION - SEWER DEPT.	1			
7010	NOTIFICATION - PARKS DEPT.	1	1		
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	9			
7090	PUBLIC SERVICES - REPORTS	1			
8521	DEPT SERVICES - SCHOOL SEC & EMG PREP	1			
		<u>14</u>			
SUICIDE					
4300	MENTAL HEALTH-EMERG.302/SUICIDE ATTEMPTS	6			
SUSPICIOUS					
3500	DISTURBANCE - DISORDERLY PERSONS	8			
SVC CALL					
3805	SERVICE CALL-ANIMAL	0	1		
3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	10			
3850	HAZARDOUS CONDITIONS	15	2		
3880	OPEN DOORS/WINDOWS - DISCOVERED	3	1		
3900	GAS LEAKS (NATURAL GAS)	3			
		<u>31</u>			
THEFT					
0614	THEFT-\$200 & OVER-FROM AUTO (EXCPT 0615)	1			
0616	THEFT-\$200 & OVER-BICYCLES	1			
0617	THEFT-\$200 & OVER-FROM BUILDINGS	2			
0619	THEFT-\$200 & OVER-ALL OTHER	3			
0623	THEFT-\$50 TO \$200-RETAIL THEFT	1			
0624	THEFT-\$50 TO \$200-FROM AUTO (EXCPT 0625)	2			
0627	THEFT-\$50 TO \$200-FROM BUILDINGS	1			
0629	THEFT-\$50 TO \$200-ALL OTHER	2			
0636	THEFT - UNDER \$50 - BICYCLES	1			
0637	THEFT - UNDER \$50 - FROM BUILDINGS	1			
0647	THEFT-ATTEMPTED-FROM BUILDINGS	1			
		<u>16</u>			
TRAF CIT					
CITT	TRAFFIC CITATION	93			
TRAFFIC					
6606	TRAFFIC RELATED - DIRECT TRAFFIC	19			
6610	TRAFFIC RELATED - MOTORIST AID	1			
6612	TRAFFIC RELATED - SIGNALS-SIGNS OUT	6	2		
6614	TRAFFIC RELATED - OTHER TRAFFIC	1			
		<u>27</u>			
TREDYFFRIN					
9045	ASSIST TREDYFFRIN PD	2			
VILLANOVA					
4651	REFERRED TO VILLANOVA PD	19	3		

December 30, 2019

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 11/01/2019 and 11/30/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
VUPD					
9049	ASSIST VUPD	8			
YOUTH					
8523	YOUTH AID PANEL REFERRAL	0		1	
		Total Calls	1,441		

NOVEMBER



Description Primary Count

Parking Tickets

Month of November 2019	1,110
January 1, 2019 – November 30, 2019	8,619

Residential and Commercial False Alarm Violations

Month of November 2019	63
January 1, 2019 – November 30, 2019	957

Moving Violations

Month of November 2019	372
January 1, 2019 – November 30, 2019	8,177

Radnor Police Training – November 2019

FEMA/Secondary Screener Radiological Isotope Identifier Device Training – Cpl. Walt Sherman, Ofc. Ray Matus, Ofc. Alex Janoski

On Scene Collision Investigation – Ofc. Nicholas DeMayo, Ofc. Tom Kester, Ofc. Michael Grimm

November
Crime Alerts
2019

The Radnor Township Police Department has issued a crime alert in regards to a criminal mischief while parked on the main campus of Eastern University. The damage occurred on November 1st during normal business hours. Please call 9-1-1 with any information about this incident or when reporting any suspicious activities.

The Radnor Township Police Department has issued a crime alert in regards to a theft from a vehicle. The victim parked their car in a parking lot of 500 E Lancaster Ave during the early evening hours of Saturday, November 2nd. When the victim returned the vehicle, approximately an hour later, she noticed a damaged window and an item had been removed. Please call 9-1-1 with any information about this incident or when reporting any suspicious activities.

On Monday, 11/4/2019, several pumpkins on Walnut Av. were smashed. One victim observed two white male juveniles smash two pumpkins on their property then flee the area on foot. If anyone may have seen anything at this time or was the victim of a similar crime, they are asked to call the Radnor Police at 911.

The Radnor Township Police Department has issued a crime alert in regards to a trespassing incident which occurred on Friday 11/1/2019 at approximately 11:00AM. The victim reported a subject knocked on the door of an apartment in the 100 Block of Windermere Ave. and a male subject started asking for assistance when he answered the door. The male, uninvited, then pushed his way into the apartment, saying he needed assistance. The male stayed in the apartment for several seconds and eventually exited without taking anything or saying anything else. The white male subject is described as being in his early 40s, 6ft, stocky build with brown hair, trimmed beard with some gray. The male subject was wearing blue jeans and a grey sweater with a large Ralph Lauren Polo Logo on the front. A composite of the subject is attached. Please call 9-1-1 IMMEDIATELY with any information about this incident or when reporting any suspicious activities.

On Tuesday, 11/5/2019, an attempted theft of a locker occurred at Club La Maison. The actor described as a 5'7" 200 lbs., male with black hair, last seen wearing black sweat pants and a gray shirt. When confronted by gym staff the male fled on foot and was seen entering red mini-van with a PA license plate. The van was being operated by another unknown individual. If anyone may have seen anything at this time or was the victim of similar type crime, they are asked to call the Radnor Police at 911.

On Friday, 11/15/2019, between 12:10 pm and 1:00 pm a theft from a locker was reported. The victim reports that five credit/debit cards were removed from their wallet. The victim was advised of several fraudulent charges completed in the King of Prussia area. At this time there is no video surveillance available of the theft. Anyone who may have seen anything or was the victim of a similar crime, they are asked to call the Radnor Police at 911.

On Friday, 11/15/2019, between 5:45 pm and 9:00 pm a vehicle had its passenger side window smashed and items removed from inside. Taken from inside of the vehicle was backpack that contained various personal items. If anyone may have seen anything or was the victim of a similar crime, they are asked to contact the Radnor Police at 911.

On Friday, 11/15/2019, several coasters and other items were stolen from a display in the store. Video footage shows an older white female wearing a yellow coat, black shirt, black heels, and black pants placing several items in her purse. She then left the store without paying for anything. If anyone may have seen anything at this time, they are asked to call the Radnor Police at 911.

A vehicle parked in the lot on Radnor Street Rd. and Walnut Av. between 8 pm on 11/17/2019 and 3:20 pm on 11/18/2019 had its tire punctured. The passenger side front tire was punctured with an unknown object. If anyone may have seen anything or was the victim of a similar crime, they are asked to call the Radnor Police at 911.

On Friday, 11/29/2019, at approximately 6:53 AM a black bear was spotted in the 700 block of Harrison Rd. Video of the bear has been recovered and the PA Game Commission has been contacted.

The Radnor Police respects citizens' privacy, civil rights, and civil liberties by emphasizing behavior, rather than appearance, in identifying suspicious activity. Factors such as race, ethnicity, and/or religious affiliation are not suspicious. The public should only report suspicious behavior and situations (e.g., an unattended backpack or package, or someone breaking into a vehicle or restricted area). Moreover, any physical descriptions are based on victim and witness statements provided to the Radnor Police at the time the incident was reported or developed through investigation

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
3501	DISTURBANCE-COMPLAINT OF NOISE,MUSIC,ETC	4			
3520	DOMESTIC PROBLEM (NO ARREST)	16		1	
3650	PECO-ENEGY NOTIFICATION/POWER OUTAGES	0	2		
4000	JUVENILE PROBLEMS (NO ARREST)	5			
4200	MISSING PERSONS(EXCEPT JUVENILES)	1			
4301	MENTAL HEALTH-ALL OTHERS	6	3	1	
4500	OPEN DOORS/WINDOWS	2			
4600	ORDINANCE VIOL.-EXCEPT BURNING/SOLICIT	2	2		
4650	POLICE INFORMATION	37			
4660	911 HANG UP CALL	20			
4700	ADDED PATROL-REQUEST FOR	60	1		
4701	ADDED PATROL - BUSINESS CHECKS	107			
4702	ADDED PATROL - SCHOOL CHECKS	27			
4801	SOLICITING-COMPLAINTS	1			
4900	SUSPICIOUS PERSON	13			
4901	SUSPICIOUS CIRCUMSTANCE	38	1		
4902	SUSPICIOUS VEHICLES	26			
5200	TRAFFIC HAZARD-POTHOLES/OBSTRUCTIONS/ICE	2			
5300	TREES DOWN AND/OR BLOCKING ROADWAY,ETC	3	1		
5400	VEHICLES-ABANDONED	2			
5401	VEHICLES-ASSIST MOTORIST(INCL LOCKOUTS)	16			
5402	VEHICLES-DISABLED	26	1		
5403	VEHICLES-MV VIOLATIONS & MVV COMPLAINTS	35	3		
5404	VEHICLES-PARKING COMPLAINTS	18			
5405	VEHICLES-TOWED	7	1	2	
5500	WATER MAIN BREAK/WATER CO. PROBLEMS	1			
5501	WIRES DOWN - NO HAZARD	2			
5600	WARRANT-ARREST (ISSUED OUTSIDE RADNOR)	2			
6001	ACCIDENT - WITH INJURIES	6			
6003	ACCIDENT - NON REPORTABLE	48			
6005	ACCIDENT - NO REPORT DONE	6			
6007	ACCIDENT - BRIDGE STRIKE	1			
8001	BURG/HOLDUP/PANIC ALARM - NO CITATION	111			
8002	FIRE/MEDICAL ALARM - CITATION ISSUED	1			
8003	FIRE/MEDICAL ALARM - NO CITATION	22			
8004	ANY ALARM- SEVERE WEATHER- NO CITATION	1			
9001	ANIMALS-RABID/SICK	1			
9005	ANIMALS - ALL INVOLVING DEER	7	1		
9038	K-9 ASSIST	3	1		
9050	ASSIST SICK/INJURED	115			
9051	ASSIST AMBULANCE	5			
9052	ASSIST OTHER POLICE DEPARTMENT	2			
9966	SELECTIVE ENFORCEMENT-CITATION ISSUED	46			
9968	SELECTIVE ENFORCEMENT-WARNING ISSUED	38			
9970	SELECTIVE ENFORCEMENT-NO ISSUANCE	41			
9972	MOTOR OFFICER ACTIVITY	0	4		
9990	ELECTRONIC ASSISTANCE	0	1		
		<u>933</u>			

ACCIDENT

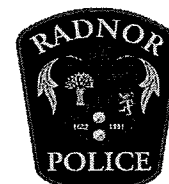
3200	CHECK ON WELFARE	5			
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Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
ADMIN					
9000	ANIMALS - DOG COMPLAINTS	2			
9002	ANIMALS - ALL OTHER	3			
9055	ASSIST SICK/INJURED ALCOHOL/DRUG RELATED	5			
		10			
ALL ORDINA					
2830	TWP ORD-ALL OTHER	1			
ALL OTHER					
2640	ALL OTHER ORDINANCE VIOLATIONS	3			
2660	TRESPASSING OF REAL PROPERTY	0	1		
		3			
ANIMAL					
5502	ANIMAL COMPLAINTS - BARKING DOGS	1			
5506	ANIMAL COMPLAINTS - STRAY ANIMALS	4			
5510	ANIMAL COMPLAINTS - OTHER	7			
5590	ANIMAL COMPLAINTS - REPORTS	1			
		13			
ASSAULT					
0410	AGGRAVATED ASSAULT	1			
0440	ASSAULT - ATROCIOUS- HANDS,FISTS,FEET	0	1		
0800	ASSAULTS - OTHER ASSAULTS (SIMPLE)	1			
0810	SIMPLE PHYSICAL ASSAULTS	1			
0830	SEXUAL ASSAULT	0	1		
		3			
ASSIST					
7502	ASSIST OTHER AGENCIES - FIRE DEPT.	9			
7504	ASSIST OTHER AGENCIES - OTHER POLICE	2			
		11			
BURGLARY					
0514	BURGLARY-FORCE ENTRY-NON-RESID-NIGHT	1			
0515	BURGLARY-FORCED ENTRY-NON-RESID-DAY	1			
0516	BURGLARY-FORCED ENTRY-NON-RESID-TIME UNK	1			
0523	UNLAWFUL ENTRY-NO FORCE-RESIDENCE-UNK.	1			
		4			
CIVIL					
3300	CIVIL DISPUTES	10			
COMPLAINT					
8590	CITIZEN COMPLAINT REPORT	2			
CONTACT					
4016	NON-CRIMINAL - PEDESTRIAN CONTACTS	1			
CRIM MISCH					
1410	CRIMINAL MISCHIEF TO AUTOMOBILES	1			
1440	CRIMINAL MISCHIEF - ALL OTHER	2			

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
		3			
DISORDERLY					
2400	DISORDERLY CONDUCT	1			
2410	HARASSMENT BY COMMUNICATION	0	1		
2450	HARASSMENT	3			
2490	DISORDERLY CONDUCT-REPORTS	1			
		5			
DISTURBANC					
3600	ESCORT DUTY (FINANCIAL)	1			
3610	DISTURBANCES-JUVENILE	1			
		2			
DRUG					
1831	NARCOTICS-POSSESSION-MORPHINE,HEROIN,ETC	1			
1832	NARCOTICS-POSSESSION-MARIJUANA,ETC.	5			
1834	NARCOTICS-POSSESSION-OTHER DANGEROUS	3			
1890	NARCOTICS - REPORTS	1			
1891	DRUG EQUIPMENT VIOLATIONS	0	1	1	
		10			
DUI					
2111	DRIVING UNDER THE INFLUENCE - ALCOHOL	2			
EASTTOWN					
9044	ASSIST EASTTOWN PD	1			
FIRE					
3700	FIRE - RESIDENTIAL	1			
3701	FIRE-COMMERCIAL	2			
3702	FIRE-VEHICLE	1			
3703	FIRE-ALL OTHERS	6			
3706	FIRE - LEAVES, BRUSH, ETC.	1			
3840	FIRES (INCLUDING ALARMS-FOUNDED/UNFOUND)	3			
		14			
FORGERY					
1090	FORGERY & COUNTERFEITING -REPORTS	1			
FRAUD					
1130	FRAUD - ALL OTHERS (FLIM-FLAM, ETC.)	2			
1150	FRAUD - CREDIT CARDS	1			
1190	FRAUD-ALL OTHER(FLIM FLAM,CONFIDENCE	1			
1191	FRAUD - REPORTS	9			
		13			
HAVERFORD					
9041	ASSIST HAVERFORD PD	2			
LIQUOR					
2211	LIQUOR LAW-UNDERAGE-PURCH,CONSMP,POSSES	1			

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
LMPD					
9040	ASSIST LOWER MERION PD	4			
LOST/FOUND					
5002	LOST & FOUND - FOUND ANIMAL	1			
5004	LOST & FOUND - FOUND ARTICLES	6			
5006	LOST & FOUND - LOST ANIMAL	2			
5008	LOST & FOUND - LOST ARTICLES	2			
		11			
MARPLE					
9042	ASSIST MARPLE PD	1			
MISSING PE					
2900	JUVENILE RUNAWAYS	2	1		
MV ACCIDEN					
6002	ACCIDENT - NO INJURIES (REPORTABLE)	13	3		
6004	ACCIDENT - HIT & RUN	20	1		
6006	ACCIDENT - PEDESTRIAN	2			
		35			
MV THEFT					
0711	M.V. THEFT-AUTOS-STREET-COMMERCIAL AREA	1			
N-TRAF CIT					
CITN	NON-TRAFFIC CITATION	18			
OPEN BURN					
2820	TWP ORD-OPEN BURNING	1			
OTHER					
4018	NON-CRIMINAL-ST. LIGHT OUT, ST. REPAIRS.	3			
PFA					
2647	ALL OTHERS - PROTECTIVE ORDERS	3			
PROPERTY					
2910	LOST/MISSING PROPERTY	2			
PSP					
9047	ASSIST PSP	1			
PUBL DRUNK					
2300	PUBLIC DRUNKENESS	1			
RECEIVING					

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
RECEIVING					
1331	STOLEN PROP.-POSSESSING - MOTOR VEHICLE	1			
RECOV PROP					
3000	LOST/RECOVERED PROPERTY	1			
SERVICE					
7002	NOTIFICATION - COMMUNITY DEVELOPMENT	0	1		
7006	NOTIFICATION - HIGHWAY DEPT.	2	1		
7008	NOTIFICATION - SEWER DEPT.	3			
7010	NOTIFICATION - PARKS DEPT.	0	1		
7014	PUBLIC SERVICE - OTHERS (OFFICER ASSIST)	6			
7090	PUBLIC SERVICES - REPORTS	2			
		13			
SEXUAL					
1720	SEX OFFENSES - INDECENT EXPOSURE	1			
SUICIDE					
4300	MENTAL HEALTH-EMERG.302/SUICIDE ATTEMPTS	1			
SUSPICIOUS					
3500	DISTURBANCE - DISORDERLY PERSONS	5			
SVC CALL					
3810	SERVICE CALL-ALARMS-UNFOUNDED-EXCPT FIRE	1			
3830	SERVICE CALL-ASSIST OTHER AGENCY	1			
3850	HAZARDOUS CONDITIONS	8			
3880	OPEN DOORS/WINDOWS - DISCOVERED	7			
		17			
THEFT					
0613	THEFT-\$200 & OVER-RETAIL THEFT	4			
0617	THEFT-\$200 & OVER-FROM BUILDINGS	2			
0619	THEFT-\$200 & OVER-ALL OTHER	3			
0623	THEFT-\$50 TO \$200-RETAIL THEFT	1			
0624	THEFT-\$50 TO \$200-FROM AUTO (EXCPT 0625)	1			
0627	THEFT-\$50 TO \$200-FROM BUILDINGS	1			
0629	THEFT-\$50 TO \$200-ALL OTHER	1			
0634	THEFT-UNDER \$50-FROM AUTO (EXCEPT 0635)	1			
0637	THEFT - UNDER \$50 - FROM BUILDINGS	1			
		15			
TRAF CIT					
CITT	TRAFFIC CITATION	29			
TRAFFIC					
6606	TRAFFIC RELATED - DIRECT TRAFFIC	15			
6612	TRAFFIC RELATED - SIGNALS-SIGNS OUT	8			
6614	TRAFFIC RELATED - OTHER TRAFFIC	1			
		24			

January 14, 2020

Calls for Service - by Keyword

RADNOR TOWNSHIP

Incidents Reported Between 12/01/2019 and 12/31/2019



Code	Description	Primary Count	Secondary UCR Count		
			Code 2	Code 3	Code 4
TREDYFFRIN					
9045	ASSIST TREDYFFRIN PD	4			
VILLANOVA					
4651	REFERRED TO VILLANOVA PD	8			
VUPD					
9049	ASSIST VUPD	1	1		
Total Calls		1,253			

December
Crime Alerts
2019

On Monday, 12/2/2019, while unloading their vehicle, a resident of the 100 block of Plant Av. observed two white males inside of their vehicle. The two white males were wearing dark colored hoodies and when confronted by the vehicle owner, they fled the area on foot. At this time it does not appear as if anything was taken from the car. If anyone may have seen anything or was the victim of a similar type of crime, they are asked to call the Radnor Police at 911.

Victim reports that while visiting one of two establishments in Garret Hill on Sunday, 11/17/2019, his car was stolen. Reported stolen was 2001 Hyundai Sonata bearing PA registration KKG8581. The keys are reported to be with the vehicle.

On Monday, October 28, 2019, the victim had their handicap placard stolen from their vehicle. The vehicle was parked in the lot of the apartment complex and nothing else was taken from the car. The vehicle was unlocked at the time of the theft.

On Friday, 12/13/2019, several credit cards were stolen from unsecured lockers at Bulldog Yoga. Staff reports that between 9:45 AM and 10:45 AM that a heavy set black female with short hair and wearing a hat, took an unguided tour of the facility and left immediately after exiting from the locker room. Two victims report several credit cards stolen from their wallets and used in various locations in Suburban Square and Plymouth Meeting. If anyone may have seen anything or was the victim of a similar crime, they are asked to call the Radnor Police at 911.

On Friday, 12/13/2019 at approximately 3:40 PM several high value jackets were stolen from the TJ Maxx store. Store security footage showed three black females and one black male running out the TJ Maxx, each of them carrying merchandise that was not purchased. The four were observed, by another patron, to enter a silver Hyundai Santa Fe with a Delaware temporary registration, and flee the area. If anyone may have seen anything at this time they are asked to call the Radnor Police at 911.

On Tuesday, 12/17/2019, several pieces of "copper" were stolen from the construction site on Ivy Lane. Video surveillance shows an unknown make and model vehicle driving in the area at approximately 8:14 pm with its headlights out. The video does not provide enough clarity for any further information. If anyone may have seen anything at this time, they are asked to call the Radnor Police at 911.

On Thursday, 12/19/2019, at approximately 2:50 pm a complainant observed a suspicious vehicle with an male operator that appeared to be circling the area for a brief period of time. The vehicle is described as a gold or tan colored, "shiny" sedan and the only description of the operator is an older male with a brown beard and a balding head. The vehicle was observed to have driven by the area two times and an obscenity was heard being said by the male on its first pass. If anyone may have seen anything at this time they are asked to call the Radnor Police at 911.

On Monday 12-23-2019 at approximately 0800 hours Radnor Police responded to a report of a burglary which occurred sometime overnight at Land Rover of the Main Line located in the 300 block of East Lancaster Avenue in Wayne. Unknown actors removed a panel of glass from the Service door then entered an unsecured office. Once inside the office, the actors located and removed approximately 20 sets of keys to new and used vehicles. The actors then responded to a nearby storage lot where they stole six vehicles, five Range Rovers and one Discovery. Please call 9-1-1 with any information about this incident or when reporting any suspicious activities.

On Sunday, December 22nd, the Wine and Spirits store located in the 100 block of W Lancaster Ave. reported a theft. Two females and one male entered the store, placed several bottles of spirits in various bags and ran from the store upon being confronted by an employee and fled the area in a dark sedan. Please call 9-1-1 with any information about this incident or when reporting any suspicious activities.

The Radnor Township Police Department has issued a crime alert in regards to a theft. The victim reported the theft of a package that had been delivered to the Radwyn Apartments at 275 Bryn Mawr Ave. on 12.15.2019 was stolen. The time of the theft is unknown. Please call 9-1-1 with any information about this incident or when reporting any suspicious activities.

The Radnor Police respects citizens' privacy, civil rights, and civil liberties by emphasizing behavior, rather than appearance, in identifying suspicious activity. Factors such as race, ethnicity, and/or religious affiliation are not suspicious. The public should only report suspicious behavior and situations (e.g., an unattended backpack or package, or someone breaking into a vehicle or restricted area). Moreover, any physical descriptions are based on victim and witness statements provided to the Radnor Police at the time the incident was reported or developed through investigation.



DECEMBER

<u>Description</u>	<u>Primary Count</u>
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Parking Tickets

Month of December 2019	469
January 1, 2019 – December 31, 2019	9,088

Residential and Commercial False Alarm Violations

Month of December 2019	46
January 1, 2019 – December 31, 2019	1,003

Moving Violations

Month of December 2019	225
January 1, 2019 – December 31, 2019	8,402

Radnor Police Training – December 2019

SWAT Team Leadership – Ofc. Nick Laffredo

Search and Seizure – Ofc. Kyle Hand

K9 Unit Management and Oversight – Ofc. Jen Cocco and Sgt. Dan Lunger

RADNOR TOWNSHIP POLICE DEPARTMENT
301 Iven Avenue
Wayne, Pennsylvania 19087-5297
(610) 688-0503 □ Fax (610) 688-1238

Christopher B. Flanagan
Police Superintendent

TO: Radnor Township Commissioners; Robert A. Zienkowski, Township Manager; William M. White, Director of Finance; Stephen F. Norcini, Township Engineer; Steve McNelis, Public Works Director; Tammy Cohen, Director of Recreation and Community Programming; Kevin W. Kochanski, Director of Community Development; Bill Cassidy, Field Leader; Lt. Shawn Dietrich; Lt. Joseph Pinto; Sgt. Mark Stiansen, Officer Alex Janoski; Officer Pat Lacey, Officer Ken Piree, Officer Ray Matus, Highway Patrol Unit; William Gallagher, Supervisor of Parking; Amy Kaminski, Traffic Engineer for Gilmore and Associates; Vera DiMaio, Executive Assistant

FR: Christopher B. Flanagan

RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, NOVEMBER 20, 2019, 10:00 AM.

NEW BUSINESS

1. Resident (Eileen) requests No Parking signs on Brookside Circle to be moved to the opposite side of the street.

Staff Traffic Committee states that resident regarding this matter never returned the Petition regarding this request, therefore, this request is denied.

2. Ms. Love reports traffic issue at intersection of Sproul Road and Lancaster Avenue Reports the wait to turn left is approximately 15-30 minutes duration of time.

Staff Traffic Committee will contact Higgins to check the timing of the light at this location.

3. Ms. Cindy Evans reports the timing of the signal at Bryn Mawr Avenue and Sproul Road is not functioning properly.

Staff Traffic Committee have confirmed with Higgins that this matter has already been repaired and therefore no issue.

Add on Item:

1, Commissioner Borowski emailed regarding concerns of residents from Strathmore Road who continue to be concerned about speeding in the morning being a safety issue for students at bus stops.

- Residents on Strathmore and Yorkshire spoke regarding their concerns and shared information from a study they performed themselves; rolling stop signs, speeding around the bus stops, lack of drivers following signs.
- Residents requested to lower the speed limit at this location.
- Residents requested an officer to be committed to this location during certain times to observe the activity.
- Residents inquired about speed humps
- Residents inquired what could be done to help with the speeding issues.



- Highway Patrol Officer Pat Lacey stated that it is up to the driver of the vehicle to follow the rules. It doesn't matter how many signs you put up, it will not stop certain drivers to following them.
- Sgt Stiansen stated they have already received complaints at this location.
- Sgt. Stiansen stated that they cannot have an officer at this location at all times to enforce all day.
- The speed limit cannot be lowered.
- Sgt. Stiansen did state that stop bars could be placed at the stop signs (will contact Field Leader Bill Cassidy).
- Radnor Police will continue enforcement at this location
- Public Works Department will update the Watch Children signs
- Staff Traffic Committee recommended a traffic counter be placed for one week on Strathmore to get true counts/study of the road. This will be performed after Aqua project is completed to get true counts. Sgt. Stiansen stated if the study resulted with the approved numbers, he explained the process of a Petition for speed humps. Residents will then obtain signatures from surrounding neighbors for the Petition and will return to Staff Traffic Committee. If the Petition is approved, then it will go before the Board of Commissioners for approval for the installation of speed humps.



RADNOR TOWNSHIP POLICE DEPARTMENT
301 Iven Ave., Wayne, PA 19087

November 2019 Staff Traffic Status Report

<p>Radnor Fire Company requests evaluation of traffic and parking on South Wayne Avenue</p>	<p>12/20/2017 Radnor Fire Company is interested in:</p> <ul style="list-style-type: none">• Emergency pre-emption at the Fire Station on S. Wayne Avenue.	<p>Township is awaiting cost proposals to have work completed in first quarter of 2020.</p>
<p>County Line Corridor Study (from Lancaster Avenue to Conestoga Road)</p>	<p>The County Line Corridor Study has been posted online.</p>	<p>Capital Funding has been requested for projects noted in the study, some in conjunction with Lower Merion Township.</p>
<p>King of Prussia Bridge</p>	<p>Strike issues</p>	<p>The Pennsylvania Department of Transportation has installed additional (large and numerous) signs warning of the bridge height. Radnor Township has not received solution from Penn Dot.</p>



RADNOR TOWNSHIP POLICE DEPARTMENT

301 Iven Ave., Wayne, PA 19087

November 2019 Staff Traffic Status Report

<p>Walnut Avenue Triangle Intersection discussion</p>	<p>Powerpoint was completed. Steve Norcini advised not to place a tree in the triangle due to possible site obstruction. A site visit was planned prior to any installation. No site visit was performed. Mr. Veluti planted a tree regardless of the recommendation of Staff Traffic Committee and Steve Norcini</p>	<p>No further requests have been requested by residents. This item will be removed in January 2020.</p>
<p>King of Prussia Rd & Eagle Rd intersection improvements</p>	<p>Submit joint application for DCED MTF grant with Cabrini & Eastern for left turn lanes on King of Prussia Road at Eagle Road/Pine Tree Rd</p>	<p>Funding has been approved for this project. Permitting and design in 2020; construction in 2021.</p>

RADNOR TOWNSHIP POLICE DEPARTMENT

301 Iven Avenue

Wayne, Pennsylvania 19087-5297

(610) 688-0503 □ Fax (610) 688-1238

Christopher B. Flanagan

Police Superintendent

TO: Radnor Township Commissioners; Robert A. Zienkowski, Township Manager; William M. White, Director of Finance; Stephen F. Norcini, Township Engineer; Steve McNelis, Public Works Director; Tammy Cohen, Director of Recreation and Community Programming; Kevin W. Kochanski, Director of Community Development; Bill Cassidy, Field Leader; Lt. Shawn Dietrich; Lt. Joseph Pinto; Sgt. Mark Stiansen, Officer Alex Janoski; Officer Pat Lacey, Officer Ken Piree, Officer Ray Matus, Highway Patrol Unit; William Gallagher, Supervisor of Parking; Amy Kaminski, Traffic Engineer for Gilmore and Associates; Vera DiMaio, Executive Assistant

FR: Christopher B. Flanagan

RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, DECEMBER 18, 2019, 10:00 AM.

NEW BUSINESS

1. Scott Michaelis would like to discuss parking issues at the new development located at Willow Avenue and Plant Avenue.

Mr. Michaelis was not in attendance. Chief Flanagan and Mr. Norcini had met with a few residents on a prior date regarding the parking issues on Willow Ave. Mr. Norcini states this issue is under review and he will attempt to schedule a meeting with more of the residents in the future to listen to their concerns and discuss ideas.

2. Commissioner Borowski states concerns of wait times at lights on 320/Conestoga Road

Ofc. Piree reports the lights at Conestoga and 320 are functioning properly. Higgins was notified to check the timing. No other action is required at this time.

3. Beth Cohen would like to discuss traffic concerns at Pembroke Avenue and S. Aberdeen Avenue.

Ms. Cohen was in attendance. She has concerns stemming from a pedestrian strike with injuries that occurred on 11/28/19. Sergeant Stiansen reports the accident report is being completed by a patrol officer, but it is not completed as of this date. The street lights are working at this location and they were working the night of the crash. Mr. Bill Cassidy reports that additional signage was placed below the current Stop signs at the intersection advising the motorists of the penalties for not coming to a complete stop at the posted Stop signs. All officers were sent notice to provide enforcement at this location (S. Aberdeen and Pembroke).

4. Linda Snyder would like "No Thru Traffic 4pm-6pm" on the 700 block of Roberts Road at Darby Paoli Road.

Counter was placed out in the 700 block of Roberts Road for 7 days. The peak volume from 7am-9am was the following; Northbound traffic 139 vehicles per day, Southbound traffic 43 vehicles per day. The roadway is currently posted "No Thru Traffic 7am-9am" @ Roberts Road and Darby Paoli Road. The peak volume from 4pm-6pm was the following; Northbound traffic 51 vehicles per day, Southbound traffic 14 vehicle per day. At this time there is not enough traffic cutting through Roberts Road to justify restricting traffic in the afternoon hours.

OLD BUSINESS

See attached spreadsheet for pending issues



RADNOR TOWNSHIP POLICE DEPARTMENT
 301 Iven Ave., Wayne, PA 19087

December 2019 Staff Traffic Status Report

<p>Radnor Fire Company requests evaluation of traffic and parking on South Wayne Avenue</p>	<p>12/20/2017 Radnor Fire Company is interested in:</p> <ul style="list-style-type: none"> Emergency pre-emption at the Fire Station on S. Wayne Avenue. <p>This request has been noted in the 2019 Capital Plan. At this time, capital projects are not yet funded. The Board of Commissioners will determine which projects are funded.</p>	<p>Also, the pedestrian walkway will be upgraded to a continental crosswalk, and signage adjusted accordingly.</p>
<p>County Line Corridor Study (from Lancaster Avenue to Conestoga Road)</p>	<p>The County Line Corridor Study has been posted online.</p>	<p>Meeting was held.</p> <p>Capital Funding has been requested for projects noted in the study, some in conjunction with Lower Merion Township.</p>
<p>King of Prussia Bridge</p>	<p>Strike issues</p>	<p>The Pennsylvania Department of Transportation has installed additional (large and numerous) signs warning of the bridge height.</p>
<p>N. Wayne Ave/Poplar Ave/West Avenue Pedestrian Improvement Signal project</p>	<ul style="list-style-type: none"> DCED MTF grant awarded; construct signal and pedestrian improvements at intersection 	<p>The design contract has been awarded to Gilmore and Associates. Pending multi-agency reviews, lead time for signal equipment, construction anticipated in late 2020. This project is funded by a DCED MTF Grant and General Obligation Bond Issue.</p>



RADNOR TOWNSHIP POLICE DEPARTMENT
301 Iven Ave., Wayne, PA 19087

December 2019 Staff Traffic Status Report

<p>Walnut Avenue Triangle Intersection discussion</p>	<p>Powerpoint was completed. Steve Norcini advised not to place a tree in the triangle due to possible site obstruction. A site visit was planned prior to any installation. No site visit was performed. Mr. Velunti planted a tree regardless of the recommendation of Staff Traffic Committee and Steve Norcini</p>	<p>The Superintendent and Engineer visited the site. The outcome was that the resident should have the petition passed through the neighborhood(street determined by PD), to gauge overall resident opinion on the plan. It was also noted that delivery trucks, hereby southbound North Wayne, turn onto Walnut, will cause the proposed island to be smaller.</p>
<p>King of Prussia Rd & Eagle Rd intersection improvements</p>	<p>Submit joint application for DCED MTF grant with Cabrini & Eastern for left turn lanes on King of Prussia Road at Eagle Road/Pine Tree Rd</p>	<p>Funding has been approved for this project. Permitting and design in 2020; construction in 2021.</p>

Stephen B. Harris
sharris@harris-palaw.com

Gregory L. Sturn
gsturn@harris-palaw.com

John S. Thome, Jr.
jsthome@harris-palaw.com
Of Counsel

Harris and Harris

Attorneys at Law

1760 Bristol Road

P.O. Box 160

Warrington, Pennsylvania 18976

Arthur R. Harris
(1916-2000)

Telephone
215-343-9000

Telecopier
215-343-9012

January 6, 2020

Radnor Township
c/o John B. Rice, Esquire
Grim, Biehn & Thatcher
104 South Sixth Street
P. O. Box 215
Perkasie, PA 18944

VIA EMAIL
jrice@grimlaw.com

Re: Radnor Township – Hearing Officer
(Pennsylvania Steel Products Procurement Act)

Dear John:

You have asked our firm to represent Radnor Township as a Hearing Officer to resolve claims of violation of the Pennsylvania Steel Products Procurement Act against the Township's general contractor and subcontractors. We are pleased to have this opportunity to assist Radnor Township, and we want to acquaint the Township with our manner of handling the case.

FIRM REPRESENTATION: First, the firm of Harris and Harris will represent the Township during the pendency of each matter assigned to us. I will be primarily responsible for the file.

KEEPING YOU INFORMED: We will keep the Township informed of the status of the case, and will send the Township copies of all correspondence which we initiate and copies of letters we receive from others.

BILLING RATE: Our billing practice is to charge for our services based primarily on the number of hours devoted to the matter multiplied by the hourly billing rates of each of the particular professionals performing the service. It is our practice to record all of the time spent by each attorney within the office in increments of a minimum of one tenth (1/10th) of an hour and to apply

A Professional Corporation

to such time the hourly rate of that professional. The legal services rendered to the Township in this case will be billed at the rate of Two Hundred Fifty Dollars (\$250.00) per hour for work performed by Stephen B. Harris. Our rates are subject to increases from time to time; however, these rates will remain in effect at least through calendar 2020. Our monthly statements to the Township will reflect the rates in effect at the time the service was performed.

MONTHLY STATEMENTS: Our practice is to send a monthly statement for services rendered and disbursements incurred during the previous month. The detail in the monthly statement will inform the Township as to both the nature and progress of work and the fees and disbursements which have been incurred.

Our fee structure is based upon the premise that all statements are due and payable upon receipt, but in any event no later than thirty (30) days thereafter. If payments are delayed beyond the due date, we will reserve the right to charge interest at the highest rate permitted by law from the due date until the date when paid. While we do our best to ensure that our clients are satisfied with both our services and with the reasonableness of the fees charged, if the Township has any questions regarding a statement or regarding the basis for our fees, please feel free to raise such questions directly with me.

OUT-OF-POCKET COSTS AND DISBURSEMENTS: In the normal course of our representation, we may incur ordinary expense items, such as, filing and recordation fees, messenger or courier fees, computer-aided research or copying services (for large volume copying). In such circumstances, we will reflect such charges on the regular monthly statement. We will seek prior approval for any non-routine expenses. If we advance monies for expenses and fees on the Township behalf, we will expect the Township to reimburse us.

RETAINER: In this case, we will not require a retainer.

TRAVEL TIME: Any travel required on the Township behalf in this matter will be charged at the usual hourly rate door to door.

TERMINATION: The Township shall at all times have the right to terminate our services upon written notice to that effect. We shall have at all times the right to terminate our services upon written notice to the Township in the event that the Township either fails to cooperate with us in any reasonable request, to timely pay the monthly statements in full as submitted absent any payment arrangements, or if we determine in our discretion that to continue our services to the Township would be unethical or impractical.

FILE RETENTION: Our policy is to keep our files for seven (7) years after they are closed. Then we shred them. We will provide the Township with any documents it requests, but it is the Township's responsibility to maintain all original documents in its possession.

Harris and Harris

Radnor Township
Page 3

YOUR ACCEPTANCE: If the foregoing terms and conditions accurately summarize and confirm the Township's understanding of our attorney-client relationship, please indicate the Township's approval and acceptance by having the appropriate Township official sign and return this letter to Harris and Harris. A scanned copy of the letter is sufficient.

Very truly yours,

HARRIS AND HARRIS



Stephen B. Harris

SBH:bjf

APPROVED by Radnor Township at its regularly scheduled meeting of _____.

RADNOR TOWNSHIP

By: _____
Name: _____
Title: _____

RESOLUTION NO. 2020-08

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZING THE PAYMENT OF CHANGE ORDERS 1A, 2 and 3
FOR THE PARKING AREA RESURFACING AND TREE REPLACEMENT PROJECT
IN THE WAYNE BUSINESS OVERLAY DISTRICT (CONTRACT # B-19-006), TO
GESSLER CONSTRUCTION, IN THE AMOUNT OF \$16,072.00.**

WHEREAS, Radnor Township has incurred change orders to the original contract price due to unforeseen conditions, as part of the Paving Area Resurfacing and Tree Replacement Project in the Wayne Business Overlay District

WHEREAS, the tabulation of the Change Orders 1A - 3 is as follows:

CO #	Description/Explanation	Cost
1A	Installation of a fifth ADA ramp and associated facilities	\$2,500.00
2	Installation of a leveling course	14,250.00
3	Balancing of materials and installation needed for the overall project	(678.00)
	TOTAL COST OF CHANGE ORDERS 11 - 14	\$16,072.00

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize the payments of Change Orders 1A - 3 for the Parking Area Resurfacing and Tree Replacement Project, to Gessler Construction, in the amount of \$16,072.00.

SO RESOLVED this 27th day of January, A.D., 2020.

RADNOR TOWNSHIP

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: January 21, 2020

TO: Radnor Township Board of Commissioners

FROM: Dennis P. Capella, Engineering Project Manager

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director/Assistant Manager
Stephen F. Norcini, P.E., Township Engineer

LEGISLATION: Resolution #2020-08: Authorizing the Payment of Change Orders 1A, 2 and 3 for the Parking Area Resurfacing and Tree Replacement Project in the Wayne Business Overlay District (Contract # B-19-006), to Gessler Construction, in the amount of \$16,072.00.

LEGISLATIVE HISTORY: These specific change orders have not been before the Commissioners previously. Change Order 1 has been approved by the Board of Commissioners at a previous meeting.

PURPOSE AND EXPLANATION: During the process of construction of the Parking Area Resurfacing and Tree Replacement project, unforeseen issues were identified and had to be addressed to keep the project moving and avoid future problems or issues. A summary of the current change orders follows:

CO #	Description/Explanation	Cost
1A	Installation of a fifth ADA ramp and associated facilities: The need for an additional ramp was identified following the authorization of the change order of the four at a previous meeting.	\$2,500.00
2	Installation of a leveling course: The leveling course was required after the milling revealed that it was needed to provide adequate slope and application of the paving surface in the parking areas.	14,250.00
3	Balancing of materials and installation needed for the overall project: The need for various materials and associated installation was evaluated throughout the project and adjustments made accordingly. Four trees, as originally planned, were not removed and replacements not needed; three trees were added at other locations, including the excavation of one tree well and the removal of one tree stump; four parking spaces were not milled, paved and striped; four parking spaces were added to be milled, paved and striped at another location; and less curbing was required.	(678.00)
TOTAL COST OF CHANGE ORDERS 1A - 3		\$16,072.00

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, a requisition will be entered into the financial system, and the Change Orders will be signed.

FISCAL IMPACT: This project is to be funded by the General Obligation Bond.

RECOMMENDED ACTION: *Staff respectfully requests the Board of Commissioners of Radnor Township to authorize the payments of Change Orders 1A - 3 for the Parking Area Resurfacing and Tree Replacement Project, to Gessler Construction, in the amount of \$16,072.00.*

RESOLUTION NO. 2020-09

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZING THE PAYMENT OF CHANGE ORDERS 11, 12, 13 & 14
FOR THE PARK IMPROVEMENTS PROJECT FOR BO CONNOR AND
WARREN FILIPONE PARKS (CONTRACT # B-19-003), TO GESSLER
CONSTRUCTION, IN THE AMOUNT OF \$65,388**

WHEREAS, Radnor Township has incurred change orders to the original contract price due to unforeseen conditions, as part of the Bo Connor & Warren Filipone Park Improvements project

WHEREAS, the tabulation of the Change Orders 11 - 14 is as follows:

CO #	Location	Description/Explanation	Cost
11A	Bo Connor	Install Wing Fencing at the Dugouts at both Parks & a 10 Foot Extension at the Fence on the Third Base Side of the Bo Connor South Field	\$4,418
11B	Warren Filipone		4,000
12A	Bo Connor	Install Swing Gates at the Dugouts at both Parks & a Pedestrian Gate at Bo Connor Park	6,300
12B	Warren Filipone		4,800
13	Warren Filipone	Construct Parking Lot Undercuts	31,070
14	Warren Filipone	Install Dugout Fencing	14,800
TOTAL COST OF CHANGE ORDERS 11 - 14			\$65,388

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the payments of Change Orders 11 - 14 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$65,388

SO RESOLVED this 27th day of January, A.D., 2020.

RADNOR TOWNSHIP

By: _____

Name: Jack Larkin

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: January 21, 2020

TO: Radnor Township Board of Commissioners

FROM: Dennis P. Capella, Engineering Project Manager

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director/Assistant Manager
Stephen F. Norcini, P.E., Township Engineer

LEGISLATION: Resolution #2020-09: Authorizing the Payment of Change Orders 11, 12, 13 & 14 for the Park Improvements Project for Bo Connor and Warren Filipone Parks (Contract # B-19-003), to Gessler Construction, in the amount of \$65,388.

LEGISLATIVE HISTORY: These specific change orders have not been before the Commissioners previously. Change Orders 1 through 10 have been approved by the Board of Commissioners.

PURPOSE AND EXPLANATION: During the process of construction of the Parks project, unforeseen issues were identified and had to be addressed to keep the project moving and avoid future problems or issues. A summary of the current change orders follows:

CO #	Location	Description/Explanation	Cost
11A	Bo Connor	Install Wing Fencing at the Dugouts at both Parks & a 10 Foot Extension at the Fence on the Third Base Side of the Bo Connor South Field: A safety concern was identified with the gap between the backstops and the dugouts, which required the installation of the wing fences to close the gap. Another safety concern was identified with the lower (6 foot) fence on the third base side, which separated the field from unaware individuals on the basketball court.	\$4,418
11B	Warren Filipone		4,000
12A	Bo Connor	Install Swing Gates at the Dugouts at both Parks & a Pedestrian Gate at Bo Connor Park: Along with the wing fences included in CO #11, a further safety precaution was the installation of swing gates between the wings and the backstops. In addition, it was identified that there was no access to Bo Connor Park at the southeast end for pedestrians, which required the installation of the pedestrian gate.	6,300
12B	Warren Filipone		4,800
13	Warren Filipone	Construct Parking Lot Undercuts: During construction, a misinterpretation of the bid documents, which would have resulted in an unacceptable parking lot construction, was identified. A remedy was negotiated to increase the excavation and stone replacement to an acceptable level.	31,070
14	Warren Filipone	Install Dugout Fencing: During construction of the dugout shelters, it was identified that the plans did not include the needed fencing around the shelters.	14,800
TOTAL COST OF CHANGE ORDERS 11 - 14			\$65,388

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, a requisition will be entered into the financial system, and the Change Orders will be signed.

FISCAL IMPACT: This project is to be funded by capital fund.

RECOMMENDED ACTION: Staff respectfully requests the Board of Commissioners of Radnor Township to authorize the payments of Change Orders 11 - 14 for the Park Improvements Project for Bo Connor and Warren Filipone Parks, to Gessler Construction, in the amount of \$65,388.

RESOLUTION NO. 2020-11

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AUTHORIZING
THE RECEIPT OF SEALED BIDS FOR THE CONESTOGA ROAD TUNNEL
LIGHTING PROJECT**

WHEREAS, there was litigation regarding an incident that occurred under the bridge with a cyclist. The outcome of this litigation was that the Township is required to bring the lighting of the tunnel up to current standards.

WHEREAS, Gannett Fleming, Incorporated has designed a bid package that meets the Pennsylvania Department of Transportation requirements

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the Receipt of Sealed Bids for the Conestoga Road Tunnel Lighting Project


SO RESOLVED this 27th day of January, A.D., 2020

RADNOR TOWNSHIP

By: _____
Name: John Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: January 22, 2020
TO: Radnor Township Board of Commissioners
FROM: Stephen F. Norcini, P.E., Township Engineer 
CC: Robert A. Zienkowski, Township Manager
William M. White, Assistant Township Manager/Finance Director

LEGISLATION: Resolution #2020-11 - Authorizing the Receipt of Sealed Bids for the Conestoga Road Tunnel Lighting Project

LEGISLATIVE HISTORY: There was litigation regarding an incident that occurred under the bridge with a cyclist. The outcome of this litigation was that the Township is required to bring the lighting of the tunnel up to current standards.

PURPOSE AND EXPLANATION: The proposed project will bring the lighting of the Conestoga Road Tunnel (between Locust Grove and Montrose, in Garrett Hill) up to current Pennsylvania Department of Transportation standards. Gannett Fleming, Incorporated has designed a bid package that meets the Pennsylvania Department of Transportation requirements.

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, sealed bids will be advertised and received via Penn BID. Bids will be due in March of 2020. We will then be before the Commissioners requesting award of the project to be completed by the end of 2020.

FISCAL IMPACT: This project is to be funded by the 2019 General Obligation Bond proceeds.

RECOMMENDED ACTION: *Staff respectfully requests the Board of Commissioners of Radnor Township Authorize the Receipt of Sealed Bids for the Conestoga Road Tunnel Lighting Project*

RESOLUTION NO. 2020-12

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZING THE TOWNSHIP MANAGER
TO EXECUTE ALL DOCUMENTS RELATED TO THE
PENNSYLVANIA SMALL WATER & SEWER PROGRAM GRANT TO
PROVIDE FUNDING FOR THE TREE TRENCH PROJECT
ON BEHALF OF RADNOR TOWNSHIP**

WHEREAS, Radnor Township has undertaken several projects to manage stormwater, as needed in various locations of the Township.

WHEREAS, the Township recognizes tree trench technology as an additional solution to the stormwater problem.

WHEREAS, the Township wishes to utilize a Pennsylvania Department of Community & Economic Development Small Water & Sewer Program Grant to fund \$500,000 of the cost of this project.

WHEREAS, the Township has submitted an application for the grant and anticipates a decision soon.

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize and direct the Township Manager to execute all documents related to the Pennsylvania Department of Community & Economic Development Small Water & Sewer Program Grant on Behalf of Radnor Township.

SO RESOLVED this 27th day of January, A.D., 2020.

RADNOR TOWNSHIP

By: _____

Name: Jack Larkin

Title: President

ATTEST:

Robert A. Zienkowski
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: January 21, 2020

TO: Radnor Township Board of Commissioners

FROM: Dennis P. Capella, Engineering Project Manager

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director/Assistant Manager
Stephen F. Norcini, P.E., Township Engineer

LEGISLATION: Resolution #2020-12: Authorizing the Township Manager to Execute All Documents Related to the Pennsylvania Department of Community & Economic Development Small Water & Sewer Program Grant to Provide Funding for the Tree Trench Project on Behalf of Radnor Township

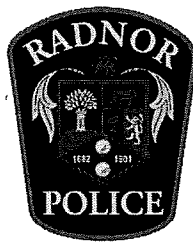
LEGISLATIVE HISTORY: This authorization to execute all documents related to the Pennsylvania Small Water & Sewer Program Grant has not been before the Commissioners previously.

PURPOSE AND EXPLANATION: At its November 25, 2019 meeting, the Board of Commissioners approved Resolution No. 2019-111 authorizing the Township Manager to take necessary steps to purchase equipment and materials for the construction of an unconnected tree trench on Township-owned property near the intersection of Willow Ave. and Radnor Street Rd. in an amount less than \$40,000. Tree trenches are beneficial to stormwater management, as needed in various locations in the Township, and it was the Board's intent to use this technology at other locations. The Township has applied to the Pennsylvania Department of Community & Economic Development (PA DCED) under its Small Water & Sewer Grant program for a \$500,000 grant to install additional tree trenches.

IMPLEMENTATION SCHEDULE: Upon approval by the Board of Commissioners and upon a determination by the PA DCED, the Small Water & Sewer Grant will be finalized and subsequently executed by the Township Manager.

FISCAL IMPACT: The project cost is to be funded by the \$500,000 grant. The Township's match is provided, in addition to the \$40,000 prior authorization, through previously committed Township funds for the engineering and design of the North Wayne Flood Reduction project.

RECOMMENDED ACTION: *Staff requests the Board of Commissioners of Radnor Township to authorize and direct the Township Manager to execute all documents related to the Pennsylvania Department of Community & Economic Development Small Water & Sewer Program Grant on behalf of Radnor Township.*



Christopher B. Flanagan
Superintendent of Police

**RADNOR TOWNSHIP POLICE
DEPARTMENT**

301 Iven Avenue
Wayne, Pennsylvania 19087-5297
(610) 688-0503 □ Fax (610) 687-8852

Shawn C. Dietrich
Lieutenant

Joseph W. Pinto
Lieutenant

MEMORANDUM

DATE: JANUARY 27, 2020

TO: RADNOR TOWNSHIP BOARD OF COMMISSIONERS

FROM: SUPERINTENDENT CHRISTOPHER B. FLANAGAN

**RE: MOTION TO AUTHORIZE THE POLICE DEPARTMENT TO RECEIVE BIDS FOR
TWO (2) 2020 HARLEY-DAVIDSON POLICE MOTORCYCLES**

This requested motion is to authorize the Police Department to receive bids for the purchase of two (2) 2020 Harley-Davidson Road King Police Motorcycles. These motorcycles will be marked patrol vehicles purchased under the 2020 Police Capitol Fund.

It is anticipated that these motorcycles will be purchased in February 2020.

RESOLUTION NO. 2020-16

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING THE PURCHASE OF TWO NEW VEHICLES FOR USE BY THE RADNOR TOWNSHIP POLICE DEPARTMENT

WHEREAS, the Radnor Township Police Department is seeking to replace two (2) of its vehicles currently being utilized by its Patrol and Detective Divisions; and

WHEREAS, the new vehicles can be purchased under Pennsylvania's COSTARS Program for \$92,000.00; and

WHEREAS, the new vehicles consist of one (1) (AWD) Ford Explorer Hybrid Marked K-9 vehicle and one (1) (AWD) Dodge Durango Unmarked Detective vehicle. and;

WHEREAS, the new vehicles will be purchased under the 2020 Police Capital Fund for \$92,000.00.

NOW, THEREFORE, be it *RESOLVED* that the Radnor Township Board of Commissioners does hereby approve the purchase of two (2) new vehicles for use by the Radnor Township Police Department in an amount not to exceed \$92,000.00.

SO RESOLVED, this 27th day of January, 2020.

RADNOR TOWNSHIP

By: _____

Name: Jack Larkin

Title: President

ATTEST: _____
Robert A. Zienkowski, Township Manager/Secretary

RESOLUTION NO. 2020-17

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZING THE SUBMITTAL OF THE APPLICATION FOR
TRAFFIC SIGNAL APPROVAL (TE-160) TO THE
PENNSYLVANIA DEPARTMENT OF TRANSPORTATION
FOR THE INTERSECTION OF N. WAYNE AVENUE (SR 1046) & EAGLE ROAD (SR 1042)**

WHEREAS, Radnor Township wishes to construct pedestrian improvements along N. Wayne Avenue (SR 1046) from the intersection of Eagle Road (SR 1042) to Woodsworth Court.

WHEREAS, these improvements include four ADA accessible ramps at the intersection on N. Wayne Avenue and Eagle Road and signal upgrades required by the ADA modifications.

WHEREAS, the signals require an application for traffic signal approval (TE-160) and the subsequent maintenance agreement with PennDOT

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby Authorize and Direct the Submittal of the Application for Traffic Signal Approval (TE-160) to the Pennsylvania Department of Transportation for the Intersection of N. Wayne Avenue (SR 1046) & Eagle Road (SR 1042)

SO RESOLVED this 27th day of January, A.D., 2020.

RADNOR TOWNSHIP

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: January 21, 2020

TO: Radnor Township Board of Commissioners

FROM: Dennis P. Capella, Engineering Project Manager

CC: Robert A. Zienkowski, Township Manager
William M. White, Finance Director/Assistant Manager
Stephen F. Norcini, P.E., Township Engineer

LEGISLATION: Resolution #2020-17: Authorizing and Directing the Submittal of the Application for Traffic Signal Approval (TE-160) to the Pennsylvania Department of Transportation for the Intersection of N. Wayne Avenue (SR 1046) & Eagle Road (SR 1042)

LEGISLATIVE HISTORY: This request has not been before the Board of Commissioners previously.

PURPOSE AND EXPLANATION: Radnor Township wishes to construct pedestrian improvements along N. Wayne Avenue (SR 1046) from the intersection of Eagle Road (SR 1042) to Woodsworth Court. These improvements include four ADA accessible ramps at the intersection on N. Wayne Avenue and Eagle Road and signal upgrades required by the ADA modifications. The Township owns all traffic signals within its political boundaries, although the signals are within Pennsylvania Department of Transportation (PennDOT) right-of-way. The signals require an application for traffic signal approval (TE-160) and the subsequent maintenance agreement with PennDOT.

IMPLEMENTATION SCHEDULE: Upon approval by the Board of Commissioners, the TE-160 will be submitted to PennDOT.

FISCAL IMPACT: This project is to be funded by the General Obligation Bond.

RECOMMENDED ACTION: *Staff requests the Board of Commissioners of Radnor Township to Authorize and Direct the Submittal of the Application for Traffic Signal Approval (TE-160) to the Pennsylvania Department of Transportation for the Intersection of N. Wayne Avenue (SR 1046) & Eagle Road (SR 1042)*

Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Steve Norcini, P.E. Title : Township Engineer
 Municipal Name : Radnor Township, Delaware County
 Municipal Address : 301 Iven Avenue, Wayne PA, 19087
 Municipal Phone Number : (610)-688-5600 Alternative Phone Number : _____
 E-mail Address : snorcini@radnor.org
 Municipal Hours of Operation : Monday-Friday 8 AM - 4 PM

B - Application Description

Location (*intersection*) : N. Wayne Avenue (S.R. 1046) and Eagle Road (S.R. 1042)
 Traffic Control Device is : NEW Traffic Signal EXISTING Traffic Signal (Permit Number) : _____
 Type of Device (*select one*) Traffic Control Signal (MUTCD Section 4D, 4E, 4G) Flashing Beacon (MUTCD Section 4L) School Warning System (MUTCD Section 7B)
 Other : _____
 Is Traffic Signal part of a system? : YES NO System Number (*if applicable*) : _____
 If YES, provide locations of all signalized intersections in system.

 Explain the proposed improvements :
 Implementation of pedestrian countdown timers, ADA compliant ramps, crosswalks and sidewalks.
 Associated with Highway Occupancy Permit (HOP)? : YES NO If YES, HOP Application # : 194916

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :
 Municipal Personnel Municipal Contractor Municipal Personnel & Contractor
 Other : _____
 Maintenance and Operations Contact Name : Steve Norcini, P.E. Company/Organization : Radnor Township
 Phone # : (610)-688-5600 Alternative Phone # : _____ E-mail : _____

D - Attachments Listing

Municipal Resolution (*required*) Location Map Traffic Volumes / Pedestrian Volumes
 Letter of Financial Commitment Photographs Turn Lane Analysis
 Traffic Signal Permit Straight Line Diagram Turn Restriction Studies
 Warrant Analysis Capacity Analysis Other : _____
 Crash Analysis Traffic Impact Study (TIS)
 Traffic Signal Study Condition Diagram

Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

E - Applicant (Municipal) Certification

The applicant desires to own, operate, and maintain the traffic control device in the location indicated above; and the Vehicle Code requires the approval of the Department of Transportation ("Department") before any traffic signals may be legally erected or modified. A signed Application for Traffic Signal Approval (TE-160) must be submitted in conformance with the instructions provided by the Department, and a Traffic Signal Permit must be issued, before any work can begin.

If the Department approves a traffic signal after a traffic engineering study and engineering judgment indicates the need, the traffic signal shall be installed, owned, operated, and maintained within the parameters indicated in the Vehicle Code and the Department's regulations relating to traffic signs, signals, and markings. The Department may direct appropriate alterations to the design or operation (including, but not limited to, hours of operation) of the traffic signal, or require removal of the traffic signal, if traffic conditions or other considerations necessitate alteration or removal.

All items associated with the traffic control device (geometric features, signs, signals, pavement markings, pedestrian accommodations, and other traffic control device associated items) are the applicant's responsibility. The Traffic Signal Permit will then document all of the items associated with operation of each traffic control device. The applicant, at its sole expense, shall provide the necessary inspection, maintenance, and operation activities in conformance with the Department's Publication 191 or as otherwise agreed to by the Department. The applicant shall perform the preventative and responsive maintenance requirements and recordkeeping in accordance with the exhibits specified below. If the applicant fails to provide the required inspection, maintenance, or operation services within thirty (30) days of receipt of written notice from the Department, the Department shall have the right to perform the required inspection, maintenance, or operation services in the applicant's stead and the applicant shall reimburse the Department for all costs incurred. Federal- and/or state-aid participation may be withheld on all future projects if the applicant fails to demonstrate to the Department the ability to provide all required maintenance and operation services. The applicant certifies that it has funds available and committed for the operation and maintenance of the traffic control device and that it will make available sufficient funds for all required future inspection, maintenance, and operation activities.

The applicant shall indemnify, save harmless and, defend (if requested) the Commonwealth of Pennsylvania, its agents, representatives, and employees from and against any damages recoverable under the Sovereign Immunity Act, 42 Pa. C.S. §§ 8521-8528, up to the limitations on damages under said law, arising out of any personal injury or damage to property which is finally determined by a court to be caused by or result from acts or omissions of the applicant and for which a court has held applicant, its officials, or employees to be liable. This provision shall not be construed to limit the applicant in asserting any rights or defenses. Additionally, the applicant shall include in any contracts into which it enters for maintenance, operation, or inspection of the traffic control device this same obligation to indemnify the Commonwealth and its officers, agents, and employees; and it shall require its contractor(s) to provide public liability insurance coverage, naming the Commonwealth and the applicant as additional insureds for bodily injury, including death and property damage, in the minimum amounts of \$500,000 per person, \$1,000,000 per occurrence, it being the intention of parties to have the contractor fully insure and indemnify the Commonwealth and the applicant.

The applicant shall comply with the study and ordinance requirements of 75 Pa. C.S. § 6109. The applicant submits this application with the intention of being legally bound.

Neither this application nor any Traffic Signal Permit creates any rights or obligations with respect to parties other than the applicant and the Department. Third parties may not rely upon any representations made by either the applicant or the Department in connection with the submission or approval of this application or any work permitted or approved that is related to this application, as regards either payment of funds or performance of any particular item of maintenance precisely as specified.

The applicant agrees to comply with the attached Exhibits:

- Exhibit "A": Preventative and Response Maintenance Requirements (Sheet 3 of 5)
- Exhibit "B": Recordkeeping (Sheet 4 of 5)
- Exhibit "C": Signal Maintenance Organization (Sheet 5 of 5)

Printed Municipal Contact Name : Stephen Norcini, P.E. **Date :** _____
Signed By : _____ **Witness or Attest :** _____
Title of Signatory : Township Engineer **Title of Witness or Attester:** _____

**Exhibit "A":
Preventative and Response Maintenance
Requirements**



County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Preventive Maintenance

The APPLICANT or its contractor will provide preventive maintenance for each individual component of the traffic signal installation covered by this application at intervals not less than those indicated in the Preventive Maintenance Summary, PA DOT Publication 191, current version. This is the recommended level of maintenance to keep the intersection control equipment and signals in mechanically, structurally and aesthetically good condition.

Response Maintenance

The APPLICANT or its contractor will provide response maintenance in accordance with the provisions of the Response Maintenance Schedule. It encompasses the work necessary to restore a traffic signal system to proper and safe operation. Includes Emergency Repair and Final Repair.

FINAL REPAIR:

Repair or replace failed equipment to restore system to proper and safe operation in accordance with permit within a 24-hour period.

EMERGENCY REPAIR:

Use alternative means or mode to temporarily restore system to safe operation within a 24-hour period. Final repair must then be completed within 30 days unless prohibited by weather conditions or availability of equipment.

Response Maintenance Schedule

KNOCKDOWNS

- Support - Mast arm
- Support - Strain pole
- Span wire/tether wire
- Pedestal
- Cabinet
- Signal heads

TYPE OF REPAIR PERMITTED

- Emergency or Final
- Emergency or Final
- Final Only
- Emergency or Final
- Emergency or Final
- Final Only

EQUIPMENT FAILURE

- Lamp burnout (veh. & ped.)
- Local controller
- Master controller
- Detector sensor
 - Loop
 - Magnetometer
 - Sonic
 - Magnetic
 - Pushbutton
- Detector amplifier
- Conflict monitor
- Flasher
- Time clock
- Load switch/relay
- Coordination unit
- Communication interface, mode
- Signal cable
- Traffic Signal Communications
- Traffic Signal Systems

- Final Only
- Emergency or Final
- Emergency or Final
- Emergency or Final
- Emergency or Final
- Emergency or Final
- Emergency or Final
- Emergency or Final
- Final Only
- Final Only
- Emergency or Final
- Final Only
- Emergency or Final
- Emergency or Final
- Final Only
- Final Only
- Final Only

**Exhibit "B":
Recordkeeping**

County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____

Recordkeeping

Accurate and up-to-date recordkeeping is an essential component of a good traffic signal maintenance program. In recognition of this fact, the APPLICANT must prepare, retain, and make available to the COMMONWEALTH, on request, a record of all preventive and response maintenance activities performed on the traffic signal equipment covered by this application.

The APPLICANT shall establish a separate file for each installation and keep its records in the municipal building, signal maintenance shop, or other weather-protected enclosure.

At a minimum, the following records will be kept by the APPLICANT or its contractor for each traffic signal. These forms can be found in Section 10.0, Maintenance Record Forms, PA DOT Publication 191, current version.

FORM 1 - Master Intersection Record

This form, which lists all maintenance functions performed at the intersection, should be updated within one day of the activity but no more than one week later.

FORM 2 - Response Maintenance Record

Each time response maintenance is required at the intersection, this form is to be completed. Once the pertinent information is transferred to the master intersection record, this form is to be placed in the intersection file.

FORM 3 - Preventive Maintenance Record

This form will be used to provide a record of the preventive maintenance activities performed at each intersection. The date, the activities performed, and the signature of the person in charge of the work must be recorded in the form.

This form may be kept at the intersection, if it is adequately protected from the weather. Form 1 must be updated at the central file, however, to reflect the date and activity.

**Exhibit "C":
Signal Maintenance Organization**
 County : _____
 Engineering District : _____
 Department Tracking # : _____
 Initial Submission Date : _____
Personnel Classifications

In order to properly maintain the traffic signal equipment covered by this applicant, the APPLICANT agrees to provide, as minimum, the following staff throughout the useful life of equipment. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Traffic Engineer - The administrative position which has prime responsibility for the proper operation of traffic signal equipment. The principal function of this position is the supervision and control of subordinate personnel and the planning of their activities to ensure adequate preventive and response maintenance programs.

Minimum Position Requirements

1. A thorough understanding of traffic signal design, installation and maintenance.
2. A working knowledge of the interaction between the following traffic characteristics: Intersection geometry, traffic flow theory, control type (fixed time, actuated, etc.), signal phasing and timing, and interconnection.
3. An ability to supervise subordinate personnel effectively in the assignment of their work.
4. Possession of a college degree in engineering, which includes course work in traffic engineering.
5. Either four years experience in the field of traffic engineering or its equivalent in graduate college work.

Signal Specialist - The individual responsible for the diagnostics and repair of all traffic signal equipment including solid state equipment.

Minimum Position Requirements

1. Extensive training and troubleshooting skills in electronics and software.
2. Ability to repair modules in the shop and to design test equipment needed to diagnose and repair a problem.
3. Ability to make design and modifications to implement or omit special functions.
4. Ability to implement a recordkeeping system to include maintenance activities, inventory control and identification of recurring problems.
5. Ability to perform all tasks required of a signal technician.

Signal Technician - Individual responsible for the operation and maintenance of traffic signals and electromechanical equipment.

Minimum Position Requirements

1. Ability to perform response maintenance on solid state equipment up to the device exchange level.
2. Capability to diagnose a vehicle loop failure and initiate corrective action.
3. Ability to tune detector amplifiers.
4. Ability to follow wiring schematics, check and set timings from plan sheet and check all field connections.
5. Ability to perform preventive maintenance on all equipment and to maintain accurate records of all work perform.

Training

The APPLICANT agrees to secure training in order to upgrade the ability of its present staff to properly perform the required maintenance functions. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191.

Budget Requirements

The APPLICANT agrees to provide, in its annual operating budget, dedicated funds which are sufficient to cover the cost of the personnel, training, contractors (if utilized) and specialized maintenance equipment which are required, by virtue of this application. The APPLICANT agrees to abide by all guidance provided in PA DOT Publication 191..

Application Instructions



A - Applicant's (Municipal) Contact Information

Municipal Contact's Name: Provide the municipal contact name that is (or will be responsible) for the traffic signal. Typically this is either the Municipal Manager or Roadmaster.

Title: Provide the title of the municipal contact name.

Municipal Name: Provide the official municipal name.

Municipal Address: Provide the full address of the municipal building.

Municipal Phone Number: Provide the municipal phone number of the municipal contact.

Alternative Phone Number: Provide an alternative phone number of the municipal contact.

E-mail Address: Provide the e-mail address of the municipal contact.

Municipal Hours of Operation: Please provide the municipalities normal operating hours (i.e. Monday-Thursday 9 AM - 2 PM)

B - Application Description

Location (*intersection*): Please provide a detailed location of the device or devices being considered for approval.

Please include any State Route and/or local road names in your description.

Traffic Control Device is: (Please select one of the two following categories)

NEW Traffic Signal: This item should be selected when requesting approval of a traffic signal that is currently not in operation at the device location indicated above.

EXISTING Traffic Signal: This item should be selected when requesting approval to make a modification or update to an existing traffic signal.

(Permit Number): Please provide the traffic signal permit number.

Type of Device (select one): (Please select one of the four following categories)

Traffic Control Signal: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Sections 4D, 4E, and 4G. When selecting this category this is the typical red/yellow/green and pedestrian signal indications

Flashing Beacon: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 4L. When selecting this category, this is typically either the flashing yellow/red signal at an intersection and/or the flashing yellow warning sign.

School Warning System: As defined in federal Manual on Uniform Traffic Control Devices (MUTCD) Section 7B. When selecting this category, this is typically the flashing school warning sign with a 15 mph indication.

Other: When selecting this category, this pertains to all other permitted electrically powered traffic control devices approved by the Department.

Is Traffic Signal part of a system?: Check off the appropriate box, either YES or NO. If YES, please fill in the **System Number (*if applicable*):** line.

Explain the proposed improvements: Provide a description of the proposed improvements to the intersection. This may be as complex as installing and/or upgrading a traffic signal or as non-complex as placement of a new traffic sign to supplement an existing traffic signal.

Associated with Highway Occupancy Permit (HOP)?: Check off the appropriate box, either YES or NO. If YES, please fill in the **Application #:** line.

C - Maintenance and Operation Information

Maintenance and Operations are typically performed by?: Please indicate if maintenance and operation will be performed by Municipal Personnel or through Contract Services.

Maintenance and Operations Contact Name: Provide the primary maintenance contact name for the individual that is (or will be responsible) for the maintenance and operation of the traffic signal.

Company/Organization: Provide the name of the company/organization with which the primary maintenance contact is affiliated.

Phone #: Provide the phone number for the primary maintenance contact.

Alternative Phone #: Provide an alternative phone number for the primary maintenance contact or affiliated company/organization.

E-mail: Provide the e-mail address for the primary maintenance contact.

D - Attachments Listing

Check off all documents which will be submitted along with this application. Note that a Municipal Resolution, authorizing the municipal contact to submit and sign the application, is a required document.

A sample Municipal Resolution has been provided on the next page.

E - Applicant (Municipal) Certification

Printed Municipal Contact Name: Please print the name of the municipal contact person signing the application.

Date: Please provide the date on which the application was signed.

Signed By: Please provide the signature of the named municipal contact.

Title of Signatory: Please provide the title of municipal contact.

Witness or Attest: Please provide the signature of the person witnessing or attesting the signature.

Witness or Attester: Please provide the title of the person witnessing or attesting the signature.

**RESOLUTION 2020-13
RADNOR TOWNSHIP**

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ADOPTING AN EXTENSION TO THE CONSOLIDATED COLLECTIVE BARGAINING AGREEMENT (CBA) WITH THE FRATERNAL ORDER OF POLICE (FOP) THROUGH DECEMBER 31, 2024.

WHEREAS, the Binding Arbitration Act of 1968 provides that settlements entered into as a result of collective bargaining shall be reduced to writing; and

WHEREAS, the FOP and the Township have previously reached an agreement concerning terms of conditions of employment of the FOP members through December 31, 2021 (“Consolidated CBA”); and

WHEREAS, such agreement was reached through the collective efforts of the FOP and the Administration; and

WHEREAS, such terms and conditions of the expiring agreement were approved by the Board of Commissioners at their public meeting on March 13, 2017 (Resolution 2017-52); and

WHEREAS, the FOP and the Township have agreed to extend the terms of the existing Collective Bargaining Agreement which is set to expire on December 31, 2021 and providing for an additional three years under the Agreement which will now expire on December 31, 2024;

NOW, THEREFORE, it is hereby *RESOLVED* that the FOP and the Township agree that the three-year extension to the Consolidated CBA shall be adopted and the new expiration date shall be December 31, 2024.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 27th day of January A.D., 2020.

RADNOR TOWNSHIP

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski
Township Manager / Secretary

Commissioner Comment

Radnor Township Commissioners are afforded five minutes to express appreciation for exemplary work by staff, contributions to the public good by residents and local organizations, to publicize upcoming meetings and events or, in rare cases, to respond, briefly, to public comment

ORDINANCE 2020-02
TOWNSHIP OF RADNOR
Delaware County, Pennsylvania

AN ORDINANCE AUTHORIZING THE INCURRENCE BY THE TOWNSHIP OF RADNOR OF ELECTORAL DEBT BY THE ISSUANCE OF GENERAL OBLIGATION BONDS, SERIES OF 2020 IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$11,855,000 FOR THE PURPOSE OF PROVIDING FUNDS TO CURRENTLY REFUND THE TOWNSHIP'S OUTSTANDING GENERAL OBLIGATION BONDS, SERIES OF 2014 AND TO PAY THE COSTS OF ISSUANCE OF THE BONDS; AUTHORIZING THE PREPARATION AND FILING OF A DEBT STATEMENT AND OTHER DOCUMENTATION; PROVIDING FOR THE CURRENT REFUNDING OF THE DEBT BEING REFUNDED AND AUTHORIZING A PLEDGE AND ESCROW AGREEMENT FOR SUCH PURPOSE; COVENANTING TO CREATE A SINKING FUND AND TO BUDGET, APPROPRIATE AND PAY DEBT SERVICE ON THE BONDS; PLEDGING THE FULL FAITH, CREDIT AND TAXING POWER OF THE TOWNSHIP FOR THE PROMPT AND FULL PAYMENT OF THE BONDS; SETTING FORTH THE SUBSTANTIAL FORM OF THE BONDS; SETTING FORTH THE STATED PRINCIPAL MATURITY OR SINKING FUND REDEMPTION DATES AND MAXIMUM PRINCIPAL AMOUNTS, MAXIMUM INTEREST RATES AND INTEREST PAYMENT DATES, PLACE OF PAYMENT, SINKING FUND PROVISIONS AND OTHER DETAILS OF THE BONDS; APPROVING THE CONTENT AND FORM OF A PRELIMINARY OFFICIAL STATEMENT AND AUTHORIZING THE DISTRIBUTION THEREOF AND AUTHORIZING THE PREPARATION, EXECUTION AND DELIVERY OF AN OFFICIAL STATEMENT; AUTHORIZING THE EXECUTION OF A PAYING AGENT AGREEMENT AND A CONTINUING DISCLOSURE AGREEMENT OR SUPPLEMENT; FINDING THAT A PRIVATE NEGOTIATED SALE OF THE BONDS IS IN THE BEST FINANCIAL INTEREST OF THE TOWNSHIP; ACCEPTING A PROPOSAL FOR THE PURCHASE OF THE BONDS WITHIN CERTAIN PARAMETERS; APPOINTING A PAYING AGENT AND SINKING FUND DEPOSITORY; AND AUTHORIZING OTHER NECESSARY ACTION.

WHEREAS, pursuant to the Local Government Unit Debt Act, 53 Pa. Cons. Stat. §8001 *et seq.* (the "Act"), the Township of Radnor, Delaware County, Pennsylvania (the "Township") may incur indebtedness for the purpose of refunding outstanding indebtedness; and

WHEREAS, on December 22, 2014, the Township issued electoral debt evidenced by its General Obligation Bonds, Series of 2014 (DCED Approval No. GOB-141209-09, December 9, 2014) (the "2014 Bonds") which was issued to finance (i) a project consisting of the purchase of three separate parcels of land, totaling approximately 71 acres for open space, conservation, recreation and view shed protection and improvements thereto, including reimbursement of the Township for certain costs of the project; and (ii) to pay the costs of issuing the 2014 Bonds; and

WHEREAS, the 2014 Bonds constitute electoral debt under the Act by virtue of a referendum which was approved by the electors of the Township at the Municipal Election held on November 7, 2006, by a vote of 8,174-Yes and 2,380-No; and

WHEREAS, the Township has determined to undertake a refinancing program to achieve debt service savings (the “Refunding Program”) consisting of the current refunding of the outstanding 2014 Bonds stated to mature on or after November 1, 2020 in the outstanding principal amount of \$8,905,000 (the “Refunded Bonds”); and

WHEREAS, the Township proposes to issue its General Obligation Bonds, Series of 2020 (the “Bonds”) in the maximum aggregate principal amount of \$11,855,000 to finance: (i) the Refunding Program; and (ii) the payment of the costs and expenses of issuing the Bonds; and

WHEREAS, the Board of Commissioners of the Township (the “Board”) has determined that the net savings to be generated by the Refunding Program (the “Required Savings”) must be equal to at least three percent (3.0%) of the principal amount of the Refunded Bonds ; and

WHEREAS, the Board has considered the possible manners of sale provided for in the Act with respect to the sale of the Bonds, such manners of sale being at public sale or private sale by negotiation or upon invitation; and

WHEREAS, the Township has determined that it is in the best financial interest of the Township to sell the Bonds at private negotiated sale, and the Township has received a proposal for the purchase of the Bonds (the “Proposal”) from Boenning & Scattergood, Inc., of West Conshohocken, Pennsylvania (the “Underwriter”), containing the financial parameters for, and conditions to, the underwriting and issuance of the Bonds (the “Parameters”), which will be supplemented by an addendum to the Proposal (the “Addendum”) containing the final terms of the Bonds, consistent with the Parameters and the Required Savings; and

WHEREAS, the Board desires to approve the issuance of the Bonds, approve the Refunding Program, and accept the Proposal of the Underwriter.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Radnor and IT IS HEREBY RESOLVED, as follows:

1. Authorization of the Refunding Program and Incurrence of Indebtedness; and Purpose of the Refunding Program. The Township hereby approves the Refunding Program as described in the preambles to this Ordinance and shall incur indebtedness pursuant to the Act in an aggregate principal amount not to exceed \$11,855,000 to finance the costs of the Refunding Program and the costs and expenses of issuing the Bonds.

It is hereby determined and set forth that the purpose of the Refunding Program is to reduce the total debt service that would otherwise be payable on the Refunded Bonds over the life of the issue. Attached hereto as **Exhibit B** and made a part hereof is the schedule of the estimated debt service savings in connection with the refinancing of the Refunded Bonds computed in accordance with Section 8242(b) of the Act.

The estimated useful lives of the projects financed with the 2014 Bonds were determined by the Township under its ordinance enacted on November 10, 2014 to be not less than forty (40) years.

The realistic estimated useful lives of such projects are hereby ratified and confirmed, and the principal amount of the Bonds equal to the separate cost of the portions of such projects having an unexpired shorter useful life than the period during which the Bonds will be outstanding has been scheduled to mature prior to the end of such useful life and the balance prior to the end of the longest unexpired useful life. The maturities of the Bonds will not extend beyond the calendar year in which occurs the final maturity of the 2014 Bonds.

2. **Authorization of Issuance of the Bonds.** The Township shall issue, pursuant to the Act and this Ordinance, its General Obligation Bonds, Series of 2020, in a maximum aggregate principal amount not to exceed \$11,855,000, in order to provide funds for and toward the costs of the Refunding Program and paying the costs of issuing the Bonds as authorized and provided in Section 1 hereof. The Township reserves the right to issue the Bonds in an amount less than the maximum principal amount authorized hereunder and to cancel any unused authorization hereunder in accordance with the terms of the Act. The Bonds may be issued in one or more separate series, at any one time or from time to time, and if issued in more than one series, each series shall be appropriately designated by year and specific series name. In the event the Bonds are issued from time to time, all authorizations and approvals set forth herein shall extend to such additional documents and actions of the type expressly authorized and approved herein with respect to such additional series of Bonds, including, but not limited to, additional Preliminary Official Statements, Official Statements, Addendums, Continuing Disclosure Agreements, Paying Agent agreements, and sinking funds as necessary in connection with the issuance of such series of Bonds.

3. **Type of Indebtedness.** The indebtedness evidenced by the Bonds is electoral debt.

4. **Execution of Debt Statement, Bonds and Other Documents.** The President or Vice President of the Board and the Secretary of the Township and their successors are hereby authorized and directed to file the Debt Statement required by Section 8110 of the Act, to execute and deliver the Bonds in the name and on behalf of the Township and to take all other action required by the Act or this Ordinance in order to effect the issuance of the Bonds. Said officers or any of them are further authorized to apply to the Department of Community and Economic Development for approval of the debt herein authorized and to file with such application a transcript of the proceedings including a certified copy of this Ordinance, the Debt Statement, a Borrowing Base Certificate signed by the appropriate officials of the Township or by the accountants of the Township responsible for auditing its financial affairs, and to take any and all such further action and to execute and deliver such other documents as may be necessary or proper to comply with all requirements of the Act or to carry out the intent and purpose of this Ordinance. Said officers and their successors are further hereby authorized if, in their opinion, it is advisable to do so, to prepare and file such statements and documents as may be required by Sections 8024 or 8026 of the Act in order to qualify all or any portion of the existing indebtedness of the Township or of the Bonds as subsidized debt or self-liquidating debt.

5. **Type of Bonds.** The Bonds when issued will be general obligation bonds.

6. **Covenant to Pay Debt Service - Pledge of Taxing Power.** The Township hereby covenants with the registered owners of the Bonds: () that the Township will include in

its budget for each fiscal year for the life of the Bonds, the amount of the debt service on the Bonds issued hereunder which will be payable in each such fiscal year so long as the Bonds shall remain outstanding; (a) that the Township shall appropriate from its general revenues such amounts to the payment of such debt service; (b) that the Township shall duly and punctually pay or cause to be paid from the Sinking Fund (as hereinafter defined) or any of its other revenues or funds the principal of every Bond and the interest thereon at the dates and places and in the manner stated in the Bonds according to the true intent and meaning thereof; and (c) for such budgeting, appropriation and payment the Township hereby pledges its full faith, credit and taxing power. This covenant shall be specifically enforceable. The maximum amounts to be budgeted, appropriated and paid pursuant to the foregoing covenants shall not exceed those set forth in **Exhibit C** attached hereto and made a part hereof which are hereby incorporated in the foregoing covenant with the same effect as if the same were specified in the text of such covenant.

7. **Form of Bonds.** The Bonds shall be substantially in the form set forth in **Exhibit A** hereto, with appropriate omissions, insertions and variations.

8. **Terms of Bonds.** The Bonds shall be issued in fully registered form, in the denomination of \$5,000 or any integral multiple thereof and shall be dated the date of issuance thereof or such other date as the Township and the Underwriter shall agree. The Bonds shall be issued in an aggregate principal amount not to exceed \$11,855,000. The interest rates on the Bonds shall not exceed five and one-half percent (5.50%) per annum. No yield on the Bonds for any stated maturity date in the last two-thirds of the period of the Bonds may be less than that stated for the immediately preceding year. The Bonds shall mature or be subject to sinking fund redemption in annual principal amounts not to exceed the maximum principal amount for each fiscal year as set forth in **Exhibit C** hereto.

The principal of the Bonds shall be payable in lawful money of the United States of America at the corporate trust office of U.S. Bank National Association in Philadelphia, Pennsylvania (the "Paying Agent"), which is hereby appointed paying agent and registrar for the Bonds and the sinking fund depository. Interest on the Bonds shall be payable in the manner provided in the form of Bonds set forth in **Exhibit A** hereto.

9. **Redemption of Bonds.** The Bonds shall be subject to redemption prior to maturity, at the option of the Township, as a whole or in part from time to time, in any order of maturity or portion of a maturity as selected by the Township, on a date not earlier than the fifth (5th) anniversary of the issuance of such Bonds, or any date thereafter upon payment of a redemption price of 100% of principal amount plus interest accrued to the redemption date. If any of the Bonds are to be issued and delivered as term bonds, (i) such term bonds shall be subject to mandatory sinking fund redemption on such date or dates and in such principal amount or amounts as shall be necessary to conform to the principal retirement schedule set forth in **Exhibit C** hereto and (ii) in lieu of such mandatory sinking fund redemption, the Paying Agent, with the approval of the Township, may purchase from money in the Sinking Fund, at a price not to exceed the principal amount thereof plus accrued interest, or the Township may tender to the Paying Agent, all or part of the Bonds subject to being drawn for redemption in any such year.

If less than an entire year's maturity of Bonds is to be redeemed at any particular time, such Bonds so to be called for redemption shall be chosen by lot by the Paying Agent.

In the event that a portion, but not all of the term bonds are redeemed pursuant to optional redemption, then the principal amount of any remaining mandatory sinking fund redemptions and the final maturity applicable to such term bonds shall be proportionately reduced (subject to the Paying Agent making such adjustments as it deems necessary to be able to affect future redemptions of such Bonds in authorized denominations) unless the Township directs an alternate reduction of such mandatory sinking fund redemptions and final maturity.

For the purpose of selection of Bonds for redemption, any Bond of a denomination greater than \$5,000 shall be treated as representing such number of separate Bonds, each of the denomination of \$5,000, as is obtained by dividing the actual principal amount of such Bond by \$5,000. Any Bond which is to be redeemed only in part shall be surrendered at the corporate trust office of the Paying Agent in Philadelphia, Pennsylvania, together with a duly executed instrument of transfer in form satisfactory to the Paying Agent, and the registered owner of such Bond shall receive, without service charge, a new Bond or Bonds, of any authorized denomination as requested by such registered owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

On the date designated for redemption, and upon deposit with the Paying Agent of funds sufficient for payment of the principal of and accrued interest on the Bonds called for redemption, interest on the Bonds or portions thereof so called for redemption shall cease to accrue and the Bonds or portions thereof so called for redemption shall cease to be entitled to any benefit of security hereunder, and registered owners of the Bonds so called for redemption shall have no rights with respect to the Bonds or portions thereof so called for redemption, except to receive payment of the principal of and accrued interest on the Bonds so called for redemption to the date fixed for redemption.

Notice of any redemption shall be given by first class mail, postage prepaid, mailed by the Paying Agent not less than 20 or more than 60 days before the redemption date to the registered owners of the Bonds at their addresses as they appear on the bond register maintained by the Paying Agent. Such notice shall also be filed by the Paying Agent with the Municipal Securities Rulemaking Board. Such notice shall be given in the name of the Township, shall identify the Bonds to be redeemed (and, in the case of a partial redemption of any Bonds, the respective principal amounts thereof to be redeemed), shall specify the redemption date and the redemption price, and shall state that on the redemption date the Bonds called for redemption will be payable at the corporate trust office of the Paying Agent in Philadelphia, Pennsylvania and that from the date of redemption interest will cease to accrue. The Paying Agent shall use "CUSIP" numbers (if then generally in use) in notices of redemption as a convenience to Bond owners, provided that any such redemption notice shall state that no representation is made as to the correctness of such numbers either as printed on the Bonds or as contained in any notice of redemption and that reliance may be placed only on the identification numbers prefixed "R-" printed on the Bonds. Failure to mail any notice of redemption, or any defect therein, or in the mailing thereof, with respect to any Bond shall not affect the validity of any proceeding for redemption of other Bonds so called for redemption.

With respect to any optional redemption of the Bonds, if at the time of mailing such notice of redemption, the Township shall not have deposited with the Paying Agent monies sufficient to redeem all the Bonds called for redemption, such notice may state that it is conditional, that is, subject to the deposit of the redemption monies with the Paying Agent not later than the redemption date, and such notice shall be of no effect unless such monies are so deposited.

10. Appointment of Securities Depository. The Depository Trust Company, New York, New York (“DTC”), shall act as securities depository for the Bonds on behalf of the firms which participate in the DTC book-entry system (“DTC Participants”). The ownership of one fully registered Bond for each maturity of the Bonds will be registered in the name of Cede & Co., as nominee for DTC. Each Bond certificate will be in the aggregate principal amount of such maturity. The Township shall cause the Bonds to be delivered to DTC or the Paying Agent, as custodian for DTC, on or before the date of issuance of the Bonds.

Pursuant to the book-entry only system, any person for whom a DTC Participant acquires an interest in the Bonds (the “Beneficial Owner”) will not receive bond certificates and will not be the registered owner thereof. Ownership interest in the Bonds may be purchased by or through DTC Participants. Each DTC Participant will receive a credit balance in the records of DTC in the amount of such DTC Participant’s interest in the Bonds, which will be confirmed in accordance with DTC’s standard procedures. Receipt by the Beneficial Owners (through any DTC Participant) of timely payment of principal, premium, if any, and interest on the Bonds, is subject to DTC making such payment to DTC Participants and such DTC Participants making payment to Beneficial Owners. Neither the Township nor the Paying Agent will have any direct responsibility or obligation to such DTC Participants or the persons for whom they act as nominees for any failure of DTC to act or make any payment with respect to the Bonds.

The Township is authorized to execute such documents as may be necessary or desirable in connection with DTC’s services as securities depository including a blanket letter of representation obligating the Township to give certain notices to DTC and to meet certain requirements relating to Bond payments.

If DTC determines to discontinue providing its services as securities depository with respect to the Bonds at any time, the Township officials then holding the offices set forth in Section 4 of this Ordinance are hereby authorized to designate a successor securities depository or to deliver certificates to or upon the order of the registered owners of the Bonds.

The Township shall give notice or cause the Paying Agent to give notice, to DTC in accordance with the Blanket Letter of Representations for the redemption or other retirement of all of the Bonds. The Township will provide for the form of notice. Upon receipt of such notice, DTC will forward the notice to the DTC Participants for subsequent forwarding of such notice to the Beneficial Owners of the Bonds. The Township will pay the customary charges for such mailing.

11. Sale of Bonds. The Bonds shall be sold at private sale by negotiation as hereinafter set forth in Section 14. After due consideration, the Board hereby finds and

determines, on the basis of all available information, that a private negotiated sale of the Bonds is in the best financial interest of the Township.

12. Creation of and Deposits in Sinking Fund. The Township covenants that there shall be and there is hereby established and that it shall hereafter maintain a sinking fund (the “Sinking Fund”) designated “Sinking Fund – General Obligation Bonds, Series of 2020” for the Bonds to be held by the Paying Agent (or such substitute or successor Paying Agent which shall hereafter be appointed in accordance with the provisions of the Act) in the name of the Township, but subject to withdrawal only by the Paying Agent.

The Township covenants and agrees to deposit in such Sinking Fund no later than each Interest Payment Date (as defined in the form of the Bonds attached hereto), the debt service payable on the Bonds on such dates, which shall not exceed the maximum amounts set forth in **Exhibit C** attached hereto, or such greater or lesser amount as at the time shall be sufficient to pay principal of and interest on the Bonds becoming due on each such date.

Pending application to the purpose for which such Sinking Fund is established, the President or Vice President of the Board is hereby authorized and directed to cause the monies therein to be invested or deposited and insured or secured as permitted and required by Section 8224 of the Act. All income received on such deposits or investments of monies in such Sinking Fund during each applicable period shall be added to such Sinking Fund and shall be credited against the deposit next required to be made in such Sinking Fund.

The Paying Agent is hereby authorized and directed, without further action by the Township, to pay from such Sinking Fund the principal of and interest on the Bonds as the same become due and payable in accordance with the terms thereof and the Township hereby covenants that such monies, to the extent required, will be applied to such purpose.

All monies deposited in the Sinking Fund for the payment of the Bonds which have not been claimed by the registered owners thereof after two years from the date when payment is due, except where such monies are held for the payment of outstanding checks, drafts or other instruments of the Paying Agent, shall be returned to the Township. Nothing contained herein shall relieve the Township of its liability to the registered owners of the unrepresented Bonds.

13. No Taxes Assumed. The Township shall not assume the payment of any tax or taxes in consideration of the purchase of the Bonds.

14. Award and Sale of Bonds. The Township hereby awards and sells the Bonds to the Underwriter at a price of no less than ninety percent (90%) and no more than one hundred twenty percent (120%) of the principal amount of the Bonds (including original issue discount or premium and the underwriter’s discount) plus accrued interest from the dated date of the Bonds to the date of delivery and in accordance with the other terms and conditions contained or incorporated in the Proposal of the Underwriter dated February 10, 2020 which is hereby approved and accepted. The underwriter’s discount for the Bonds shall not exceed 0.70% of the principal amount of the Bonds. A copy of said Proposal shall be attached to this Ordinance and lodged with the official minutes of this meeting and is hereby incorporated herein by reference. The proper officers of the Township are hereby authorized and directed to endorse the

acceptance of the Township on said Proposal and to deliver executed copies thereof to the Underwriter. The Township Manager or the Director of Finance is authorized to accept the Addendum to the Proposal setting forth the final terms of the Bonds within the Parameters set forth in this Ordinance, and at such time as the Required Savings are achieved in the case of Bonds issued for the Refunding Program. The Required Savings must be equal to at least three percent (3.0%) of the principal amount of the Refunded Bonds.

15. Contract with Paying Agent. The proper officers of the Township are authorized to contract with U.S. Bank National Association, Philadelphia, Pennsylvania, in connection with the performance of its duties as the Paying Agent and Sinking Fund Depository on usual and customary terms, including an agreement to observe and comply with the provisions of this Ordinance and of the Act

16. Redemption of Refunded Bonds. The Township hereby calls the Refunded Bonds for redemption on May 1, 2020, subject to the issuance of the Bonds. The Township shall enter into a Pledge and Escrow Agreement (the "Pledge Agreement") with the paying agent for the Refunded Bonds, U.S. Bank National Association, Philadelphia, Pennsylvania (the "Escrow Agent"), providing, among other things for: (a) the certification to the Escrow Agent of the amounts required to pay the principal and interest on the Refunded Bonds to the date of maturity or redemption; (b) the deposit with the Escrow Agent of amounts which, together with the interest thereon, will meet such requirements; (c) the investment of the amounts deposited under the Pledge Agreement in accordance with the applicable regulations under Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended (the "Code"); and (d) the irrevocable pledge of all amounts and investments held under the Pledge Agreement for the payment of the Refunded Bonds to the date of maturity or redemption and the application of the principal of and interest on the investments to such purposes. The Pledge Agreement shall be in form and substance as approved by the signing officers of the Township. The President or Vice President and the Secretary or Assistant Secretary of the Township are hereby authorized and directed to execute such Pledge Agreement and to deliver the same to the Escrow Agent on behalf of the Township.

The officers of the Township are hereby authorized and directed to execute all documents and to take such other action as may be necessary or advisable to effect the refunding, redemption and payment of the Refunded Bonds. Upon redemption of the Refunded Bonds, any excess moneys shall be transferred by the Escrow Agent to the Paying Agent, and the Paying Agent shall deposit the same in the Sinking Fund for the Bonds.

The Township hereby authorizes the Escrow Agent, the Financial Advisor, the Underwriter or their respective representatives to subscribe for U.S. Treasury State and Local Government Series Securities, or to purchase such other obligations as further determined by the Township and set forth in the Pledge Agreement, for deposit into the escrow account under the Pledge Agreement.

17. Federal Tax Covenants. The Township hereby covenants not to take or omit to take any action so as to cause interest on the Bonds to be no longer excluded from gross income for purposes of federal income taxation and to otherwise comply with the requirements of Sections 103 and 141 through 150 of the Code, and all applicable regulations promulgated with

respect thereto, throughout the term of the Bonds. The Township further covenants that it will make no investments or other use of the proceeds of the Bonds which would cause the Bonds to be “arbitrage bonds” as defined in Section 148 of the Code. The Township further covenants to comply with the rebate requirements (including the prohibited payment provisions) contained in Section 148(f) of the Code and any regulations promulgated thereunder, to the extent applicable, and to pay any interest or penalty imposed by the United States for failure to comply with said rebate requirements, to the extent applicable.

The Township may determine, on the advice of Bond Counsel to the Township, to designate any series of the Bonds as “qualified tax-exempt obligations” within the meaning of Section 265(b)(3)(B) of the Code. The Township hereby delegates the power to make such designation on behalf of the Township, on the advice of Bond Counsel to the Township, to the proper officers of the Township and authorizes each of such officers to execute a certificate at the time of closing of any series of the Bonds, setting forth the amount of such series of the Bonds, if any, designated and/or deemed designated under the Code and making such representations and warranties as are required in connection therewith.

18. Execution and Authentication of Bonds. As provided in Section 4, the Bonds shall be executed by the President or the Vice President of the Board and the Secretary of the Township and each such execution shall be by manual or facsimile signature. If any officer whose signature appears on the Bonds shall cease to hold such office before the actual delivery date of the Bonds, such signature shall nevertheless be valid and sufficient for all purposes as if such person had remained in such office until the actual delivery date of the Bonds. The Bonds shall be authenticated by the manual signature of an authorized representative of the Paying Agent.

19. Application of Bond Proceeds. The purchase price for the Bonds, and any accrued interest payable by the Underwriter, shall be paid by the Underwriter to the Paying Agent on behalf of the Township. Upon receipt of the purchase price for the Bonds, including interest thereon accrued to the date of delivery, if any, the Paying Agent shall deposit the same in a settlement account. From the settlement account, the Paying Agent shall pay, or establish reserves for payment of, the costs and expenses of the financing, and shall deposit certain of the proceeds of Bonds with the Escrow Agent, and the proper officers of the Township are authorized to direct the Paying Agent to pay such amounts on behalf of the Township and to make such deposits, all as set forth in written directions to the Paying Agent.

20. Approval of Official Statement. The Township hereby approves and “deems final” the Preliminary Official Statement for the Bonds for purposes of United States Securities and Exchange Commission Rule 15c2-12. A final Official Statement containing the final terms of the Bonds, shall be prepared and delivered to the Underwriter within seven (7) business days from the date of establishment of the final terms of the Bonds, and the Township hereby approves the use thereof in connection with the public offering and sale of the Bonds.

21. Continuing Disclosure. The Township hereby authorizes and directs the appropriate officers to execute and deliver a Continuing Disclosure Agreement or a supplement to an existing Continuing Disclosure Agreement of the Township (the “Continuing Disclosure Agreement”) if and to the extent required by law. The Township further covenants and agrees

that it will comply with and carry out all of the provisions of the Continuing Disclosure Agreement. Notwithstanding any other provision of this Ordinance, failure of the Township to comply with the Continuing Disclosure Agreement shall not be considered an event of default hereunder or under the Bonds; however, the Paying Agent, any Participating Underwriter (as defined in the Continuing Disclosure Agreement), or any Bondholder may take such actions as may be necessary and appropriate, including seeking specific performance by court order, to cause the Township to comply with its obligations under this Section.

22. Covenant to Pledge Sufficient Funds. The Township hereby covenants and agrees that, concurrently with the issuance of and payment for the Bonds:

a) The Township will have irrevocably pledged with the Escrow Agent, amounts sufficient, together with interest, if any, to be earned thereon, to pay: (i) all interest on the Refunded Bonds to the date of redemption thereof; and (i) the principal of the Refunded Bonds to the date of redemption thereof so that the Refunded Bonds will no longer be outstanding under the Act; and

b) Said Escrow Agent will have invested the monies required by any escrow agreement or directions in accordance with the terms thereof.

23. Officers Authorized to Act. For the purpose of expediting the closing and the issuance and delivery of the Bonds, or in the event that the President of the Board or the Secretary of the Township shall be absent or otherwise unavailable for the purpose of executing documents, or for the purpose of taking any other action which they or either of them may be authorized to take pursuant to this Ordinance, the Vice President of the Board or the Assistant Secretary of the Township, respectively, are hereby authorized and directed to execute documents, or otherwise to act on behalf of the Township in their stead.

24. Contract with Bond Owners. This Ordinance constitutes a contract with the registered owners of the Bonds outstanding hereunder and shall be enforceable in accordance with the provisions of the laws of the Commonwealth of Pennsylvania.

25. Binding Effect of Covenants and Agreements. All covenants, obligations and agreements of the Township set forth in this Ordinance and in the documents authorized hereby shall be deemed to be the covenants, obligations and agreements of the Township to the full extent authorized or permitted by law, and all such covenants, obligations and agreements shall be binding upon the Township and its successors from time to time and upon any board or body to which any powers or duties affecting the same shall be transferred by or in accordance with law. Except as otherwise provided in this Ordinance, all rights, powers and privileges conferred and duties and liabilities imposed upon the Township or the members thereof by the provisions of this Ordinance or the documents authorized hereby shall be exercised or performed, by such members, officers or other representatives of the Township as may be required or permitted by law to exercise or perform the same. No covenant, obligation or agreement herein contained or contained in any documents authorized hereby shall be deemed to be a covenant, obligation or agreement of any commissioner, officer, agent or employee of the Township in his or her individual capacity and neither the Commissioners of the Township nor any officer executing the

other documents authorized by this Ordinance shall be liable personally thereunder or be subject to any personal liability or accountability by reason of the execution and delivery thereof.

26. Bond Counsel. The Township hereby appoints Cozen O'Connor to act as Bond Counsel to the Township with respect to the transactions contemplated by this Ordinance.

27. Further Action. The proper officers of the Township are hereby authorized and directed to take all such action, execute, deliver, file and/or record all such documents, publish all notices and otherwise comply with the provisions of this Ordinance and the Act in the name and on behalf of the Township.

28. Act Applicable to Bonds. This Ordinance is enacted pursuant to, and the Bonds issued hereunder shall be subject to, the provisions of the Act and all of the mandatory provisions thereof shall apply hereunder whether or not explicitly stated herein.

29. Severability. In case any one or more of the provisions contained in this Ordinance or in any Bond shall for any reason be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect any other provision of this Ordinance or of said Bonds, and this Ordinance or said Bonds shall be construed and enforced as if such invalid, illegal or unenforceable provisions had never been contained therein.

30. Repealer. All ordinances and parts of ordinances heretofore enacted to the extent that the same are inconsistent herewith are hereby repealed.

31. **Effective Date.** This Ordinance shall take effect on the earliest date permitted by the Act.

ENACTED this 10th day of February, 2020.

(TOWNSHIP SEAL)

TOWNSHIP OF RADNOR

ATTEST

Secretary

President
Board of Commissioners

[Signature Page to Bond Ordinance]

EXHIBIT A

[FORM OF BOND]

UNITED STATES OF AMERICA

COMMONWEALTH OF PENNSYLVANIA

TOWNSHIP OF RADNOR

GENERAL OBLIGATION BOND, SERIES OF 2020

No. R- _____ \$ _____

INTEREST RATE	MATURITY DATE	ORIGINAL ISSUANCE DATE	CUSIP
	_____, ____	_____, 2020	

REGISTERED OWNER: CEDE & CO.

PRINCIPAL SUM: _____ DOLLARS

Township of Radnor, Delaware County, Pennsylvania (the "Township"), a political subdivision of the Commonwealth of Pennsylvania, for value received, hereby promises to pay to the registered owner hereof on the Maturity Date set forth above the Principal Sum set forth above, unless this Bond shall have been called for redemption and payment of the redemption price shall have been made or duly provided for, and to pay interest thereon from the Original Issuance Date set forth above or the most recent Interest Payment Date to which interest has been paid or duly, provided for, semiannually on _____ and _____ of each year, commencing _____, 20__ (each, an "Interest Payment Date"), at the interest rate specified above, calculated on the basis of a 360-day year of twelve 30-day months until the principal sum is paid or has been provided for.

Interest is payable to the registered owner of this Bond from the Interest Payment Date next preceding the authentication date of the Bond, unless: (a) this Bond is authenticated as of an Interest Payment Date, in which event it shall bear interest from such Interest Payment Date; (b) this Bond is registered and authenticated after a Regular Record Date (hereinafter defined) and before the next succeeding Interest Payment Date, in which event it shall bear interest from such succeeding Interest Payment Date; (c) such Bond is registered and authenticated on or prior to the Regular Record Date preceding _____, 20__, in which event it shall bear interest from _____, 20__; or (d) as shown by the records of the Paying Agent interest on this Bond shall be in default, in which event it shall bear interest from the date on which interest was last paid on this Bond.

The principal of this Bond is payable upon presentation and surrender hereof at the corporate trust office of U.S. Bank National Association, in Philadelphia, Pennsylvania (the "Paying Agent"). Interest on this Bond will be paid on each Interest Payment Date by check mailed to the person in whose name this Bond is registered on the registration books of the Township maintained by the Paying Agent, as bond registrar, at the address appearing, thereon at the close of business on the fifteenth (15th) day (whether or not a day on which the Paying Agent is open for business) next preceding such Interest Payment Date (the "Regular Record Date"). Any such interest not so timely paid or duly provided for shall cease to be payable to the person who is the registered owner hereof as of the Regular Record Date, and shall be payable to the person who is the registered owner hereof at the close of business on a Special Record Date for the payment of such defaulted interest. Such Special Record Date shall be fixed by the Paying Agent whenever monies become available for payment of the defaulted interest, and notice of the Special Record Date and payment date for such interest shall be given by first class mail to the registered owners of the Bonds not less than ten (10) days prior to the Special Record Date. Such notice shall be mailed to the persons in whose names the Bonds are registered at the close of business on the fifth (5th) day preceding the date of mailing. The principal of and interest on this Bond are payable in lawful money of the United States of America.

Notwithstanding the foregoing, so long as this Bond is registered in the name of The Depository Trust Company ("DTC") or its nominee, Cede & Co., payment of principal and interest on this Bond shall be payable in the manner and at the respective times of payment provided for in DTC's Operational Arrangements, as they may be amended from time to time.

This Bond is one of a duly authorized issue of General Obligation Bonds, Series of 2020, of the Township in the aggregate principal amount of \$_____ (the "Bonds") issued in fully registered form in denominations of \$5,000 and integral multiples of \$5,000 in excess thereof, all issued in accordance with the Local Government Unit Debt Act, 53 Pa. Cons. Stat. §8001 et seq., as amended (the "Act"), and pursuant to an Ordinance of the Board of Commissioners of the Township duly enacted on February 10, 2020 (the "Ordinance") and a Paying Agent Agreement between the Township and the Paying Agent dated as of _____, 2020 (the "Paying Agent Agreement"). The Bonds are issued for the purpose of financing a refunding program, and paying the costs of issuing the Bonds, as described in the Ordinance.

Under the laws of the Commonwealth of Pennsylvania, this Bond and the interest thereon shall at all times be free from taxation within the Commonwealth of Pennsylvania, but this exemption shall not extend to gift, estate, succession or inheritance taxes or to any other taxes not levied or assessed directly on this Bond or the interest thereon. Profits, gains or income derived from the sale, exchange, or other disposition of this Bond are subject to state and local taxation.

The Bonds maturing on or after _____, 20__ are subject to redemption prior to maturity at the option of the Township as a whole or from time to time in part, in any order of maturity or portion of a maturity as selected by the Township on _____, 20__ or any date thereafter, upon payment of a redemption price of 100% of principal amount plus interest accrued to the redemption date. If less than an entire year's maturity of Bonds are to be redeemed at any particular time, such Bonds so to be called for redemption shall be chosen by lot by the Paying Agent.

The Bonds stated to mature on _____, _____ and _____, _____ (the "Term Bonds") are subject to mandatory redemption prior to their stated maturity by lot by the Township from monies to be deposited in the Sinking Fund established under the Ordinance at a redemption price of 100% of the principal amount thereof plus accrued interest to the date fixed for redemption. The Township hereby covenants that it will cause the Paying Agent to select by lot, to give notice of redemption and to redeem Term Bonds at said price from monies deposited in the Sinking Fund sufficient to effect such redemption (to the extent that Term Bonds shall not have been previously purchased from said monies by the Township as permitted under the Ordinance) on _____ of the years, from the maturities and in the annual principal amounts set forth in the following schedule (or such lesser principal amount as shall at the time represent all Term Bonds which shall then be outstanding):

Mandatory Redemption Schedule

Redemption Date (_____)	<u>Maturity From Which Selected</u>	<u>Principal Amount to be Redeemed or Purchased</u>
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In the event that a portion, but not all of the Term Bonds are redeemed pursuant to optional redemption, then the principal amount of any remaining mandatory sinking fund redemptions and the final maturity applicable to the Term Bonds shall be proportionately reduced (subject to the Paying Agent making such adjustments as it deems necessary to be able to affect future redemptions of such Bonds in authorized denominations) unless the Township directs an alternate reduction of such mandatory sinking fund redemptions and final maturity.

For the purpose of selection of Bonds for redemption, any Bond of a denomination greater than \$5,000 shall be treated as representing such number of separate Bonds, each of the denomination of \$5,000, as is obtained by dividing the actual principal amount of such Bond by \$5,000. Any Bond which is to be redeemed only in part shall be surrendered at the corporate trust office of the Paying Agent in Philadelphia, Pennsylvania, together with a duly executed instrument of transfer in form satisfactory to the Paying Agent, and the registered owner of such Bond shall receive, without service charge, a new Bond or Bonds, of any authorized denomination as requested by such registered owner in aggregate principal amount equal to and in exchange for the unredeemed portion of the principal of the Bond so surrendered.

On the date designated for redemption, and upon deposit with the Paying Agent of funds sufficient for payment of the principal of and accrued interest on the Bonds called for redemption, interest on the Bonds or portions thereof so called for redemption shall cease to accrue and the Bonds or portions thereof so called for redemption shall cease to be entitled to any benefit of security hereunder, and registered owners of the Bonds so called for redemption shall have no rights with respect to the Bonds or portions thereof so called for redemption, except to receive payment of the principal of and accrued interest on the Bonds so called for redemption to the date fixed for redemption.

Notice of any redemption shall be given by first class mail, postage prepaid, mailed by the Paying Agent not less than 20 or more than 60 days before the redemption date to the

registered owners of the Bonds at their addresses as they appear on the Bond register maintained by the Paying Agent. Such notice shall be given in the name of the Township, shall identify the Bonds to be redeemed (and, in the case of a partial redemption of any Bonds, the respective principal amounts thereof to be redeemed), shall specify the redemption date and the redemption price, and shall state that on the redemption date the Bonds called for redemption will be payable at the corporate trust office of the Paying Agent in Philadelphia, Pennsylvania and that from the date of redemption interest will cease to accrue. The Paying Agent shall use "CUSIP" numbers (if then generally in use) in notices of redemption as a convenience to Bond owners, provided that any such redemption notice shall state that no representation is made as to the correctness of such numbers either as printed on the Bonds or as contained in any notice of redemption and the reliance may be placed only on the identification numbers prefixed "R-" printed on the Bonds. Failure to mail any notice of redemption, or any defect therein, or in the mailing thereof, with respect to any Bond shall not affect the validity of any proceeding for redemption of other Bonds so called for redemption.

With respect to any optional redemption of the Bonds, if at the time of mailing such notice of redemption, the Township shall not have deposited with the Paying Agent monies sufficient to redeem all the Bonds called for redemption, such notice may state that it is conditional, that is, subject to the deposit of the redemption monies with the Paying Agent not later than the redemption date, and such notice shall be of no effect unless such monies are so deposited.

The Township and the Paying Agent may treat the person in whose name this Bond is registered on the Bond register maintained by the Paying Agent as the absolute owner of this Bond for all purposes and neither the Township nor the Paying Agent shall be affected by any notice to the contrary. The Bonds are being issued by means of a book-entry system, with actual bond certificates evidencing ownership of the Bonds immobilized at either DTC, New York, New York (the "Securities Depository"), or its successor as Securities Depository or with the Paying Agent, as custodian for DTC. Transfers of beneficial ownership of the Bonds shall be effected on the records of the Securities Depository and its participants pursuant to the rules and procedures established by the Securities Depository.

So long as the Bonds are issued in book-entry form, actual bond certificates are not available for distribution to the beneficial owners and the principal and interest on the Bonds are payable to Cede & Co., as nominee of the Securities Depository. Transfer of principal and interest payments to participants of the Securities Depository is the responsibility of the Securities Depository; transfers of principal and interest to beneficial owners of the Bonds by participants of the Securities Depository will be the responsibility of such participants and other nominees of beneficial owners. The Township and the Paying Agent are not responsible or liable for maintaining, supervising or reviewing the records maintained by the Securities Depository, its participants or persons acting through such participants. If the Bonds are no longer registered to a Securities Depository or its nominee, the Bonds are transferable by the registered owners thereof, subject to payment of any required tax, fee or other governmental charge, upon presentation and surrender at the corporate trust office of the Paying Agent in, Philadelphia, Pennsylvania, together with a duly executed instrument of transfer in form satisfactory to the Paying Agent. The Paying Agent shall not be required: (i) to issue, transfer or exchange any of the Bonds during a period beginning at the close of business on the fifth (5th)

day next preceding the day of selection of Bonds to be redeemed and ending at the close of business on the day on which such notice is given, or (ii) to transfer or exchange any Bond selected for redemption in whole or in part.

No recourse shall be had for the payment of the principal of or interest on this Bond, or for any claim based hereon, against any commissioner, officer or employee, past, present or future, of the Township or of any successor body, as such, either directly or through the Township or through any such successor body under any constitutional provision, statute or rule of law, or by the enforcement of any assessment or by any legal or equitable proceeding or otherwise, and all such liability of such commissioners, officers or employees is released as a condition of and as consideration for the execution and issuance of this Bond.

Whenever the due date for payment of interest on or principal of this Bond shall be a Saturday, Sunday, a legal holiday or a day on which banking institutions in the Commonwealth of Pennsylvania or in the jurisdiction in which the corporate trust or payment office of the paying agent is located are authorized or required by law or executive order to close (a "Holiday"), then the payment of such interest or principal need not be made on such date, but may be made on the succeeding day which is not a Holiday, with the same force and effect as if made on the due date for payment of principal or interest.

It is hereby certified that the approval of the Department of Community and Economic Development of the Commonwealth of Pennsylvania for the Township to issue and deliver this Bond has been duly given pursuant to the Act; that all acts, conditions and things required by the laws of the Commonwealth of Pennsylvania to exist, to have happened or to have been performed, precedent to or in the issuance of this Bond or in the creation of the debt of which this Bond is evidence, exist, have happened and have been performed in regular and due form and manner as required by law; that this Bond, together with all other indebtedness of the Township, is within every debt and other limit prescribed by the Constitution and the statutes of the Commonwealth of Pennsylvania; that the Township has established a sinking fund for the Bonds and shall deposit therein amounts sufficient to pay the principal of and interest on the Bonds as the same shall become due and payable; and that for the prompt and full payment of all obligations of this Bond, the full faith, credit and taxing power of the Township are hereby irrevocably pledged.

This Bond shall not be entitled to any benefit under the Ordinance or be valid or become obligatory for any purpose until this Bond shall have been authenticated by the Paying Agent by execution of the certificate endorsed hereon.

IN WITNESS WHEREOF, the Township of Radnor, Delaware County, Pennsylvania has caused this Bond to be signed in its name and on its behalf by the signature of the President of its Board of Commissioners and an impression of its corporate seal to be hereunto affixed, duly attested by the signature of the Secretary of the Township.

TOWNSHIP OF RADNOR

By: _____
President, Board of Commissioners

Attest: _____
Secretary

(SEAL)

AUTHENTICATION CERTIFICATE

This Bond is one of the Township of Radnor General Obligation Bonds, Series of 2020, described in the within mentioned Ordinance.

DATE OF AUTHENTICATION:

U.S. BANK NATIONAL ASSOCIATION,
Paying Agent

By: _____
Authorized Representative

ASSIGNMENT AND TRANSFER

FOR VALUE RECEIVED, the undersigned hereby sells, assigns and transfers unto

PLEASE INSERT SOCIAL SECURITY OR
EMPLOYER IDENTIFICATION NUMBER OF
ASSIGNEE

_____ the within Bond and all rights thereunder, and hereby irrevocably constitutes and appoints

_____ attorney to transfer said Bond on the books of the within named Paying Agent, with full power of substitution in the premises.

Dated:

Signature Guaranteed by:

NOTICE: Signature(s) must be guaranteed by an eligible guarantor institution, an institution which is a participant in a Securities Transfer Association recognized signature guaranteed program.

NOTICE: The signature to this Assignment must correspond with the name as it appears upon the face of the within Bond in every particular, without alteration or enlargement or any change whatever.

(Authorized Signature)

[END OF BOND FORM]

EXHIBIT B

**SCHEDULE OF ESTIMATED DEBT SERVICE SAVINGS RELATED TO THE
REFUNDING OF THE REFUNDED BONDS
IN ACCORDANCE WITH SECTION 8242(b) OF THE ACT**

<u>Date</u>	<u>New Debt Service</u>	<u>Existing Debt Service</u>	<u>Savings</u>
11/01/2020	\$503,887.78	\$561,310.00	\$57,422.22
11/01/2021	505,912.50	561,110.00	55,197.50
11/01/2022	502,212.50	560,810.00	58,597.50
11/01/2023	503,362.50	560,410.00	57,047.50
11/01/2024	509,212.50	564,635.00	55,422.50
11/01/2025	504,612.50	563,222.50	58,610.00
11/01/2026	504,862.50	561,407.50	56,545.00
11/01/2027	508,162.50	564,180.00	56,017.50
11/01/2028	506,262.50	561,402.50	55,140.00
11/01/2029	504,262.50	563,187.50	58,925.00
11/01/2030	502,162.50	560,387.50	58,225.00
11/31/2031	504,962.50	562,187.50	57,225.00
11/01/2032	507,562.50	563,387.50	55,825.00
11/01/2033	509,012.50	563,987.50	54,975.00
11/01/2034	505,237.50	563,987.50	58,750.00
11/01/2035	506,350.00	563,387.50	57,037.50
11/01/2036	502,237.50	562,187.50	59,950.00
11/01/2037	501,987.50	560,387.50	58,400.00
11/01/2038	501,487.50	559,618.76	58,131.26
11/01/2039	505,737.50	563,306.26	57,568.76
11/01/2040	504,612.50	561,268.76	56,656.26
11/01/2041	507,668.76	563,687.50	56,018.74
11/01/2042	500,331.26	559,750.00	59,418.74
11/01/2043	<u>502,862.50</u>	<u>560,250.00</u>	<u>57,387.50</u>
Total	\$12,114,962.80	\$13,489,456.28	\$1,374,493.48

EXHIBIT C

MAXIMUM BOND AMORTIZATION SCHEDULE

Dates	Max Par	Max Coupon	Interest	Semi-Annual Debt Service	Annual Debt Service
05/01/2020	-	-	-	-	-
11/01/2020	\$575,000.00	5.500%	\$405,704.44	\$980,704.44	\$980,704.44
05/01/2021	-	-	310,200.00	310,200.00	-
11/01/2021	400,000.00	5.500	310,200.00	710,200.00	1,020,400.00
05/01/2022	-	-	299,200.00	299,200.00	-
11/01/2022	405,000.00	5.500	299,200.00	704,200.00	1,003,400.00
05/01/2023	-	-	288,062.50	288,062.50	-
11/01/2023	405,000.00	5.500	288,062.50	693,062.50	981,125.00
05/01/2024	-	-	276,925.00	276,925.00	-
11/01/2024	420,000.00	5.500	276,925.00	696,925.00	973,850.00
05/01/2025	-	-	265,375.00	265,375.00	-
11/01/2025	425,000.00	5.500	265,375.00	690,375.00	955,750.00
05/01/2026	-	-	253,687.50	253,687.50	-
11/01/2026	435,000.00	5.500	253,687.50	688,687.50	942,375.00
05/01/2027	-	-	241,725.00	241,725.00	-
11/01/2027	445,000.00	5.500	241,725.00	686,725.00	928,450.00
05/01/2028	-	-	229,487.50	229,487.50	-
11/01/2028	450,000.00	5.500	229,487.50	679,487.50	908,975.00
05/01/2029	-	-	217,112.50	217,112.50	-
11/01/2029	455,000.00	5.500	217,112.50	672,112.50	889,225.00
05/01/2030	-	-	204,600.00	204,600.00	-
11/01/2030	460,000.00	5.500	204,600.00	664,600.00	869,200.00
05/01/2031	-	-	191,950.00	191,950.00	-
11/01/2031	470,000.00	5.500	191,950.00	661,950.00	853,900.00
05/01/2032	-	-	179,025.00	179,025.00	-
11/01/2032	480,000.00	5.500	179,025.00	659,025.00	838,050.00
05/01/2033	-	-	165,825.00	165,825.00	-
11/01/2033	490,000.00	5.500	165,825.00	655,825.00	821,650.00
05/01/2034	-	-	152,350.00	152,350.00	-
11/01/2034	500,000.00	5.500	152,350.00	652,350.00	804,700.00
05/01/2035	-	-	138,600.00	138,600.00	-
11/01/2035	510,000.00	5.500	138,600.00	648,600.00	787,200.00
05/01/2036	-	-	124,575.00	124,575.00	-
11/01/2036	520,000.00	5.500	124,575.00	644,575.00	769,150.00
05/01/2037	-	-	110,275.00	110,275.00	-
11/01/2037	530,000.00	5.500	110,275.00	640,275.00	750,550.00
05/01/2038	-	-	95,700.00	95,700.00	-
11/01/2038	540,000.00	5.500	95,700.00	635,700.00	731,400.00

Dates	Max Par	Max Coupon	Interest	Semi-Annual Debt Service	Annual Debt Service
05/01/2039	-	-	\$80,850.00	\$80,850.00	-
11/01/2039	\$560,000.00	5.500%	80,850.00	640,850.00	\$721,700.00
05/01/2040	-	-	65,450.00	65,450.00	-
11/01/2040	570,000.00	5.500	65,450.00	635,450.00	700,900.00
05/01/2041	-	-	49,775.00	49,775.00	-
11/01/2041	590,000.00	5.500	49,775.00	639,775.00	689,550.00
05/01/2042	-	-	33,550.00	33,550.00	-
11/01/2042	605,000.00	5.500	33,550.00	638,550.00	672,100.00
05/01/2043	-	-	16,912.50	16,912.50	-
11/01/2043	<u>615,000.00</u>	5.500	<u>16,912.50</u>	<u>631,912.50</u>	<u>648,825.00</u>
Totals:	\$11,855,000		\$8,388,129.44	\$20,342,129.44	\$20,342,129.44

CERTIFICATE OF SECRETARY

The undersigned, Secretary of the Township of Radnor HEREBY CERTIFIES that:

The foregoing Ordinance authorizing the issuance of General Obligation Bonds, Series of 2020 of the Township was duly moved and seconded and enacted by a majority vote of all the Board of Commissioners of said Township at a duly called and convened meeting of said Board held on February 10, 2020; that public notice of said meeting was given as required by law; and that the roll of the Board of Commissioners was called and such members voted or were absent as follows:

<u>Name</u>	<u>Vote</u>
Jack Larkin, President	_____
Lisa Borowski, Vice President	_____
Jake Abel	_____
Richard F. Booker, Esq.	_____
Damien Enderle	_____
Sean Farhy	_____
Moira Mulrone, Esq.	_____

and that such Ordinance and the votes thereon have been duly recorded in the minutes.

WITNESS my hand and seal of the Township this 10th day of February, 2020.

Robert A. Zienkowski, Secretary

(TOWNSHIP SEAL)

RESOLUTION 2020-04

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP MANAGER TO ENGAGE PFM TO PROVIDE FINANCIAL ADVISORY SERVICES FOR THE TOWNSHIP'S REFUNDING OF THE 2014 SERIES VOTED OPEN SPACE BONDS

WHEREAS, the GFOA best practices recommend the hiring of a Financial Advisor (FA) to insure the best interests of the Township are being met with regards to bond financing; and

WHEREAS, CARFAC has voted unanimously at their September 30, 2015 meeting to recommend that the Township utilize the services of a pricing agent for bond transactions; and

WHEREAS, PFM served in this same capacity for the Township as part of the Series 2014 Open Space bond transaction, 2015 Library/Park/Trail Bonds, and the 2019 Sewer Notes to the satisfaction of the Administration and the benefit of the taxpayers.

WHEREAS, the Township is considering introducing a Bond Ordinance 2020-02 on January 27, 2020 necessitating the need of a financial advisor for the analysis and transaction.

NOW, THEREFORE, it is hereby *RESOLVED* by the Radnor Township Board of Commissioners appoints PFM to serve as the Disclosure and Pricing Agent for the proposed bond financing at a price not to exceed \$9,700, with all costs being capitalized.

SO RESOLVED, this 27th day of January, A.D., 2020

RADNOR TOWNSHIP

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Name: Robert A. Zienkowski
Title: Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: January 15, 2020

TO: Board of Commissioners

FROM: William M. White, Finance Director

LEGISLATION: Resolution 2020-04 authorizing the Township to engage PFM as an Independent Disclosure and Pricing Agent relating to the Township's proposed upcoming bond transaction.

PURPOSE AND EXPLANATION: The Government Finance Officers Association (GFOA) has developed a series of best practices on the issuance of debt. Specific to this topic, GFOA's recommendation is that regardless of whether a municipality is doing a negotiated or competitive bond sale, which they hire a financial advisor to provide expertise and ensure that the Township's best interests are being met during the transaction.

The intention with the Refunding of the 2014 Series Voted Open Space Bonds is to negotiate the sale with Boenning & Scattergood, the same underwriter that sold the original issue. The value PFM brings to the team is twofold; (a) their expertise in municipal markets and (b) that they will represent Radnor Township's interest on the day of pricing to ensure that Radnor receives the very best prices the market demands on that day, or to recommend that Radnor hold pricing / change approach if needed.

Radnor has engaged PFM in prior financing transactions with excellent success.

FISCAL IMPACT: The cost of the engagement is set at \$9,700 for both bond transactions and will be capitalized in the cost of issuance.

RECOMMENDED ACTION: The Administration recommends that Board of Commissioners adopt Resolution 2020-04 to engage PFM at the January 27, 2020 meeting.

RESOLUTION 2020-05

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP ENGAGE COZEN O’CONNER AS BOND COUNSEL FOR THE TOWNSHIP’S CURRENT REFUNDING OF THE 2014 SERIES VOTED OPEN SPACE BONDS

WHEREAS, the Board of Commissioners appointed Cozen O’Conner as Bond Counsel for Radnor Township with the adoption of Resolution 2010-42; and

WHEREAS, Resolution 2010-42 recognized that the Township will continue to have on-going responsibilities associated with the various debt obligations that are currently outstanding or will be issued in the future and will need to insure that it has proper legal representation to prepare, assist and review all documents relative to those obligations; and

WHEREAS, the Township is preparing the analysis relative to the possible refunding of the Series 2014 Voted Open Space Bonds and needs to ensure that it has necessary legal representation to prepare and review all documents relative to the proceedings.

NOW, THEREFORE, it is hereby **RESOLVED** by the Radnor Township Board of Commissioners authorize the Administration to utilize the services of Cozen O’Conner for the refunding of the 2014 Series Voted Open Space Bonds at a price not to exceed \$50,000, to be capitalized.

SO RESOLVED, this 27th day of January, A.D., 2020

RADNOR TOWNSHIP

By:

Name: Jack Larkin

Title: President

ATTEST:

Name: Robert A. Zienkowski,

Title: Township Manager / Secretary

Radnor Township



PROPOSED LEGISLATION

DATE: January 15, 2020

TO: Board of Commissioners

FROM: William M. White, Assistant Township Manager and Director of Finance

LEGISLATION: Authorizing the Township to proceed with Cozen O'Conner as Bond Counsel for the proposed Series 2014 Voted Open Space Refunding Bonds.

LEGISLATIVE HISTORY: The Board of Commissioners appointed Cozen O'Conner as Bond Counsel with the adoption of Resolution 2010-42, adopted Monday September 13, 2010. Included in that Resolution was the recognition that future debt issues will arise and will require specialized legal assistance (from Bond Counsel). The Resolution for Monday night recognizes that Cozen O'Conner is the Township's Bond Counsel.

PURPOSE AND EXPLANATION: Municipal debt issuance is highly regulated both Federally and by State laws. As such, specialized legal counsel is recommended by both the ICMA and GFOA as best practice to ensure that the Township is properly advised and protected on all legal matters surrounding a debt transaction. Cozen O'Conner has served the Township since 2010 and has done an exemplary job. Suzanne Mayes has been professional, comprehensive and understanding in all matters surrounding these transactions; from dealing with the underwriter, to ensuring Federal Taxation Laws are considered and managed appropriately, to responding to the Board and Public to ensure questions are answered respectfully and thoughtfully.

FISCAL IMPACT: The cost of the legal services associated with the Bond refinancing will not exceed \$50,000 or roughly 0.42% of the total amount being transacted. Similar to other issuance costs, the bond counsel cost will be capitalized into the refunding and paid at closing.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board of Commissioners adopt this legislation.

**RESOLUTION NO. 2020-06
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING RESOLUTION 2018-21, ITS POLICY
FOR TELEVISIONING OR VIDEOTAPING MEETINGS**

WHEREAS, the Radnor Township Board of Commissioners established a policy pursuant to Resolution 2018-21 for televising or taping public meetings held within the Township Municipal Building; and

WHEREAS, the Township currently televises and/or tapes several public meetings for Township Advisory Boards and Commissions; and

WHEREAS, the Board desires to amend its policy.

NOW, THEREFORE, be it hereby **RESOLVED** that the Radnor Township Board of Commissioners does hereby amend its policy for televising or taping public meetings of Township Advisory Boards and Commissions by revising Paragraph 5 of Resolution 2018- 21 as follows:

5. Recognizing that there are certain Boards and Commissions for which mandatory televising is not necessary or well suited, the following Board/Committee meetings shall not be required to be televised: Civil Service Commission, Building Code Appeals Board, Educational Services Agency, Rental Housing Appeals Board and the Citizens Audit Review and Financial Advisory Committee (CARFAC).

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this _____ day of _____, 2020.

RADNOR TOWNSHIP

By: _____
Name: John Larkin
Title: President

ATTEST: _____

RESOLUTION NO. 2020-10

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, WILLOWS MANSION: AWARDED THE CONTRACT FOR DESIGN, PERMITTING, AND BIDDING DOCUMENTS FOR THE FIRE & DOMESTIC WATER SERVICE TO CARROL ENGINEERING, INCORPORATED IN THE AMOUNT OF \$21,980

WHEREAS, Radnor Township entered into an agreement with the Willows Park Preserve to provide domestic and fire water service to the Willows Mansion

WHEREAS, Carroll Engineering has provided a valid cost proposal to provide the permitting, design, and bidding documents for the domestic and fire water service to the Willows Mansion

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Award the Contract for Design, Permitting, and Bidding Documents for the Fire & Domestic Water Service to Carrol Engineering, Incorporated in the Amount of \$21,980

SO RESOLVED this 27th day of January, A.D., 2020

RADNOR TOWNSHIP

By: _____
Name: John Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: January 22, 2020

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager
William M. White, Assistant Township Manager/Finance Director

LEGISLATION: Resolution #2020-10 - Willows Mansion – Awarding the Contract for Design, Permitting, and Bidding Documents for the Fire & Domestic Water Service to Carrol Engineering, Incorporated in the Amount of \$21,980

LEGISLATIVE HISTORY: The Township agreement with the Willows Park Preserve requires us to provide the domestic and fire water service to the Willows Mansion.

PURPOSE AND EXPLANATION: In order to provide said domestic and fire water service to the mansion, final design, DEP permitting to allow directional drilling under the stream, Penn DOT HOP, and bidding documents are required. Carroll Engineering, Incorporated has submitted a proposal (please see attached) to provide these services.

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, a requisition will be entered into the financial system. Upon approval of the purchase order, Carroll Engineering will be provided the Notice to Proceed. It is anticipated that the aforementioned work will be completed by June of this year. We will then be before the Commissioners to seek authorization to receive sealed bids for the construction portion of the project.

FISCAL IMPACT: This project is to be funded by monies in the general fund allocated to the requirements of the lease agreement.

RECOMMENDED ACTION: *Staff respectfully requests the Board of Commissioners of Radnor Township Award the Contract for Design, Permitting, and Bidding Documents for the Fire & Domestic Water Service to Carrol Engineering, Incorporated in the Amount of \$21,980.*



Carroll Engineering Corporation

December 6, 2019
Revised January 16, 2020

Stephen F. Norcini, P.E., Township Engineer
Radnor Township
301 Iven Avenue
Wayne, PA 19087-5297

Subject: Engineering Services Proposal – The Willows Park Water Main Replacement
490 Darby Paoli Road, Radnor Township, Delaware County, PA

Dear Steve:

Carroll Engineering Corporation (CEC) is pleased to submit this proposal for the subject work. CEC understands Radnor Township wishes for us to complete the design, permitting, technical specifications preparation, and provide construction administration services for the replacement water main which shall serve the existing mansion at the Willows Park. The proposed water main shall connect to the existing water main along Darby Paoli Road east of an existing bridge over Little Darby Creek which is proposed to be replaced by PennDOT in the future. A new water meter pit shall be installed at the edge of the Darby Paoli Road right-of-way near the Willows Park entrance drive. From the meter pit, the water main shall follow the entrance drive south to the aforementioned mansion. The water main alignment will need to cross a portion of Little Darby Creek, and shall be installed by directional drilling in this area. A General Permit issued by the Pennsylvania Department of Environmental Protection (PADEP) shall be required for the utility line stream crossing. CEC will coordinate with Aqua, PennDOT, and the party responsible for the rehabilitation of the existing mansion as necessary to determine the design criteria (e.g. water demand, line sizes, etc.). The water main shall accommodate a water service, a fire suppression water service, and a fire hydrant for the Mansion and the Willows Cottage.

CEC has had the opportunity to examine the site conditions, and have determined that the plans titled "Willows Water Main Replacement", prepared by Gannett Fleming, Dated December 2013, can be utilized by this office in completing the water main design without the need for additional survey. The pdf's provided to this office shall be utilized in preparing final permit and construction drawings.

CEC proposes to provide the services detailed below in accordance with the following:

I. SCOPE OF WORK

1. DESIGN

- A. CEC will prepare 24" x 36" design plans for the above stated work.

Today's Commitment to Tomorrow's Challenges

Corporate Office:
949 Easton Road
Warrington, PA 18976
215.343.6700

630 Freedom Business Center
Third Floor
King of Prussia, PA 19406
610.489.5100

101 Lindenwood Drive
Suite 225
Malvern, PA 19355
484.875.3075

105 Raider Boulevard
Suite 206
Hillsborough, NJ 08844
908.874.7500

(The Willows Water Main Proposal (2020-1-16))

www.carrollengineering.com

- B. CEC will attend two (2) site meetings for design coordination.
 - 1. We anticipate preparing the following plans which shall utilize the aforementioned "Willows Water Main Replacement" Plans:
 - a. Overall Site Plan
 - b. Plan and Profile Plans
 - c. Erosion and Sediment Control Plan
 - d. Erosion and Sediment Control Details and Notes
 - e. Construction Details
 - f. Traffic Control Plan
2. PERMITTING
- A. CEC will submit the plans to the Pennsylvania Department of Environmental Protection (PADEP) for the issuance of the General Permit 5 for the proposed Utility Line Crossing the Little Darby Creek.
 - B. CEC will coordinate with the Pennsylvania Department of Transportation (PennDOT) on the utility connection along Darby Paoli Road and submit plans as necessary for the issuance of a highway occupancy permit (HOP).
 - C. CEC will submit the plans to the Delaware County Conservation District (DCCD) for the issuance of an Erosion and Sediment Control Plan Adequacy Letter. Disturbance is not anticipated to be greater than one (1) acre. As such, an NPDES permit is not anticipated to be required for this project.
3. SPECIFICATIONS / BIDDING
- A. CEC will prepare technical specifications for this project, an itemized bid form, and we will provide prevailing wage rates to the Township. We assume the Township will provide the front-end specifications and be responsible for the solicitation of bids.
 - B. CEC will also provide the following additional services during the bidding proceedings:
 - 1. Attend and provide assistance during the pre-bid meeting, and prepare meeting minutes (if necessary).
 - 2. Prepare responses to questions, and addenda documentation (as necessary) during the bidding proceedings.
 - 3. Evaluate bids received and provide a letter of recommendation.

4. CONSTRUCTION

- A. CEC will provide the following services during the construction of the water main:
1. Attend and provide assistance during the pre-construction meeting, and prepare meeting minutes (if necessary).
 2. Provide responses to contractor RFP's as necessary.
 3. Review contractor material submittals.

II. CONTRACT TERMS

1. Design	\$6,400.00
2. Permitting	\$5,580.00
3. Specifications/Bidding	\$3,500.00
4. Construction.....	\$6,500.00
NOT TO EXCEED FEE TOTAL	\$21,980.00

CEC proposes to provide services described herein for a **Not to Exceed** fee of **\$21,980.00** to be invoiced on a percent complete basis. Said fee is based on CEC's understanding of the project scope, as described herein.

III. SCHEDULE

1. Assumed NTP..... January 28, 2020
2. Design & Permitting Complete.....May 28, 2020
*We will submit draft plans to the Township for review and comment at 90% design completion
 We will address comments and provide the Township the Final Plan*
3. Specifications / Bid Documents Complete..... June 11, 2020
*We will submit plans, specifications, and an itemized bid form to the Township for review and comment.
 We will address comments and provide the Township with the final plan.*

EXCLUSIONS

Services not included in this proposal, but which may be provided for additional fees include:

- A. Property and Topographic Field Surveys
- B. Property Deed and Right-of-Way Research (with exception of that needed for Darby Paoli Road)

Stephen F. Norcini, P.E., Township Engineer
Page 4
January 16, 2020

- C. Environmental Investigations
- D. Additional Meetings
- E. Utility Investigation/Survey in excess of those indicated by the PA One-Call (contractors shall be permitted to conduct private investigations at the Township's discretion)

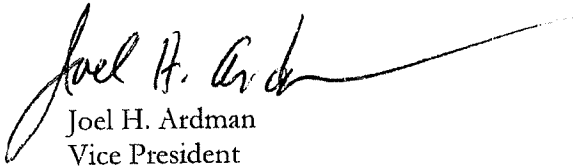
The fees stated herein are for the basic services described in this proposal. If additional services are required, these will be invoiced on the basis of our standard hourly rates following your approval to proceed with same.

This proposal and the attached Standard Consulting Contracting Terms and Conditions represent the entire understanding between you and this office with respect to this project and may only be modified, in writing, signed by both of us. If this proposal satisfactorily sets for your understanding of the arrangement between us, please execute the attached copy of this letter in the space provided and return same to this office. We would expect to start our services promptly after receipt of your acceptance of this proposal. Our basic services will be considered complete upon the submittal of the Final Sketch Plans.

Thank you for the opportunity to present this proposal. Should you have any questions or require additional information, please do not hesitate to contact me at 215-343-5700, Extension 243 or jardman@carrollengineering.com.

Very truly yours,

CARROLL ENGINEERING CORPORATION



Joel H. Ardman
Vice President

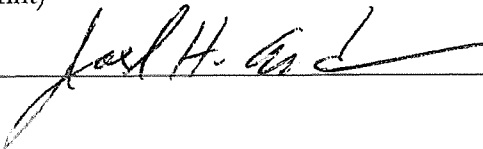
CAP/JHA:dp
Attachments

cc: Christopher A. Peterson, P.E., Project Manager, CEC
Allen B. Mason, P.E., Senior Vice President, CEC

Accepted this **16th** day of **January, 2020**, for:

Carroll Engineering Corporation, by:

Name (Print) **Joel H. Ardman**

Signature 

Title **Vice President**

Accepted this ____ day of _____, 20____, for:

Radnor Township, by:

Name (Print)

Signature

Title

RESOLUTION NO. 2020-14

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, AUTHORIZING
THE FUNDING OF, AND AWARDING THE DESIGN AND PERMITTING
CONTRACT FOR A TRAIL CONNECTION TO TRAFFIC PLANNING & DESIGN, IN
THE AMOUNT OF \$42,900**

WHEREAS, there has been concern over the proposed crosswalk at Conestoga Road and Lenoir Avenue

WHEREAS, the design proposal submitted by TPD is to provide permitting, design, and bidding documents to use West Wayne Avenue as the pedestrian connector, eliminating the need for the Conestoga/Lenoir crosswalk and West Wayne Preserve trail connector.

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Award the Design and Permitting Contract for a Trail Connection to Traffic Planning & Design, in the Amount of \$42,900

SO RESOLVED this 27th day of January, A.D., 2020

RADNOR TOWNSHIP

By: _____

Name: John Larkin

Title: President

ATTEST: _____

Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: January 22, 2020

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager
William M. White, Assistant Township Manager/Finance Director

LEGISLATION: Resolution #2020-14: West Wayne Avenue Trail Connection – Awarding the Design and Permitting Contract for a Trail Connection to Traffic Planning & Design, in the Amount of \$42,900

LEGISLATIVE HISTORY: This specific item has not been before the Commissioners previously, but the TAP Trail has been discussed previously. There has been much consternation for the residents on Lenoir Avenue and the surrounding area regarding a proposed crosswalk at Conestoga Road and Lenoir Avenue, and a trail connection through the West Wayne Preserve.

PURPOSE AND EXPLANATION: The design proposal submitted by TPD (please see attached) is to provide permitting, design, and bidding documents to use West Wayne Avenue as the pedestrian connector, eliminating the need for the Conestoga/Lenoir crosswalk and West Wayne Preserve trail connector.

IMPLEMENTATION SCHEDULE: Pending Commissioners funding of this project, a Notice to Proceed will be issued to TOD to begin the design. It is anticipated plans for Township review will be provided in April of 2020.

FISCAL IMPACT: Currently there is no dedicated funding for this proposed project. TAP funds cannot be used for the design or construction of this project. The Board of Commissioners will have to determine how this project is funded, should they wish to proceed.

RECOMMENDED ACTION: *Staff respectfully requests the Board of Commissioners of Radnor Township fund this project and award the Design and Permitting Contract for a Trail Connection to Traffic Planning & Design, in the Amount of \$42,900.*



TRAFFIC PLANNING AND DESIGN, INC.

WWW.TRAFFICPD.COM

Professional Services Agreement

Date: January 10, 2020
Client: Radnor Township
Client Address: 301 Iven Avenue
Wayne, PA 19087-5297
Client Contact: Mr. Stephen Norcini, P.E.
Project Name: W. Wayne Avenue Pedestrian Improvements
Location: Radnor Township, Delaware County, PA
TPD Project Managers: Joseph Janos, P.E.
TPD Project No.: RADT.00005

Traffic Planning and Design, Inc. (TPD) is pleased to submit this Professional Services Agreement ("Agreement") regarding the above-referenced project (the "Project"). Included in this Agreement are sections regarding **Assumptions, Scope of Services, Schedule, Fee Estimate and Standard Terms and Conditions.**

This Agreement will be between TPD and Radnor Township ("Client").

In order for TPD to begin our services, we request that Client review this Agreement and return a signed authorization to our office. We appreciate the opportunity to be of service on this Project.

ASSUMPTIONS

This Agreement has been prepared under the following assumptions, which reflect TPD's current understanding of the project:

Improvements to be Designed

This proposal assumes that items needing PennDOT review will be through PennDOT's Highway Occupancy Permit (HOP) program. This project will not comply with all federal standards for publicly-funded projects.

The improvements to be designed for this PennDOT HOP Application and Radnor Township are defined by the following:

- » Construction of one (1) ADA Curb Ramp at the southwest corner of Conestoga Road (SR 1019) and W. Wayne Avenue (Radnor Custom Cleaners corner).

- » Investigate modifications to the curblines at the southwest corner of Conestoga Road (SR 1019) and W. Wayne Avenue to provide ADA compliant sidewalks and improve visibility around obstacles (utility pole and traffic signal equipment).
- » Installation of new traffic signal equipment including pedestrian push button, hand/man, new pedestal pole and wiring at the southwest corner of Conestoga Road (SR 1019) and W. Wayne Avenue. *Proposal assumes no major modifications to traffic signal controller cabinet.*

The improvements to be designed for Radnor Township will also include:

- » Construction of curb and sidewalk along the south side of W. Wayne Avenue to provide an ADA compliant pedestrian route from Conestoga Road (SR 1019) to the Friends of the Radnor Trail Park.
- » Construction of new ADA Compliant sidewalk into the Friends of the Radnor Trail Park parking lot to tie into the existing pedestrian network.
- » Construction of seven (7) ADA Curb Ramps along West Wayne Avenue and in the Friends of the Radnor Trail Park parking lot.
- » Pavement markings and signage to upgrade the uncontrolled W. Wayne Avenue pedestrian crossing at the Friends of the Radnor Park parking lot.

This proposal does not include the cost of modifications to the assumptions listed above by the Client, PennDOT or any other stakeholders. These items will be billed on an out of scope basis. TPD is not responsible for time delays due to these changes.

Pedestrian Accommodations

PennDOT Pedestrian Accommodations at Unsignalized and Signalized Intersections checklists will be required to be completed for this project. If the results of the checklists indicate that additional accommodations are required, then design of such pedestrian facilities will be completed on an out-of-scope basis.

Traffic Signalization

TPD will prepare a revised traffic signal permit plan for the intersections of Conestoga Road (SR 1019) and W. Wayne Avenue based on pedestrian and sidewalk improvements designed as part of this HOP.

This proposal does not include traffic signal design, traffic signal timing modifications or signal interconnection at any intersections. A separate proposal will be prepared should coordination and/or interconnection with nearby signals be required.

It is assumed that signal operation details during construction will be included in the sequence of construction notes on the Maintenance and Protection of Traffic Plan. If required by PennDOT, separate temporary traffic signal permit plans will be prepared on an out-of-scope basis.

Right of Way

It is assumed that after receipt of the detailed survey TPD will discuss with Radnor Township the design limitation with respect to Right-of-Way and Easements. If necessary, TPD will identify preliminary areas of Right-of-Way and Easements associated with the proposed design.

TPD will not be responsible for negotiating or obtaining right-of-way, easements, or releases from nearby property owners. If Right-of-Way and Easements are required, TPD will assist Radnor

Township by providing and preparing the necessary information to obtain right-of-way, easements, or releases on an out-of-scope basis.

Schedule

TPD's price proposal assumes a normal schedule of approximately 6 months for design and review, which does not include the time it takes to acquire right-of-way, easements, or releases. PennDOT will not issue an HOP until these property rights are acquired to the Department's satisfaction. TPD's cost proposal does not include additional services that may be requested to expedite approval of the HOP Application.

Submissions

This proposal covers **two (2) submissions** of the HOP Application package to PennDOT and full Plan Package to the municipality. Since it is extremely difficult to predict the scope and intensity of comments from state review agencies, there are no provisions for additional response letters or subsequent resubmissions. TPD will correct any mathematical, analytical, drafting or typographical errors in the design without further cost to the client. Any changes due to enlarged or changed scope, reviewer preference, or client preference will be performed on an out-of-scope basis.

Utilities

Regarding underground utilities, TPD will contact the PA One Call system to request information regarding underground utilities within the project limits. However, TPD is not responsible for the field verification of underground utilities including the depth, location, type, or size of existing pipes, manholes, laterals, valves, or other facilities. TPD is not responsible for any errors or omissions by the surveyor or utility companies including, but not limited to, the depth, location, type, or size of existing pipes, manholes, laterals, valves, or other facilities. There are firms that are underground utility specialists that we can refer to you upon request. The cost of such a specialist is not included in this proposal.

Opinions of Probable Construction Cost

Evaluation of Client's or owner's Project budget, and/or estimates of construction cost, if included in TPD's Scope of Services, represent TPD's best judgment as a design professional familiar with the construction industry. It is recognized, however, that TPD does not have control over the cost of labor, materials, or equipment, over the contractor's methods of determining bid prices, or over competitive bidding, market, or negotiating conditions. Accordingly, TPD cannot and does not warrant or represent that bids or negotiated prices will not vary from the project budget proposed, established or approved by the Client or owner, if any, or from any statement of probable construction cost or other cost estimate or evaluation prepared by TPD.

Excluded Services

This proposal does not include Pavement Design or data collection relevant to such design. It is assumed that TPD will match the existing pavement section, which is the typical PennDOT requirement for a project of this magnitude.

The proposal does not include Erosion and Sedimentation Control Plans and NPDES Permitting due to the expected limit of disturbance being under an acre.

The proposal does not include detailed cross-sections. It is assumed that typical sections and elevation points will be sufficient.

All tasks not included in the Scope of Work of this Proposal are specifically excluded. For example,

this proposal does not include the following:

- » Roadway Drainage Improvements/Modifications.
- » Project Specific Construction Details.
- » Environmental, historic, or archaeological studies.
- » Noise studies, noise mitigation analysis/design.
- » Air quality analyses.
- » Environmental permitting with DEP or Army Corps (e.g., Joint Permit, General Permit).
- » Traffic counts.
- » Traffic signal interconnect plans.
- » Maintenance and Protection of Traffic/Traffic Control Plans (it's assumed traffic can be maintained during construction based on standard notes and Publication 213 PATA figures).
- » Structural design (e.g., bridges, culverts, retaining walls, sound barriers, joint details, sheeting and shoring, sign structures), or structural inspection.
- » Geotechnical design.
- » Soil borings, roadway borings, or related permits.
- » Post Construction Stormwater Management Plans/Narrative.
- » Infiltration Testing, Analysis, or Design.
- » Right-of-Way or Property/Deed Research - TPD will assume that the right-of-way shown on the signed and sealed survey provided by the surveyor is correct.
- » Design of new or relocated utility facilities (above-ground or underground).
- » Obtaining permits for any utility relocations or installations.
- » Subsurface Utility Investigation (SUI), or subsurface investigation of any type.
- » PUC or railroad coordination.
- » Preparation of construction quantities, tabulation sheets, summary sheets, construction cost estimates, or specifications/special provisions.
- » Design services during construction including, but not limited to, contractor submittal review.
- » Construction bid services, such as bid package preparation or contract preparation.
- » Construction management/monitoring services, or consultation during construction.
- » Construction inspection services.

Note: TPD is fully capable of providing or subcontracting all of the services listed above and will do so as the need arises after proper authorization from the Client.

Out of Scope or Additional Services

Any service requested that is not described in the above Scope of Services section will be billed on an hourly basis according to the current fee schedule, plus expenses. Before proceeding with such services, TPD will inform Client of the need for additional services.

If Client disagrees with any of these assumptions, please notify TPD at your earliest convenience, so that revisions to this Agreement document can be made accordingly. Otherwise, upon authorization, we will proceed using the assumptions listed above.

SCOPE OF SERVICES

TPD's Scope of Services under this Agreement shall include the following tasks:

TASK I. FIELD SURVEY

1. Obtain survey inside project limits at a level of detail necessary for PennDOT HOP plans, PennDOT Traffic Signal Plans, and Radnor Township Plans. *This service is to be provided by a Surveying firm as a sub-consultant to Traffic Planning and Design, Inc.*

TASK II. INITIAL EVALUATION

1. Coordinate project scope, design tasks, and schedule with the project team and internal design team.
2. Perform a PA ONE CALL to note utilities in the project area.
3. Request/Review traffic data, pavement design history, construction plans, and right-of-way plans for W. Wayne Avenue and Conestoga Road (SR 1019).
4. Request the existing traffic signal permit plan for the intersection of Conestoga Road (SR 1019) and W. Wayne Avenue in electronic format from PennDOT.
5. Visit the site to obtain field measurements, determine existing drainage patterns, evaluate the constructability of the proposed layout, and obtain digital photos necessary for the preparation of the Preliminary Plans.

TASK III. PRELIMINARY CONSTRUCTION PLAN AND FINAL DESIGN

1. Evaluate the need for a Flashing Beacon at the uncontrolled pedestrian crossing on W. Wayne Avenue.
2. Based on the information received from the Field Survey and Initial Evaluation, proceed with a horizontal design of all improvements, and vertical design at critical points.
3. Prepare a Preliminary Traffic Signal Design.
4. Prepare a Preliminary Construction Plan.
5. Attend in person meeting or detailed conference call with Radnor Township to discuss the Preliminary Construction Plan.
6. After meeting with Radnor Township revise and complete Roadway, Sidewalk, ADA Ramp and Traffic Signal Design as needed.

TASK IV. PLAN PREPARATION

1. Prepare Title Sheet, Existing Conditions sheet, and Overall Proposed Conditions sheet.
2. Prepare the Construction Plans per PennDOT requirements.
3. Prepare Elevation Plans, including top and bottom of curb elevations, existing drainage facilities, and proposed contours, as required by PennDOT.
4. Prepare Signing and Pavement Marking Plans, as required by PennDOT.
5. Prepare Maintenance and Protection of Traffic Plan. *It is assumed that the Traffic Control for this project will be handled entirely with standard figures and/or notes from Publication 213. This proposal does not include design of detailed MPT plans.*

TASK V. TRAFFIC SIGNAL DESIGN

1. Prepare new PennDOT traffic signal permit plans for the intersection based on roadway features and final pavement markings shown on the Highway Occupancy Permit (HOP) plans.
2. Prepare a traffic signal design package for inclusion with the HOP submission to PennDOT with a copy to the Township. A PennDOT TE-160 form (application for traffic signal approval) and resolution for the intersection will be required by PennDOT from Radnor Township

(owner of the traffic signal) before final approval of the HOP and traffic signal permit plans will be issued.

3. Upon review and approval from PennDOT and Radnor Township, coordinate the submission of a final traffic signal permit plans on mylar to Radnor Township for signature.

TASK VI. OPINION OF PROBABLE CONSTRUCTION COST

Prepare an opinion of probable construction cost based on the design prepared in Tasks I-V.

TASK VII. UTILITY COORDINATION

TPD will coordinate with the Pennsylvania One Call system, which identifies the existing utilities in the project area. TPD will list the utility contact information from the PA One Call on the construction plan. This will assist the contractor in the event of an unforeseen conflict. Please see the Assumptions section for further discussion of underground utilities.

If requested by Client, TPD will send copies of the relevant plans to the affected major utilities (e.g., electric, communications, water, gas, sewer). It is assumed that the electric company will coordinate with companies whose facilities are "riding" on its poles; TPD will not coordinate directly with all of these minor utilities.

TASK VIII. ADA CURB RAMP DESIGN AND DOCUMENTATION

It will be necessary to provide detailed designs of up to eight (8) ADA-compliant curb ramps at the proposed driveways. Therefore, TPD will prepare ADA ramp designs/plans and complete the associated documentation (Technically Infeasible Forms (TIFs) and Curb Ramp Design forms (CS-4401s)) for these locations, as necessary.

TASK IX. HOP/TOWNSHIP APPLICATION SUBMISSIONS

TPD will prepare the roadway/signal design plans and conduct an internal Quality Control/Quality Assurance check. Upon approval of the plans by Client, and provision of the necessary documents (including signed HOP application, letter from municipality, property deed, signed Land Use Questionnaire), TPD will submit the HOP Application package to PennDOT and the municipality. TPD will also perform a review of the TPD design plans and the site development plans to ensure consistency of the design.

Upon receipt of written comments from the Township and PennDOT, TPD will provide copies of such comments to Client. The plans will be revised per any comments regarding mathematical, analytical, drafting or typographical errors by TPD, accordingly. If there are comments which materially change the scope of the proposed improvements or are due to reviewer or client preference, TPD will identify these comments, and discuss with Client to determine if TPD is to comply. If so, TPD will issue an out-of-scope for the cost to revise the design to accommodate the change(s), prepare the appropriate response letter, and resubmit the Roadway/Access/Traffic Signal package to the Township and PennDOT, as applicable, copying the Client.

TASK X. RECTANGULAR RAPID FLASHING BEACON (OPTIONAL)

Based on analysis and Radnor Township coordination completed in previous tasks if it is determined that a Rectangular Rapid Flashing Beacon (RRFB) will be placed at the uncontrolled W. Wayne Avenue pedestrian crossing the complete the following:

1. Prepare TE-672 Pedestrian Accommodation at Intersections Checklist.
2. Prepare new PennDOT flashing warning device permit for W. Wayne Avenue based on roadway features, pedestrian facilities, and final pavement markings shown on the plans to be prepared by TPD.

3. Prepare flashing warning device construction plans for the W. Wayne Avenue after preliminary plan approval by the municipality and PennDOT. The traffic signal construction plans will include details of the electrical distribution and other flashing warning device equipment requirements of the municipality.
4. Upon review and approval from PennDOT and the municipality, coordinate the submission of a final flashing warning device permit plan on mylar to the municipality for signature.
5. Prepare a flashing warning design package for inclusion with TPD's HOP submission to PennDOT with a copy to the Township. TPD will prepare and forward the municipality an application for Traffic Signal Approval, PennDOT Form TE-160. This form along with a resolution will be need to be executed by the municipality (owner of the traffic signal) before final approval of the HOP and flashing warning device permit plans will be issued by PennDOT.

PROJECT SCHEDULE

TPD's proposed schedule for our services included in the Scope of Services is as follows:

It is estimated that the preliminary construction plan will be ready for review by the project team three (3) weeks after TPD receives the following necessary items:

- » Signed authorization to proceed;
- » Acceptable survey in electronic format;
- » Signed and sealed survey in paper format;

It is estimated that the PennDOT HOP Application Submission and Radnor Township Submission construction plan will be ready for review by the project team three (3) weeks after Radnor Township approval of the design.

In the event that TPD is delayed in the performance of the Services, through no fault of its own, then TPD shall be entitled to an equitable adjustment of the schedule. This schedule is subject to change with the addition of the RRFB at the W. Wayne Avenue uncontrolled pedestrian crossing.

FEES AND EXPENSES

Policy Regarding Fee Estimates

As a general policy, TPD will not provide a not-to-exceed ("NTE") price regarding the estimated fee for project approvals, because the scope of services may change or increase based on changes by the project team, or based on reviewer preference. Also, the complexity of the project may not be fully apparent at the outset when the Agreement is prepared. In the same way, the degree to which the reviewing agencies, the municipality, and local stakeholders will facilitate the project, or fight it, has a definite impact on the project cost. If the Client requests TPD to prepare a budgetary estimate of the necessary transportation engineering fees for a project, then any such budgetary estimate provided by TPD shall be based upon past experiences with similar projects, and shall, by no means whatsoever, be interpreted as a firm fee quotation for the subject project.

Professional Services

The fee for TPD's performance of the tasks listed in the Scope of Services is:

<i>Task I (Field Survey, see detailed estimate prepared by Bursich Associates)</i>	<i>\$8,900.00</i>
<i>Task II-IX (Design & Permitting)</i>	<i>\$24,500.00</i>
<i>Task X (Optional RRFB)</i>	<i>\$9,500.00</i>
Total Fee for Professional Services (excluding RRFB)	\$ 33,400.00
Total Fee for Professional Services (including RRFB)	\$ 42,900.00

Expenses

Expenses such as copies, prints, postage, mileage, next-day mail, and hand-delivery of materials are **not** included in the estimated fee for professional services, and will be billed in addition to professional services.

Meetings

The costs for attending meetings are **not** included in the fee estimate for professional services, unless such meetings are specifically included in the Scope of Services. All meetings not specifically covered in the Scope of Services will be attended at Client's request (or at Client's attorney's request) and will be billed hourly using TPD's applicable fee schedule at the time of the meeting.

Special Cost Provision

If, as part of any legal proceeding associated with this project, any TPD employee is subpoenaed for deposition or testimony purposes, Client will be billed at TPD's hourly rate (in effect at the time of deposition) for those services plus any related expenses.

{Continue to next Page for TPD Standard Terms and Conditions}

Terms and Conditions

1. *Payment Terms*

- a. *Invoices:* TPD shall prepare invoices in accordance with its standard invoicing practices and submit the invoices to Client on a monthly basis. Invoices are due and payable within 30 days of receipt. If Client fails to make full payment on any undisputed amount due to TPD within 30 days after receipt of TPD's invoice, then (1) the amounts due to TPD will be increased at the rate of 1.5% per month (or the maximum rate of interest permitted by law, if less), and (2) in addition TPD may, after giving seven days written notice to Client, suspend services under this Agreement until TPD has been paid in full all amounts due. Client waives any and all claims against TPD for any such suspension.
- b. *Payment:* As compensation for TPD providing or furnishing services, Client shall pay TPD as set forth in TPD's Professional Services Agreement. If Client disputes an invoice, either as to amount or entitlement, then Client shall promptly advise TPD in writing of the specific basis for doing so, and may withhold only that portion so disputed, and must pay the undisputed portion.

2. *Instruments of Service*

- a. All Documents are Instruments of Service. TPD shall retain the copyright thereto, and an ownership and property interest therein whether or not the project is completed.
- b. TPD grants Client a non-exclusive license to use the Instruments of Service solely and exclusively for the purpose of constructing, using, maintaining, altering and adding to the Project, provided that the Client substantially performs its obligations, including prompt payment of all sums when due, under this Agreement. Client may make and retain copies of documents for information and reference in connection with use on the project by Client. Such documents are not intended or represented to be suitable for reuse by Client or others on extensions of the specific project for which they were prepared or on any other project. Any such reuse or modification without written verification or adaptation by TPD, as appropriate for the specific purpose intended, will be at Client's sole risk and without liability or legal exposure to TPD or to TPD's Consultants. Client shall defend, indemnify and hold harmless TPD and TPD's Consultants from all claims, damages, losses, economic damages and expenses, including attorneys' fees arising out of or resulting from such reuse or modification.

3. *Standard of Care*

TPD will strive to perform services under this Agreement in a manner consistent with that level of care and skill ordinarily used by members of the subject profession currently practicing in the same locality under similar conditions. No other representation and no warranty or guarantee, express or implied, is included or intended in this Agreement, or in any report, opinion, document, or otherwise.

4. *Limitation of Liability*

- a. To the fullest extent permitted by law, the total liability in the aggregate, of TPD and TPD's officers, directors, employees, agents, and independent professional associates, and any of them, to Client and anyone claiming by, through or under Client, for any and all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to TPD's services, the project, or this Agreement, from any cause or causes whatsoever, including but not limited to, the negligence, errors, omissions, strict liability, breach of this Agreement, misrepresentation, or breach of warranty of TPD or TPD's officers, directors, employees, agents or independent professional associates, or any of them, shall not exceed the total compensation received by TPD under this Agreement or \$50,000 whichever is greater.
- b. Client and TPD agree to a mutual waiver of special, incidental, indirect, or consequential damages including but not limited to defense costs, attorney's fees, loss of profits, loss of use arising out of, resulting from, or in any way related to the project or this Agreement.

- c. TPD shall not be responsible for any acts or omissions, or accuracy of data and or information supplied upon which TPD may rely, of any Client, contractor, subcontractor, or supplier, or any agents or employees or any other persons acting on behalf of Client, contractor, subcontractor, or supplier; or for any decision made on interpretations or clarifications of information supplied by Client, contractor, subcontractor, or supplier without consultation and advice of TPD.

5. Termination

- A. The obligation to continue performance under this Agreement may be terminated:
 - 1. For cause,
 - a. By either party upon 30 days written notice in the event of substantial failure by the other party to perform in accordance with the Agreement's terms through no fault of the terminating party. Failure to pay TPD for its services is a substantial failure to perform and a basis for termination.
 - b. By TPD:
 - 1) upon written notice if Client demands that TPD furnish or perform services contrary to TPD's responsibilities as a licensed professional; or
 - 2) upon written notice if TPD's services are delayed for more than 60 days for reasons beyond TPD's control.
 - c. TPD shall not be obligated to resume services under the Agreement until Client has paid all sums previously due and owed by Client.
 - d. TPD shall have no liability to Client on account of a termination for cause by TPD.
 - e. Notwithstanding the foregoing, this Agreement will not terminate as a result of a substantial failure under Paragraph 5.A.1.a if the party receiving such notice begins, within seven days of receipt of such notice, to correct its substantial failure to perform and proceeds diligently to cure such failure within no more than 30 days of receipt of notice.
 - 2. For convenience, by Client effective upon TPD's receipt of written notice from Client.
- B. In the event of any termination under Paragraph 5, TPD will be entitled to invoice Client and to receive full payment for all services performed or furnished in accordance with this Agreement, plus reimbursement of expenses incurred through the effective date of termination in connection with providing the services, and TPD's consultants' charges, if any.

6. Successors and Beneficiaries

- a. TPD and Client each is hereby bound and the successors, executors, administrators, and legal representatives of TPD and Client are hereby bound to the other party to this Agreement and to the successors, executors, administrators, and legal representatives (and said assigns) of such other party, in respect of all covenants, agreements, and obligations of this Agreement.
- b. Unless expressly provided otherwise, nothing in this Agreement shall be construed to create, impose, or give rise to any duty owed by Client or TPD to any Constructor, other third-party individual or entity, or to any surety for or employee of any of them. All duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Client named in TPD's Professional Services Agreement and TPD and not for the benefit of any other party.

7. Dispute Resolution

Prior to the initiation of any legal proceedings, Client and TPD agree to negotiate each dispute between them in good faith during the 30 days after notice of dispute. If negotiations are unsuccessful in resolving the dispute, then the dispute shall be mediated. If mediation is unsuccessful, then the parties may exercise their rights at law.

8. *General Conditions*

- a. TPD shall complete its services in accordance with the schedule identified in the Professional Services Agreement or if no time period is specified, within a reasonable period of time.
- b. If, through no fault of TPD, such periods of time or dates are changed, or the orderly and continuous progress of TPD's services is impaired, or TPD's services are delayed or suspended, then the time for completion of TPD's services, and the rates and amounts of TPD's compensation, shall be adjusted equitably.
- c. TPD shall not at any time supervise, direct, control, or have authority over any Constructor's work, nor shall TPD have authority over or be responsible for the means, methods, techniques, sequences, or procedures of construction selected or used by any Constructor, or the safety precautions and programs incident thereto, for security or safety at the Project site, nor for any failure of a Constructor to comply with laws and regulations applicable to such Constructor's furnishing and performing of its work. TPD shall not be responsible for the acts or omissions of any Constructor. TPD neither guarantees the performance of any Constructor nor assumes responsibility for any Constructor's failure to furnish and perform its work.
- d. TPD's opinions (if any) of probable construction cost are to be made on the basis of TPD's experience, qualifications, and general familiarity with the construction industry. However, because TPD has no control over the cost of labor, materials, equipment, or services furnished by others, or over contractors' methods of determining prices, or over competitive bidding or market conditions, TPD cannot and does not guarantee that proposals, bids, or actual construction cost will not vary from opinions of probable construction cost prepared by TPD. If Client requires greater assurance as to probable construction cost, then Client agrees to obtain an independent cost estimate.
- e. If any term or provision of this Agreement shall be held to be invalid or illegal, such term or provision shall not affect the validity or enforceability of the remaining terms and provisions of this Agreement.
- f. This Agreement is to be governed by the law of the state in which the project is located.

9. *Total Agreement*

- a. This Agreement (together with any expressly incorporated attachments), constitutes the entire agreement between TPD and Client and supersedes all prior written or oral understandings. This Agreement may only be amended or modified by a TPD representative.
- b. Signatures transmitted via facsimile or in PDF format by electronic mail shall be binding upon the parties hereto with the same force and effect as original signatures.
- c. This Agreement may be executed in any number of counterparts, each of which when so executed shall be deemed an original, but all counterparts together shall constitute one and the same instrument and may be transmitted electronically with the same legal effect as if manually signed originals had been delivered.

{Continue to next page for Authorization Page}

AUTHORIZATION PAGE EXCLUDING RRFB

Confidentiality

Client agrees that the Scope of Services and related provisions included in this Agreement represent a valuable and unique work product developed by TPD specifically for this project, which may not be used or disclosed by Client for any purpose without TPD's express consent in writing. This specifically precludes Client from utilizing the enclosed Scope of Services for the purpose of soliciting competitive bids from other engineering companies, unless TPD has been compensated for our services in developing the Scope of Services and related provisions. Client also agrees to keep the terms of this Agreement confidential, and that any unauthorized use or disclosure of TPD's Agreement, Standard Terms and Conditions, or related rate schedule constitutes a violation of applicable state laws, regarding, without limitation, unfair competition, misappropriation, and trade secrets.

Client Acceptance of Services Agreement


TPD's offer of services under this Agreement shall remain valid for thirty (30) calendar days from the date of this Agreement. Acceptance of the Agreement after the end of the thirty (30) day period shall be valid only if TPD elects, in writing, to reaffirm the Agreement, and waives its right to re-evaluate and resubmit the Agreement. In order for TPD to begin our services, we request that Client review this Agreement and return the signed authorization to our office.

This Services Agreement prepared by:
Traffic Planning and Design, Inc. (TPD)



Joseph D. Janos, P.E., Project Manager

This Services Agreement approved by:
Traffic Planning and Design, Inc. (TPD)



Joseph Platt, Vice President

Client Authorization (TPD Job #RADT.00005 – HOP/Signal/ADA – 2 submissions)

Client authorizes TPD to proceed with the services as described within this Agreement:

Signature: _____

Name (Please Print): _____

Position: _____ Firm: _____

Date: _____ Phone Number: _____

E-mail Address: _____

Please retain one copy for your file and forward an executed copy to TPD.

Headquarters for Traffic Planning and Design, Inc. (TPD)
2500 East High Street, Suite 650
Pottstown, PA 19464
Phone 610.326.3100
www.trafficpd.com

AUTHORIZATION PAGE INCLUDING RRFB

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Traffic Planning and Design, Inc. (TPD)

This Services Agreement approved by:
Traffic Planning and Design, Inc. (TPD)



Joseph D. Janos, P.E., Project Manager



Joseph Platt, Vice President

Client Authorization (TPD Job #RADT.00005 – HOP/Signal/ADA/RRFB – 2 submissions)

Client authorizes TPD to proceed with the services as described within this Agreement:

Signature: _____

Name (Please Print): _____

Position: _____ Firm: _____

Date: _____ Phone Number: _____

E-mail Address: _____

Please retain one copy for your file and forward an executed copy to TPD.

Headquarters for Traffic Planning and Design, Inc. (TPD)
2500 East High Street, Suite 650
Pottstown, PA 19464
Phone 610.326.3100
www.trafficpd.com

ORDINANCE NO. 2020-03

AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF RADNOR, CHAPTER 270, SECTION 270-21 SPECIAL PURPOSE PARKING ZONES

The Board of Commissioners of the Township of Radnor does hereby ENACT and ORDAIN the following amendments to Section 270-21 as follows:

Section 1. Section 270-21, Special Purpose Parking Zones, is hereby establishing new handicapped parking spaces as follows:

Space No.	Location
151	North Wayne Avenue
184	North Wayne Avenue
564	East Lancaster Avenue

Section 2. Section 270-21, Special Purpose Parking Zones, is hereby amended to change handicapped parking space numbers as follows:

Space No.	Location
538 to 548	East Lancaster Avenue
260 to 251	West Avenue
123 to 125	West Lancaster Avenue
649 to 648	West Wayne Avenue
202 to 199	North Wayne Avenue

Section 3. Section 270-21, Special Purpose Parking Zones, is hereby amended to rescind handicapped parking as follows:

Street	Location
West Wayne Avenue	For a length of 20 feet commencing 124 feet from South Wayne Avenue

Section 4: Repealer. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

Section 5: Severability. If any section, paragraph, subsection, clause or provision of this ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this ordinance as a whole or any part thereof other than that portion specifically declared invalid.

Section 6. Effective date. This ordinance shall become effective in accordance with the Home Rule Charter of Radnor Township.

ENACTED and ORDAINED this day of , 2020.

RADNOR TOWNSHIP

By: _____
Name:
Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

CLARK HILL

To: Radnor Township Board of Commissioners
From: Joseph C. Rudolf, Esq.
Subject: Civil Service Ordinance Updates
Date: January 21, 2020

The Radnor Township Civil Service Rules underwent an extensive update in 2016 including the Physical Fitness Testing criteria used by the Municipal Police Officers Education and Testing Commission (“MPOETC”) to test its graduates which appears in Section 5-70(D)(6) of the Civil Service Rules. In its Civil Service Rules, the Township has historically incorporated MPOETC fitness criteria for screening entry level applicants for Patrol Officer. Our current Rules require an applicant to complete certain fitness tasks within a specified time period based upon the Gender and Age of the applicant. They are a 1.5 Mile Run, a 300 Meter Run, a designated number of Sit Ups within a minute, and a Bench Press. There has recently been new litigation challenging these rules based upon the age and gender stratification for passing scores. The Cooper Institute has developed an age and gender neutral agility test which closely aligns with the Township’s existing test and identifies a single passing score for all applicants regardless of age or gender. In addition, the Cooper Institute replaces the Bench Press with a variable number of Push Ups to be completed within one (1) minute.

This proposed revision to the Township’s Civil Service Rules is to replace the current Physical Fitness Testing criteria with that recommended by the Cooper Institute thereby eliminating any potential claim of age or gender bias. A copy of the proposed revision to the Rules is attached to this Memo.

ORDINANCE NO. 2016-__
AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING SECTION 5-70, CIVIL SERVICE PROVISIONS, OF
CHAPTER 8 OF THE RADNOR TOWNSHIP RULES AND REGULATIONS

Section 1. Chapter 8, Section 5-70, Civil Service Provisions, is hereby amended to read as follows:

Section 5-70. Civil Service Provisions.

A. Definition of terms; word usage.

- 1) Definitions. Unless otherwise expressly stated, the following words and phrases, whenever used in this section, shall be construed to have the meanings indicated herein:
 - a. Alternate Commissioner – An individual appointed by the Appointing Authority in a First Class Township to serve as an “Alternate Civil Service Commissioner.”
 - b. Applicant - Any individual who applies in writing to the Commission in response to a legally advertised notice of vacancy and/or examination for any position full time in the Police Department.
 - c. Appointing Authority – The Board of Commissioners of the Township of Radnor, County of Delaware, Pennsylvania.
 - d. Certification - The submission to the Appointing Authority pursuant to its request of the top three (3) names taken from the Eligibility List created by the Civil Service Commission.
 - e. Chairperson - The Chairperson of the Civil Service Commission of the Township of Radnor, County of Delaware, Pennsylvania,
 - f. Commission - The Civil Service Commission of the Township of Radnor, County of Delaware, Pennsylvania.
 - g. Eligibility List – The document created by the Commission after completion of the examination requirements set forth in Subsection D(1) through (6) for Patrol Officer and Subsection E(1) through (4) for higher Ranks.
 - h. Examination - The series of examinations given to applicants to determine their qualifications for a position in the Police Department.
 - i. Furlough List - The list containing the names of persons temporarily laid off from positions in the Police Department because of a reduction in the number of police officers.

- j. Patrol Officer - For purposes of this section, an entry level sworn full-time position in the Police Department.
 - k. Police Department – The Police Department of the Township of Radnor.
 - l. Police Officer – A person employed by the Police Department as an Act 120 certified law enforcement officer, including a Patrol Officer, Corporal, Sergeant, Lieutenant, Captain, Deputy Superintendent and Superintendent.
 - m. Probationer – A police officer in the Police Department who has been appointed or promoted, but who has not yet completed the one-year probationary period specified in Subsection D(14).
 - n. Rank - Recognized ranks in the Police Department are: (1) Patrol Officer; (2) Corporal; (3) Sergeant; (4) Lieutenant; (5) Captain; (6) Deputy Superintendent; and (7) Superintendent.
 - o. Reduction in Rank - A change to a different rank where the employee fulfilled all of the requirements of this section for both the prior and current rank. However, a decrease in salary without a change to a different rank shall not necessarily constitute a reduction in rank.
 - p. Removal - The permanent separation of a police officer from the Police Department.
 - q. Secretary - The Secretary of the Civil Service Commission of Radnor.
 - r. Suspension - The temporary separation without pay of a police officer from the Police Department.
 - s. Vice Chairperson - A Commissioner of the Civil Service Commission elected by the Commissioners to preside over meetings in the Chairperson’s disability, absence or recusal.
- 2) Gender. The words he, his, him, and men when used in this Ordinance represent both the masculine and feminine genders.

B. THE COMMISSION

- 1) Civil Service Commission
 - a. The Commission shall consist of three (3) Commissioners who shall be qualified electors of the Township of Radnor and shall be appointed by the Appointing Authority for an initial term of six (6) years and with only one reappointment, not to exceed 12 years. Any vacancy occurring in the Commission for any reason whatsoever shall be filled by the Appointing Authority for the unexpired term within the period of thirty (30) days after such vacancy occurs.

- b. Each member of the Commission, before entering upon the discharge of the duties of his office, shall take an oath or affirmation to support the Constitution of the United States and of the Commonwealth of Pennsylvania and to perform his official duties with fidelity. No Civil Service Commissioner shall receive compensation.
- c. The Board of Commissioners may appoint no more than three qualified electors of the Township to serve as alternate members of the Commission. The term of office shall be six (6) years with only one (1) reappointment. When serving in the stead of a Commissioner, an Alternate Commissioner shall be entitled to participate in all proceedings and discussions of the Commission to the full extent as provided by law for Commission members, including specifically the right to cast a vote as a voting member during the proceedings, and shall have all the powers and duties set forth in the First Class Township Code and as otherwise provided by law. Any Alternate Commissioner not serving in the stead of a Commissioner may participate in any proceeding or discussion of the Commission, but shall not be entitled to vote as a member of the Commission unless designated as a voting alternate member pursuant to Section 628 of the First Class Township Code.

2) Offices Incompatible with Civil Service Commissioner

No Commissioner or Alternate Commissioner shall at the same time hold an elective or appointed office under the United States government, the Commonwealth of Pennsylvania, the Township of Radnor, or any political subdivision of the Commonwealth of Pennsylvania, except that one member of the Commission may be a member of the Board of Township Commissioners.

3) Organization of Commission; Quorum

- a. The Commission first appointed shall organize within 10 days of its appointment and shall elect one of its members as its Chairperson, one as its Vice Chairperson and one as its Secretary. The Commission shall thereafter meet and organize on the first Monday of January year. Three (3) members of the Commission shall constitute a quorum and no action of the Commission shall be valid unless it shall have the concurrence of at least two members.
- b. If, by reason of absence or disqualification of a member, a quorum is not reached, the Chairperson shall designate as many Alternate Commissioners to sit on the Commission as may be needed to provide a quorum. Any Alternate Commissioner shall continue to serve on the Commission in all proceedings involving the matter or case for which the Alternate Commissioner was initially designated until the Commission has made a final determination of the matter or case. Designation of an Alternate Commissioner shall be made on a case-by-case basis in rotation according to declining seniority among all Alternate Commissioners.

- c. For purposes of hiring and promoting police officers under this section, each step of the hiring or promotional process requiring official action by the Commission shall be considered a separate “matter or case” under Subsection B(3)(b), above, and each step of the hiring or promotional process need not be voted upon or approved by the same composition of Commissioners or Alternate Commissioners, as the case may be, provided that the quorum requirement has been satisfied.

4) Duties of Chairperson and Secretary

The Chairperson, or in his or her absence, the Vice-Chairperson, shall preside at all meetings and hearings of the Commission, decide all points of order or procedure and perform any duties required by law or this section. The Chairperson shall carry on at the direction of the Commission all official correspondence of the Commission, send out all notices required by law and this section, keep a record of each examination or other official action of the Commission, and perform all other duties required by law or this section. The Secretary shall carry on at the direction of the commission all official correspondence of the commission, send out all notices required by law and these Rules, keep a record of each examination or other official action of the commission, and perform all other duties required by law or these Rules.

5) Meetings

Except for the annual organizational meeting, all meetings shall be held either at the call of the Chairperson or at the call of two (2) members of the Commission. The Commission shall have the discretion to determine whether meetings shall be open to the public when not specifically regulated by law or this section. The Chairman of the Commission shall give each Commissioner and Alternate Commissioner forty-eight (48) hours written notice of each and every meeting of the Commission.

6) Clerks and Supplies

The Appointing Authority shall furnish the Commission with such supplies and clerical assistance as may be necessary for the Commission to fulfill its duties. In addition, the Commission may retain counsel, and any other consultants or experts as are necessary. The elected and appointed officials of the Township of Radnor shall assist the Commission with all reasonable and appropriate efforts including compensation for any counsel or experts retained by the Commission. Physicians, psychiatrists, psychologists and other qualified medical professionals shall be appointed by the Appointing Authority.

7) Amendment of Ordinance

The Commission may recommend to the Appointing Authority that this section be amended, revised, voided or replaced for any reason by action of a majority of the Commission at any properly convened meeting of the Commission. Before any changes to this section may become effective, those changes after adoption by the Commission must be approved by the Appointing Authority.

8) Minutes and Records

The Commission shall keep minutes of its proceedings and records of examinations and other official actions. All records of the Commission shall be preserved and disposed of according to the Retention and Disposition Schedule for Records of Pennsylvania Municipalities issued by the Local Government Records Committee under the authority of the Municipal Records Act, 1968 P.L. 961, Number 428, 53 P.S. § 9001. Any and all records related to any disciplinary action filed with the Commission shall be open to public inspection subject to reasonable regulation. The Chairperson shall keep minutes of its proceedings showing the vote of each member upon each question. If the member is absent or fails to vote, the Chairperson shall indicate that fact in the minutes.

9) Investigations

The Commission shall have the power to make investigations concerning all matters relating to the administration and enforcement of this section. The Chairperson of the Commission is authorized to administer oaths and affirmations in connection with such investigations.

10) Subpoenas

- a. The Commission shall have the power to issue subpoenas over the signature of the Chairperson, or designee, to acquire the attendance of witnesses and the production of records and papers pertaining to any hearing, investigation or inquiry. The fees of such witnesses for attendance and travel shall be the same as for witnesses appearing in the Court of Common Pleas, County of Delaware, Pennsylvania, and shall be paid from appropriations for the incidental expense of the Commission. All elected and appointed officials, police officers, and employees of the Township of Radnor shall attend and testify when required to do so by the Commission without additional compensation.
- b. If any person shall refuse or neglect to obey any subpoena issued by the Commission, upon conviction of such refusal or neglect in a summary proceeding, that person shall be sentenced to pay a fine not to exceed one hundred dollars (\$100.00), and in default of the payment of such fine and cost shall be imprisoned not to exceed thirty (30) days.
- c. If any person shall refuse or neglect to obey any subpoena, the Commission may apply by petition to the Court of Common Pleas, County of Delaware, Pennsylvania for its subpoena, requiring the attendance of such persons

before the Commission or the court to testify and to produce any records and papers necessary, and in default thereof shall be held in contempt of court.

11) Annual Report

The Commission shall make an annual report to the Township Commissioners containing a brief summary of its work during the year which shall be available for public inspection.

C. APPLICATIONS TO THE POLICE DEPARTMENT

1) Eligibility for Examination

In order to be eligible for participation in any examination for a position with the Police Department, every applicant must submit a completed application form to the Commission before the deadline stated by the Commission for that specific examination. The applicant must make an oath or affirmation that the application is completed truthfully, and the applicant is subject to the penalties of 18 Pa.C.S.A. § 4904 relating to unsworn falsification to authorities.

2) Non-discrimination in Employment

The Township of Radnor is an equal opportunity employer. It is the policy of the Township of Radnor and the Commission to grant equal employment opportunities to qualified persons without regard to race, religion, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability. The Township of Radnor and the Commission will provide equal opportunities in employment and promotion. No disciplinary or other adverse action by the Appointing Authority or Commission taken against a Police Officer covered by this section shall be based on race, religion, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability.

3) Availability

Application forms shall be available to all interested persons in the Office of the Township of Radnor Secretary and from such other offices and officers that the Commission, from time to time, may choose to designate.

4) Age

All applicants for the position of Patrol Officer must have reached their twenty-first (21st) birthday on or before the deadline for submitting completed applications.

5) General Qualifications for Patrol Officer

- a. Every applicant for the position of Patrol Officer in the Police Department shall possess at the time of filling the application a high school diploma or equivalent, have successfully completed Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission Act 120 training and thereby be eligible for certification by the Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission. Every applicant for the position of Patrol Officer shall be a United States citizen, be physically and mentally fit to perform the full duties of a Police Officer, and possess a valid motor vehicle operator's license at the time of appointment.

- b. Veterans' Preference Points

Pursuant to the Veterans' Preference Act, 51 Pa. C.S. § 7104(a), any applicant for the position of Patrol Officer, whether lateral or nonlateral, who qualifies as a "soldier" under this Act, shall have ten (10) points added to his total score if he had received passing scores in all other areas of testing and qualification. Any applicant claiming veterans' preference shall be responsible for providing any and all relevant documents to the Commission.

- 6) General Qualifications – Deputy Superintendent, Captain, Lieutenant, Sergeant and Corporal [Amended 1-5-2015 by Ord. No. 2014-16]
 - a. All applicants for a promotional position shall currently be Radnor Police Officers and have continuous prior service with the Police Department of the Township of Radnor as follows:
 - 1. An applicant for the position of Corporal shall have at least three (3) years of experience as a Patrol Officer in the Police Department of the Township of Radnor.
 - 2. An applicant for the position of Sergeant shall have at least four (4) years of experience as a Patrol Officer or higher rank in the Police Department of the Township of Radnor.
 - 3. An applicant for the position of Lieutenant shall have at least six (6) years of experience as a Patrol Officer or higher rank with the Police Department of the Township of Radnor and two (2) years of experience as a Sergeant or higher rank with the Police Department of the Township of Radnor.
 - 4. An applicant for the position of Captain or Deputy Superintendent shall have at least ten (10) years of experience as a Patrol Officer or higher rank with the Police Department of the Township of Radnor and two (2) years of experience as a Lieutenant or higher with the Police Department of the Township of Radnor.

7) Rejection of Applicant

The Commission may refuse to examine, or, if examined, may refuse to certify as eligible after examination, any applicant who is found to lack any of the minimum qualifications for examination prescribed in this section for the particular position for which the applicant has applied. In addition, the Commission may refuse to examine, or if examined, may refuse to certify as eligible any applicant who is incapable of performing all the essential functions of the position or who has a physical or mental condition which restricts the person's ability to perform all of the essential functions of the position applied for, or who is a habitual substance abuser, who is guilty of any crime involving moral turpitude, or who has been dismissed from public service for delinquency or misconduct in office.

8) Public Notice

The Commission shall conspicuously post, at least three (3) weeks prior to the deadline for accepting applications, in the Township of Radnor Municipal Building Administration Office and the Township of Radnor Police Department notice of the time and place of the initial examination, together with the information as to the type of position to be filled, the requirements for that position, where applications may be obtained for the examination, and the deadline for filing applications. In addition, at least three (3) weeks prior to the deadline for accepting applications, publication of the notice shall occur in at least one (1) newspaper of general circulation or a newspaper circulating generally in the Township of Radnor.

9) Recording and Filing Applications

Applications for the position in the Police Department to be filled shall be received at the Township of Radnor Municipal Building Administration Office only after an examination has been properly advertised and before the deadline for receiving applications which must be set forth in the public advertisement. Applications and required documents will be received by the Township of Radnor Secretary or his/her designee in full and no portion thereof shall be accepted. That person shall record the receipt of the application. Applicants for the position of Patrol Officer shall submit the following documents with the application: a photocopy of his driver's license; a photocopy of documentation certifying receipt of his high school diploma or equivalent; a photocopy of documentation certifying completion of Commonwealth of Pennsylvania Municipal Police Officers' Education and Training Commission Act 120 training; proof of citizenship; and if Veterans' Preference is being sought, a photocopy of his/her Honorable Discharge or DD-214 from the United States Armed Forces. Any application containing material errors or omissions may, at the discretion of the Commission, be returned to the applicant for correction, provided that such action by the Commission shall not serve to extend the applicant's filing deadline.

10) Hearing for Disqualified Applicants

If any applicant or person is aggrieved by the refusal of the Commission to examine or to certify the applicant as eligible after examination, the Commission shall at the written request of the applicant, within ten (10) days appoint a time and place for a public hearing, at which time the Commission shall take testimony and review its refusal to provide examination or certification. The hearing shall be conducted pursuant to the procedures set forth in the Local Agency Law, 2 Pa.C.S.A. § 101 et seq. The applicant or aggrieved party must make his request for a hearing in writing within ten (10) calendar days of the date when he knew or should have known of the Commission's action which is being challenged. The decision of the Commission shall be final.

11) Fees

Radnor Township may set a reasonable fee to be charged in connection with the filing of an application for Patrol Officer. The fee shall be identified in the public notice required by Subsection C(8). There shall be no fee assessed in connection with any application for promotion.

D. FOR THE EXAMINATION OF APPLICANTS FOR THE POSITION OF PATROL OFFICER

- 1) Hiring Procedures for the Position of Patrol Officer. The Commission shall have two separate procedures for screening and ranking applicants for Patrol Officer. One, for lateral transfers, will limit applicants to current Act 120 Certified Pennsylvania municipal Police Officers and current Pennsylvania State Troopers, in each case with at least two years of full time service as of the application filing deadline. The other, for non-lateral transfers, will be open to anyone who meets the requirements of Subsections C(4) and (5). At the time a testing cycle for a Patrol Officer is announced, the Commission shall specify whether the testing cycle is open to lateral transfers or to non-lateral transfers.
- 2) The lateral transfer examination for a Patrol Officer shall consist of two oral examinations which will be graded on a one-hundred (100) point scale with each exam representing fifty percent (50%) of the final score. Both oral examinations shall include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the applicants' ability to perform police work as a Patrol Officer. One oral examination shall be conducted by a panel designated by the Commission. The other examination shall be conducted by a panel designated by the Superintendent. In addition, each applicant will undergo a physical fitness test. This physical fitness test will be graded on a pass/fail basis for every applicant. After an applicant has been extended an offer of employment, final appointment shall be contingent upon the applicant passing a medical and psychological examination as well as passing a background investigation.
- 3) The non-lateral examination procedure for Patrol Officer shall consist of a written and an oral examination which will be graded on a one hundred (100) point scale

with the written examination representing fifty percent (50%) of the final score and the oral examination representing fifty percent (50%) of the final score. In addition, each applicant will undergo a physical fitness test. This physical fitness test will be graded on a pass/fail basis for every applicant. After an applicant has been extended an offer of employment, final appointment shall be contingent upon the applicant passing a medical and psychological examination as well as passing a background investigation.

4) Written Examination for Non-Lateral Patrol Officer

The written examination for applicants for non-lateral Patrol Officer shall be graded on a one-hundred (100) point scale. Only the applicants receiving a grade of seventy-five percent (75%) or higher will continue in the application process and participate in the oral examination. Within thirty (30) days after the administration of the written examination, all applicants shall be given written notice of their test results and the passing applicants shall be scheduled for an oral examination appointment.

5) Oral Examination for Non-Lateral Patrol Officer

The applicants for Patrol Officer who scored seventy-five percent (75%) or higher in the written examination shall be given an oral examination which will be graded on a one hundred (100) point scale with a score of seventy-five percent (75%) or higher necessary for passing. The oral examination shall include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the applicants' ability to perform police work as a Patrol Officer. Within thirty (30) days after the applicants' oral examination, they shall be informed of the score in their oral examination and total overall score, and each passing applicant shall be informed of the date for physical fitness testing.

6) Physical Fitness Testing for Patrol Officer

All applicants for the position of Patrol Officer must pass four (4) fitness regimens: a 300 Meter Run; a series of Push Ups; a series of Sit Ups; and, a 1.5 Mile Run. Written criteria for performing and passing each regimen will be approved by the Commission when it announces the submission date for Patrol Officer applications. Moreover, this written criteria will be included with each application. All applicants for the position of Patrol Officer must meet the relevant age and gender standard for all four of the following requirements:

For males:

Event	Age 20 to 29	Age 30 to 39	Age 40 to 49	Age 50 to 59	Age 60+
300 Meter Run	62.1	63.0	77.0	87.0	n/a
Bench Press²	0.93	0.83	0.76	0.68	0.63
Sit-ups	35	32	27	21	17
1.5 Mile Run	13:08	13:48	14:33	16:16	18:39

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For females:

Event	Age 20 to 29	Age 30 to 39	Age 40 to 49	Age 50 to 59	Age 60+
300 Meter Run	75.0	82.0	106.7	n/a	n/a
Bench Press²	0.56	0.51	0.47	0.42	0.40
Sit-ups	30	22	17	12	4
1.5 Mile Run	15:56	16:46	18:26	20:17	22:34

²For bench press, six attempts may be made to complete one repetition equal to body weight x ratio.

7) Background Investigation

- a. The Commission shall request the Superintendent to arrange for a background investigation for applicants on the eligibility list. An investigation will be conducted on the top applicants to ensure a sufficient certified eligibility list for each opening. The background investigation shall include interviews with the applicant's family, acquaintances, current and former employers, current and former neighbors, references and current and former teachers and school officials. In addition, the applicant's record of criminal history shall be investigated. The applicant may be interviewed directly when the information collected during the background investigation requires clarification or explanation.
- b. All applicants shall execute an appropriate authorization for release of personal information, and cooperate fully in providing information upon request to ensure a thorough and complete investigation. After completion of the background investigation, the Superintendent shall make a recommendation to the Commission as to whether or not the applicant is an appropriate candidate for consideration for appointment as a Patrol Officer.
- c. As part of the background investigation, all applicable applicants shall undergo a polygraph test(s) based upon a personal data questionnaire that an applicant shall be required to complete and submit to the polygraph examiner. The polygraph examination will adhere to the professional standards of the American Polygraph Association. If the examiner shall deem any of the applicant's responses to be deceptive, the examiner shall inform the applicant and give the applicant the opportunity to explain, deny, or admit the deception. If the applicant denies being deceptive or if the examiner finds an explanation to be unsatisfactory, the applicant shall be given the opportunity to reanswer the question or, if determined by the examiner to be necessary, to retake the test.
- d. Eligibility of the applicant shall be based upon the criteria set forth in Subsection C(7) of this section and on passing the polygraph examination. The Commission's recommendation shall be in writing and if the recommendation is to disqualify, then a detailed written explanation of the

reasons for disqualification must be included. The Commission shall make the final determination as to whether the information collected during the background investigation warrants rejection of the candidate.

- e. Within thirty (30) days after the Commission considers the recommendation of the Superintendent or his/her designee, each applicant will be informed whether he has passed the background investigation. Disqualified applicants may appeal pursuant to Subsection C(10).

8) Certification of the List of Eligible Candidates and Appointment

- a. At the completion of the examination requirements set forth in Subsection D(1) through (7), the Commission shall rank all passing applicants receiving the highest score at the top of the Eligibility List and the applicant receiving the lowest passing score at the bottom of the Eligibility List. Applicants who qualify for veterans' preference points shall have those points added to their passing score prior to being ranked on the Eligibility List. In the case of tied scores, the tie shall be broken in favor of the earliest time/date stamp on the application.
- b. The Eligibility List shall be valid for one (1) year from the date the Commission ranks all passing applicants, assigns veterans points and formally adopts the eligibility list. The Commission may, at its sole discretion, by a vote of the majority of the Commission at a duly authorized Commission meeting, extend the Eligibility List up to an additional twelve (12) months. In the absence of a lawful extension by the Commission, the Eligibility List shall expire. The Commission may, at its sole discretion, void an Eligibility List at any time for any reason.

9) Vacancy

The Appointing Authority may fill any vacancy in an existing position of Patrol Officer in the Police Department which occurs as a result of expansion of the Police Department, retirement, resignation, disability or death, by the reappointment or reinstatement of a former employee who has been furloughed. Any officer, who has been furloughed for more than one year, will be required to undergo a medical examination, a psychological examination and a full background investigation, inclusive of criminal conviction search.

10) Vacancy Appointment

If no Furlough List exists or if positions remain to be filled after all names on the Furlough List have been offered re-employment, every vacant position, except that of Superintendent, shall be filled only in the following manner:

- a. The Appointing Authority shall notify the Commission of any vacancy which is to be filled and shall request the certification of three (3) names from the Eligibility List;

- b. If three (3) names are not available, then the Commission shall certify the name(s) remaining on the Eligibility List.

11) Conditional Appointment

When the Appointing Authority deems it appropriate to make an appointment to fill a Patrol Officer vacancy, it shall make a conditional appointment from any of the three (3) names certified as eligible, subject to that person passing the medical and psychological examinations. When one or more of the three (3) applicants on the certified list is a veteran, then the veteran shall be selected.

12) Procedures After Conditional Appointment

After the Appointing Authority selects an applicant from the certified list of three (3) for appointment to fill a vacancy, the candidate shall submit to a medical examination and a psychological examination by the appropriate medical experts. The applicant shall be notified of his conditional appointment contingent upon passing these two components. The medical and psychological examinations shall be as specified in Subsection D(15).

13) Disqualification

Should the applicant be disqualified based upon failure of any of the following components: written examination, oral examination, physical agility test, medical examination, psychological examination or background investigation, the Commission shall then certify another name to be included with the two (2) previously certified names for consideration by the Appointing Authority.

14) Probationary Period

Every successful applicant appointed to the position of Patrol Officer with the Police Department shall serve a one (1) year probationary period. During the probationary period, the Probationer may be dismissed only for cause for the reasons set forth in Subsection C(7). However, at the end of the one (1) year probationary period, if the conduct of the Probationer has not been satisfactory to the Appointing Authority, the Probationer shall be notified in writing that the appointment will not be permanent. At that time, the Probationer's employment shall end. Any Probationer, who is not informed in writing that his performance has been unsatisfactory, shall receive a permanent appointment. Any Probationer who is notified in writing that his appointment will not be made permanent has no rights of appeal under this section.

15) Medical and Psychological Examinations.

Physical examinations shall be under the direction of a physician or other qualified medical professional. Psychological medical examinations shall be under the direction of a psychiatrist or psychologist.

- a. The physician or other qualified medical professional and the psychiatrist or psychologist shall be appointed by the Appointing Authority and shall render an opinion as to whether the conditional appointee has a physical or mental condition which calls into question his ability to perform all of the essential functions of the position for which he was conditionally appointed.
- b. If the opinion rendered by the physician, other qualified medical professional, psychiatrist or psychologist calls into question the conditional appointee's ability to perform any essential functions of a position, a person designated by the Appointing Authority shall meet with the conditional appointee for the purpose of having one or more interactive discussions on whether the conditional appointee can, with or without reasonable accommodation, perform all the essential functions of the position.
- c. If, at the conclusion of the interactive discussion under subsection D(15)(b), the Appointing Authority determines that the conditional appointee is not qualified, the Appointing Authority shall give written notice to the conditional appointee and the Civil Service Commission.
- d. As used in this section, the following definitions shall apply:
 - 1. "Medical examination" shall mean any examination, procedure, inquiry or test designed to obtain information about medical history or a physical or mental condition which might disqualify an applicant if it would prevent the applicant from performing, with or without a reasonable accommodation, all of the essential functions of the position.
 - 2. "Physician" shall have the meaning given to it in 1 Pa.C.S. § 1991 (relating to definitions).
 - 3. "Qualified medical professional" shall mean an individual, in collaboration with or under the supervision or direction of a physician, as may be required by law, who is licensed:
 - a) As a physician assistant pursuant to the Act of December 20, 1985 (P.L. 457, No. 112), known as the "Medical Practice Act of 1985," or the Act of October 5, 1978 (P.L. 1109, No. 261), known as the "Osteopathic Medical Practice Act"; or
 - b) As a certified nurse practitioner pursuant to the Act of May 22, 1951 (P.L. 317, No. 69), known as "The Professional Nursing Law."

E. PROCEDURE FOR THE EXAMINATION OF CANDIDATES FOR THE POSITIONS OF CORPORAL, SERGEANT, LIEUTENANT, CAPTAIN AND DEPUTY SUPERINTENDENT

- 1) General Examination Requirements for Promotions.

a. Corporal and Sergeant.

The examination for the positions of Corporal and Sergeant shall be a written and oral examination which will be graded on a one hundred (100) point scale with the written examination representing fifty percent (50%) of the final score and the oral examination representing fifty percent (50%) of the final score. After a candidate has been extended an offer of promotion, the promotion shall be final.

b. Lieutenant.

The examination for the position of Lieutenant shall be a written and oral examination which will be graded on a one hundred (100) point scale with the written examination representing fifty percent (50%) of the final score, and the oral examination representing fifty percent (50%) of the final score. After a candidate has been extended an offer of promotion, the promotion shall be final.

c. Captain.

The examination for the position of Captain shall be an oral examination which will be graded on a one hundred (100) point scale. After a candidate has been extended an offer of promotion, the promotion shall be final.

d. Deputy Superintendent.

The examination for the position of Deputy Superintendent shall be an oral examination which will be graded on a one hundred (100) point scale. After a candidate has been extended an offer of promotion, the promotion shall be final.

2) Oral Examinations.

a. All applicants for the positions of Corporal, Sergeant, Lieutenant, Captain and Deputy Superintendent shall be given an oral exam which will be graded on a one hundred (100) point scale. The oral examination process designated by the Commission shall, in addition to any other issues deemed appropriate by the Commission or its designee(s), include questioning applicants regarding how they would respond to relevant law enforcement situations and other matters which reasonably test the officer's ability to perform police work in that particular Rank.

b. The manner in which the oral examination process is conducted, as well as the identity of the individuals who will actually administer the oral examinations, shall be determined by the Commission.

3) Certification of the List of Eligible Candidates for Promotion

- a. At the completion of the promotional examination requirements set forth in Subsections E(1) and (2), the Commission shall, for each promotion test, rank all passing applicants receiving the highest score at the top of the Eligibility List and the applicant receiving the lowest passing score at the bottom of the list. In the case of tied scores, the tie shall be broken in favor of the earliest time/date stamp on the candidate's letter of intent to be examined.
- b. The Eligibility List shall be valid for one (1) year from the date the Commission ranks all passing applicants and formally adopts the Eligibility List. The Commission may, at its sole discretion, by a vote of the majority of the Commission at a duly authorized Commission meeting, extend the Eligibility List up to an additional twelve (12) months. In the absence of a lawful extension by the Commission, the list shall expire. The Commission may, at its sole discretion, void an Eligibility List at any time for any reason.

4) Probationary Period

Every successful applicant appointed to a promotional position with the Police Department shall serve a one (1) year probationary period. A promoted officer, during probation, may be returned to a prior Rank only for cause for the reasons set forth in Subsection C(7). However, at the end of the one (1) year probationary period, if the conduct of the Probationer has not been satisfactory to the Appointing Authority, the Probationer shall be notified in writing that the appointment will not be permanent. At that time, a promoted officer shall return to his previous Rank. Any Probationer who is not informed in writing that his performance has been unsatisfactory shall receive a permanent appointment to the new position. Any Probationer who is notified in writing that his appointment will not be made permanent has no rights of appeal under this Ordinance.

F. SUSPENSIONS, REMOVALS AND REDUCTIONS IN RANK

1) Grounds for Disciplinary Action

- a. No person appointed to a position in the Police Department pursuant to this Ordinance may be suspended without pay or removed and no person promoted in Rank pursuant to this Ordinance may be reduced in Rank except for the following reasons:
 - 1. Physical or mental disability affecting his ability to continue in service, in which cases the person shall receive an honorable discharge from service;
 - 2. neglect or violation of any official duty;
 - 3. violation of any law of this Commonwealth which provides that such violation constitutes a misdemeanor or felony;

4. inefficiency, neglect, intemperance, disobedience of order, or conduct unbecoming an officer
 5. intoxication while on duty;
 6. engaging or participating in conducting of any political or election campaign otherwise than to exercise his own right of suffrage, except that this clause shall only apply to a police officer while on duty or in uniform or while using any township property.
 7. engaging or participating in the conduct of any political or election campaign for an incompatible office pursuant to section 1401 of the First Class Township Code.
- b. No Police Officer shall be removed for religious, racial, color, national origin, gender, age, veteran's status, marital status or non-job-related physical or mental handicap or disability, or political reasons.

2) Furloughs

If for reasons of economy or other valid reasons, it shall be deemed necessary by the Appointing Authority to reduce the number of Police Officers in the Police Department, then the Appointing Authority shall furlough the person or persons, including probationers, last appointed to the respective force.

- a. Such removal shall be accomplished by furloughing in numerical order commencing with the person last appointed until such reduction shall have been accomplished.
- b. In the event that the Appointing Authority decides to increase the number of Police Officers in the Police Department, the furloughed Police Officers shall be reinstated in order of their seniority in the Police Department if the furloughed Police Officer accepts reinstatement in writing within thirty (30) days of receiving notice of the opening.
- c. Any furloughed Police Officer must accept reinstatement in writing within thirty (30) days of receiving notice of the opening or shall forego the reinstatement.

3) Notice of Suspension, Removal or Reduction in Rank

- a. Whenever a Police Officer is suspended, removed or reduced in Rank, the specific charges warranting such actions shall be stated in writing by the Appointing Authority clearly and in sufficient detail to enable the Police Officer to understand the nature of the charges against him and to allow him an opportunity to respond to those charges. The charges shall specify the

subsection of Subsection F(1) which provides the basis for the disciplinary action as well as an explanation of the factual circumstances upon which the appointing authority relied in finding a violation of Subsection F(1).

- b. Hearings shall be before the Commission. Within five (5) days after the imposition of disciplinary action, a written statement of the charges shall be delivered to the officer either by personal service or by certified mail. In addition, the charges shall notify the officer of the right to appeal under Subsection F(4) of this section. A copy of the statement of charges shall also be served upon the members of the Civil Service Commission.
- 4) Hearings on Suspension, Removals and Reductions in Rank
- a. The Police Officer who has been suspended, removed or reduced in Rank may appeal such decision by written notice to the Chairperson, Township of Radnor Civil Service Commission, 301 Iven Avenue, Wayne, PA 19087, requesting a hearing. The notice must be received by the Commission no later than ten (10) days of the Police Officer's receipt of the notice under Subsection F(3)(b). The officer may make written answers to any charges filed not later than the date fixed for the hearing. Failure of the officer to provide written answers to any of the charges shall not be deemed an admission by the officer.
 - b. Hearings shall be conducted by the Commission. The Commission shall schedule a hearing within ten (10) days from receipt of the Police Officer's written request for a hearing. At any such hearing, the officer against whom the charges have been made may be present and represented by counsel, may call witnesses and present testimony and documentation in defense. The Township of Radnor may also be represented by counsel, call witnesses and present evidence as is necessary to support the charges. A stenographic record of all testimony shall be taken at every hearing and preserved by the Commission.
 - c. All testimony shall be given under oath administered by the chairperson, or in the absence of the chair, the vice-chairperson. The Commission shall have the power to issue subpoenas as set forth in Subsection B(10). The hearing shall be open to the public unless, prior to the commencement of the hearing, a written or oral request to close the hearing is made by either the charged officer or the Township of Radnor.
 - d. In conducting a hearing under this Ordinance, the Commission's standard of review shall be to determine whether a preponderance of evidence has been presented to support the reason for the disciplinary action. The Commission may request post-hearing briefs, and shall issue a written decision containing specific findings of facts and conclusions of law within 60 days of receipt of the hearing transcript.

- e. In the event the charges are dismissed, the record shall be sealed and not be available for public inspection. Additionally, the Police Officer sought to be suspended, removed or demoted shall be reinstated with full pay for the period of the suspension, removal or demotion, and no charges relating to the suspension, removal or reduction in Rank shall be officially recorded in the officer's record.

REPEALER

All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

SEVERABILITY

If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

EFFECTIVE DATE

This Ordinance shall become effective upon adoption.

ENACTED and ORDAINED by the Board of Commissioners this ____ day of _____, 2016.

TOWNSHIP OF RADNOR

BY: _____
Phil Ahr

ATTEST: _____
Robert A. Zienkowski, Township Manager/Secretary

ORDINANCE NO. 2020-01

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF
RADNOR, CHAPTER 267, VEHICLES, ABANDONED**

The Board of Commissioners of the Township of Radnor does hereby ENACT and ORDAIN the following amendment to Chapter 267, Section 267-1 as follows:

Section 1. Chapter 267, Section 267-1. Definitions. Is hereby amended revising the definition of “abandoned” to read as follows:

Any motor vehicle which is found unattended without the current year’s registration or identification markers as required by law and that has been continuously parked on any public street, public land or private property for a period of ten (10) days or is so disabled as to be incapable of being operated under its own power or is without one or more tires.

Section 2. Repealer. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

Section 3. Severability. If any section, paragraph, subsection, clause or provision of this Ordinance shall be declared invalid or unconstitutional by a court of competent jurisdiction, such decision shall not affect the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid.

Section 4. Effective Date. This Ordinance shall become effective in accordance with the Home Rule Charter of Radnor Township.

ENACTED and *ORDAINED* this ____ day of _____, 2020.

RADNOR TOWNSHIP

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

ORDINANCE NO. 2020-05

AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, CREATING A NEW CHAPTER 183 OF THE RADNOR TOWNSHIP CODE, “EMERGENCY RESPONSE RAPID ENTRY SYSTEMS” REQUIRING THE INSTALLATION OF LOCKED BOXES FOR EMERGENCY RESPONSE AND PROVIDING REGULATIONS FOR THE INSTALLATION

WHEREAS, the Radnor Township Board of Commissioners is committed to the protecting the lives and property of members of the Radnor Township community;

WHEREAS, the Radnor Township Board of Commissioners finds the safety of the community and the protection of property is advanced by the implementation of a program requiring lockbox installation in which first responders will have access in the case of emergency;

NOW THEREFORE, the Board of Commissioners of the Township of Radnor does hereby ENACT and ORDAIN as follows:

ARTICLE I.

The Radnor Township Code is hereby amended to create a new Chapter 183 entitled “Emergency Response Rapid Entry Systems” to read as follows:

§183-1. Purpose- The purpose of this Ordinance is to implement the installation of secured boxes containing keys, plans, and other items of critical significance in emergency response to structures in Radnor Township. The use of the secured boxes will allow first responders to enter properties safely and without the damage attendant to forced entry.

§183-2. Definitions

Rapid Entry System- A small or large box of Knox Box brand, or similar brand, comprised of steel or other secure material with locking mechanism containing labeled keys to access exterior doors, mechanical rooms, elevator rooms and control rooms, fenced and secured areas, and any other areas which may need to be accessed by first responders. A Rapid Entry System shall also contain a list of emergency contacts, floor plans showing locations of shutoffs, and a list of hazardous materials on the property, if applicable.

§183-3. Requirements

- A. **Installation-** Rapid Entry Systems shall be required as a condition of land development for all buildings or structures located in the Radnor Township, whether privately or publicly owned, including, without limitation, any building owned by Radnor Township, or any other public, quasi-public, or private entity or person; provided, however, that this

chapter shall not apply to owner-occupied one- and two-family dwellings. Properties with multiple buildings will need to have a single Rapid Entry System installed for each building on the Property.

- B. **Mounting Location and Inspection-** Rapid Entry Systems shall be mounted near the main entry door on the address side of the property five feet above ground level, where possible, or placed at the direction of the Radnor Township Office of Emergency Management. Upon installation of the Rapid Entry System, landowner shall notify Radnor Township to have the Rapid Entry System secured.
- C. **Access-** The owner or operator of a Rapid Entry System equipped property shall provide means of access to the Rapid Entry System to the Radnor Township Office of Emergency Management.
- D. **Privately Owned Driveways-** Radnor Township will hold access keys for Rapid Entry Systems into gated privately owned driveways only upon execution of a waiver to the satisfaction of the Township Solicitor.
- E. **Commercial Properties Containing Pharmaceuticals-** Any bank or commercial business which holds pharmaceuticals or narcotics on the premises must purchase a Rapid Entry System with the option for a tamper switch added to the system.
- F. **Duty of Maintenance-** It shall be the duty of the Township Office of Emergency Management to assure the Rapid Entry System is properly secured and its contents up-to-date.

§183-4. Implementation

The Radnor Township Office of Emergency Management shall establish rules and regulations to implement the purposes of this ordinance and shall create educational material for residents, institutions and businesses in Radnor Township.

§183-5. Penalties

Any person, firm, or corporation who shall violate any provision of this act shall be guilty of a summary offense and, upon conviction thereof, be subject to a fine of not less than \$25 nor more than \$1,000. Each day that a violation continues shall constitute a separate offense.

ARTICLE II. Repealer. All ordinances or parts of ordinances which are inconsistent herewith are hereby repealed.

ARTICLE III. Severability. If any clause, sentence, paragraph, section, subsection, part, or provision of this Ordinance is, for any reason, found to be unconstitutional, illegal, or invalid by a court of competent jurisdiction, such unconstitutionality, illegality, or invalidity shall not affect

the validity of this Ordinance as a whole or any part thereof other than that portion specifically declared invalid. It is hereby declared as the intent of the Board of Commissioners of Radnor Township, that this Ordinance would have been adopted had such unconstitutional, illegal, or invalid clause, sentence, paragraph, section, subsection, part, provision, or part thereof not been included therein.

ARTICLE IV. Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

ENACTED and **ORDAINED** by the Board of Commissioners this ____ day of _____, 2020.

**RADNOR TOWNSHIP
BOARD OF COMMISSIONERS**

By: _____
Name: Jack Larkin
Title: President

ATTEST: _____
Robert Zienkowski, Secretary

ORDINANCE No. 2020-06

AN ORDINANCE OF RADNOR TOWNSHIP
DELAWARE COUNTY, PENNSYLVANIA,
AMENDING CHAPTER 263 OF THE ORDINANCES OF RADNOR, KNOWN AS
THE TREE ORDINANCE

WHEREAS, the canopy of Radnor Township is an asset that contributes to the public good by providing visual interest, shade, stormwater absorption, air filtration, and preventing erosion; and

WHEREAS, the Township has an interest in both preserving the canopy as a whole and removing those trees that are invasive or become dangerous to the health and safety of its residents; and

WHEREAS, the Township is desirous of formalizing the process by which decisions regarding the removal of trees are made;

NOW, THEREFORE, be it *ENACTED AND ORDAINED* by the Board of Commissioners of Radnor Township that the Chapter 263 of the Ordinances of Radnor Township, known as the Tree Ordinance, is amended to add § 263-14, providing as follows:

§ 263-14 Township Removal of Trees.

A. The Township, through its Commissioners, Officers, staff, and other employees shall not remove trees at Township expense, regardless of their location, without first presenting a plan of removal to the Shade Tree Commission setting forth the number and species of the trees to be removed, the reasons for the proposed removal, and the number, species, and location of an equivalent replanting which complies with the Tree Replacement Formula. The Shade Tree Commission's actions on the plan of removal shall be limited to (1) approving the plan of removal; (2) deferring action for a single thirty-day period in which to obtain the comment of other Township Boards and Commissions prior to ruling on the plan of removal; or (3) denying the plan of approval, stating the reasons for such denial.

B. The proponent of the plan of approval may appeal a denial by the Shade Tree Commission to the Township Board of Commissioners by requesting that the plan of removal be placed on a subsequent agenda of the Board of Commissioners.

No specific form of appeal is required, but the appellant shall provide the Board with the original plan of removal and any comment by the Shade Tree Commission or other township Board which has reviewed the plan. The Board of Commissioners shall have appellate and not original jurisdiction over appeals subject to this Section. This Section is not intended to and does not create appellate rights to the Court of Common Pleas.

C. In the case of Emergency Trees, a plan of removal shall be submitted to the Shade Tree Commission within thirty-days after the removal has occurred. Thereafter, removal having already taken place, the Shade Tree Commission's authority shall be limited to approving or denying the proposed equivalent replanting, which denial shall be subject to appeal as described in this Section.

SO RESOLVED this ____ day of _____, A.D. 2020.

RADNOR TOWNSHIP

By: _____
Jack Larkin
President

Attest: _____
Robert A. Zienkowski
Manager/Secretary

RESOLUTION NO. 2020 -15
A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, PROVIDING FOR THE POSTING AND 30 DAY PUBLIC
REVIEW OF ALL PROJECTS WITH A COST EXCEEDING \$7,500

Whereas, the Board of Commissioners, as elected officials, are stewards of the township's finances and should be fully transparent with residents with respect to how taxpayer dollars are spent;

Whereas, the Board of Commissioners has established committees and appointed township residents to offer expertise on critical issues before the Board;

Whereas, the administration is responsible for implementing projects passed by the Board of Commissioners and is responsible for keeping the Board and applicable committees informed with projects undertaken in the community;

NOW, THEREFORE, be it hereby RESOLVED that the Board of Commissioners does hereby require, that for any non-emergency project over \$7,500 initiated by the Township Manager, the Township shall be required to post a description of such project, and estimated cost of such project for public review on the Radnor Township web-site and allow for 30-days of public comment. The details must include a description of the project; total cost of the project; and history of Board activities (if any) with respect to the project.

BE IT HEREBY FURTHER RESOLVED that the Board of Commissioners further requires that:

For any project that involves a change in cost totaling more than \$7,500, the Township needs to inform the Board of Commissioners with these changes;

For any project that involves the removal of five (5) or more trees, a summary of the proposed project with estimated cost needs to be sent to the Shade Tree Committee for discussion; and

For any project that involves work done in Radnor Township parks, the proposal must be sent to the Parks and Recreation Committee for its review.

SO RESOLVED this ____th day of _____, 2020.

RADNOR TOWNSHIP

By: _____

Name:

Title:

ORDINANCE NO. 2020-07

AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING CHAPTER 262-3 OF THE RADNOR TOWNSHIP CODE, ZONING, BY REVISING NOTICE PROVISIONS PRIOR TO TOWING OF VEHICLES FROM PRIVATE PROPERTY.

The Radnor Township Board of Commissioners does hereby ENACT and ORDAIN, as follows:

Section 1. ARTICLE 262-3(C)(2).

Chapter 262-3(C)(2) shall be revised to read in its entirety as follows:

- (2) Notify the Radnor Township Police Department of the removal of a vehicle from private property immediately prior to such removal and provide a description and license number of the vehicle thus removed.

If more than one vehicle is towed from the same lot within a 24-hour period, the tow company shall, in addition to the vehicle description and license number, provide the location of the lot thus giving the police department the opportunity to intervene if it determines 'predatory towing' is occurring.

Section 2. Effective Date. This Ordinance shall become effective in accordance with the Radnor Township Home Rule Charter.

ENACTED and **ORDAINED** by the Board of Commissioners this _____ day of _____, 2020.

**RADNOR TOWNSHIP
BOARD OF COMMISSIONERS**

By: _____
Name:
Title:

ATTEST: _____
Robert Zienkowski, Secretary

Reports of Standing Committees of the Board

New Business

Radnor Accessibility Committee -
Board Briefing

Discussion of Montrose Traffic
Signal & Shared Cost with Lower
Merion Township

Old Business

Public Participation

Adjournment