

BOARD OF COMMISSIONERS

Revised AGENDA

Monday, April 8, 2019 - 6:30 PM

Pledge of Allegiance

Notice of Executive Session preceding the Board of Commissioners meeting of April 8, 2019

1. Consent Agenda
 - a) Disbursement Review & Approval
 - b) Approval of minutes of the Board of Commissioner meeting of March 18, 2019 & March 25, 2019
 - c) Resolution #2019-31 - Free Parking on Election Day in May
 - d) Resolution #2019-32 - Amending the 2019 Wage and Salary Schedule
 - e) Resolution #2019-33 - Authorizing the Reduction of Police Officer Contributions to their Pension Plan from 5% to 3% for the Calendar Year 2019 for Officers Hired Before January 1, 2013
 - f) HARB-2019-02 – 310 Oak Lane - Build new 2 car garage
 - g) HARB-2019-03 – 215 Windermere Avenue – Infill of existing porch at rear of property, addition of garage doors and new entrance door at east elevation (not visible from street) infill of existing steps and new rail (visible from street)
 - h) HARB-2019-04 – 401 N Wayne Avenue – 2 story addition
 - i) HARB-2019-05 – 421 St David’s Road - Reconstruct 2nd floor of existing residence; rear family room addition (1 1/2 story); front porch addition with bedroom above
 - j) **Resolution #2019-35 - Authorizing the purchase of three Benshaw Soft Starts for the King of Prussia Pumping Station**

2. Public Participation - *Individual comment shall be limited to not more than five (5) minutes per Board policy*
3. Township Manager Recognition of Radnor Police Department
4. Announcement of Boards and Commission Vacancies
5. Committee Reports

PARKS & RECREATION

- A. Ordinance #2019-04 – (**Adoption**) Authorizing an Addendum to the Lease Agreement by and Between Radnor Township School District and Radnor Township for the Property Known as Emlen Tunnell Park
- B. Resolution #2019-34- Authorizing the Purchase of a Comfort Station for Emlen Tunnell Park

PUBLIC WORKS & ENGINEERING

- C. Discussion and Possible Motion regarding the corner area landscaping, tree replacement and paving of adjacent street parking in the Wayne Business Overlay District

PERSONNEL & ADMINISTRATION

- D. Resolution #2019-22 - Adopting the Goal Setting Report of The Organizational Resources Group Dated March 20, 2019
- E. Discussion of Emergency Communications

COMMUNITY DEVELOPMENT

- F. Solicitor Review of the CICD

FINANCE & AUDIT

PUBLIC SAFETY

LIBRARY

PUBLIC HEALTH

- New Business
- Old Business
- Public Participation
- Adjournment

RADNOR TOWNSHIP
DISBURSEMENTS SUMMARY
April 8, 2019

The table below summarizes the amount of disbursements made since the last public meeting held on March 25, 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.

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

Fund (Fund Number)	2019-3D March 22, 2019	2019-3E March 29, 2019	Total
General Fund (01)	\$136,416.55	\$320,275.10	\$456,691.65
Sewer Fund (02)	7,888.12	25,378.55	33,266.67
Storm Sewer Management (04)	1,087.32	609,686.70	610,774.02
Capital Improvement Fund (05)	363.58	61,652.30	62,015.88
OPEB Fund (08)	0.00	136,108.73	136,108.73
Escrow Fund (10)	0.00	2,400.00	2,400.00
Comm. Shade Tree Fund (15)	0.00	450.00	450.00
\$8 Million Settlement Fund (18)	3,200.00	0.00	3,200.00
The Willows Fund (23)	0.00	2,071.12	2,071.12
Total Accounts Payable Disbursements	\$148,955.57	\$1,158,022.50	\$1,306,978.07
<i>Electronic Disbursements</i>	n/a	n/a	\$513,176.98
Grand Total	\$148,955.57	\$1,158,022.50	\$1,820,155.05

In addition to the accounts 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 of 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 on a daily basis 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 April 22, 2019

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	4/10/2019	3/19 Credit Card Revenue Processing Fees	\$5,000.00 *
Payroll [Bi-Weekly] Transaction - Estimated	01-various	4/18/2019	Salaries and Payroll Taxes - General Fund	\$485,500.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	4/18/2019	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Period Total				\$513,176.98

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

<u>Original Estimate</u>			<u>Actual Amount</u>
\$485,500.00	3/21/2019	Salaries and Payroll Taxes - General Fund	\$495,025.07
\$17,500.00	3/21/2019	Salaries and Payroll Taxes - Sewer Fund	\$16,042.30
\$503,000.00			\$511,067.37
\$485,500.00	4/4/2019	Salaries and Payroll Taxes - General Fund	\$440,318.64
\$17,500.00	4/4/2019	Salaries and Payroll Taxes - Sewer Fund	\$16,349.25
\$503,000.00			\$456,667.89
\$340,000.00	4/1/2019	Longevity - General Fund	\$336,825.26 *
\$15,000.00	4/1/2019	Longevity - Sewer Fund	\$14,351.90 *
\$355,000.00			\$351,177.16

*Flex Claims are withdrawn from our account twice per month at the discretion of the Administrator. Since these monies are actually withdrawn from employee paychecks and not Twp monies, those transactions are not included on this schedule

TOWNSHIP OF RADNOR
Minutes of the Meeting of March 18, 2019

The Radnor Township Board of Commissioners met at approximately 6:30 PM in the Administration Department in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

*Lisa Borowski, President Jack Larkin, Vice-President Jake Abel
Luke Clark Sean Farhy John Nagle*

Commissioners Absent *Richard Booker*

Also Present: *Robert A. Zienkowski, Township Manager/Township Secretary; Joseph Rudolf, Township Labor Attorney; William White, Assistant Township Manager/Finance Director; 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

1. Public Participation - None

Other Business that comes before the Board

Commissioner Larkin made a motion for the removal of Mr. Jack Millerick from the Shade Tree Commission, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Booker absent.

2. Discussion of Fire Company Funding

Mr. Zienkowski briefly reviewed the history behind the need to discuss funding for Fire Company Funding. Mr. White reviewed the budgeted numbers in the 2018 budget that are allocated to the fire companies. There was a discussion amongst the Commissioners and staff regarding a possible Fire Levy.

Representatives from Radnor Fire Company and Bryn Mawr Fire Company were in attendance. Eamon Brazunas, Executive Administrator, Radnor Fire Company made a presentation which can be found on the Township website at: <https://www.radnor.com/910/Board-of-Commissioners-Presentations>.

Next Steps to review further are service recognition programs, possible housing, 20% real estate tax credit and to discuss with Township Solicitor the ballot initiative of a Fire Levy. Staff will review the next steps and have an update to the Board at the end of the April 29th Special Meeting.

Public Comment

Sara Pilling, Garrett Avenue – She is in support of rebalancing to be used for Fire, Ambulance and Police coverage as they are the services that keep her safe.

Mr. White briefly reviewed the Open Finance Program on the Township website as you can see Fire Company Funding.

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

*Respectfully submitted,
Jennifer DeStefano*

TOWNSHIP OF RADNOR
Minutes of the Meeting of March 25, 2019

The Radnor Township Board of Commissioners met at approximately 6:40 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

Commissioners Present

*Lisa Borowski, President Jack Larkin, Vice-President Jake Abel
Richard Booker Luke Clark Sean Farhy John Nagle*

Also Present: *Robert A. Zienkowski, Township Manager/Township Secretary; Kathryn Gartland, Township Treasurer; John Rice, Township Solicitor; Christopher Flanagan, Superintendent of Police; Stephen Norcini, Township Engineer; Steve McNelis, Director of Public Works; Amy Kaminski, Traffic Engineer; 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 preceding the Board of Commissioners meetings of March 18, 2019 and March 25, 2019

There was an Executive Session on March 18, 2019 and March 25, 2019 where matters of Real Estate, Litigation and Personnel were discussed all Commissioners were in attendance except for Commissioner Booker was absent on March 18, 2019 and Commissioner Abel was absent on March 25, 2019.

1. Consent Agenda

- a) *Disbursement Review & Approval*
- b) *Approval of minutes of the Board of Commissioner meeting of March 11, 2019*
- c) *Acceptance of Department Monthly Reports*
- d) *Resolution #2019-28 - Adopting the Plan Document for the Township's 457 Mass Mutual [Employee Funded] Deferred Compensation Plan*
- e) *Resolution #2019-23 - Authorizing the Receipt of Sealed Bids for the 2019 Superpave Resurfacing Program ~~Updated Street List~~*
- f) *Resolution #2019-27 - Authorizing the Township to enter into an agreement with World Cup Sports Academy for 2019 Seasonal Sports Programming*

Commissioner Clark made a motion to approve the consent agenda excluding item e, seconded by Commissioner Nagle. Motion passed 7-0.

- e) *Resolution #2019-23 - Authorizing the Receipt of Sealed Bids for the 2019 Superpave Resurfacing Program ~~Updated Street List~~*

The project entails milling the existing surface of the street to maintain curb reveal and remove oxidized asphalt, repairing any areas that are deteriorated by base repair (if needed), leveling course (if needed), and the installation of 1.5" of compacted 9.5 mm Superpave wearing course. Also included is the replacement of existing speed humps, pavement markings, and loop detectors. Roads are chosen for consideration based on the following criteria: alligating, oxidation, rutting, deformation, utility cuts, general condition, and use.

Commissioner Larkin made a motion to approve, seconded by Commissioner Farhy. Motion passed 7-0.

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

Reed Taylor – He is in support of revitalization to the WBOD. He suggests 60 new trees which was suggested by the Shade Tree Commission, repave all diagonal parking spaces in front of the businesses and remove rocks and improve the corners.

Sara Pilling, Garrett Avenue – She spoke regarding the home being built on Garrett Avenue and she as well as other neighbors believe it is out of code.

Chris Todd, WBA – He spoke regarding the need for a revitalization in the WBA.

Roberta Winters, Williams Road – She spoke commending the Board for recognition of Women’s month as well as commented about the need to hold contractors accountable for zoning and acknowledging the WBA area revitalization.

Nancy McKenzie, Ward 4 – She spoke asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

Fred Stein, Delaware Riverkeeper Network – He spoke regarding multiple items on the agenda.

Jim Kristoff – He spoke in support of asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

Joanne Yurachek - She spoke asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

John Valentini, Walnut Avenue – He is in support of the revitalization of the WBOD.

Cheryl Tumola, Midland Avenue – She spoke regarding her concerns that a full comprehensive plan needs to be completed prior to any work in the WBOD.

Alfred – He is in support of asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

John McGlaughlin – He is in support of asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

John Snyder – He spoke regarding the tree removal agreement at Ardrossan.

Laura Luker – She spoke regarding multiple items on the agenda.

Matt Marshall – He spoke in support of the improvements to the WBOD.

Marybeth, 845 Malin Road – She is in support of asking the Board to approve sending the Solicitor to Newtown Zoning Hearing Board meeting.

Ken Kerns, Walnut Avenue – He spoke in support of the improvements to the WBOD.

Teresa Café, WBA member - He spoke in support of the improvements to the WBOD.

Kathleen, AME Salon and Spa - She spoke in support of the improvements to the WBOD.

3. Recognition of Women’s History Month

Commissioner Borowski read a statement: During the month of March, we give a little extra attention to all the amazing accomplishments of strong, determined women. Since 1987, the United States has formally recognized March as National Women’s History Month to deepen our understanding of women’s contributions to America and the world. Every woman has a story to tell and gifts to share with the world. I would like to take this moment to specifically honor the

strong, dedicated, and compassionate women's who live and work in Radnor Township - there are many! Across our township women can be found making an impact as they teach, serve, mentor, care for, and respond to the need of Radnor residents, young and old. There are many who have gone before us and they paved the way for where we are today. Happy Women's History Month to all the women of Radnor who are making history today and continuing to pave the way for all women of tomorrow.

4. Resolution #2019-16 - Declaring Community Awareness and Flood Safety A Priority, and Proclaiming March 25, 2019 through March 29 as Flood Safety Awareness Week in Radnor Township

Commissioner Larkin made a motion to approve, seconded by Commissioner Abel.

Christopher Flanagan, Superintendent of Police explained that the Radnor Township Police and Parking Authority will distribute to any residents who need an emergency parking pass may come to the Township Building and register their vehicles for an emergency parking hang-tag for no cost. The passes are only good for declared Township Emergencies and are registered to one specific vehicle license plate. Residents will be required to bring their vehicle registration. This will entitle residents to park in any legal parking space throughout the Township. The emergency parking hang-tags will remain in effect until the emergency is resolved.

Public Comment

Roberta Winters – She suggested including other safety items in the mailer that was discussed.

Commissioner Borowski called the vote, motion passed 7-0.

5. Appointments to Various Boards and Commissions

Commissioner Clark made a motion to appoint Richard Weitzman to the Zoning Hearing Board, seconded by Commissioner Borowski. Motion passed 7-0.

6. Announcement of Boards and Commission Vacancies

Commissioner Larkin announced the following Vacancies on Boards & Commissions: Board of Health - 1 Vacancy (unexpired term 12/31/19); Citizens Audit Review & Financial Advisory Committee - 6 Vacancies; Code Appeals Board - 1 Vacancy (*Requirements: Master Electrician, Master Plumber or General Contractor*); Rental Housing Appeals Board - 1 Vacancy (unexpired term 12/31/2022); Stormwater Management Advisory Committee - 4 Vacancies; Zoning Hearing Board - 1 Vacancy (unexpired term 12/31/2020).

7. Unit Citation for 3rd Platoon

Superintendent Flanagan presented the 3rd Platoon with a Unit Citation. On Tuesday, February 19, 2019 at 2254 hours, the Radnor Police were dispatched to the unit block of Doyle Road for the report of an intoxicated male, who illegally entered and remained in the home of a local family. Family members were able to identify the male, who had fled the home, as a subject known only as "Ricky" and led Police to the neighboring house on Doyle Road. members of the 3rd Platoon are awarded the Distinguished Unit Citation for their outstanding accomplishments because of teamwork that exemplifies the finest level of Police professionalism in protecting the Radnor Community.

8. Letter of Commendation - Officer Mark Bates

Superintendent Flanagan presented Officer Bates with a letter of commendation. On Wednesday, October 17, 2018, at 1825 hours, the Radnor Police Department and the Radnor Fire Company were dispatched to the 300th Block of Eagle Road, Wayne, Pennsylvania, for an obstetrics emergency. Officer Mark Bates is awarded this Letter of Commendation for his outstanding accomplishments that displays the finest level of Police professionalism in protecting the Radnor Community

9. Committee Reports

PARKS & RECREATION

A. Resolution #2019-25- Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor School District Facilities for the 2019 Summer Camp Season

This is a one-time resolution that is specific to the summer 2019 camp season usage. Since the anticipated cost for usage of Radnor Township School District facilities and staffing support services will exceed \$7,500, the Charter requires that the Board formally approved the contract agreement.

Commissioner Clark made a motion to approve, seconded by Commissioner Nagle. Motion passed 7-0.

B. Resolution #2019-26- Authorizing the Township to enter into an agreement for Recreation & Community Programming Department usage of Radnor Township School District Transportation Services for Radnor Day Camp 2019

This is a one-time resolution that is specific to an agreement for transportation services for Radnor Day Camp with Radnor Township School District for the Sumer 2019. Since the transportation services agreement for the program is anticipated to exceed \$7,500, the Charter requires that the Board formally approved the agreement.

Commissioner Clark made a motion to approve, seconded by Commissioner Nagle. Motion passed 7-0.

C. Ordinance #2019-04 – (Introduction) Authorizing an Addendum to the Lease Agreement by and Between Radnor Township School District and Radnor Township for the Property Known as Emlen Tunnell Park (Formerly known as Converse or Rosemont Playing Field)

Commissioner Farhy made a motion to introduce ordinance 2019-04, seconded by Commissioner Larkin.

Solicitor Rice gave a brief explanation of the above ordinance.

Commissioner Borowski called the vote, motion passed 7-0.

FINANCE & AUDIT

D. Open Finance Software Presentation

This item was tabled from the agenda.

PUBLIC WORKS & ENGINEERING

E. Resolution #2019-29 – Authorizing the Removal of Hazardous Trees at Encke Park

Commissioner Clark made a motion to approve, seconded by Commissioner Larkin.

On Saturday, March 16, a tree fell at Encke Park which caused damage to the field house as well as to several automobiles. The Township requested, the Township Arborist, John Rockwell Hosbach, to evaluate the trees in Encke Park in the area of the batting cages and playing fields. The Township Arborist has inspected and marked fourteen (14) trees deemed as high risk and in need of immediate removal. An aerial map shows the trees to be removed. Horgan Tree Experts provided a price proposal for the work for \$7,500. There was an in-depth discussion amongst the Commissioners, staff and the Township Arborist.

Public Comment

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

Commissioner Borowski called the vote, motion passed 5-2 with Commissioner Booker and Abel opposed.

F. Discussion and Possible Motion for the need of tree maintenance, care, removal & replanting program that is funded throughout the Township

Mr. Zienkowski explained that there is a need for a tree maintenance, care, removal & replanting program that is funded throughout the Township. There was a discussion amongst the Commissioners and staff.

Commissioner Nagle made a motion tree maintenance, care, removal & replanting program that is funded throughout the Township, seconded by Commissioner Clark. Motion 6-0 with Commissioner Farhy out of the room.

Public Comment

Sara Pilling, Garrett Avenue – She commented that an important component to this is education.

G. Resolution #2019-30 – Authorizing Staff to prepare a scope of work and Thomas Comitta Associates, Inc. to submit a cost proposal for the Landscape, Public Improvements, Planning, Permitting, Engineering and Design for the Wayne Business Overlay District

Commissioner Larkin made a motion to approve, seconded by Commissioner Clark.

Commissioner Nagle made a motion to close the debate, seconded by Commissioner Larkin. Motion passed 5-2 with Commissioner Booker and Abel opposed.

There was a brief discussion amongst the Commissioners and staff.

Public Comment

Chris Todd – He spoke in support of the resolution.

Cheryl Tumola, Midland Avenue – She spoke regarding the business element in the Comprehensive Plan.

Roberta Winters – She wanted to reinforce what Ms. Tumola stated.

Matt Marshall, Walnut Avenue – He agrees and supports that the WBOD needs to be revitalized.

Tim Frey – He commented regarding the need for a comprehensive look from one end of Lancaster Ave to the other.

Ken Kerns – He spoke in support of the resolution.

Commissioner Borowski called the vote on the original motion, motion passed 6-1 with Commissioner Booker opposed.

H. A Motion Authorizing the Administration to Prepare Legislation to Borrow \$4 Million for the Landscape, Public Improvements, Planning, Permitting, Engineering and Design for the Wayne Business Overlay District

Mr. Zienkowski requested for the item to be removed from the agenda this evening and discussed at the April 29, 2019 meeting.

I. Resolution #2019-17 - 106 Cambria Court – Planning Module

A Sewage Facilities Planning Module has been prepared by the applicant for the Pennsylvania Department of Environmental Protection (PA DEP) for 106/108 Cambria Court. The applicant is proposing to subdivide the property, creating two parcels. One lot will have sewage capacity by the existing home; sewage flows of 262.5 gallons per day are required for the second lot. The PA DEP requires the Planning Module be approved via Resolution by the Board of Commissioners.

Commissioner Nagle made a motion to approve, seconded by Commissioner Clark.

Commissioner Larkin called the vote, motion passed 5-1 with Commissioner Booker opposed and Commissioner Borowski out of the room.

J. Resolution #2019-18 - Ardrossan Lots 3-2, 3-3 and Open Space 12 – FINAL -Lot line Adjustment Memo added

Commissioner Nagle made a motion to approve, seconded by Commissioner Farhy.

Gannett Fleming, Inc. has completed a review of the revised land development Plan for compliance with the Radnor Township Code. These Plans were reviewed for conformance with Zoning, Subdivision and Land Development, and other applicable codes of the Township of Radnor. The applicant is proposing to revise the recently approved lot line change for Phase 3. The project will shift the lot lines between lot 3-2 and 3-3, transfer property from OS-8 to Lot 3-3 and create a new OS-I 2. There will be a net increase of 334 SF of Open Space. There are no changes to roadways, sanitary or storm sewers and no other changes from the originally approved land development plans or stormwater management systems are proposed. There was a brief discussion amongst Commissioners.

Commissioner Larkin called the vote, motion passed 5-1 with Commissioner Booker opposed and Commissioner Borowski out of the room.

K. 237 Bryn Mawr Avenue - Waiver of §245 Article III Drainage Plan Requirements and §245 Article IV Stormwater Management

Commissioner Nagle made a motion to approve, seconded by Commissioner Clark.

The applicant is proposing to expand the driveway by 991.5 square feet and replace 215 square feet of existing walkway. Infiltration testing at one location at the above site, and the infiltration rate was zero inches per hour. Due to the lack of infiltration, the applicant is required to request a waiver from §245 Article III Drainage Plan Requirements and §245 Article IV Stormwater Management. The applicant is proposing to use permeable material for the driveway addition and walkway replacement.

Commissioner Borowski called the vote, motion passed 6-1 with Commissioner Booker opposed.

L. Resolution #2019-19 - Appointing OCI, Incorporated, as the Township's Sitework & Capital Project Inspection Firm

Commissioner Larkin made a motion to approve, seconded by Commissioner Farhy.

There was a discussion amongst the Commissioners and staff.

Commissioner Borowski called the vote, motion passed 6-1 with Commissioner Booker opposed.

M. Resolution #2019-20 - Appointing Gannett Fleming, Incorporated, as the Township's Subdivision and Land Development Review Firm

Commissioner Nagle made a motion to approve, seconded by Commissioner Larkin.

Commissioner Borowski called the vote, motion passed 6-1 with Commissioner Booker opposed.

N. Resolution #2019-21 - Appointing Gilmore & Associates, Incorporated, as the Township's Traffic and Transportation Engineering Firm

Commissioner Nagle made a motion to approve, seconded by Commissioner Larkin.

Commissioner Nagle made a motion to close the debate, seconded by Commissioner Larkin. Motion passed 5-2 with Commissioner Booker and Abel opposed.

Public Comment

Roberta Winters – She commented regarding civility.

Commissioner Borowski called the vote on the original motion to approve, motion passed 6-1 with Commissioner Booker opposed.

O. Resolution #2019-24 - Authorizing Campbell Thomas & Company to Complete a DCNR, C2P2 Grant Application and DCED Greenways, Trails, and Recreation Program Grants for the Radnor trail Extension in the Amount of \$7,250

Commissioner Clark made a motion to approve, seconded by Commissioner Larkin.

Staff has received a cost proposal from Campbell Thomas and Company, to prepare two grant applications: (1) Department of Conservation and Natural Resources for a C2P2 grant and (2) to the Department of Community and Economic Development for a Greenways, Trails, and Recreation Program grant for funds for the Radnor Trail Extension. Resolution #2019-24 serves three purposes: (1) it authorizes Campbell Thomas and Company to apply for the grants (2) provides the necessary resolution for the C2P2 grant, and (3) provides the necessary resolution for the Greenways, Trails, and Recreation Program Grant. The maximum award of the C2P2 grant is \$300,000, and the maximum amount for the Greenways, Trails, and Recreation Program Grant is \$250,000. The timeline for submitting the grant applications requires staff to have all included in the Resolution.

Commissioner Borowski called the vote, motion passed 7-0.

P. Motion to Authorize the Township Solicitor to Attend the Newtown Zoning Hearing Board on April 18 regarding the Delaware County Christian School Turf Field Project to Represent Township Interests

Commissioner Farhy made a motion to Authorize the Township Solicitor to Attend the Newtown Zoning Hearing Board on April 18 regarding the Delaware County Christian School Turf Field Project to Represent Township Interests, seconded by Commissioner Larkin.

There was a discussion amongst the Commissioners and the Solicitor.

Commissioner Borowski called the vote, motion passed 7-0.

***PUBLIC SAFETY - None
COMMUNITY DEVELOPMENT***

Commissioner Booker requested to have a community development subcommittee meeting along with the WBOD and Thomas Comitta.

***PERSONNEL & ADMINISTRATION - None
LIBRARY***

Commissioner Borowski commented that this is the last night to complete the survey for the Library Strategic Plan.

PUBLIC HEALTH - None

New Business

Commissioner Nagle commented that at the last Parks Board meeting there was a lengthy discussion with a group in attendance that have requested to put a Mountain Bike Trail at Odorisio Park. There will be another discussion at the next Parks Board meeting for further discussion. There was a discussion about sending a letter to neighbors in the area; there was a sense of the Board that Commissioner Abel will write the letter and Mr. Zienkowski will hand deliver the letters.

Commissioner Abel requested for free parking on Election Day in May. It was agreed that a resolution for free parking on Election Day will be on the next agenda.

Old Business

Commissioner Booker inquired on the status of the medical parking ordinance. Mr. Rice will follow-up and have it on the April Planning Commission agenda. He also again reiterated the need for a review of the Comprehensive Plan. It should be discussed on a future agenda.

Public Participation

Roberta Winters, Williams Road – She commented regarding her support for the free parking day on election day and requested the Commissioners to consider using their residents to deliver communications rather than the USPS.

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

*Respectfully submitted,
Jennifer DeStefano*

RESOLUTION 2019-31

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, WAIVING ALL PARKING KIOSK FEES FOR TUESDAY, MAY 21, 2019

WHEREAS, the Township of Radnor maintains and regulates parking kiosks within the Wayne Business District (WBOD) District and throughout the Township; and

WHEREAS, the Board of Commissioners desires to waive all parking kiosk fees for Tuesday, May 21, 2019 throughout the Township.

NOW, THEREFORE, it is hereby *RESOLVED* that the Radnor Township Board of Commissioners hereby waives all parking kiosk fees for Tuesday, May 21, 2019.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners conducted on this 8th day of April, 2019.

TOWNSHIP OF RADNOR

BY: _____
Name: Lisa Borowski
Title: President

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

RESOLUTION NO. 2019-32

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING THE 2019 WAGE AND SALARY SCHEDULE

WHEREAS, Section 6.05 of the Radnor Township Home Rule Charter requires that the Board of Commissioners adopt human resource policies and procedures as part of the Township’s Administrative Code; and

WHEREAS, the Administrative Code establishes pay-setting practices based upon applicable Federal, State and Township laws; and

WHEREAS, the Board of Commissioners adopted Resolution 2018-143 on December 10, 2018 establishing the 2019 Wage and Salary schedule for all Township employees; and

WHEREAS, based on experience, comparability to other internal positions, competitive wages from surrounding communities, and an excellent work record, the Community Development Codes Official position shall be increased according to the schedule below.

NOW, THEREFORE, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby adopt the amendment to the 2019 Wage and Salary Schedule, effective April 1, 2019, as follows:

Department	Position	Emp#	Approved 1/1/2018 Rate	Amended 2018 Rate
Community Development	Code Official	33	\$37.5357	\$41.2088

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 8th day of April, 2019.

RADNOR TOWNSHIP

BY: _____
Name: Lisa Borowski
Title: President

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

Radnor Township

PROPOSED LEGISLATION



DATE: April 2, 2019

TO: Board of Commissioners

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

LEGISLATION: Resolution 2019-32 amending the 2019 Wage and Salary schedule authorizing an increase to the full-time Code Official from \$37.5357 per hour to \$41.2088 per hour.

LEGISLATIVE HISTORY:

- (1) The Board of Commissioners adopted Resolution 2018-144 on December 10, 2018 establishing the 2019 Wage and Salary schedule for all Township employees.
- (2) This would be the first amendment to the Schedule

PURPOSE AND EXPLANATION: The adjustment in the wages is necessary commensurate to compensate the position based on comparability to similar internal positions and based on comparability to surrounding communities for the same position. Further, the adjustment is based on continued excellent work performance in an increasing work-load environment. A phone call survey of surrounding communities provided the following comparison results:

Township	Position	Wage Range
Abington	Building Inspector	\$57,450 - \$86,701
Haverford	Building Codes Inspector	\$65,367 - \$87,620
Tredyffrin	Building Inspector	\$71,208
Lower Merion	Building Codes Inspector	\$71,194 - \$81,713
Radnor (as Proposed)	Code Official	\$50,000 - \$75,000

FISCAL IMPACT: The wage increase will cost approximately \$5,600 over the rest of 2019 since only three quarters of the year will be funded, plus applicable wage taxes. This increase is budgeted since the other budgeted full-time code official position is still vacant [so a small portion of savings from that vacant position are being used to fund this increase].

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the April 8, 2019 Board of Commissioner meeting.

RESOLUTION NO. 2019-33

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE REDUCTION OF POLICE OFFICER CONTRIBUTIONS TO THEIR PENSION PLAN FROM 5% TO 3% FOR THE CALENDAR YEAR 2019 FOR OFFICERS HIRED BEFORE JANUARY 1, 2013

WHEREAS, The Township entered into a Consolidated Collective Bargaining Agreement (CBA) with the FOP Delaware County Lodge #27 on behalf of the Radnor Township Police, for a term that began on January 1, 2013 and extends through December 31, 2021; and

WHEREAS, the current Police CBA and every prior CBA since 2004, have allowed for police officers to contribute 3% of their annual compensation toward the Police Pension Plan; and

WHEREAS, under the current CBA, effective 1/1/2013, all newly hired officers since 1/1/2013 have been contributing 5% of annual compensation toward the Police Pension Plan; and

WHEREAS, while PA Act 600 provides that police officers contribute 5% of annual compensation toward the pension plan, the Township is permitted to reduce or eliminate contributions in a given year by resolution; and

WHEREAS, to maintain compliance with PA Act 600 and resolve findings as noted by the Auditor General in the biannual audit of the pension plans

NOW, THEREFORE, be it hereby *RESOLVED* that the Board of Commissioners of Radnor Township does hereby establish the pension contribution amount at 3% for calendar year 2019 for officers hired before 1/1/2013.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 25th day of March, 2019.

RADNOR TOWNSHIP

BY: _____
Name: Lisa Borowski
Title: President

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

Radnor Township

PROPOSED LEGISLATION



DATE: March 25, 2019

TO: Board of Commissioners

FROM: Robert Zienkowski, Township Manager

LEGISLATION: Resolution 2019-33 authorizing the reduction of police officer contributions to their Pension Plan from 5% to 3% for the calendar year 2019 for officers hired before January 1, 2013

LEGISLATIVE HISTORY: Prior to 2001, all police officers were contributing 5% of their annual salary to their pension plan. Effective January 1, 2001 a new Collective Bargaining Agreement (CBA) between the Police and the Township permitted a reduction of contributions from 5% to 2%. The subsequent CBA, effective January 1, 2004, increased the contributions from 2% to 3%. Currently the police officers hired before January 1, 2013 continue to contribute 3% while all police officers hired since January 1, 2013, as per the latest CBA, contribute 5% to their pension plan.

PURPOSE AND EXPLANATION: Act 600, also known as the Police Pension Fund Act, provides that where police officers are covered by Social Security, members shall pay into the fund 5% of total compensation. However, Section 6(c) of Act 600 permits municipalities to annually reduce or eliminate members contributions through the adoption of an annual ordinance or resolution.

While the Township, through collective bargaining, has agreed to reducing contributions to the pension plan for officers hired before January 1, 2013, this resolution satisfies the annual requirement under Act 600 to formalize the terms of the reduction through a Board resolution.

FISCAL IMPACT: There is no fiscal impact as the police officers hired before January 1, 2013, contribute to their pension plan at 3% of compensation as agreed to in the Collective Bargaining Agreements since January 1, 2001. Officers hired since January 1, 2013 are budgeted at their contribution rate of 5%.

RECOMMENDED ACTION: The Administration respectfully recommends that the Board adopt this resolution at the April 8, 2019 Board of Commissioner meeting.

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board
Radnor Township, Pennsylvania



NAME OF OWNER: CARSON MICHAEL F & JANICE A
OWNER ADDRESS: 310 OAK LA, WAYNE, PA 19087
ADDRESS OF PROPERTY: 310 OAK LA , WAYNE PA 19087
APPLICATION NUMBER: HARB-2019-02

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

Build new 2 car garage

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

NOTES AND/OR CONDITIONS OF APPROVAL:

Build new 2 car garage

ISSUED: Monday, April 08, 2019

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board
Radnor Township, Pennsylvania



NAME OF OWNER: DECK HOWARD & ANNARITA
OWNER ADDRESS: 215 WINDERMERE AVE, WAYNE, PA 19087
ADDRESS OF PROPERTY: 215 WINDERMERE AV , WAYNE PA 19087
APPLICATION NUMBER: HARB-2019-03

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

Infill of existing porch at rear of property, addition of garage doors and new entrance door at east elevation (not visible from street) infill of existing steps and new rail (visible from street).

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

NOTES AND/OR CONDITIONS OF APPROVAL:

Infill of existing porch at rear of property, addition of garage doors and new entrance door at east elevation (not visible from street) infill of existing steps and new rail (visible from street).

ISSUED: Monday, April 08, 2019

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board
Radnor Township, Pennsylvania



NAME OF OWNER: BAKER JOSHUA F & THERESA P
OWNER ADDRESS: 401 N WAYNE AVE, WAYNE, PA 19087
ADDRESS OF PROPERTY: 401 N WAYNE AV , WAYNE PA 19087
APPLICATION NUMBER: HARB-2019-04

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

2 story addition

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

NOTES AND/OR CONDITIONS OF APPROVAL:

2 story addition

ISSUED: Monday, April 08, 2019

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board
Radnor Township, Pennsylvania



NAME OF OWNER: REED MICHAEL R
OWNER ADDRESS: 421 ST DAVIDS RD, WAYNE, PA 19087
ADDRESS OF PROPERTY: 421 ST DAVIDS RD , ST DAVIDS PA 19087
APPLICATION NUMBER: HARB-2019-05

Subject to the conditions below the above owner, having complied with the Radnor Township Historical and Architectural Review Board (HARB) process, is hereby granted this permit for the

Reconstruct 2nd floor of existing residence; rear family room addition (1 1/2 story); front porch addition with bedroom above.

at the address specified and may proceed with the building permit process. If not completed within one year of the date hereof, this permit is void and new application must be made. This Approval is subject to the Applicant applying for and receiving all necessary permits and approvals; and complying with all applicable Municipal regulations. Owner specifically gives the building inspector or designated official the right to inspect the work during progress and at completion.

NOTES AND/OR CONDITIONS OF APPROVAL:

Reconstruct 2nd floor of existing residence; rear family room addition (1 1/2 story); front porch addition with bedroom above.

ISSUED: Monday, April 08, 2019

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

RESOLUTION NO. 2019-35

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE
COUNTY, PENNSYLVANIA, AUTHORIZING THE
PURCHASE OF THREE BENSCHAW SOFT STARTS FOR
THE KING OF PRUSSIA PUMPING STATION**

WHEREAS, Radnor Township's King of Prussia Pumping Station is in need of two replacement soft starts, and one spare soft start

WHEREAS, Municipal Maintenance, Incorporated, has provided a valid cost proposal to supply and install two new and unused soft starts, and supply one new and unused spare soft start

NOW, THEREFORE, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize the purchase of three Benschaw Soft Starts for the King of Prussia Pumping Station, supplied and installed by Municipal Maintenance, Incorporated, in the amount of \$21,555

SO RESOLVED this 8th day of April, A.D., 2019

RADNOR TOWNSHIP


By: _____
Name: Lisa Borowski
Title: President

ATTEST: _____
Robert A. Zienkowski
Manager/Secretary

Radnor Township
PROPOSED LEGISLATION

DATE: February 19, 2019

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 #2019-35: Authorizing the purchase of three Benshaw Soft Starts for the King of Prussia Pumping Station

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

PURPOSE AND EXPLANATION: The pumps at the King of Prussia Pumping Station require “soft starts”. Soft starts are used to reduce voltage and torque when the pump motor is called upon to pump sewage. These “soft starts” are exactly that; they allow the pump motor to start slowly, and ramp up to full power, hence the term soft start. This saves wear and tear on the pump motors.

The soft starts at the King of Prussia Pumping Station, the Township’s largest such station, are in need of replacement. There have been over 48 fault notifications on these units over a four year period. The spare unit was just installed, and it too is problematic. The purpose of this resolution is to allow the Township to purchase and have installed two new, Benshaw Soft Starts, and also receive a spare unit. It is all about redundancy with pumping stations. Benshaw is a known name in soft starts, and I have used them in many pumping stations in the past.

IMPLEMENTATION SCHEDULE: Pending Board of Commissioners approval, a purchase order will be processed, and the soft starts ordered immediately.

FISCAL IMPACT: The cost of installing two soft starts, and having one delivered as a spare, is \$21,555, to be paid from the 02 Sewer Fund.

RECOMMENDED ACTION: *Staff respectfully requests the Commissioners approve this resolution, Authorizing the purchase of three Benshaw Soft Starts for the King of Prussia Pumping Station.*

**MUNICIPAL
MAINTENANCE CO.**

1352 Taylors Lane
Cinnaminson, NJ 08077
Ph: 856-786-9434
Fax: 856-786-0642
www.mmc-nj.com

Bill To:
Steve Amarant
Radnor Township
301 Ivan Avenue
Radnor Twp., PA 19087

Ph: 610-688-5600
Fax: 610-687-0201
Email: samarant@radnor.org

Quotation

DATE 4/1/2019
Quotation # 41951QRev1

Quotation valid until: 5/1/2019
Terms: Net 30 Days
Delivery: TBD

Project Name: King of Prussia PS - Supply and Install (2) Benshaw Soft Start's and Supply Only (1) Spare Benshaw Soft Start

Item	Qty	Description	Unit Price	Total Price
1	2	Supply and install the following: • (2) Benshaw 60 HP, 480 volt, soft start with enclosure, HOA, lights and circuit breaker • Wiring ,conduit and hardware as needed • Start up and program as needed		
1	1	Supply a Spare Benshaw 60 HP, 480 volt soft start		
Total				\$ 21,555.00

Comments:

- This quotation does not include any taxes if applicable
- This included an entire new enclosure

If you have any questions concerning this quotation, please contact:

Michael Hawes



Sales Representative
mhawes@mmc-nj.com
Cell: (609) 471-9321

MMC approval *JM*

THANK YOU FOR YOUR BUSINESS!
ELECTRICAL CONTRACTOR LICENSE #15195

Exclusive Grundfos Water Utility Distributor in New Jersey, Pennsylvania, & Delaware:



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

Township Manager
Recognition of Radnor
Police Department

Vacancies on Various Boards & Commissions

- [Board of Health](#)
1 Vacancy (unexpired term 12/31/19)
- [Citizens Audit Review & Financial Advisory Committee](#)
6 Vacancies
- [Code Appeals Board](#)
1 Vacancy
Requirements: Master Electrician, Master Plumber or General Contractor
- [Rental Housing Appeals Board](#)
1 Vacancy (unexpired term 12/31/2022)
- [Stormwater Management Advisory Committee](#)
4 Vacancies

ORDINANCE NO. 2019-04

AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING AN ADDENDUM TO LEASE AGREEMENT BETWEEN THE RADNOR TOWNSHIP SCHOOL DISTRICT AND THE TOWNSHIP OF RADNOR FOR THE PROPERTY KNOWN AS EMLN TUNNELL PARK

WHEREAS, Radnor Township and the Radnor Township School District are subject to a March 1, 1986 Lease Agreement for the property currently known as Emln Tunnell Park; and

WHEREAS, the Radnor Township School District has approved an Addendum to the March 1, 1986 Lease Agreement; and

WHEREAS, Section 3.01 of the Radnor Township Home Rule Charter permits the lease of real property by the Township for terms in excess of three years by ordinance.

NOW, THEREFORE, be it hereby *ENACTED* and *ORDAINED* that the Radnor Township Board of Commissioners hereby approves the Addendum to Lease Agreement with the Radnor Township School District, a copy of which is attached hereto and incorporated herein as Exhibit "A".

ENACTED AND ORDAINED this _____ day of _____, 2019.

RADNOR TOWNSHIP

By:

Name: Lisa Borowski

Title: President

ATTEST: _____
Robert A. Zienkowski, Secretary

**ADDENDUM TO LEASE AGREEMENT BY AND BETWEEN
RADNOR TOWNSHIP SCHOOL DISTRICT (LESSOR OR DISTRICT) AND
THE TOWNSHIP OF RADNOR (LESSEE OR TOWNSHIP)
FOR THE PROPERTY KNOWN AS
EMLEN TUNNELL PARK
(FORMERLY KNOWN AS CONVERSE OR ROSEMONT PLAYING FIELD)**

THIS ADDENDUM is entered into this 26th day of February, 2019, by and between **RADNOR TOWNSHIP SCHOOL DISTRICT** ("Lessor") and **THE TOWNSHIP OF RADNOR** ("Lessee") (collectively the "Parties").

BACKGROUND

WHEREAS, by a Lease Agreement dated March 1, 1986 (the "Lease"), the District leased to the Township certain premises (the "Premises"), as outlined in more detail in the Lease, constituting the entrance area of the property currently known as Emlen Tunnell Park, and formerly known as Converse or Rosemont Playing Field; and

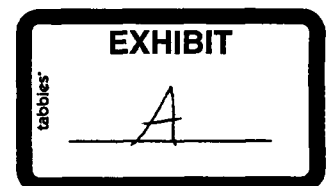
WHEREAS, in the Lease, the Parties agreed that other than for alterations, additions and improvements specifically mentioned in the Lease, the Township would make no alterations, additions or improvements to the Premises without the prior written consent of the District. (See Lease Section 5.1 (Alterations, Additions and Improvements)); and

WHEREAS, the Township has expressed an interest in constructing or causing to be constructed certain alterations, additions and improvements to the Premises, and the District is willing to provide the Township with written consent to construct or cause to be constructed such alterations, additions and improvements, in accordance with the terms and conditions outlined in this Addendum; and

NOW THEREFORE, the Parties, intending to be mutually legally bound, and to bind their successors and assigns, and for good and valuable consideration, the sufficiency of which is hereby acknowledged, do hereby agree to the terms and conditions outlined in this Addendum, which shall be incorporated by reference into the Lease.

TERMS AND CONDITIONS

1. **Permitted Alterations, Additions and Improvements.** The District provides consent for the Township to construct or cause to be constructed the following alterations, additions and/or improvements (hereinafter referred to as "Additions") on the Premises, in accordance with and subject to the terms and conditions outlined herein:
 - a. Comfort Station (Consisting of 2 Unisex Restrooms)
 - b. Small Concession Window



c. Small Storage Area

2. **Additions Become Property of District.** All Additions constructed or installed on the Premises shall, at the termination of the Lease, become the property of the school district, unless the Township deems that the structure is unusable, Notwithstanding the foregoing, the District may require, at its sole option, that the Township remove all Additions existing at the time of termination of the Lease and to restore the Premises to the condition existing at the time the Township initially took possession of the Premises. The entirety of any demolition, removal, clean-up, and/or restoration costs shall be borne exclusively by the Township.
3. **Township Responsibility for Additions.** The Township shall be solely responsible for all costs and expenses, including utility expenses, related to the design, construction, installation, inspection, operation, maintenance, repair, and insurance of the Additions, which shall be in accordance with all applicable federal, state, and local laws and regulations. The Township's responsibility under this provision also includes the responsibility to obtain, at its own cost, any and all required governmental permits, inspections, and/or approvals.
4. **District Right to Approve Plans.** Prior to the Township beginning construction of the proposed additions, the Township shall submit to the District for approval the project specifications/design plans, and a proposed construction schedule. The District shall have 30 calendar days to approve these aforementioned items, and approval shall not be unreasonably withheld. The Township shall immediately notify the District in writing of any material changes to the project's scope or the proposed schedule. The Township acknowledges and accepts that the District's approval of the items listed in this provision will in no way create any responsibility or liability on the part of District for the completeness, sufficiency, competency, or legal compliance of such items.
5. **Insurance.** Notwithstanding any provision to the contrary in the Lease, the Township shall obtain, at its own expense, and maintain in force during the entirety of the Lease, general liability insurance in the minimum amount of One Million Dollars (\$1,000,000.00) per occurrence and Three Million Dollars (\$3,000,000.00) in the aggregate per year, and property damage insurance in the minimum amount of Five Hundred Thousand Dollars (\$500,000) per year on the Premises. All insurance policies shall be maintained with companies authorized to do business in the Commonwealth of Pennsylvania, and the District shall be named as an additional insured on all such policies. Certificates of insurance coverage shall be furnished to the District upon request.
6. **Indemnification.** The Township agrees to indemnify, defend, and hold the District and its directors, officers, members, agents, and employees harmless from and against any

and all liability, judgments, costs, damages, claims or demands of any kind (related to persons or property), including, without limitation, reasonable attorneys' fees, arising out of any negligent act(s) or omission(s) of the Township and/or its affiliates, representatives, directors, officers, agents, visitors, invitees, employees, contractors, and/or subcontractors in connection with the design, construction, installation, inspection, operation, maintenance, repair, and insurance of the Premises and the Additions.

7. **Maintenance of Premises During Construction.** The Township shall ensure that the Premises and the surrounding area are maintained free from the unnecessary accumulation of waste materials or rubbish during the period of construction of the Additions.

8. **District Right to Inspect Premises.** The Township agrees that at any time during the Lease, with or without notice, the District may access and inspect the Premises, including the Additions, to confirm compliance with the provisions of this Addendum and the underlying Lease. In the event that the District determines that the Township is not in compliance with any provisions of this Addendum or the underlying Lease, the District shall provide the Township with written notice of the alleged non-compliance. If the Township does not cure the alleged non-compliance within twenty (20) days of the written notice from the District, the District may take reasonable action to cure the alleged non-compliance and charge any costs/fees to do so to the Township as additional rent, which shall become due immediately.

9. **Applicability of All Provisions of Lease Not Contrary to this Addendum.** The Parties agree that all provisions of the Lease dated March 1, 1986, that are not explicitly contrary to the terms of this Addendum shall continue to remain in full force and effect between the Parties for the duration of the Lease.

Intending to be legally bound, the Parties hereto executed this Addendum as of the date listed above.

RADNOR TOWNSHIP SCHOOL DISTRICT

By: *Susan Stern*
Board President

THE TOWNSHIP OF RADNOR

By: _____
Board President

MARY C. EBERLE
JOHN B. RICE
DIANNE C. MAGEE *
DALE EDWARD CAYA
DAVID P. CARO ♦
DANIEL J. PACI ♦ †
JONATHAN J. REISS ◊
GREGORY E. GRIM †
PETER NELSON *
PATRICK M. ARMSTRONG
SEAN M. GRESH
KELLY L. EBERLE *
JOEL STEINMAN
MATTHEW E. HOOVER
COLBY S. GRIM
MICHAEL K. MARTIN
JULIEANNE E. BATEMAN
MITCHELL H. BAYLARIAN
IAN W. PELTZMAN
WILLIAM D. OETINGER

LAW OFFICES
GRIM, BIEHN & THATCHER

J. LAWRENCE GRIM, JR., OF COUNSEL
JOHN FREDERIC GRIM, OF COUNSEL

104 S. SIXTH STREET
P.O. Box 215
PERKASIE, PA. 18944-0215
(215) 257-6811
FAX (215) 257-5374

(215) 536-1200
FAX (215) 538-9588

(215) 348-2199
FAX (215) 348-2520

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John B. Rice
e-mail: jrice@grimlaw.com

* ALSO ADMITTED IN NEW JERSEY
◊ ALSO ADMITTED IN NEW YORK
† MASTERS IN TAXATION
♦ ALSO A CERTIFIED PUBLIC ACCOUNTANT

March 26, 2019

SENT VIA ELECTRONIC CORRESPONDENCE

Delaware County Daily Times
Attn: Legal Department
500 Mildred Avenue
Primos, PA 19018

Re: Radnor Township- Emlen Tunnell Ordinance

Dear Legal Department:

Enclosed please find for advertisement one (1) time in the March 28th edition of your newspaper, a Legal Notice for the possible enactment of the above ordinance by the Board of Commissioners of Radnor Township at their meeting on April 8, 2019. Kindly provide proof of publication and your invoice for the advertisement directly to Radnor Township, c/o Robert Zienkowski, 301 Iven Avenue, Wayne, PA 19087. A full copy of the text of the ordinance is enclosed for public inspection. If you have any questions regarding the enclosed, please do not hesitate to contact my office.

Sincerely,

GRIM, BIEHN & THATCHER

By: _____

John B. Rice

JBR/hlp
Enclosure

cc: Robert A. Zienkowski (w/encl.) – via email
Jennifer DeStefano (w/encl.) – via email

LEGAL NOTICE

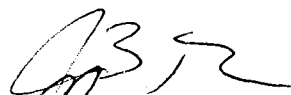
Notice is hereby given that the Board of Commissioners of the Township of Radnor, Delaware County, Pennsylvania, will consider for possible enactment an ordinance, of which this Notice is a summary, approving an Addendum to Lease Agreement between the Radnor Township School District and the Township of Radnor for the property known as Emlen Tunnell Park.

The Board of Commissioners will hold a public hearing on April 8, 2019, at 6:30 p.m., at the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087 to consider the ordinance. Copies of the full text of the proposed ordinance are available at the Township offices, the Delaware County Law Library, and the offices of this newspaper during normal business hours.

RADNOR TOWNSHIP
BOARD OF COMMISSIONERS
301 Iven Avenue
Wayne, PA 19087-5297

ATTEST:

I do hereby certify that this is a true and correct copy of the proposed Ordinance of Radnor Township, being advertised for possible adoption by the Radnor Township Board of Commissioners on April 8, 2019.

A handwritten signature in black ink, appearing to read "JBR", is written above a horizontal line.

John B. Rice, Esquire
Grim, Biehn & Thatcher
Township Solicitor

**RESOLUTION 2019-34
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZING THE PURCHASE OF A COMFORT
STATION FOR EMLLEN TUNNELL PARK.**

WHEREAS, Radnor Township strives to provide a safe and healthy environment within its park system that adds to the overall quality of life for residents; and

WHEREAS, Radnor Township desires to purchase, and subsequently install, a comfort station at Emlen Tunnell Park; and

WHEREAS, Radnor Township has designated the appropriate funding for the purchase of a comfort station at Emlen Tunnell Park; and

WHEREAS, the Board of Commissioners desires to approve the proposed contract for purchase of the comfort station from the Pennsylvania State Purchasing Contract (COSTARS) in accordance with the Home Rule Charter of Radnor Township.

NOW THEREFORE, BE IT RESOLVED that the Board of Commissioners of Radnor Township does hereby approve the purchase of the comfort station for Emlen Tunnell Park from Romtec Pre-Engineered Buildings through the Pennsylvania State Contract COSTARS as outlined below:

Vendor:	Romtec Pre-Engineered Buildings
Contract #:	Costars - 014-096
Amount:	\$129,928.00 (includes pre-engineered building/freight)

SO RESOLVED this 8th day of April, 2019.

TOWNSHIP OF RADNOR

By: _____
Name: Lisa Borowski
Title: President

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

Radnor Township



PROPOSED LEGISLATION

DATE: April 3, 2019

TO: Board of Commissioners

FROM: Tammy Cohen, Recreation & Community Programming Director

LEGISLATION: Resolution #2019-34 Authorizing the purchase of a comfort station for Emlen Tunnell Park.

LEGISLATIVE HISTORY: This is the first legislative action on this topic.

PURPOSE AND EXPLANATION: Request is being made to authorize the Township to purchase a comfort station that would subsequently be installed at Emlen Tunnell Park (upon Board authorization of construction award of bid). This purchase would be made from Romtec Pre-Engineered Buildings through the Pennsylvania State Purchasing Contract (COSTARS). Installation will be bid subsequently to this resolution and will later appear before the Board of Commissioners for approval. Romtec is a single-source design, engineering, and manufacturer who will supply the construction drawings and full building kit as a complete, pre-designed packaged building to be constructed on site. Romtec is a highly-regarded company with 40 years of experience in packaged building supply and construction.

This project will include the addition of a new comfort station at Emlen Tunnell Park that will greatly enhance the experience for the park's many users. In particular, the comfort station amenity will provide a facility within the park that positively impacts health and hygiene. The comfort station development at Emlen Tunnell Park has been a long-awaited project by members of the community, including the youth sports organizations that utilize the athletic fields for many months during the year, along with the Garrett Hill Community neighbors who frequent the park on a regular basis to utilize the walking path and playground. The building will also provide a small concession area and storage of which will be operated primarily by Radnor Wayne Little League. The building will comply with the ADA (American Disabilities Act) and the current standards for structural and safety, per the Universal Construction Code as well as the recommendations of the Consumer Product Safety Commission. It will consist of split-face, mortar joint concrete masonry blocks along with full plumbing and electrical service. The building will contain energy efficient features such as motion-sensor lighting, low-flush valves, and LED lighting.

IMPLEMENTATION SCHEDULE: Upon authorization by the Board of Commissioners to purchase the comfort station for Emlen Tunnell Park, Romtec will engage the development of unsealed full submittal documentation including construction drawings and all component data sheets for Township staff, engineering, and building code review. Parallel to this process, development of the final location designation, engineering, and bid documentation will occur. The project will ultimately come back to the Board of Commissioners to award bid for construction. It is anticipated that this entire process will take through fall 2019.

FISCAL IMPACT: The cost of the comfort station for Emlen Tunnell Park has been budgeted under the Township Capital Plan/Bond Issue for Park Improvements per Ordinance 2015-18:

Vendor:	Romtec Pre-Engineered Buildings
Contract #:	Costars - 014-096
Amount:	\$129,928.00 (includes pre-engineered building/freight)

RECOMMENDED ACTION: I would like to respectfully request that the Board approve Resolution #2019-34 authorizing the purchase of a comfort station for Emlen Tunnell Park.

Project Name: Emlen Tunnell Park Restroom
Location: Wayne, PA
Date: 10/16/2018

This scope letter is for the building supply only. See section 5 for the installer supplied items that are not supplied by Romtec.

Romtec, Inc. has forty years of experience supplying and constructing site built, pre-engineered, packaged building kits. It is our mission to lead our industry as the premier designer, builder, and expert of restrooms and similar park structures for both public and private use. We are the architects, engineers, and manufacturer of all Romtec products. The design for all Romtec buildings and structures are site specific and designed with the customer to fit to each project's particular needs.

The following is a detailed scope of products and services that will be included as part of the Romtec building package as well as the general scope of supply and services provided by the installer in order to complete installation.

1. DESIGN

Romtec works through the complete design with every customer to provide a structure that best fits each project. Since Romtec is providing a pre-engineered building kit, Romtec has the capability to match any existing park structure or park theme and customers can choose to use any finish, product, and material without limitation. Once a design is complete Romtec assists the customer through the design review, building department submission, and the installation of the building.

Once produced, the building package will arrive on organized pallets that are separated into stages for ease of installation. Because of this packaging style, there are no shipping limitations for the building package. It is Romtec's goal to provide the installing contractor with the most complete building kit possible to reduce time spent on installation, therefore reducing the overall cost of the project.

A. PRELIMINARY DESIGN REVIEW AND APPROVAL

1. Romtec requires approval of the following prior to producing full submittal documentation:
 - a. The plan view and elevation drawing of your building.
 - b. The approval of the Romtec Scope of Supply and Services (this document).
 - c. Colors for roofing, block, metal and all other interior and exterior finishes to be supplied by Romtec.
2. Romtec requires the return of the signed "Design Approval" document prior to producing full submittal documentation.

B. SUBMITTAL

Romtec will submit the Scope of Supply and Design Submittal (SSDS), including the installation drawings and all component data sheets. One full round of SSDS revisions are provided by Romtec in the design and engineering services.

1. The Romtec plans will be sealed by an engineer licensed in the state of *Pennsylvania*.
2. The Romtec plan set standard size is 11" x 17".

Note: If a larger plan set size is required it will result in a price increase.

2. ROMTEC SCOPE OF SUPPLY

A. STRUCTURE

The Romtec building package has been quoted with the specific product colors noted below. Changes to these color selections may result in a price increase. Customer to select colors from each manufacturer's specified color chart for block, roofing, steel finishes, etc.

The following items relative to the building structure will be supplied by Romtec.

1. Concrete Masonry Units - CMU
 - a. Exterior walls will be constructed of split-face, mortar joint, concrete masonry units (concrete blocks).
 - b. Block color will be **Tan**.
2. Rain Guard anti-graffiti coating.
3. Rubber cove base on interior walls.
4. Wire weave gable vents for natural ventilation.
 - a. Vents to be powder coated **black**.
5. Doors, frames and hardware
 - a. Doors and frames to be powder coated **black**.
 - b. Stainless steel, ball bearing hinges.

- c. Heavy duty door closures.
- d. Doors to have stainless steel kick plates.
- e. Door locks to be Unican 1000 series locks with schlage door cores.
- 6. Aluminum, electric, roll-up concession door with stainless steel counter.
- 7. Roofing materials
 - a. Glulam beams
 - b. 2x6 tongue and groove decking.
 - c. Roofing will be Custom-Bilt Metals, 26 gauge, SL-100 standing seam roof panels.
Note: Roofing color shall be selected by the owner from the manufactures standard color chart.
 - d. Timber truss and post roof extension.

B. RESTROOM & PLUMBING FIXTURES

The following items relative to the fixtures will be supplied by Romtec.

- 1. Wall mount, top supply, china toilets with low flow, exposed, sensor flush valves.
- 2. Wall mount, china sinks with low flow, lever handle faucets.
- 3. Trash can shall be 21 gallon, stainless steel with no lid.
- 4. 18" x 36" mirror.
- 5. Wall mount, white, 2-roll toilet paper dispensers.
- 6. Wall mount, stainless steel soap dispensers.
- 7. Diaper deck in each restroom.
- 8. Stainless steel, non-refrigerated drinking fountains with freeze protection.
- 9. Concession room shall have a wall mount, china sink with lever handle faucet.
- 10. Lockable hose bibs.

C. ELECTRICAL FIXTURES

The following electrical fixtures will be supplied by Romtec:

- 1. Exterior lighting
 - a. Wall mount, LED wall pack light fixtures.
- 2. Interior lighting
 - a. Surface mount, 48" LED light fixtures.
- 3. Lights controlled by motion sensor.
- 4. Electric tank, 30 gallon water heater.
- 5. Wall mount, white, hand dryers with 15 second dry time.
- 6. Main breaker panel sized for the building components.
 - a. 100 amp, single-phase, indoor.

3. DELIVERY, STORAGE, AND HANDLING

- A. Romtec's freight estimates are based on delivering the product on a 48' to 53' flatbed or van truck and trailers, or as close as we can legally get to the site. Overall dimensions of the truck and trailers are the following: 70' overall length, 102" wide and 168" high.
- B. Freight quotes are only good for 30 days and are subject to change without notice.

4. WARRANTY & LIMITATIONS

- A. The building and all its associated components will be warranted against defects in materials and workmanship for a period of not less than one (1) year from date of final acceptance
- B. If the roofing supplied is not manufactured by Custom-Bilt Metals, Romtec does not provide a warranty for metal roofing. Metal roofing manufacturers intend for their roofing to be installed immediately upon delivery from the factory. All project circumstances are different and Romtec cannot guarantee that metal roofing is installed within the timeframe allowed from the manufacturer. Therefore, Romtec does not warrant metal roofing.
- C. All concrete cracks on the surface eventually. This can occur within the first week after the concrete is poured or years after. Surface cracks in concrete are a maintenance issue for the owner to fill over time. Cracks in concrete are not a warranty issue.
- D. Smooth face block can have a significant variation in the color and texture due to the manufacturing process. Smooth face block should never be used as an architectural finish. It should always be either painted over or have siding covering it. Romtec does not guarantee uniform color or texture of block, or warranty that any aspect of block color or texture will maintain over time.

5. INSTALLER SCOPE OF SUPPLY AND SERVICES (NOT BY ROMTEC)

A. OVERVIEW

The contractor is responsible for building installation, hereafter designated as the installer. The installer's work will include site preparation and grading, foundation and pad installation, and building installation. The following describes the products and services that are by the *installer*.

B. STRUCTURE

The following items relative to the structural components will be supplied by the *installer*:

1. All materials, equipment and labor for footings, interior and exterior slabs, and sidewalks.
2. Latex epoxy paint wall finish.
3. Interior floors to have epoxy finish.
4. Masonry (concrete) grout and rebar
5. The *installer* may be required to notch CMU block for bond beams, cut full blocks to create half blocks and grind blocks for fixture mounting purposes.
Note: Romtec is not responsible for any cost or installation delays associated with this work.
6. Sealant for all exposed wood.
7. Typical fasteners such as nails, staples, and screws.

C. PLUMBING & ELECTRICAL

1. Plumbing and electrical rough-in, installation and trim will be by the *installer*.
2. Lockable electrical outlets shall be by the *installer*.
3. Plumbing clean out outside the building is by the *installer*.

D. GENERAL EXCLUSIONS

1. Unless otherwise stated, Romtec is not proposing to meet any Buy America standard for materials.
2. The following items will be supplied by the *installer*:

<ol style="list-style-type: none">a. Site grading or asphalt pavingb. Masonry paversc. Mortar, grout, rebard. Wall hangers for toiletse. Grease trapsf. Latex epoxy paint & caulkg. Concrete & wood sealersh. Branch circuit breakersi. Fire alarm & fire suppression equipmentj. Switches & outletsk. Fasteners not included in product packaging	<ol style="list-style-type: none">l. Irrigation Equipment and controlsm. Gutters and downspoutsn. Lighting equipment not attached to the buildingo. Floor drainsp. Backflow check valves & drain valvesq. Freeze protectionr. Landscapings. Special inspection servicest. Permits and feesu. Site plans
--	--
3. Site visits by Romtec and/or Romtec's design professionals are not included in the proposal.
Note: If required, Romtec will issue a change order.
4. Romtec's proposed building design is based on the following standard design loads. The standard design loads are "average" for locations across the Country. Local design loads specific to this project may require changes to the building design, which may result in a price increase due to increased material costs.

<ol style="list-style-type: none">a. Roof Snow Load: 25 psfb. IBC Seismic Design Category: Cc. Design Wind Speed: 110 mph	<ol style="list-style-type: none">d. Allowable Soil Bearing: 1500 psfe. Occupancy Type: Uf. Type: VB
---	--
5. Romtec does not provide LEED/Green submittals as a standard service. Romtec can assist in providing documentation for products that may meet LEED/Green standards, but Romtec does not provide or fill out LEED credit forms. Unless specifically included in Romtec's proposal and quote, Romtec does not supply materials with the intent of meeting LEED standards. Any changes due to LEED or Green building requirements will result in a change order and increased lead times."

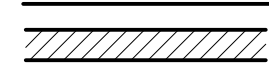

E. DELIVERY, STORAGE, AND HANDLING

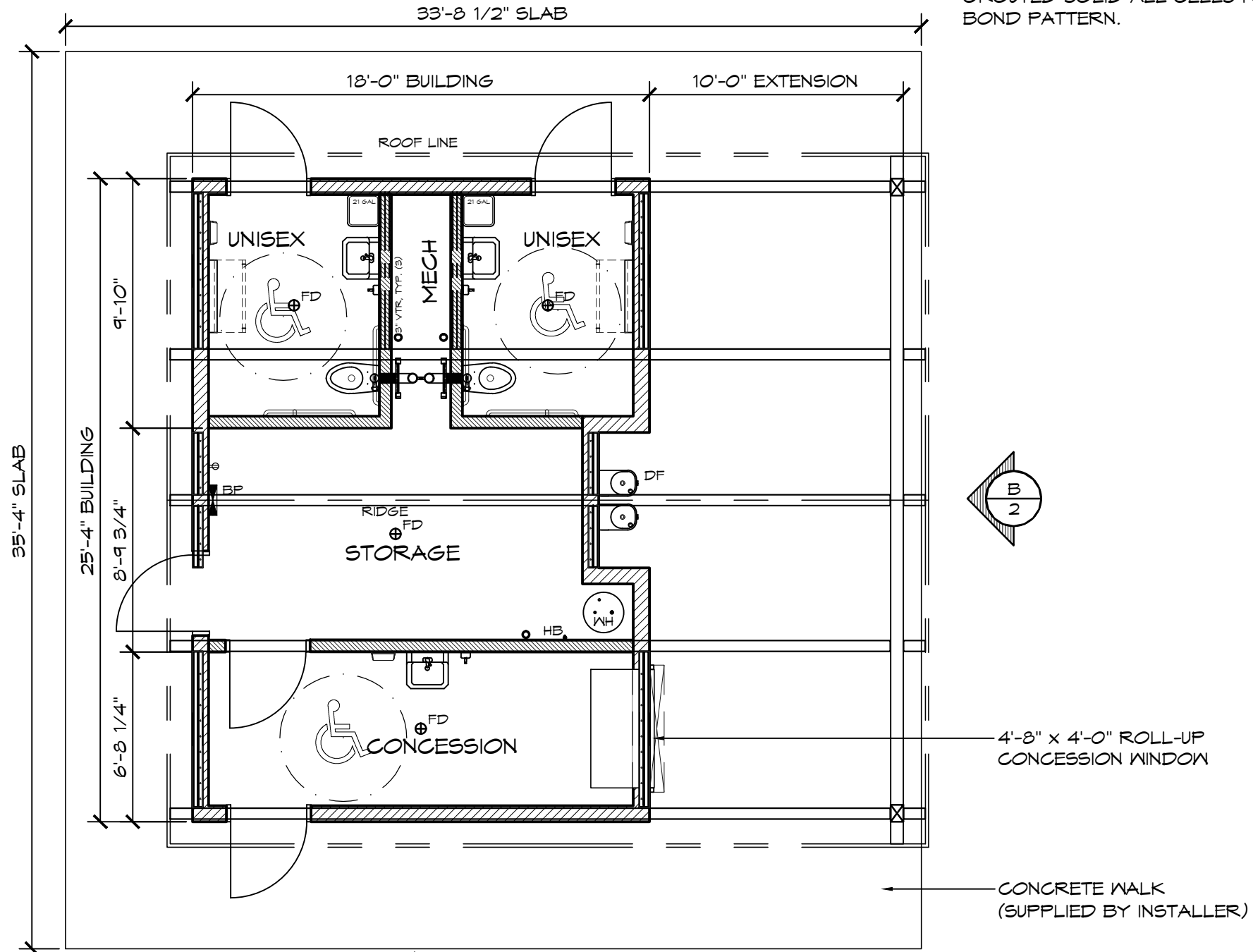
1. The *installer* will be responsible for all equipment and labor required for off-loading of the building onsite.
2. The *installer* will assume responsibility for adequate protection of materials from weather, damage, and pilferage or all warranties, expressed or implied may be voided.
3. Do not throw away the Operations & Maintenance manuals that are provided by some manufacturers in their packaging. It is the responsibility of the *installer* to collect and maintain these manuals.

LEGEND		
SYMBOL	DESCRIPTION	AREA/ QUANTITY
---	GABLE VENT	4
---	RIDGE VENT	4
≡≡≡	2x6 WOOD FILLER WALL	2
	EXTERIOR WALL LIGHTS	6
	INTERIOR CEILING LIGHTS	7
⊗	FLOOR DRAIN	4
⊕	ELECTRICAL OUTLET	1
▽ _{HB}	WALL HYDRANT	1
⊕ _{HB-1}	WALL FAUCET	1
(F) EF-3	ELECTRIC EXHAUST FAN EXHAUST FAN TO CFM (THROUGH FILLER WALL)	2
TP	TWO ROLL TP DISPENSER	2
M	MIRROR	2
TC	TRASH CAN	2
HD	WALL MOUNT HAND DRYER	3
SD	SOAP DISPENSER	3
DIAPER DECK	DIAPER DECK	2

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.

WALL TYPE SCHEDULE

-  8" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.
-  6" REINFORCED CONCRETE MASONRY BLOCK WALL WITH MORTAR JOINTS, GROUTED SOLID ALL CELLS RUNNING BOND PATTERN.



1 FLOOR PLAN
SCALE: 3/16" = 1'-0"

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PROJECT: 2086 SIERRA IV SINGLE-USER RESTROOM W/ CONCESSION & STORAGE-VALUE

**RADNOR TOWNSHIP
EMLEN TUNNELL PARK RESTROOM
WAYNE, PENNSYLVANIA**

SHEET TITLE: FLOOR PLAN

PROJECT#:	712	
MODEL#:	2086	
DATE:	08/01/18	
REVISIONS		
REV.	DATE	BY
9	08-01-2018	JS
10	09-13-2018	JS
DRAWN BY: JS		

SHEET NO.

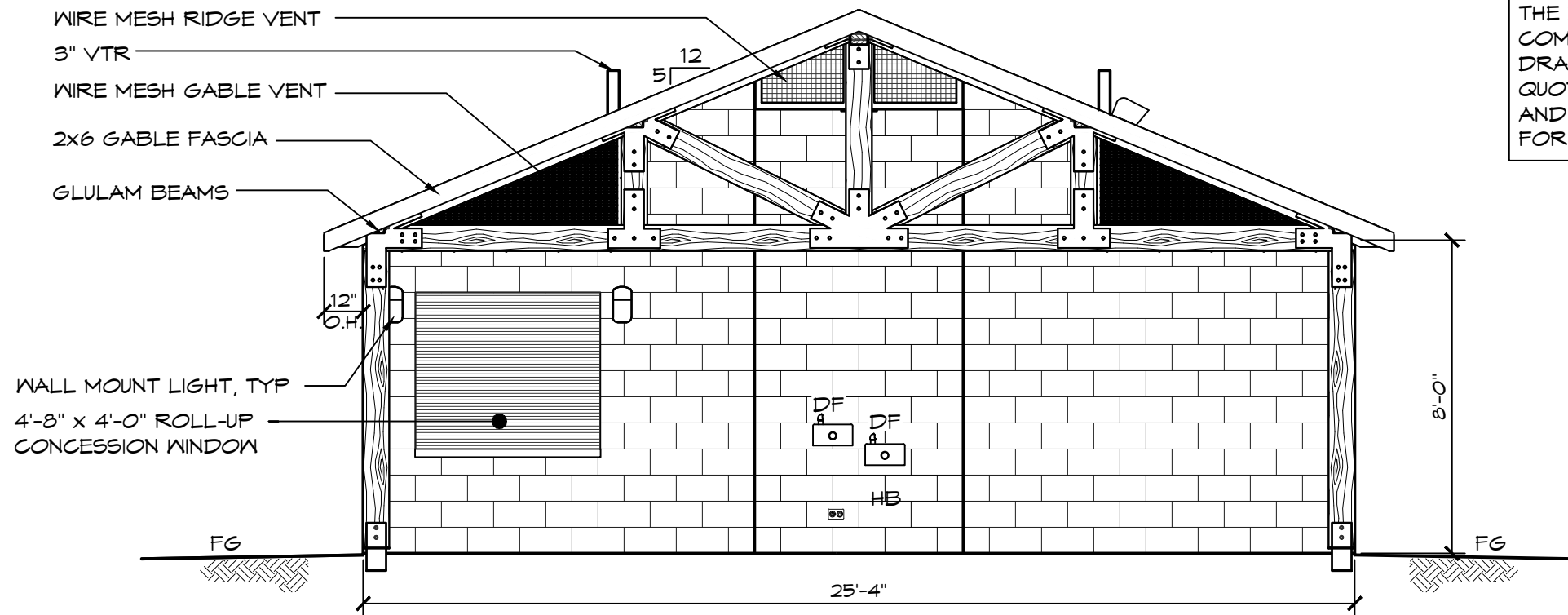
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ROMTEC

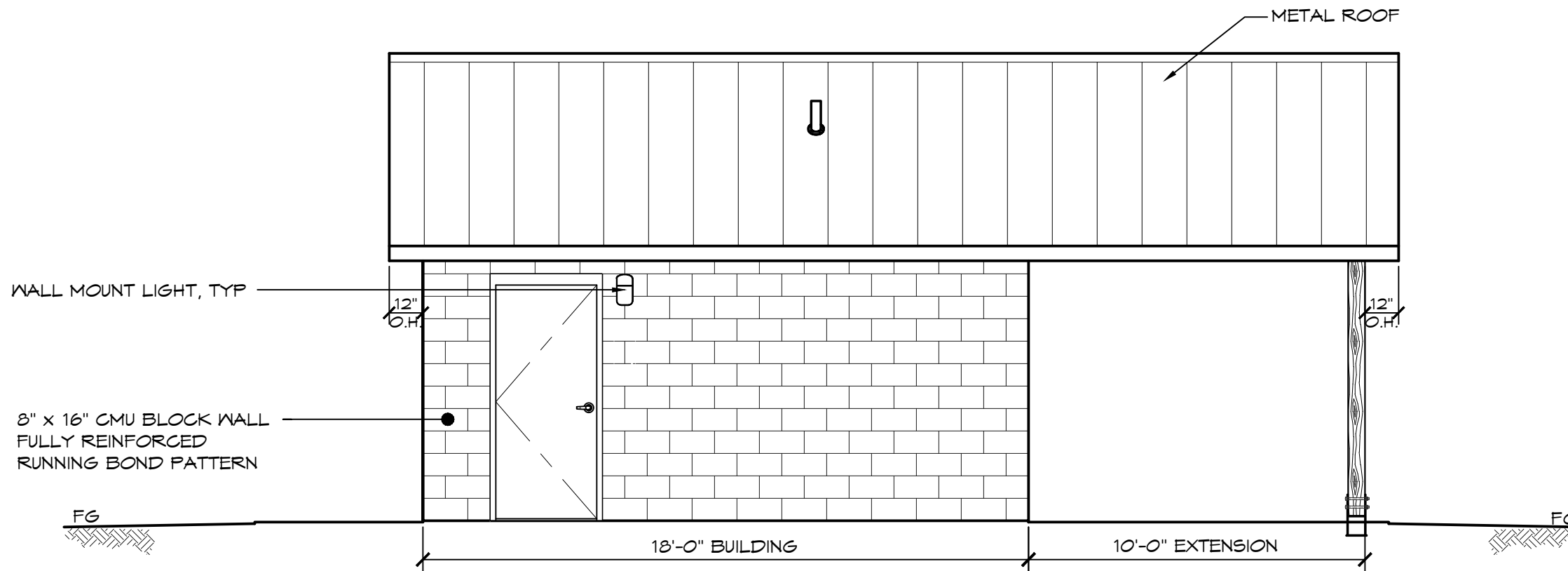
18240 NORTH BANK ROAD - ROSEBURG, OR 97470
(541) 496-3541 FAX (541) 496-0803

PRELIMINARY

THESE PLAN VIEW AND ELEVATION DRAWINGS ARE A PRELIMINARY ARCHITECTURAL REPRESENTATION OF THE BUILDING. ALL DIMENSIONS, FEATURES AND COMPONENTS SHOWN ON THESE PRELIMINARY DRAWINGS MAY OR MAY NOT BE PART OF THE QUOTE. PLEASE REFER TO THE "SCOPE OF SUPPLY AND SERVICES" LETTER PROVIDED WITH YOUR QUOTE FOR ROMTEC'S PROPOSED SCOPE OF SUPPLY.



B ELEVATION VIEW
 SCALE: 1/4" = 1'-0"



C ELEVATION VIEW
 SCALE: 1/4" = 1'-0"

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PROJECT: 2086 SIERRA IV SINGLE-USER RESTROOM W/ CONCESSION & STORAGE-VALUE

**RADNOR TOWNSHIP
 EMLEN TUNNELL PARK RESTROOM
 WAYNE, PENNSYLVANIA**

SHEET TITLE: ELEVATIONS

PROJECT#:	772	
MODEL#:	2086	
DATE:	08/01/18	
REVISIONS		
REV.	DATE	BY
9	08-01-2018	JS
10	09-13-2018	JS
DRAWN BY: JS		

ROMTEC
 18240 NORTH BANK ROAD - ROSEBURG, OR 97470
 (541) 486-3541 FAX (541) 486-0803

PRELIMINARY



18240 North Bank Rd.
 Roseburg, OR 97470
 P: 541-496-3541
 F: 541-496-0803
 E: service@romtec.com

Date 3/18/2019

PROPOSAL COSTARS-014-096



Emlen Tunnell Restroom

Customer: Radnor Township
 Tammy Cohen
 301 Iven Avenue
 Wayne, PA 19087

Quantity	Description	Extended Price
1	Emlen Tunnell Restroom & Conceesion w/ Storage	\$ 132,538.84
COSTARS DISCOUNT: Available only to qualified Pennsylvania State & Local Entities.		8.31% \$ (11,017.09)
ROMTEC INC. SUPPLY SUBTOTAL		\$ 121,521.75
Freight to: Wayne, PA		\$ 8,406.25
ROMTEC INC. PURCHASE ORDER TOTAL		\$ 129,928.00

*Quote based on - roof snowload of 25psf, IBC Seismic Design Category: C, Design Wind Speed: 115 MPH, Allowable Soule Bearing: 1500 psf, Occupancy Type: U, Construction: VB.

***DESIGN SERVICES INCLUDES AN INITIAL UNSEALED PLAN SET ON 11" X 17" FORMAT AND ONE SEALED REVISION IN RESPONSE TO COMMENTS. IN ANY ADDITIONAL REVISIONS, SEALING OR CHANGE IN PLAN SET SIZE ARE REQUESTED OR REQUIRED, AND ADDITIONAL DESIGN SERVICE WILL BE CHARGED.**

***Romtec's design servies quoted herein are conditioned upon, and cannot be purchased separate from, the purchase of the applicable Romtec building model.**

*This proposal includes the design & engineering by Romtec Inc. to produce a complete plan set that will meet the architectural and engineering code required in your state. In some cases local code may vary from typical state requirements and may result in a change in price that could not have been anticipated at time of quote.

*All prices listed above are F.O.B. Roseburg, OR. Freight prepaid and added. Delivery will be in accordance with a mutually agreed upon timeline as stated in the Romtec Inc. Notice to Proceed document.

*This proposal is effective for 90 days from above date; thereafter all prices are subject to change without notice

*Non-Agency orders must be placed on Romtec Inc. purchase order forms.

*Shipping price is effective for 30 days from above date; thereafter the shipping price is subject to change without notice.

*Romtec Inc. reserves the right to update its purchase order price if, for any reason, the time frame from received of Purchase Order to subsequent Scope of Supply and Design Submittal Aproval with Notice to Proceed by Romtec Inc.'s Customer exceeds 90 days.

*A payment schedule and extended terms will be established after the Purchase Order is received. Romtec Inc. will require a deposit payment upon receive of the signed Submittal Approval & Notice to Proceed. Deposit amount will be defined with the forthcoming paymenet schedule.

*This proposal does not include any applicable sales or use taxes.

Customer/Owner Authorized Signature	Date	Romtec Inc. Authorized Signature	Date
Customer/Owner Printed Name		Romtec Inc. Printed Name	
Customer/Owner Company			



Romtec, Inc. (ROMTEC) will provide the scope of supply as listed on the purchase order related hereto in accordance with the following terms and conditions:

1. **Terms of Payment.** Romtec offers terms upon approved payment bond and credit approval by Romtec's accounting department (to be determined at the time the Purchase Order is finalized and executed). Payments may be by check or wire transfer, Visa, MasterCard, Discover or American Express (a separate fee will be charged for payments exceeding \$20,000 made by credit card and for all COD deliveries). Romtec may agree to accept COD payment by bank certified funds or cashier's check if a carrier selected by Romtec ships materials.
 - a. **Credit terms.** Upon execution of the Purchase Order agreement, Customer shall provide a completed credit application (subject to Romtec's approval) and evidence of payment bond securing Customer's obligation to pay the balance of the purchase price in full. Credit terms are conditional and may be modified subsequent if in the opinion of Romtec management, new information or conditions warrant such modification.
 - b. **Payment terms.** To be established by Romtec's accounting department upon receipt of credit application.
 - c. **Government terms.** Net 35 days from date of shipment.
 - d. **Deviation from payment.** Time is of the essence with respect to Buyer's payment of the purchase price, and timely payment shall not be delayed or excused for any reason. Payment agreement between Buyer and other parties, or failure by other parties to pay Buyer or perform any agreement with Buyer shall not result in delay of payment to ROMTEC. ROMTEC does not accept partial payments, any offsets, and/or retainage against the Purchase Order price. Should Buyer not act according to the terms of payment for any reason, the terms granted will be revoked and any remaining goods or services not yet delivered are subject to pre-payment terms whereby payment, in full, is due 10 days prior to delivery. Any amounts not paid when due shall bear interest at the rate of 15 percent per annum or the highest lawful rate applicable, if such rate is less than 15 percent, from the date payment was due. The ROMTEC Warranty becomes null and void when payment is more than 5 business days past due.
 - e. **Tax.** Unless otherwise indicated on the ROMTEC quote or purchase order, any sales, use, consumption, value added or other goods/services based tax imposed by a state; county/local or other agency with jurisdictional authority is excluded from this order. Buyer is responsible for remitting any taxes that are applicable.
2. **Change Orders.** All Change Orders must be signed by the Buyer. Prices stated herein are valid for 90 days from the purchase order date, or two weeks from the purchase order date if unsigned, at which time ROMTEC may adjust its price if cost factors warrant. A change order will apply (charges will vary depending on the circumstances) for the following design/engineering events: (i) incurred costs related to ROMTEC making more than two revisions of plan documents in response to review comments, (ii) incurred costs of "resealing" plan documents, and (iii) incurred costs of changing plan set sizing from the standard 11" x 17" format. Additionally, any modifications (for any reason) to ROMTEC's Scope of Supply & Design Submittal, prior to formal approval, may result in a price adjustment. Any modification to ROMTEC's Scope of Supply & Design Submittal, after formal approval, requested or required by Buyer for any reason shall be performed by ROMTEC at Buyer's expense, as follows: (i) Buyer shall submit a written description of the modifications to ROMTEC; (ii) within 14 days of receipt of Buyer's description, ROMTEC shall provide to Buyer a written price quote for the modifications requested; (iii) Buyer shall pay the Change Order Invoice to ROMTEC in accordance with payment terms.
3. **Delay of Project.** Should progress of the project be delayed to where ROMTEC cannot produce and deliver six months from the date the purchase order is signed, Buyer will reimburse ROMTEC for all design and administrative expenses related to the completion of the Scope of Supply & Design Submittal as compensation for design services rendered, as well as expenses related to the authorized purchase or production of items requested. Additionally, Buyer agrees to accept cost increases that may occur during the time the project is delayed.
4. **Terms of Delivery.** ROMTEC will not be liable for any delay in the performance of orders or contracts, or in the delivery or shipment of goods, or for any damages suffered by the Buyer by reason of such delay, when such delay is beyond ROMTEC's control. All goods are shipped F.O.B. Roseburg, Oregon, which means that the risk of loss or damage to the goods and risk of delays in transit passes to the Buyer when the goods are duly delivered to the carrier at Roseburg, Oregon. ROMTEC has no control over arrival time of a shipment, and shall not be responsible for delays in shipments once the goods leave ROMTEC's plant.
 - a. **Procedures for Handling Products.** ROMTEC's suggested procedures for handling products are as follows:
 - (1) All ROMTEC materials, whether palletized or separated from a pallet, must be handled per the instructions detailed in the ROMTEC Scope of Supply & Design Submittal with respect to the specified model of ROMTEC restroom facility or component.
 - (2) All material received from, but not manufactured by ROMTEC must be handled per the specific handling instructions of the manufacturer of the material.
 - (3) PROPER HANDLING EQUIPMENT, ITS SUPPLY AND OPERATION ARE STRICTLY THE RESPONSIBILITY OF THE BUYER.
5. **Description of Products and Warranty.** ROMTEC's Scope of Supply & Design Submittal document (provided subsequent to this order) contains & defines ROMTEC's complete offering of its products and services (as applicable). In addition, Section 4 of the Scope of Supply & Design Submittal defines ROMTEC's Limited One Year Warranty.
6. **Time of Shipment and Delivery.** Unless otherwise specified on the purchase order, ROMTEC may ship goods pursuant to an order at any time after the goods are completed and ready for shipment. Further, unless payment has been made in advance, if a carrier holding a ROMTEC shipment ordered by a Buyer is ready to deliver the goods to the Buyer, the Buyer agrees to accept the goods at the carrier's earliest possible delivery date and time.
7. **Store & Invoice.** If Buyer delays shipment, regardless of the reason for delay, ROMTEC is permitted to invoice and the Buyer accepts the obligation to pay ROMTEC under its agreed upon payment terms, using the date the order was ready for shipment as the invoice date (if prepayment or COD terms apply, payment is due within 7 days from the time of delay). Once the order is invoiced, the materials shall become property of the agency/contractor. Further, ROMTEC may at its sole discretion invoice the Buyer for a **minimum** of \$450 per month for on-site storage. Deliveries that are delayed by the Buyer may be canceled by ROMTEC and the goods returned to ROMTEC at its discretion. Any costs or difficulties arising from the Buyer's act in delaying receipt of ROMTEC's shipments are the complete responsibility of the Buyer. The Buyer agrees to pay for the complete shipping cost if ROMTEC elects to cause the goods to be returned to ROMTEC or delivered to another Buyer.
8. **Cancellation.** Mutual acceptance of the purchase order indicates notice for ROMTEC to proceed with the provision of design services required in completing its Scope of Supply & Design Submittal. Buyer may only cancel the purchase order with the authorized signer of the ROMTEC purchase order. Should Buyer cancel its purchase order prior to granting Notice to Proceed in producing the building kit package, Buyer shall pay ROMTEC 30% of the project total as compensation for design services rendered. In addition, Buyer shall reimburse all expenses related to the authorized purchase or production of items requested prior to approval of the Scope of Supply & Design Submittal including administration expenses. ROMTEC requires that Buyer indicate approval of its supply offering by executing the signature page of its Scope of Supply & Design Submittal document and Notice to Proceed. Upon granting ROMTEC approval of its Scope of Supply Design Submittal and Notice to Proceed in producing the building kit package, the Buyer is waiving any rights to cancel its purchase order. ROMTEC does not accept returns or exchanges.
9. **Contract Documents.** Together with this Purchase Order, the following constitute the "Contract Documents" and the entire contract between the parties, either written or oral: (i) ROMTEC's Scope of Supply & Design Submittal, and (ii) Change Order form (if applicable).



10. **Attorney Fees.** If Buyer fails to pay any amount when due, and ROMTEC incurs any expenses in pursuit of collection, Buyer agrees to pay the reasonable attorney fees (whether or not litigation is commenced) and other costs of such collection.
 - a. In any dispute involving the interpretation or enforcement of this agreement or involving issues related to bankruptcy (whether or not such issues relate to the terms of this agreement), the prevailing party shall be entitled to recover from the non-prevailing party reasonable attorney fees, paralegal fees, costs, disbursements, and other expenses incurred by the prevailing party in the dispute, including those arising before and at any trial, arbitration, bankruptcy, or other proceeding, and in any appeal or review thereof. In addition, the amount recoverable by the prevailing party shall include an amount estimated as the fees, costs, disbursements, and other expenses that will be reasonably incurred in collecting a monetary judgment or award, or otherwise enforcing any order, judgment, award, or decree entered in the proceeding.
 - b. This agreement shall be interpreted and enforced according to the laws of the state of Oregon. The parties irrevocably submit and consent to the jurisdiction of the circuit courts of the State of Oregon for Douglas County, with respect to litigation regarding any dispute, claim or other matter related to this contract.
11. **Controlling Provisions.** The terms and conditions of this Purchase Order shall supersede and control any provisions, terms, and conditions contained on any confirmation order, Purchase Order, or other writing the Buyer may give or receive, and the rights of the parties shall be governed exclusively by the provisions, terms, and conditions hereof.
12. **Binding effect.** This Purchase Order agreement shall be effective and in force only when signed by Buyer and also signed by ROMTEC. ROMTEC must consent to any assignment of this Purchase Order agreement in writing. Subject to any restrictions upon assignment, this Purchase Order agreement shall be binding on and inure to the benefit of the heirs, legal representatives, successors, and assigns of the parties.
13. **Notice.** All notices required by this Purchase Order agreement shall be in writing addressed to the party to whom the notice is directed at the address of that party set forth in this Purchase Order agreement and shall be deemed to have been given for all purposes upon receipt when personally delivered; one day after being sent, when sent by recognized overnight courier service; two days after deposit in United States mail, postage prepaid, registered or certified mail; or on the date transmitted by facsimile. Any party may designate a different mailing address or a different person for all future notices by notice given in accordance with this paragraph.
14. **Modification.** No modification of this Purchase Order agreement shall be valid unless it is in writing and is signed by all of the parties.
15. **Interpretation.** The paragraph headings are for the convenience of the reader only and are not intended to act as a limitation on the scope or meaning of the paragraphs themselves. This agreement shall not be construed against the drafting party.
16. **Severability.** The invalidity of any term or provision of this agreement shall not affect the validity of any other provision.
17. **Waiver.** Waiver of any party of strict performance of any provision of this Purchase Order agreement shall not be a waiver of or prejudice any party's right to require strict performance of the same provision in the future or of any other provision.
18. **Counterparts.** This Purchase Order agreement may be executed in multiple counterparts, each of which shall constitute one agreement, even though all parties do not sign the same counterpart.

ROMTEC

#COSTARS-14 Romtec, Inc.
#GS-07F-0095M GSA Contract Number

COSTARS is the cooperative purchasing program of the Commonwealth of Pennsylvania Department of General Services. The COSTARS program provides registered local public procurement units as well as state affiliated entities and suppliers a tool to find and do business with each other effectively through the use of a contract established by DGS.

Any contract that DGS bids as a COSTARS contract is for exclusive use by local public procurement units (LPPUs) and state-affiliated entities who are registered with DGS as COSTARS members. Commonwealth executive and independent agencies are not eligible to register as COSTARS members and may not make purchases from the COSTARS contract. Where a statewide DGS contract exists, Commonwealth agencies are generally required to purchase supplies through that contract. Please call for information or go online to our website, www.romtec.com.

To receive a quote, contact the contractor at
Romtec, Inc.
18240 North Bank Road
Roseburg, OR 97470
Ryan Smith, Sales Manager
541/496-3541
service@romtec.com

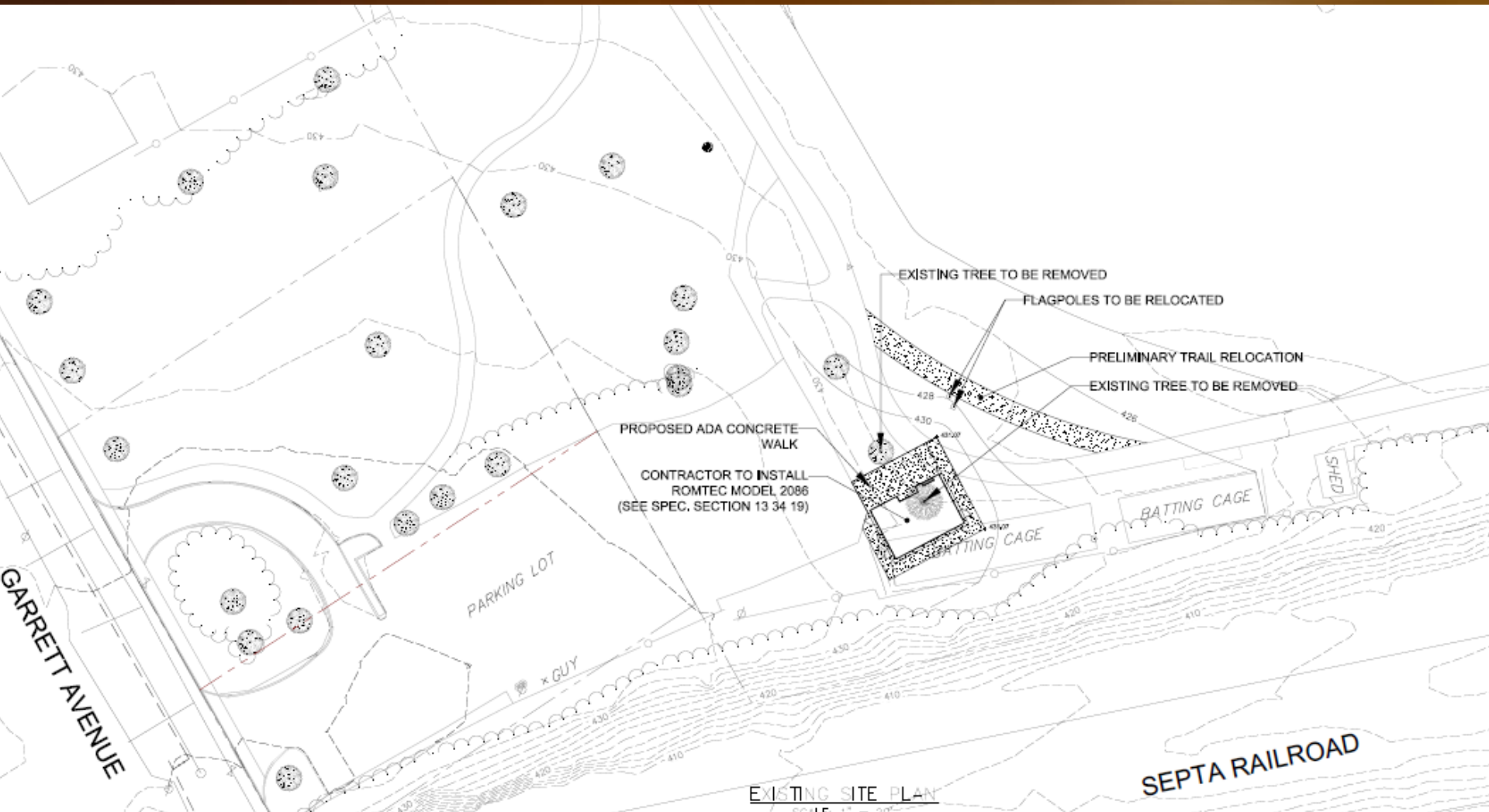
The Code definition of a "Local Public Procurement Unit" can be found at http://www.portal.state.pa.us/portal/server.pt/community/costars/1272/general_costars_program_faq%27s/264670

For more details on specific policies and guidelines regarding the COSTARS program, contact
DGS, COSTARS Program
555 Walnut Street
6th Floor, Forum Place
Harrisburg, PA 17101
Fax – 717-783-6241



18240 North Bank Road ~ Roseburg, OR 97470
PH: 541-496-3541, FAX: 541-496-0803
www.romtec.com email: service@romtec.com

Site Plan / Preliminary / Will be altered in final design



RADNOR TOWNSHIP

ENGINEERING DEPARTMENT



Memorandum

To: Radnor Township Board of Commissioners

From: Stephen F. Norcini, PE, Township Engineer *SN*

CC: Robert A. Zienkowski, Township Manager
William M. White, Assistant Manager/Director of Finance
Stephen J. McNelis, Director of Public Works

Date: April 3, 2019

Re: Discussion and Possible Motion regarding the corner area landscaping, tree replacement and paving of adjacent street parking in the Wayne Business Overlay District

At the regularly scheduled March 25th, 2019 Board of Commissioners meeting, representatives of the Wayne Business Association (WBA) were in attendance. Understanding the Commissioners may contemplate a Wayne Business Overlay District (WBOD) Master Plan in the long term, the WBA made the following short-term requests:

1. Remove (60) sixty existing street trees, and replace with (60) sixty Cleveland Select Pear trees within the WBOD
2. Resurface all street adjacent municipal parking areas in the WBOD
3. At the planting beds located at intersections within the WBOD, which currently have a river rock covering, remove the rock and plant similar to what is at the Township building, with various plants and install shredded bark mulch.

The Board of Commissioners requested that pricing for the WBA representatives' requests be provided. The pricing for items one and two are very high level, solely to provide magnitude. Upon creating of bid specifications, further refinement of the cursory pricing can be had. If the projects move forward, the bidding process will provide the final numbers.

Remove (60) sixty existing street trees, and replace with (60) sixty Cleveland Select Pear trees within the WBOD, high level, cursory cost estimate to define magnitude: \$181,528 (includes 15% contingency)

The tasks required for this project includes:

- a) Traffic control
- b) Removal of (60) sixty existing trees
- c) Stump removal
 - a. Stump removal will require sidewalk and curbing demolition
 - b. Some existing trees have raised the adjacent sidewalks, these areas will have to be removed.
- d) Soil enhancement
- e) Supply and install (60) sixty Cleveland Select Pear trees*
- f) Arborist inspection
- g) Site inspection
- h) Replace above referenced sidewalk and curbing

*The arborist has noted that it would be advisable to perform any planting in the fall, specifically September of this year. Also, it was noted that installing a monoculture of trees is not advisable, in the event a blight specific to that species of tree were had. The Arborist, and Shade Tree Commission Chairperson, Eileen Brett, have offered their services for tree selection.

Resurface all street adjacent municipal parking areas in the WBOD. High level, cursory cost estimate to define magnitude: \$217,598 (includes 15% contingency)

The tasks required for this project include:

- a) Traffic Control
- b) Milling (+/- 1.5") of existing asphalt
- c) Supply and install 1.5" 9.5 mm Superpave asphalt (resurfacing)*
- d) Pavement makings – striping for parking lot stalls (hot thermoplastic)
- e) Pavement markings – numbering for parking stalls
- f) Site inspection

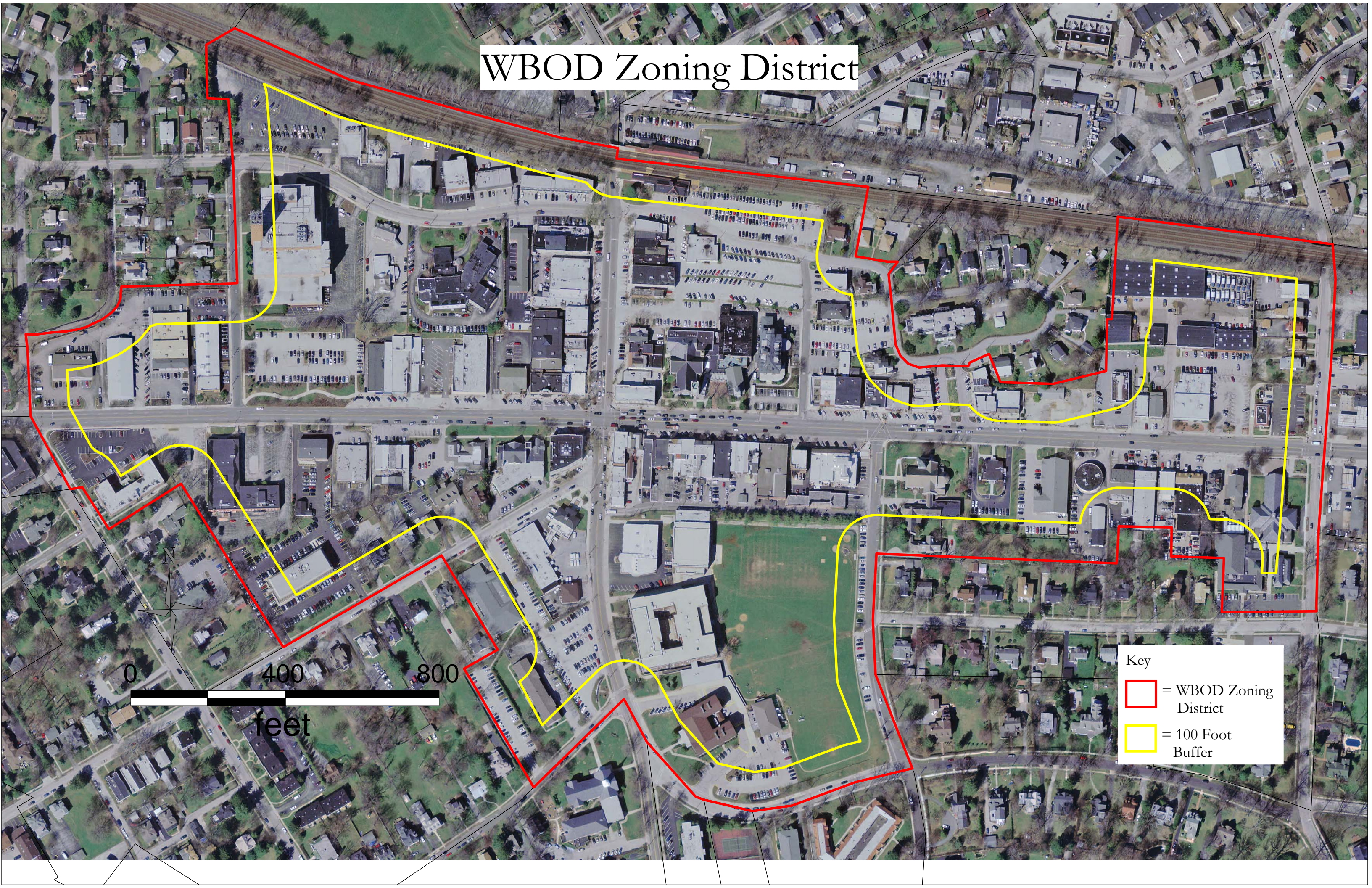
*From a scheduling standpoint, this work should be completed after tree planting, or possibly before, for the fact that both projects share the same general work area.

At the planting beds located at intersections within the WBOD, which currently have a river rock covering, remove the rock and plant similar to what is at the Township building, with various plants and install shredded bark mulch: \$29,941 (cost proposal from Mayfield Gardens)



My colleague, Steve McNelis, Director of Public Works, contacted Mayfield Gardens for a cost proposal. Please find enclosed a cost proposal for the required work, pictures of the plant material, and design sketches for the intersections (sketches for Louella and the bed by D'Amicantonio Shoe Store are forthcoming; the cost proposal does include this work).

SUMMARY			
Wayne Business Association Requests			
Task #	Description	Cost*	Timing**
1	Remove and replace sixty trees	\$181,528	Fall (September)
2	Resurface parking areas	\$217,598	Late summer or fall
3	Intersection Plantings	\$29,941	Immediate
	Estimated Total	\$429,067	
*Pricing for items 1 & 2 are high level, cursory estimates to provide magnitude of cost. Source of funding will determine bidding requirements, which affects pricing. ** Timing of tree planting is due to weather, source of funding may determine timing for the paving.			

WBOD Zoning District



Key

-  = WBOD Zoning District
-  = 100 Foot Buffer



April 3, 2019

RE: WAYNE BUSINESS DISTRICT - CORNERS
LANDSCAPING

RADNOR TOWNSHIP
301 Iven Ave.
Radnor, PA 19087
(610) 688-0503

SCOPE OF WORK:

- To remove existing river rock & fabric in bed areas
- To clean up sub-grade, scarify and loosen up any compaction
- Haul away debris
- To furnish & install new planting soil mix
- To furnish & install new plant material as per plan(s) by Mayfield Gardens Inc. (dated 4/1/19)

TOTAL LANDSCAPING: \$ 29,941.00

COST BREAK DOWN:

Total Material Cost: \$ 18,555.00
Total Labor Cost: \$ 11,386.00

If you should have any questions, please feel free to contact me. Thank you for the opportunity.

Sincerely,

Harry J. Hoplamazian

Harry J. Hoplamazian



Compact Inkberry



Goldmound Spirea



Soft Touch Holly



PJM Rhododendron



Liriope



Daylily



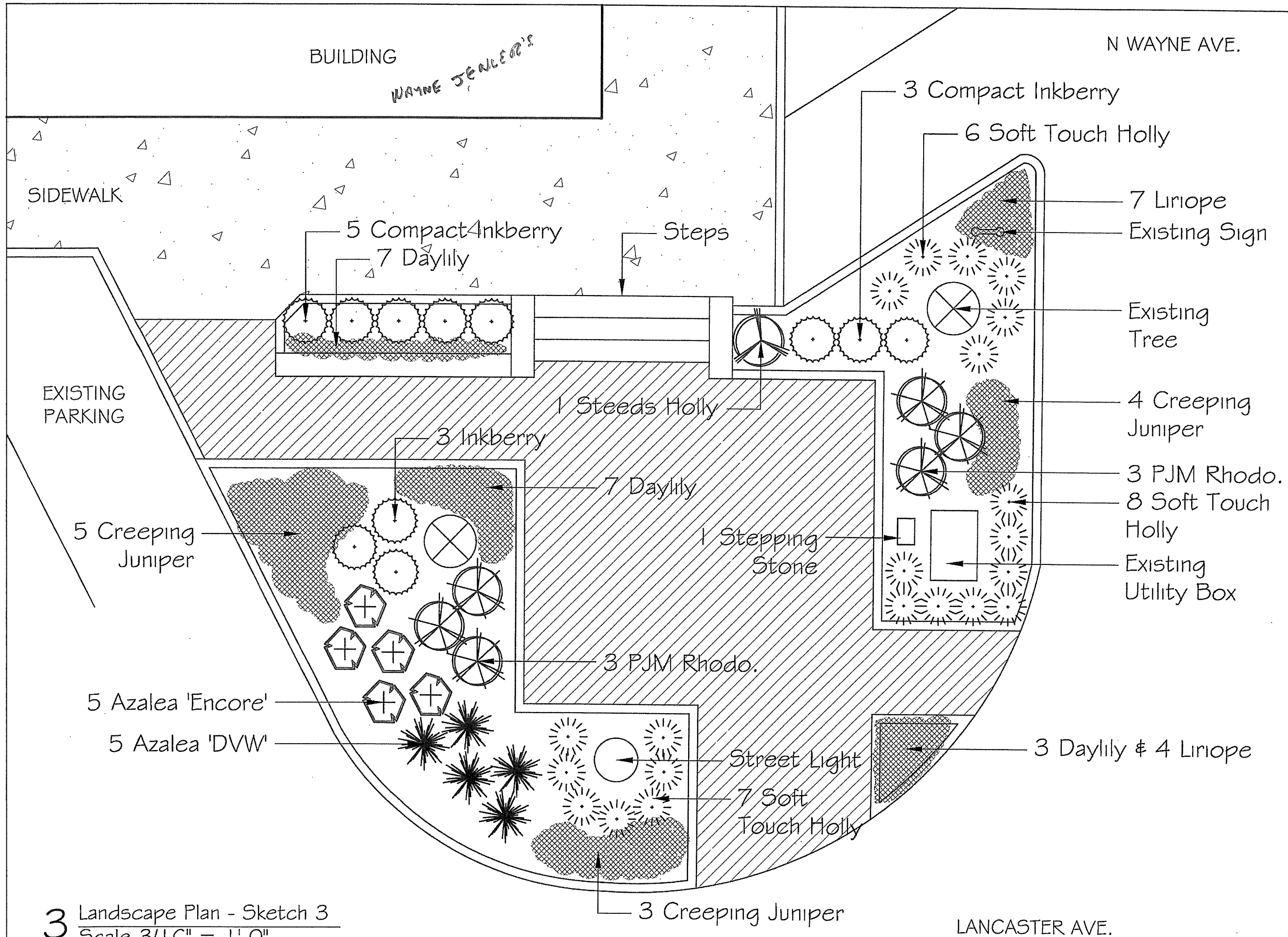
Azalea



Steeds Holly



Blue Chip Juniper



MAYFIELD GARDENS, INC.

960 South Hunt Road
 Newtown Square, Pa 19073
 610.353.0363

Landscape Plan: Sketch 3

April 1, 2019

WAYNE CENTER
 Route 30 & N Wayne Ave.
 Wayne, PA
 Scale: 3/16" = 1'-0"

3 Landscape Plan - Sketch 3
 Scale 3/16" = 1'-0"

LANCASTER AVE.

LANCASTER AVE.

6 Goldmound Spirea

6 Daylily

3 Compact Inkberry

Existing Sign

3 Soft Touch Holly

6 Liriope

3 Daylily

5 PJM Rhodo.

5 Soft Touch Holly

3 Creeping Juniper

Street Light

7 Liriope

3 Compact Inkberry

6 Daylily

3 PJM Rhodo.

5 Liriope

EXISTING PARKING

Existing Tree

4 Creeping Juniper

6 Goldmound Spirea

Existing Tree

5 Soft Touch Holly

S WAYNE AVE.

MAYFIELD GARDENS, INC.

960 South Hunt Road
Newtown Square, Pa 19073
610.353.0363

Landscape Plan: Sketch 4

April 1, 2019

WAYNE CENTER
Route 30 & 5 Wayne Ave.
Wayne, PA
Scale: 3/16" = 1'-0"

BUILDING

4 Landscape Plan - Sketch 4
Scale 3/16" = 1'-0"

29,941.00

LANCASTER AVE.

EXISTING PARKING

2 Goldmound Spirea

5 Compact Inkberry

3 Soft Touch Holly

5 Soft Touch Holly

3 Liriope

3 Liriope

3 Goldmound Spirea

5 Compact Inkberry

LOUELLA AVE.

CONCRETE RAMP

4 China Girl Holly

2 Goldmound Spirea

3 Liriope

BUILDING

EXISTING PARKING

MAYFIELD GARDENS, INC.

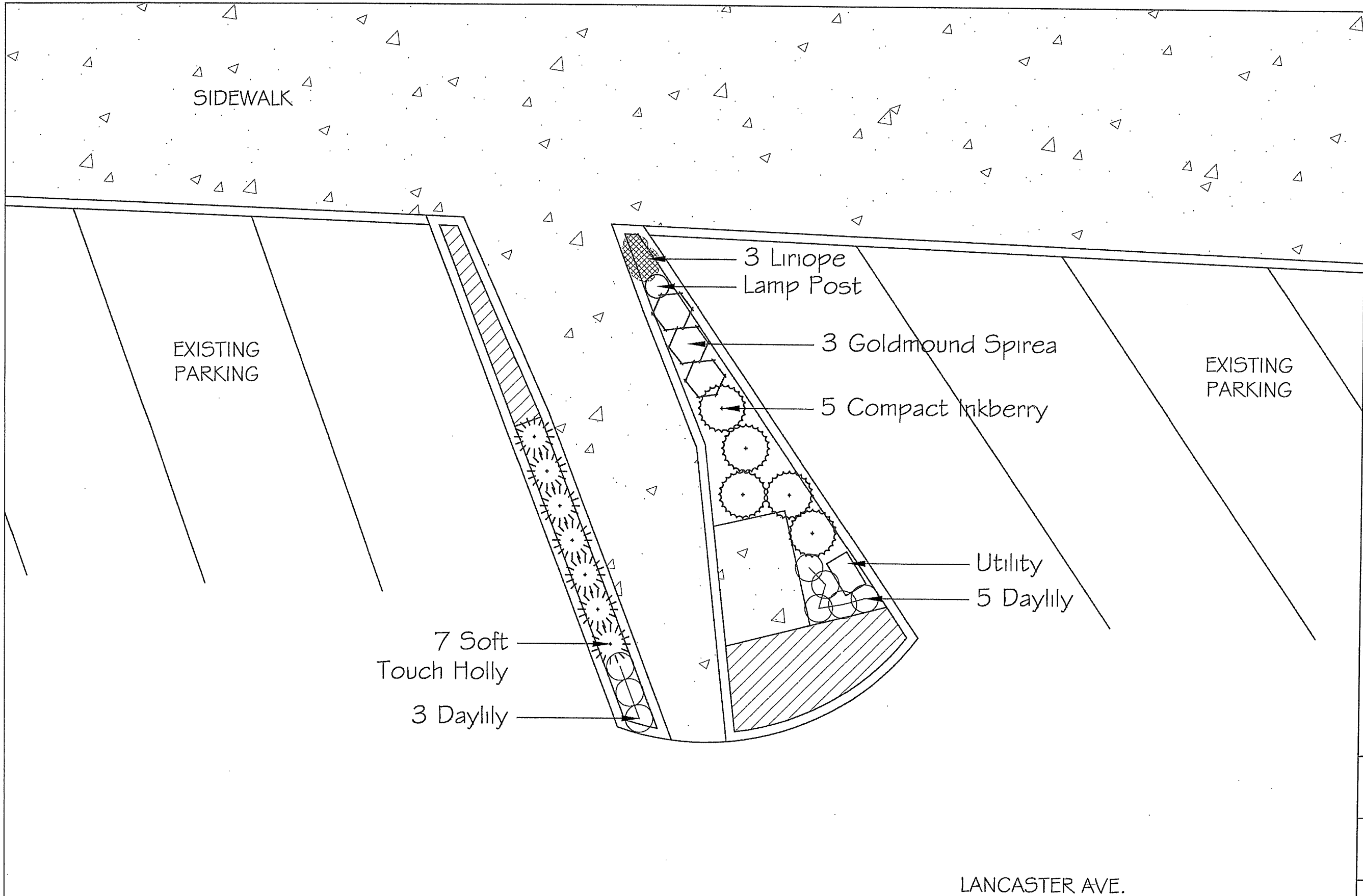
960 South Hunt Road
Newtown Square, Pa 19073
610.353.0363

Landscape Plan: Sketch 1

April 1, 2019

WAYNE CENTER
Route 30 & Louella Ave.
Wayne, PA
Scale: 3/16" = 1'-0"

Landscape Plan - Sketch 1
Scale 3/16" = 1'-0"



MAYFIELD GARDENS, INC.

960 South Hunt Road
 Newtown Square, Pa 19073
 610.353.0363

Landscape Plan: Sketch 2

April 1, 2019

WAYNE CENTER
 Route 30 & Lovella Ave.
 Wayne, PA
 Scale: 3/16" = 1'-0"

2 Landscape Plan - Sketch 2
 Scale 3/16" = 1'-0"

RESOLUTION NO. 2019-22

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, ADOPTING THE GOAL SETTING REPORT OF THE ORGANIZATIONAL RESOURCES GROUP DATED MARCH 20, 2019

WHEREAS, the Board of Commissioners met on Monday, March 11, 2019 for training and for setting goals for the Township over the next twenty-four (24) months; and

WHEREAS, the goal setting session was led by Martin Jenkins, Senior Associate with the Organization Resources Group Board; and

WHEREAS, Mr. Jenkins interviewed and emailed all seven members of the Commission and has reported on Commissioner comments and priorities.

NOW, THEREFORE, be it **RESOLVED** that the Radnor Township Board of Commissioners does hereby adopt the following goals as a guideline for the use of Township and Board resources in addressing these priority issues in Radnor Township government.

1. Funding mechanisms for long-term capital program.
2. Develop policy incorporating set traffic control limitations to be considered when business or institutional development plans are presented to the board.
3. Determine long-term funding plan for the three fire companies.
4. Develop an emergency preparedness plan for township organization, the community and our businesses, institutions and organizations.

SO RESOLVED, this _____ day of April, 2019.

RADNOR TOWNSHIP

By: _____

Name: Lisa Borowski

Title: President

ATTEST: _____

Robert A. Zienkowski, Township Manager/Secretary

Discussion of
Emergency
Communications

Solicitor Review of the CICD