

**BOARD OF COMMISSIONERS**

**REVISED AGENDA**

**Monday, July 17, 2017 - 6:30 PM**

Pledge of Allegiance

Notice of Executive Session preceding the Board of Commissioners meeting of July 17, 2017

1. Election of President

2. Consent Agenda

- a) Disbursement Review and Approval: 2017-06D
- b) Approval of Meeting Minutes from the June 12, 2017 and June 26, 2017 Board of Commissioners meeting
- c) Staff Traffic Committee Meeting Minutes – June 21, 2017
- d) HARB Certificate Approval:
  - HARB-2017-13 – 210 N Wayne Avenue – Addition to rear of house (continued from June 7, 2017 meeting)
  - HARB-2017-14 – 525 Louella Avenue – New Single Family Home, Queen Anne Style
- e) Resolution #2017-84 - Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersections of North Wayne Avenue/Station Avenue/West Avenue & North Wayne Avenue/Poplar Avenue
- f) Resolution #2017-80 - Award of the Contract for Line Striping and Pavement Markings on Township Street
- g) Resolution #2017-85 - Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersection of Conestoga Road and Sproul Road
- h) Resolution #2017-86 - Awarding Horn Plumbing and Heating, Incorporated, the Contract for Separating and Repairing a Combined Lateral, on Orchard Way, to Comply with Township Code
- ~~i) Resolution #2017-83 – Authorizing Publication Rights for The Radnor Township Newsletter to Radnor Life & Style with a cost of \$7,500.00~~

3. Public Participation

4. Recognitions of Community Members

- Art Lewis – Radnor High School Scholarship Fund
- Garrett Hill 4<sup>th</sup> of July Committee
- ~~• Radnor Studio 21~~

5. Willows Update

6. Committee Reports

**FINANCE & AUDIT**

A. Q2 2017 Finance Update Presentation

**PUBLIC SAFETY**

B. Ordinance #2017-10 - (**Adoption**) authorizing one (1) new handicapped parking space to be placed in front of 51 Garrett Avenue

**PUBLIC WORKS & ENGINEERING**

C. Motion Authorizing Creating a Steering Committee for the Radnor Township & Haverford Township Joint Comprehensive Plan

D. Presentation - MS4/Pollution Reduction Plan Update, by Meliora Design, Incorporated.

- E. Resolution #2017-88 - Requesting a Multimodal Transportation Fund Grant from the Pennsylvania Department of Community and Economic Development for Pedestrian Improvements along Lancaster Avenue (S.R. 0030) from Garrett Avenue to Barley Cone Lane
- F. Resolution #2017-89 - Requesting a Multimodal Transportation Fund Grant from the Pennsylvania Department of Community and Economic Development for Pedestrian Improvements along N. Wayne Avenue (S.R 1046) from Woodsworth Court to Eagle Road (S.R. 1042)
- G. Resolution #2017-90 - Requesting a Multimodal Transportation Fund Grant from the Pennsylvania Department of Community and Economic Development for Pedestrian Improvements along Glenmary Road for approximately 250 feet from King of Prussia Road (S.R. 1021) to the cul-de-sac street accessing several residential properties

**PERSONNEL & ADMINISTRATION**

**LIBRARY**

**PUBLIC HEALTH**

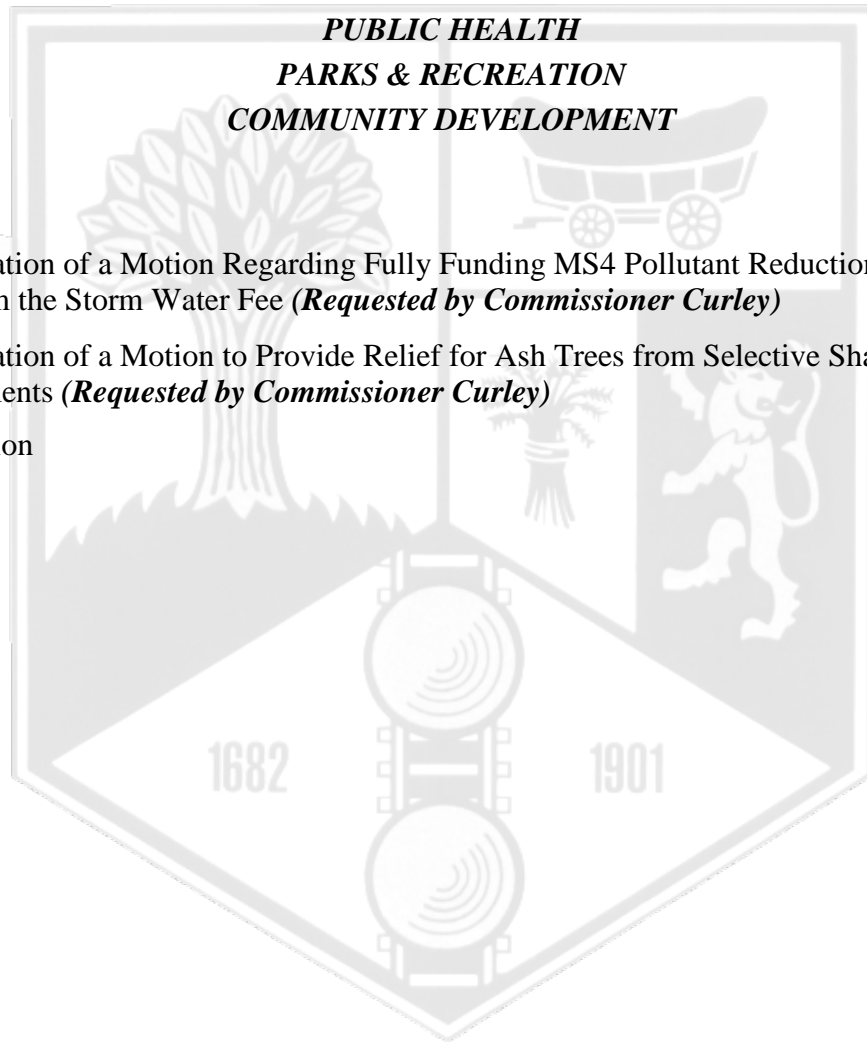
**PARKS & RECREATION**

**COMMUNITY DEVELOPMENT**

Old Business  
New Business

- Consideration of a Motion Regarding Fully Funding MS4 Pollutant Reduction Requirements for 2018 from the Storm Water Fee (**Requested by Commissioner Curley**)
- Consideration of a Motion to Provide Relief for Ash Trees from Selective Shade Tree Ordinance Requirements (**Requested by Commissioner Curley**)

Public Participation  
Adjournment



# Election of President

**RADNOR TOWNSHIP**  
**DISBURSEMENTS SUMMARY**  
**July 17, 2017**

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The table below summarizes the amount of disbursements made since the last public meeting held on June 26, 2017. 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>

<b>Fund (Fund Number)</b>	<b>2017-6D June 23, 2017</b>	<b>Total</b>
General Fund (01)	\$433,350.01	\$433,350.01
Sewer Fund (02)	13,190.55	13,190.55
Storm Sewer Management (04)	1,047.50	1,047.50
Capital Improvement Fund (05)	60,727.49	60,727.49
OPEB Fund (08)	124,663.07	124,663.07
Investigation Fund (12)	450.00	450.00
Police K-9 Fund (17)	48.99	48.99
\$8 Million Settlement Fund (18)	1,085.00	1,085.00
The Willows Fund (23)	77.13	77.13
Library Improvement Fund (500)	129,629.38	129,629.38
<b>Total Accounts Payable Disbursements</b>	<b>\$764,269.12</b>	<b>\$764,269.12</b>
<i>Electronic Disbursements</i>	n/a	2,728,455.01
<b>Grand Total</b>	<b>\$764,269.12</b>	<b>\$3,492,724.13</b>

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 insure 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,



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William M. White  
*Finance Director*

**ELECTRONICALLY PAID DISBURSEMENT LISTING**  
**Estimated Through August 14, 2017**

Description	Account No.	Date	Purpose	Amount
Credit Card Revenue Fees - Estimated	Various Funds	8/10/2017	7/17 Credit Card Revenue Processing Fees	\$5,000.00 *
Credit Card Revenue Fees - Actual	01-Variou	Variou	6/17 Credit Card Revenue Processing Fees	\$6,328.12
Debt Payment	Various Funds	7/15/2017	US Bank GOB Series A 2013	\$624,203.58
Debt Payment	Various Funds	7/15/2017	US Bank GOB Series B 2013	\$259,675.00
Payroll [Pension] Transaction - Estimated	07-492-4980	8/1/2017	8/17 Police Pension Payments	\$186,839.03
Payroll [Pension] Transaction - Estimated	11-495-4980	8/1/2017	8/17 Civilian Pension Payments	\$137,409.28
Payroll [Bi-Weekly] Transaction - Estimated	01-various	7/13/2017	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	7/13/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	7/13/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	7/27/2017	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	7/27/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	7/27/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
Payroll [Bi-Weekly] Transaction - Estimated	01-various	8/10/2017	Salaries and Payroll Taxes - General Fund	\$485,000.00
Payroll [Bi-Weekly] Transaction - Estimated	02-various	8/10/2017	Salaries and Payroll Taxes - Sewer Fund	\$17,500.00
Payroll [Bi-Weekly] Transaction - Estimated	17-various	8/10/2017	Salaries and Payroll Taxes - K-9 Fund	\$500.00
<b>Period Total</b>				<b>\$2,728,455.01</b>

Submitted: \_\_\_\_\_



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

<u>Original Estimate</u>			<u>Actual Amount</u>
\$485,000.00	6/29/2017	Salaries and Payroll Taxes - General Fund	\$466,480.33
\$17,500.00	6/29/2017	Salaries and Payroll Taxes - Sewer Fund	\$14,094.18
\$500.00	6/29/2017	Salaries and Payroll Taxes - K-9 Fund	\$271.28
<b>\$503,000.00</b>			<b>\$480,845.79</b>
\$485,000.00	7/15/2017	Salaries and Payroll Taxes - General Fund	\$479,386.91
\$17,500.00	7/15/2017	Salaries and Payroll Taxes - Sewer Fund	\$14,921.80
\$500.00	7/15/2017	Salaries and Payroll Taxes - K-9 Fund	\$826.41
<b>\$503,000.00</b>			<b>\$495,135.12</b>
\$45,000.00	7/1/2017	CDL Bonus Payment - General Fund	\$44,991.76
\$5,000.00	7/1/2017	CDL Bonus Payment - Sewer Fund	\$4,069.71
<b>\$50,000.00</b>			<b>\$49,061.47</b>
<u>Original Estimate</u>			<u>Actual Amount</u>
\$186,839.03	7/1/2017	Police Pension Payroll	\$186,839.03
\$138,810.52	7/1/2017	Civilian Pension Payroll	\$137,409.28
<b>\$325,649.55</b>			<b>\$324,248.31</b>

**TOWNSHIP OF RADNOR**  
**Minutes of the Meeting of June 12, 2017**

The Radnor Township Board of Commissioners met at approximately 6:45 PM in the Radnorshire Room in the Radnor Township Municipal Building, 301 Iven Avenue, Wayne, PA 19087

**Commissioners Present**

<i>Elaine Schaefer, President</i>	<i>Phil Ahr, Vice President</i>	<i>Donald Curley</i>	<i>Luke Clark</i>
<i>John Nagle</i>	<i>Richard F. Booker</i>	<i>James C. Higgins</i>	

**Also, Present:** *Robert A. Zienkowski, Township Manager; John Osborne, Township Treasurer; John Rice, Township Solicitor; William White, Assistant Township Manager and Finance Director; Steve Norcini, Director of Public Works; William Colarulo, Superintendent of Police; Tammy Cohen, Director of Community Programming and Recreation; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.*

President Schaefer called the meeting to order

Commissioner Schaefer announced that item h under the consent agenda as well as the item under new business relating to Shade Tree Ordinance will be removed from the agenda.

Notice of Executive Session on June 12, 2017 preceding the Board of Commissioners meeting

There was an Executive Session held on June 12, 2017 where all commissioners attended and matters of personnel, litigation and real estate were discussed.

1. Consent Agenda

a) Disbursement Review and Approval: 2017-05C, 2017-05D, 2017-06A

b) Staff Traffic Committee Meeting Minutes – May 17, 2017

c) Resolution #2017-73 - Authorizing the clearance of a surplus vehicle in the Police Department

d) Resolution #2017-75 - Authorizing an Electronic Recycling and Shredding Event to be Hosted by Radnor Township

e) Resolution #2017-76 – Authorizing Gannett Fleming, Incorporated to Perform Infiltration Testing at the North Wayne Train Station

f) Motion Authorizing the Public Works Department to Receive Sealed Bids for the 2017 Super pave Resurfacing Program

g) Motion for Emergency Repair – Installation of Sump Pumps at the Radnor Memorial Library

h) ~~HARB HARB 2017 13 210 N Wayne Avenue 14'x14' addition to the right rear corner of the house.~~

A resident requested for item e to be removed from the consent agenda.

Commissioner Clark made a motion to approve with the removal of item e, seconded by Commissioner Ahr. Motion passed 7-0.

2. Recognition of Richard Petrella for 15 Years of Service

Mr. Zienkowski, Township Manager & Steve Norcini, Director of Public Works and Engineering recognized Rick Petrella for his 15 years of service with the Township and his Retirement.

3. Recognition of Police and Community Members

Superintendent of Police along with both Deputy Superintendents presented the following with recognitions for recent incidents – Detective Jamie Metzler – Solving and arresting two people at the New Gulph

Children's Center at 610 Conestoga Road, Villanova, Pennsylvania in regards to a bomb threat. TJ Maxx Community Award – Assisting with many arrests and a pocketbook theft ring. K-9 Bear – Officer Lunger and K-9 Bear were called to the rear of 734 East Lancaster Avenue where a track and search began pursuing a fleeing subject. K-9 Bear searched and located a cell phone that was dropped by an actor during a foot pursuit. The information collected on the phone made it possible for the Detectives to identify a suspect.

4. Appointment of Solicitor Stephen Harris to the Radnor Ethics Board

Commissioner Ahr made a motion to appoint Stephen Harris as Ethics Board Solicitor, seconded by Commissioner Curley.

There was a brief discussion amongst the Commissioners.

Commissioner Ahr called the vote, motion passed 5-1 with Commissioner Booker opposed and Commissioner Schaefer abstaining.

5. Appointment of Township Engineer

Commissioner Curley made a motion to appoint Stephen Norcini as Township Engineer, seconded by Commissioner Nagle.

There was a brief discussion amongst the Commissioners in support of the appointment.

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

6. Public Participation

Toni Bailey, Conestoga Village – She read a statement in regards to the soil testing which was performed at Villanova University.

Marty Costello – He announced that on June 18, 2017 at 6 PM at the War Memorial in Wayne will be the second Flags of Our Fathers in honor of the Cowan Family.

Heidi Diskin, 6<sup>th</sup> Ward Candidate for Commissioner – She commented in regards to the Pine Tree Road Traffic Calming.

Sara Pilling, Garrett Avenue – She commented in regards to her concerns about Climate Control.

Toni Bailey, Conestoga Village – She commented in regards to the Pine Tree Road Traffic Calming.

7. Committee Reports

**PARKS & RECREATION**

A. Willows RFP Presentations and Possible Motion to Proceed with a Firm

a. Real Estate Strategic Planning Advisors LLC

Greg Fischer representing Real Estate Strategic Planning Advisors LLC made a brief presentation which can be found on the Township website at: <http://www.radnor.com/DocumentCenter/Home/View/16445>

b. Landmark Hospitality

*c. Barton Partners*

Representatives of Barton Partners made a brief presentation which can be found on the Township website at: <http://www.radnor.com/DocumentCenter/Home/View/16446>. There was a brief discussion amongst the Commissioners and presenters.

Commissioner Schaefer made a motion to retain Barton Partners, Urban Partners and RETTEW at a cost not to exceed \$24,000 to proceed with the proposal they have submitted with the added feature that they will have an additional presentation of their final plan and they will assure check-ins at Board of Commissioners meeting by the Steering Committee at all of the meetings in the summer, seconded by Commissioner Nagle.

Public Comment

Joe Reiser, Inverary – He commented in regards to support of Barton Partners proposal.

Jim Giegerich – He commented in regards to his support of the proposal.

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

*B. Presentation by Radnor Conservancy – Parks & Open Space Stewardship Presentation*

Gretchen Groebel and Laura Luker briefly discussed Parks & Open Space Stewardship which can be found on the Township website at: <http://www.radnor.com/DocumentCenter/Home/View/16470>. There was a discussion amongst the Commissioners and staff. Mr. Zienkowski commented that he has received communication from Upper Merion Township about joining them to go out for bid to harvest trees attacked by the Emerald Ash Borer.

Public Comment

Marty Joseph, Inverary – He commented in regards to his support of the harvesting.

Jane Galli, Conestoga Village – She commented in support of the harvesting.

Dan Sherry, Wayne – He commented in regards to his concerns of the Radnor Conservancy.

***PUBLIC SAFETY***

*C. Ordinance #2017-08 (Adoption) changing the existing parking sign on Beatrice Drive from “No Parking, 8am - 6pm” to “No Parking Except Holidays”*

Commissioner Schaefer made a motion to adopt ordinance 2017-08, seconded by Commissioner Nagle.

Public Comment

Toni Bailey – She commented that Villanova students are a large contributor to the parking problem.

Commissioner Schaefer called the vote, motion passed 6-0 with Commissioner Higgins abstaining.

***PERSONNEL & ADMINISTRATION***

*D. Consideration of Resolution #2017-78 - Regarding a Policy for Cell Towers in the Willows and Surrounding Parks (requested by Commissioner Curley)*

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



Commissioner Curley gave a brief background in regards to the above resolution. There was an in-depth discussion amongst the Commissioners and staff in regards to cell towers in the Township Parks.

Public Comment

Dan Sherry, Wayne – He commented in regards to a prior email which stated that the resolution would be voted down.

Alan Brink, Hermitage Drive – He commented in regards to cell antennas hooked to utility poles within the Township.

Jake Abel – He commented that he is not in support of cell towers in the parks and would like to see the resolution be approved.

Mollie Plotkin – She commented that she would like to see more research into cell phone coverage for Public Safety.

Georgette McCauley, Inverary- She commented that her personal opinion is she is more concerned about a commercial entity at the Willows than a cell tower.

Sara Pilling, Garrett Avenue – She commented that she sees the resolution as setting a protocol.

Commissioner Schaefer called the vote, motion failed 3-4 with Commissioners Higgins, Schaefer, Ahr and Nagle opposed.

*E. Resolution #2017-74 for eligible non-union personnel to follow the longevity schedule as approved under the Consolidated Collective Bargaining Agreement (CBA) with the Radnor Association of Township Employees (RATE) beginning January 1, 2017 through December 2023*

Commissioner Ahr made a motion to approve, seconded by Commissioner Nagle. Motion passed 5-2 with Commissioners Booker and Curley opposed.

***FINANCE & AUDIT***

*F. Ordinance #2017-09 - (Introduction) - Amending the 2017 Capital Budget for the Township Capital Improvement Fund by Transferring Appropriations*

Commissioner Ahr made a motion to introduce ordinance #2017-09, seconded by Commissioner Schaefer.

There was a brief discussion amongst Commissioners in regards to potential other sidewalk projects throughout the Township.

Commissioner Schaefer called the vote, motion passed 6-0 with Commissioner Higgins out of the room.

*G. Resolution #2017-77 Award the capital lease financing for various Public Works vehicles previously approved by the Board of Commissioners to City National Capital Finance, LLC at an interest rate of 1.66% for a term of five years*

Commissioner Ahr made a motion to approve, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Higgins out of the room.

## From Consent Agenda

Resolution #2017-76 - Authorizing Gannett Fleming, Incorporated to Perform Infiltration Testing at the North Wayne Train Station

Ken Taylor, Willow Avenue requested that this item was removed from consent agenda. He asked for clarification of the project and if this would be compatible with the more enhanced proposed project. Mr. Norcini explained that SEPTA provided the Township with \$100,000 for stormwater management construction beneath the Wayne Train Station parking lot. The Township was to prepare the design and bidding documents. The proposal before the Board of Commissioners is for Gannett Fleming to perform subsurface investigation at the Wayne Train Station, in the form of infiltration testing. The results of this procedure will provide insight into the ability of the soils at the train station to infiltrate runoff. The design of the stormwater management system will be based, in part, on the results of the subsurface investigation.

Commissioner Ahr made a motion to approve, seconded by Commissioner Nagle. Motion passed 6-0 with Commissioner Higgins absent.

**COMMUNITY DEVELOPMENT**H. Discussion of Additional Zoning Ordinance Amendments – Recommended by the Planning Commission regarding Medical Office/Parking

Solicitor Rice reviewed his Memo which can be found in the meeting packet. There was a conversation amongst the Commissioners in regards to the memo excerpts below.

- 1. Medical Office Parking** – *The Planning Commission recommends that the parking standard be revised. The restrictions we have most commonly seen are either four spaces for each doctor within the office plus one space for every other employee or one space for every 150 square feet of gross floor area in the office. It is recommended that, if the Township wants to enact a specific parking requirement for medical office, to use the 150 square foot requirement since it is much easier to calculate and enforce. This new parking standard would be added at Section 280-103 (11) of the Zoning Ordinance.*
- 2. Parking Garages** – *There has been much discussion over the years in regards to the Township's current language allowing the construction of parking garages within the PLO Zoning District found at Section 280-63 (C) (5). Currently, the language in this Section states that a parking structure as an accessory use may be constructed "...for the purpose of eliminating allowable surface parking..." This language has created ambiguity in its application. In order to clarify, the Planning Commission recommends the following:*
  - A. The Applicant must calculate the amount of total surface parking required by Ordinance for the proposed uses on a site; and*
  - B. The Applicant must show that it currently can supply the required parking on the property as surface parking in compliance with all applicable ordinances, codes, rules and regulations; and*
  - C. The Applicant must show the area of surface parking to be eliminated by construction of a proposed parking garage. The area where surface parking would be eliminated remains unimproved and preserved as open space, buffering or other similar amenity in perpetuity.*
- 3. Reserve Parking Provisions** – *Reserve parking requirements typically include the following components:*
  - A. The Township would permit a reduction of the number of parking spaces required by ordinance to be initially developed in order to limit the amount of paved parking areas and to limit stormwater runoff.*
  - B. The Applicant would be required to demonstrate, using existing and projected employment, customer or resident data, that a reduction in the required off-street parking spaces to be initially developed has merit.*
  - C. The Applicant would submit a plan showing both the parking areas to be initially constructed and designating spaces proposed to be reserved for future use if deemed necessary by the Township. Both present and reserved parking areas would have to be accounted for in the stormwater system.*
  - D. The Applicant would execute a recordable agreement which would permit the Township to require the additional parking if determined to be necessary by the Township.*

**4. Shared Parking Provisions** - *Although the Planning Commission did not specifically discuss this item, we recommend this be added for discussion since it has been an ongoing issue with multiple adjacent uses.*

Commissioner Schaefer made a motion to move forward with more specific ordinance language on items 1, 2 & 3, seconded by Commissioner Ahr. Motion failed 2-4 with Commissioners Booker, Clark, Curley and Nagle opposed and Commissioner Higgins absent.

Commissioner Curley made a motion to proceed with item 2 of the memo, seconded by Commissioner Clark. Motion passed 5-1 with Commissioner Booker opposed and Commissioner Higgins absent.

***PUBLIC WORKS & ENGINEERING***

*None*

***LIBRARY***

Commissioner Ahr gave an update on the walkthrough which occurred of the construction progress at the Library.

***PUBLIC HEALTH***

They are on Summer Cycle. Commissioner Nagle did forward the Board of Health the report from RETTEW which was completed of the ground and soil at the Villanova University construction site.

*Old Business*

*None*

*New Business*

- *Discussion of the Need for Changes to the Shade Tree Ordinance, A Master Street Tree Plan and Other Matters (Requested by Commissioner Higgins)*

Removed from Agenda

*Public Participation*

Roberta Winters, Williams Road – She commended the Board about discussing issues proactively such as some of the ordinances and cell towers which were discussed this evening.

Dan Sherry, Wayne – He commented in regards to a Solicitor being appointed to the Ethics Board and his concerns with previous comments made about whether to proceed with or without a Solicitor.

*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 June 26, 2017**

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

**Commissioners Present**

Elaine Schaefer, President      Phil Ahr, Vice President      Donald Curley      Luke Clark  
Richard F. Booker                  James C. Higgins

**Commissioners Absent**      John Nagle

**Also Present:** Robert A. Zienkowski, Township Manager; John Osborne, Township Treasurer; John Rice, Township Solicitor; Robert Tate, Assistant Finance Director; Steve Norcini, Township Engineer; William Colarulo, Superintendent of Police; Roger Philips, Township Engineer; Amy Kaminski, Traffic Engineer and Jennifer DeStefano, Executive Assistant to the Township Manager.

President Schaefer called the meeting to order

Commissioner Schaefer reminded the public that there is a Special Board of Commissioners meeting scheduled for July 10, 2017 where longtime liabilities, pension and capital needs will be discussed. She also commented that she will step down as President at the July 17, 2017 Commissioners meeting as she is now working full-time for a nonprofit organization and they have asked her to reduce her responsibilities here. At the July 17<sup>th</sup> meeting, there will be an election for President.

Notice of Executive Session on June 26, 2017 preceding the Board of Commissioners meeting

There was an Executive Session held on June 26, 2017 where all commissioners attended with exception of Commissioner Nagle where matters of personnel, litigation and real estate were discussed.

Mr. Albert Neumann from the Department of Defense presented Mr. Zienkowski with the My Boss is a Patriot Award. Mr. Zienkowski was nominated by Master Sergeant Kevin Kochanski who is also the Townships Zoning Officer and Director of Community Development.

1. Consent Agenda

- a) Disbursement Review and Approval: 2017-06B, 2017-06C
- b) Acceptance of Department Monthly Reports
- c) Stormwater Management Ordinance Waiver Request: 127 Pine Tree Road — Requesting a Waiver from Stormwater Requirements, based on removed impervious surface
- d) Approval of Meeting Minutes from the May 8, 2017 and May 22, 2017 Board of Commissioners meeting
- e) Resolution #2017-82 — Rescind all awards that have in the past been bestowed upon William Spingler by Radnor Township (Requested by Commissioner Booker)

Items c, d and e were asked to be removed from the consent agenda by Commissioners.

Commissioner Clark made a motion to approve items a & b of the consent agenda, seconded by Commissioner Ahr. Motion passed 6-0 with Commissioner Nagle absent.

Approval of Meeting Minutes from the May 8, 2017 and May 22, 2017 Board of Commissioners meeting

Commissioner Curley commented that he had 2 revisions to the May 22, 2017 minutes on pages 3 and 4. Commissioner Curley made a motion to approve the minutes with the two revisions, seconded by Commissioner Clark. Motion passed 6-0 with Commissioner Nagle absent.

Resolution #2017-82 - Rescind all awards that have in the past been bestowed upon William Spingler by Radnor Township (Requested by Commissioner Booker)

Commissioner Higgins made a motion to table the resolution, seconded by Commissioner Schaefer.

There was an in-depth discussion and comments amongst the Commissioners and the Township Treasurer in regards to the above resolution.

Public Comment

Dan Sherry, Wayne – He discussed that he is in support of the resolution and reasons why.

Leslie Morgan, Farm Road – She thanked Mr. Sherry, Mr. Osborne and Commissioner Booker for his comments.

Toni Bailey, Conestoga Village – She commented about the lack of compassion to the victim in this matter.

Commissioner Schaefer called the vote to table, motion failed 3-3 with Commissioners Booker, Clark and Curley opposed.

Commissioner Booker made a motion to approve the resolution, seconded by Commissioner Clark.

Public Comment

Dan Sherry, Wayne – He commented in regards to that many other institutions have revoked awards and honors of Bill Cosby who has not been found guilty.

Commissioner Ahr made the following motion to amend the resolution to read - *hereby officially rescinds the honorary award previously bestowed.* Motion fails for lack of a second.

Commissioner Schaefer called the vote that Commissioner Booker made, motion passed 4-2 with Commissioners Schaefer and Higgins opposed and Commissioner Nagle absent.

2. Announcement of Vacancies on Boards and Commissionsa) Environmental Advisory Council - 1 Vacancy – b) Shade Tree Commission - 1 Vacancy

Commissioner Schaefer announced that there are currently the following vacancies: 1 – Environmental Advisory Council and 2 on the Shade Tree Commission. Any interested residents please forward your letter of interest to Mr. Zienkowski, Township Manager, Radnor Township, 301 Iven Avenue, Wayne, PA 19087 or email at [rzienkowski@radnor.org](mailto:rzienkowski@radnor.org).

3. Appointment of Interim Public Works Director

Mr. Zienkowski recommended Steve McNelis and Mark Domenick as Interim Public Works Director. Commissioner Schaefer made a motion to appoint Steve McNelis and Mark Domenick to interim Public Works Director, seconded by Commissioner Ahr. Motion passed 6-0 with Commissioner Nagle absent.

#### 4. Public Participation

Kim Crews-Englehard – Chair of the Garrett Hill 4<sup>th</sup> of July Parade – She announced the upcoming parade in Garrett Hill on July 4<sup>th</sup> which will be held at Emlen Tunnell Park this year due to the construction at Clem Macrone. She invited everyone of all ages to attend.

#### 5. Committee Reports

##### **FINANCE & AUDIT**

##### A. Ordinance #2017-09 - (Adoption) - Amending the 2017 Capital Budget for the Township Capital Improvement Fund by Transferring Appropriations

Bob Tate, Assistant Finance Director gave the following background of the ordinance, the 2017 Budget was adopted by the Board on December 12, 2016 with Ordinance 2016-15. Further, the Board passed a motion at their May 8, 2017 meeting authorizing the grant application and necessary funding for four sidewalk projects. During the discussion, the Board agreed to transfer the appropriations from the South Wayne Parking lot project to the sidewalk group to adequately fund these sidewalk projects.

Commissioner Ahr made a motion to adopt, seconded by Commissioner Schaefer. Motion passed 6-0 with Commissioner Nagle absent.

##### B. Resolution #2017-79 - Board acceptance of the 2016 Comprehensive Annual Financial Report and Independent Audit Report

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

Ed Caine, member of CARFAC briefly discussed the resolution above. There was a brief discussion amongst the Commissioners.

Commissioner Schaefer called the vote, motion passed 6-0 with Commissioner Nagle absent.

##### **PUBLIC WORKS & ENGINEERING**

##### C. Presentation and Possible Motion: Stormwater Management Advisory Committee Presentation, and Possible Motion, Requesting Authorization for Receipt of Proposals for the Preliminary Design of Stormwater Management Projects

Paige Maz, SWMAC made a brief presentation in regards to proposed stormwater projects. There was an in-depth discussion amongst the Commissioners and staff. It was agreed upon that the conversations will continue the projects during the upcoming budgeting process.

##### D. Ordinance #2017-11 – (Introduction) - Amending chapter 142, Certificates of Occupancy and Chapter 235, Sewers to provide for the elimination of stormwater into the township's sanitary sewer system

Commissioner Higgins and Steve Norcini gave a brief overview of the proposed ordinance.

The Radnor-Haverford-Marple Sewer Authority (RHM) has notified the Township that RHM currently does not have capacity for Radnor Township. This means that the Township cannot allow new connections to the public sewer system. The ramifications of this is that Land Development projects, as well as single homes, will not be able to be connected to the public sewer system, effectively putting a halt on these projects. We currently have projects that are on hold due to this situation.

The issue stems mainly from a trunk line in Springfield Township, that purportedly does not have the capacity to convey additional upstream flows (Radnor Township). This has been an ongoing situation for years, and has now reached critical mass. The Department of Environmental Protection (DEP) wishes (and RHM is recommending) to have the Township require the laterals of homes being sold inspected, to address Inflow & Infiltration (I&I). The idea being that a decrease in I&I will free up capacity for sanitary sewer flows. It is well known that laterals can be a large source of I&I, so the logic is sound. The township currently inspects for sump connections to the sanitary sewer system as part of the Certificate of Occupancy inspection. There are complications to enacting a program of this type.

The possible issue is the impact, i.e. cost, to our residents selling their home. To have the lateral inspected would entail the resident hiring a plumber or other firm to televisive the lateral, the cost of Township inspection, and the greater cost, repairing or replacing the lateral. Newer homes built under today's standards would be less likely to entail replacement of their lateral. Older homes, specifically those with vitrified clay or asbestos cement pipe have a higher probability of repairing or replacing their lateral.

Bill Toal, Solicitor for Radnor Haverford Marple Sewer Authority and William Zahn, an engineer with the RHM discussed the need for the ordinance. There was an in-depth discussion amongst the Commissioners, staff and Township Solicitor and agreed that the Public Works subcommittee of the Board of Commissioners will review the ordinance and provide feedback to the Board.

*E. Ordinance #2017-12 – (Introduction) - Amending Chapter 235, section 235-5, Sewers, to provide standards for discharge into the public sewer system to avoid obstructions in sewer and drain pipes, prohibiting pollutants from being discharged into the public sewer system, and prescribing penalties for violations of the ordinance*

Steve Norcini gave the following background - The impetus for proposing this amendment to the ordinance is to update the "General Discharge Prohibitions" section (section C), but just as importantly to address grease in the sanitary sewer system (section D). Eating establishments can, at times, discharge grease into their laterals, which is problematic. When this grease reaches the Township's sewer mains and causes backups (Sanitary Sewer Overflows-SSO), the problem becomes one of cost and manpower for the Township, with possible property damage to our residents. The draft ordinance amendment before the Board of Commissioners will not only allow Township personnel to inspect the grease traps of establishment's who are thought to be discharging grease, but also allows for enforcement and penalties in that regard (section F). There was a brief discussion amongst the Commissioners and staff. It was agreed that a redline version of the ordinance will be presented to the Commissioners at the next meeting and will be introduced.

*Stormwater Management Ordinance Waiver Request: 127 Pine Tree Road – Requesting a Waiver from Stormwater Requirements, based on removed impervious surface*

The owners of 127 Pine Tree Road, Mr. Brown and Ms. DeHoratious, are requesting a waiver to reduce the size of the Stormwater management facility associated with the relocation of the driveway and an addition to the house

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

Public Comment

Diane Edbril – She is in support of the waiver but would like the Stormwater Ordinance to be reevaluated.

Christina Perrone – She is in support of the waiver as well but would also like the Stormwater Ordinance to be revised to include credit for removing impervious surfaces.

Commissioner Schaffer called the vote, motion passed 6-0 with Commissioner Nagle absent.

***PERSONNEL & ADMINISTRATION***

***F. Resolution #2017-81 - Willows Mansion Steering Committee & Board Discussion on the Creation, Composition, Direction & Duties of the Committee***

There was an in-depth discussion amongst the Commissioners discussing their concerns with forming a steering committee and how to proceed.

Commissioner Ahr made a motion to approve, seconded by Commissioner Schaefer. Commissioner Ahr withdrew his motion.

Commissioner Curley made a motion that the Board recognizes the Willows Steering Committee as indicated in the Barton proposal, that the group is free to assemble any way it sees fit, free to expand or contract as it sees fit, the Board invites input from the group as well as all members of the Public and the Board pledges its consideration of that input; seconded by Commissioner Booker.

**Public Comment**

Christina Perrone – She commented that she is in support of the motion and of all meetings to be public.

Roberta Winters, Williams Road – She requested if Barton Partners could review the League of Women Voters survey which was completed on the future of the Willows.

Commissioner Schaefer called the vote, motion passed 6-0 and Commissioner Nagle absent.

Commissioner Curley made a motion that Barton Partners should consider the following assumptions in its financial analysis – 1 to limit the number of events in excess to around 50 people to 20 event per year; 2 limit the number of people in excess to 100 people to around 12 events per year; 3 that there should be no capital improvements that expand the amount of parking available for the activity. Motion seconded by Commissioner Clark. Motion failed 3-3 with Commissioners Higgins, Schaefer and Ahr opposed and Commissioner Nagle absent.

Commissioner Curley made a motion that the financial analysis include an analysis of the selective restoration and that this analysis be provided for comparison, seconded by Commissioner Clark. Motion failed 3-3 with Commissioners Higgins, Schaefer and Ahr opposed and Commissioner Nagle absent.

***PUBLIC SAFETY***

***G. Ordinance #2017-10 - (Introduction) authorizing one (1) new handicapped parking space to be placed in front of 51 Garrett Avenue***

Commissioner Schaefer made a motion to introduce, seconded by Commissioner Higgins. Motion passed 6-0 with Commissioner Nagle absent.

***LIBRARY***

Commissioner Booker discussed that the Library held a meeting last week with an update of the construction progress and there has been some noted delay due to weather, etc..



***PUBLIC HEALTH***

*None*

***PARKS & RECREATION***

*None*

***COMMUNITY DEVELOPMENT***

*None*

*Old Business*

*None*

*New Business*

Steve Norcini, Township Engineer gave a brief update on the emergency replacement of the force main on King of Prussia Road. Updates to the project can be found on the Township website or inquires to [kopconstruction@radnor.org](mailto:kopconstruction@radnor.org).

*Public Participation*

Jim Giegerich – He spoke in regards to a plan that he has for the N. Wayne Field to help with the flooding in that area.

Roberta Winters, Williams – Commented about item E on agenda that she would like to see the word Institutional incorporated.

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

*Respectfully submitted,*

*Jennifer DeStefano*

# RADNOR TOWNSHIP POLICE DEPARTMENT

301 Iven Avenue  
Wayne, Pennsylvania 19087-5297  
(610) 688-0503 ☎ Fax (610) 688-1238

**William A. Colarulo**  
**Police Superintendent**

- TO:** A Staff Traffic Committee Meeting was held on June 21, 2017 and was attended by Deputy Superintendent Christopher Flanagan; Corporal Kevin Gallagher; Bill Cassidy, Public Works Field Leader; Commissioner Philip Ahr, Commissioner James Higgins, Amy Kaminski, Gilmore and Associates Traffic Engineer; Tammy Cohen, Director of Recreation and Programming; Lori DeNicola, Administrative Assistant, John Nelson, and Toni Bailey, Radnor residents.
- FR:** William A. Colarulo
- RE: STAFF TRAFFIC COMMITTEE MEETING HELD IN THE POLICE ROLL CALL ROOM, WEDNESDAY, JUNE 21, 2017, 10:00 AM.**

## **NEW BUSINESS:**

1. Installation of a crosswalk or a traffic signal indicating pedestrians attempting to cross at Skunk Hollow Park near the Saw Mill Bridge.

Staff Traffic recommends a site visit with the Police Department, Parks and Recreation, Amy Kaminski, and the Public Works Department, to evaluate the various options. Staff Traffic reports no incidents or other complaints at this pedestrian crosswalk.

2. Albert Murphy is requesting traffic restrictions on Belrose Avenue.

Staff Traffic recommends sending a letter to the state to see if GPS apps can be updated to bridge height restriction. Bill Cassidy, Public Works Field Leader, reports bridge height warning signs are in place and very visible. Mr. Murphy specifically requests trucks stuck at bridge to have advance warning. This will prohibit from turn around at Belrose Lane and Glenmary Road.

3. Paul Atkins is requesting a traffic signal be added to Lancaster Avenue at the Pembroke Road intersection.

Staff Traffic recommends following up with Paul Atkins to confirm his specific concerns.

4. School student pick up traffic at Saint Katharine's on Midland Avenue.

Staff Traffic recommends setting up a meeting with Saint Katharine's to review better traffic flow problems. Staff Traffic also reports that Radnor Middle School traffic contributes to this issue as well on a daily basis during the school year.

5. The Main Line Chamber Foundation requests permission to hold their Annual Main Line Chamber of Commerce 5K to be held on Sunday, September 10, 2017 at 8:30 AM.

Staff Traffic recommends the approval of the Main Line Chamber of Commerce 5K.

#### **OLD BUSINESS:**

1. Renae Geary is requesting a stop sign at the intersection of Barley Cone Lane and Buckingham Road.

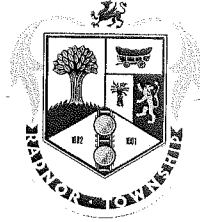
Staff Traffic states it does not meet warrants for a stop sign. The resident at 123 Buckingham Road will be requested to cut back bushes to increase sight distance. Highway Patrol Officer Lacey has made contact with the resident.

2. Traffic calming on County Line Road related to the intersections of Montrose Avenue and Roberts Road.

Staff Traffic recommends Amy Kaminski following up with Steve Norcini.

# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



**NAME OF OWNER:** ROMANO ANTHONY & JACQUELINE  
**OWNER ADDRESS:** 210 N WAYNE AVE, WAYNE, PA 19087  
**ADDRESS OF PROPERTY:** 210 N WAYNE AV , WAYNE PA 19087  
**APPLICATION NUMBER:** HARB-2017-13

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

**Addition to the rear of the house.**

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:**

Approved as submitted.

**ISSUED:** Monday, July 17, 2017

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

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# CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board  
Radnor Township, Pennsylvania



**NAME OF OWNER:** ROCKWELL GLYNN LP  
**OWNER ADDRESS:** 124 E STATE STREET, MEDIA, PA 19063  
**ADDRESS OF PROPERTY:** 525 LOUELLA AV , WAYNE PA 19087  
**APPLICATION NUMBER:** HARB-2017-14

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

**New single family home - Queen Anne's style.**

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:**

Approved as submitted.

**ISSUED:** Monday, July 17, 2017

**TOWNSHIP OFFICIAL**

**ACCEPTED BY APPLICANT**

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**RESOLUTION NO. 2017-84**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE  
COUNTY, PENNSYLVANIA, AUTHORIZING THE  
TOWNSHIP TO SUBMIT A TRAFFIC SIGNAL  
APPLICATION FOR N. WAYNE AVENUE (SR 1046) &  
WEST AVENUE /STATION ROAD AND WAYNE AVENUE (SR 1046) &  
POPLAR AVENUE TO THE PENNSYLVANIA  
DEPARTMENT OF TRANSPORTATION**

*WHEREAS*, the Township wishes to proceed with the design of a proposed traffic signal at N. Wayne Avenue (SR 1046) & West Avenue/Station Road and Wayne Avenue Poplar Avenue; and

*WHEREAS*, the traffic signal's design must be approved by the Pennsylvania Department of Transportation; and

*WHEREAS*, the Pennsylvania Department of Transportation requires a resolution noting the authority of the Board of Commissioners and its President to submit an application for Traffic Signal Approval; and

*WHEREAS*, the Board of Commissioners of Radnor Township, Delaware County is hereby resolved by the authority of the same; and

*WHEREAS*, the President of the Board of Commissioners of Radnor Township is authorized and directed to submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of Radnor Township; and

*WHEREAS*, the President of the Board of Commissioners of Radnor Township is authorized and directed to sign the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of Radnor Township.

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby approve and authorize the aforementioned regarding the submission of a traffic signal permit for Wayne Avenue (SR 1046) & West Avenue/Station Road and Wayne Avenue Poplar Avenue.

*SO RESOLVED* this 17th day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_

Name: \_\_\_\_\_  
Title: President


ATTEST: \_\_\_\_\_

Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED MOTION**

**DATE:** March 6<sup>th</sup>, 2016

**TO:** Radnor Township Board of Commissioners

**FROM:** Stephen F. Norcini, P.E., Director of Public Works 

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

**LEGISLATION:** Resolution 2017-84: Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersections of North Wayne Avenue/Station Avenue/West Avenue & North Wayne Avenue/Poplar Avenue

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**LEGISLATIVE HISTORY:** The Board of Commissioners approved this project in 2016.

**PURPOSE AND EXPLANATION:** The Board of Commissioners budgeted \$114,120 for this project with the 2016 Capital Plan, and awarded the design phase of the project to Gilmore in January of this year. The purpose this resolution is to allow staff to submit a traffic signal application (please see attached T-160) to Penn DOT, for the improvements at North Wayne and Poplar Avenue, and North Wayne Avenue and Station/West Avenues.

**IMPLEMENTATION SCHEDULE:** If approved by the Board of Commissioners, the T160 will be executed and submitted to Penn DOT.

**FISCAL IMPACT:** There is no additional fiscal impact to the Township by passing this Resolution. The Township has been responsible for the maintenance and upkeep of the current intersection, and will continue to do so for the proposed intersection.

**RECOMMENDED ACTION:** *I respectfully request that the Board approve Resolution 2017-84: Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersections of North Wayne Avenue/Station Avenue/West Avenue & North Wayne Avenue/Poplar Avenue*

**MOVEMENT OF LEGISLATION:** It is being requested the Board of Commissioners approve this Resolution.

Enclosure: Penn DOT T160 Form

# Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : \_\_\_\_\_  
Engineering District : \_\_\_\_\_  
Department Tracking # : \_\_\_\_\_  
Initial Submission Date : \_\_\_\_\_

## A - Applicant's (Municipal) Contact Information

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

## B - Application Description

Location (intersection) : N. Wayne Avenue (S.R. 1046) and Poplar Avenue and West Avenue  
Traffic Control Device is :  NEW Traffic Signal  EXISTING Traffic Signal (Permit Number) : 62-2772  
Type of Device (select one)  Traffic Control Signal (MUTCD Section 4D, 4E, 4G)  Flashing Beacon (MUTCD Section 4L)  School Warning System (MUTCD Section 7B)  
 Other : \_\_\_\_\_  
Is Traffic Signal part of a system? :  YES  NO System Number (if applicable) : \_\_\_\_\_  
If YES, provide locations of all signalized intersections in system.  

Explain the proposed improvements :  

Implementation of pedestrian countdown timers, ADA compliant ramps, lighting, radar and video detection.

Associated with Highway Occupancy Permit (HOP)? :  YES  NO If YES, HOP Application # : \_\_\_\_\_

## C - Maintenance and Operation Information

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

## D - Attachments Listing

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Municipal Resolution (required) | <input type="checkbox"/> Location Map                          | <input type="checkbox"/> Traffic Volumes / Pedestrian Volumes |
| <input type="checkbox"/> Letter of Financial Commitment             | <input type="checkbox"/> Photographs                           | <input type="checkbox"/> Turn Lane Analysis                   |
| <input checked="" type="checkbox"/> Traffic Signal Permit           | <input type="checkbox"/> Straight Line Diagram                 | <input type="checkbox"/> Turn Restriction Studies             |
| <input type="checkbox"/> Warrant Analysis                           | <input type="checkbox"/> Capacity Analysis                     | <input type="checkbox"/> Other : _____                        |
| <input type="checkbox"/> Crash Analysis                             | <input checked="" type="checkbox"/> Traffic Impact Study (TIS) |   |
| <input type="checkbox"/> Traffic Signal Study                       | <input type="checkbox"/> Condition Diagram                     |   |



# Application for Traffic Signal Approval

Please Type or Print all information in Blue or Black Ink



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

## E - Applicant (Municipal) Certification

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

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

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

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

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

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

The applicant agrees to comply with the attached Exhibits:

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

Printed Municipal Contact Name : \_\_\_\_\_ Date : \_\_\_\_\_  
 Signed By : \_\_\_\_\_ Witness or Attest : \_\_\_\_\_  
 Title of Signatory : \_\_\_\_\_ Title of Witness or Attester: \_\_\_\_\_

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



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Preventive Maintenance**

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

**Response Maintenance**

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

**FINAL REPAIR:**

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

**EMERGENCY REPAIR:**

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

**Response Maintenance Schedule**

**KNOCKDOWNS**

**TYPE OF REPAIR PERMITTED**

Support - Mast arm	Emergency or Final
Support - Strain pole	Emergency or Final
Span wire/tether wire	Final Only
Pedestal	Emergency or Final
Cabinet	Emergency or Final
Signal heads	Final Only

**EQUIPMENT FAILURE**

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

**Exhibit "B":  
Recordkeeping**



County : \_\_\_\_\_

Engineering District : \_\_\_\_\_

Department Tracking # : \_\_\_\_\_

Initial Submission Date : \_\_\_\_\_

**Recordkeeping**

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

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

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

**FORM 1 - Master Intersection Record**

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

**FORM 2 - Response Maintenance Record**

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

**FORM 3 - Preventive Maintenance Record**

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

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

**Exhibit "C":  
Signal Maintenance Organization**



County : \_\_\_\_\_  
Engineering District : \_\_\_\_\_  
Department Tracking # : \_\_\_\_\_  
Initial Submission Date : \_\_\_\_\_

**Personnel Classifications**

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

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

**Minimum Position Requirements**

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

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

**Minimum Position Requirements**

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

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

**Minimum Position Requirements**

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

**Training**

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

**Budget Requirements**

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

# Application Instructions



## A - Applicant's (Municipal) Contact Information

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

**Title:** Provide the title of the municipal contact name.

**Municipal Name:** Provide the official municipal name.

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

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

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

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

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

## B - Application Description

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

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

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

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

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

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

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

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

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

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

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

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

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

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

## C - Maintenance and Operation Information

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

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

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

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

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

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

## D - Attachments Listing

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

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

## E - Applicant (Municipal) Certification

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

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

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

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

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

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

**RESOLUTION NO. 2017-80**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE  
COUNTY, PENNSYLVANIA, AWARDED THE  
CONTRACT FOR LINE STRIPING OF TOWNSHIP  
ROADS TO GUIDEMARK, INC**

*WHEREAS*, Radnor Township installs pavement markings (long lines) on Township streets and signalized intersections

*WHEREAS*, a proposal was solicited and received from Guidemark, Incorporated in the amount of \$16,265.99

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby approve the award of the contract for line striping to Guidemark, Incorporated, in the amount of \$16,265.99

*SO RESOLVED* this 17<sup>th</sup> day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_

Name:

Title: President

ATTEST:

\_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

DATE: June 27, 2017

TO: Radnor Township Board of Commissioners

CC: Robert A. Zienkowski, Township Manager  
William R. White, Finance Director

FROM: Stephen McNelis and Mark Domenick, Co-Interim Director of Public Works

LEGISLATION: Resolution 2017-80: Award of the Contract for Line Striping of Township Roads

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LEGISLATIVE HISTORY: The Public Works Department annually obtains quotations for line striping (long lines) on Township streets.

PURPOSE AND EXPLANATION: The Public Works Department received a valid price proposal from Guidemark, Inc. in the amount of \$16,265.99, to paint approximately 162,424 linear feet of yellow pavement markings on Township streets, as well as 260 LF of yellow gore markings, and 700 LF white lane lines, and 4,800 LF of yellow intersection lines. This work will be done in accordance with the Pennsylvania Department of Transportation requirements. Guidemark, Inc. will also supply performance, payment and maintenance bonds for the work.

IMPLEMENTATION SCHEDULE: the work is to be completed by October 31, 2017.

FISCAL IMPACT: Funding for this project is provided in the Liquid Fuels account: #03-439-4880.

RECOMMENDED ACTION: We respectfully request the Board of Commissioners approve Resolution 2017-80: Awarding the Contract for Line Striping of Township Roads in the amount of \$16,265.99.

MOVEMENT OF LEGISLATION: It is being requested that the Board of Commissioners approve the legislation for this project.

## E-Mail/Fax Quote

**To:** Radnor Township

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**Attn:** Steve McNeil **Phone:** (610) 688-5600

---

**From:** Dieter R. Mohnke **E-Mail:** dmohnke@guidemarkinc.com

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**Fax #:** (610) 687-0201 **Pages:** 1 Total Pages

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**Date:** June 20, 2017

**Project:** Radnor Township Roads – 2017

(Various Roads)

Radnor Township, Delaware County, PA

Pavement Marking as per PennDOT spec., Traffic Zone Paint / Thermoplastic

**Quote:**

**Pavement Marking:** All Long Lines - Waterborne Traffic Zone Paint, One Application.

All Short Lines – Hot Thermoplastic

**Long Lines:**

162,594 LF x 4" YEL. TYP (81,297 DYCL's) +/- @ \$ 0.085 / LF = \$ 13,820.49

700 LF x 6" WHT. TYP (Lane Lines / Skips) +/- @ \$ 0.125 / LF = \$ 87.50

260 LF x 24" YEL. Thermoplastic (Gore Markings) +/- @ \$ 7.50 / LF = \$ 1,950.00

**Intersection Lines:**

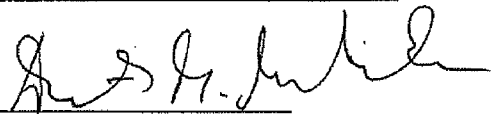
4,800 LF x 4" YEL. TYP (2400 DYCL's) +/- @ \$ 0.085 / LF = \$ 408.00

**Unit Pricing Total = \$ 16,265.99**

Any Layout, if required, an additional \$ 0.02 / LF x 4" Line will apply.

Thank You,

Signature

  
Dieter R. Mohnke



**RESOLUTION NO. 2017-85**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING THE TOWNSHIP TO SUBMIT A TRAFFIC SIGNAL APPLICATION FOR CONESTOGA ROAD (SR 1019) AND SPROUL ROAD (SR 0320) TO THE PENNSYLVANIA DEPARTMENT OF TRANSPORTATION**

*WHEREAS*, the Township wishes to proceed with the design of a proposed traffic signal at Conestoga Road (SR 1019) and Sproul Road (SR 0320); and

*WHEREAS*, the traffic signal's design must be approved by the Pennsylvania Department of Transportation; and

*WHEREAS*, the Pennsylvania Department of Transportation requires a resolution noting the authority of the Board of Commissioners and its President to submit an application for Traffic Signal Approval; and

*WHEREAS*, the Board of Commissioners of Radnor Township, Delaware County is hereby resolved by the authority of the same; and

*WHEREAS*, the President of the Board of Commissioners of Radnor Township is authorized and directed to submit the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of Radnor Township; and

*WHEREAS*, the President of the Board of Commissioners of Radnor Township is authorized and directed to sign the attached Application for Traffic Signal Approval to the Pennsylvania Department of Transportation on behalf of Radnor Township.

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby approve and authorize the aforementioned regarding the submission of a traffic signal permit for Conestoga Road (SR 1019) and Sproul Road (SR 0320).

*SO RESOLVED* this 17th day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_

Name: .

Title: President


ATTEST: \_\_\_\_\_

Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED MOTION**

**DATE:** July 11, 2017

**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 2017-85: Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersection of Conestoga Road and Sproul Road.

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**LEGISLATIVE HISTORY:** The Board of Commissioners approved this project in 2017.

**PURPOSE AND EXPLANATION:** This project was approved by the Board of Commissioners in the 2017 Capital Plan, and the design portion of the project was awarded to Gilmore & Associates in 2017. The purpose of this legislation is to authorize the Engineering Department to submit the requisite traffic signal permit application (please see attached T160) for the east bound Conestoga Road left hand turn onto north bound Sproul project.

**IMPLEMENTATION SCHEDULE:** If approved by the Board of Commissioners, the T160 will be executed and submitted to Penn DOT.

**FISCAL IMPACT:** There is no additional fiscal impact to the Township by passing this Resolution. The Township has been responsible for the maintenance and upkeep of the current intersection, and will continue to do so for the proposed intersection.

**RECOMMENDED ACTION:** *I respectfully request that the Board approve Resolution 2017-85: Authorizing the Engineering Department to Submit a Traffic Signal Application for the Intersections of Conestoga Road and Sproul Road.*

**MOVEMENT OF LEGISLATION:** It is being requested the Board of Commissioners approve this Resolution.

Enclosure: Penn DOT Form T160

# Application for Traffic Signal Approval

Please Type or Print all Information in Blue or Black Ink



County : \_\_\_\_\_  
Engineering District : \_\_\_\_\_  
Department Tracking # : \_\_\_\_\_  
Initial Submission Date : \_\_\_\_\_

## A - Applicant's (Municipal) Contact Information

Municipal Contact's Name : Steve Norcini, P.E. Title : Public Works Director  
Municipal Name : Radnor Township, Delaware County  
Municipal Address : 301 Iven Ave, Wayne PA 19087  
Municipal Phone Number : (610) 688-5600 Alternative Phone Number : \_\_\_\_\_  
E-mail Address : snorcini@radnor.org  
Municipal Hours of Operation : Monday - Friday 8 a.m. - 4 p.m.

## B - Application Description

Location (*intersection*) : Conestoga Road (SR 1019) & Sproul Road (SR 0320)  
Traffic Control Device is :  NEW Traffic Signal  EXISTING Traffic Signal (Permit Number) : 63-0886  
Type of Device (*select one*)  Traffic Control Signal (MUTCD Section 4D, 4E, 4G)  Flashing Beacon (MUTCD Section 4L)  School Warning System (MUTCD Section 7B)  
 Other : \_\_\_\_\_  
Is Traffic Signal part of a system? :  YES  NO System Number (*if applicable*) : \_\_\_\_\_  
If YES, provide locations of all signalized intersections in system.  

Explain the proposed improvements :

Replace signal heads with LED lenses and install advanced phasing on the northbound and southbound approached of Conestoga Road (SR 1019).

Associated with Highway Occupancy Permit (HOP)? :  YES  NO If YES, HOP Application # : \_\_\_\_\_

## C - Maintenance and Operation Information

Maintenance and Operations are typically performed by? :  
 Municipal Personnel  Municipal Contractor  Municipal Personnel & Contractor  
 Other : \_\_\_\_\_  
Maintenance and Operations Contact Name : Steve Norcini, P.E. Company/Organization : Radnor Township  
Phone # : 610-688-5600 Alternative Phone # : \_\_\_\_\_ E-mail : snorcini@radnor.org

## D - Attachments Listing

- |  |   |   |
|--|---|---|
| <input checked="" type="checkbox"/> Municipal Resolution ( <i>required</i> ) | <input type="checkbox"/> Location Map               | <input type="checkbox"/> Traffic Volumes / Pedestrian Volumes |
| <input type="checkbox"/> Letter of Financial Commitment                      | <input type="checkbox"/> Photographs                | <input type="checkbox"/> Turn Lane Analysis                   |
| <input checked="" type="checkbox"/> Traffic Signal Permit                    | <input type="checkbox"/> Straight Line Diagram      | <input type="checkbox"/> Turn Restriction Studies             |
| <input type="checkbox"/> Warrant Analysis                                    | <input type="checkbox"/> Capacity Analysis          | <input type="checkbox"/> Other : _____                        |
| <input type="checkbox"/> Crash Analysis                                      | <input type="checkbox"/> Traffic Impact Study (TIS) |   |
| <input checked="" type="checkbox"/> Traffic Signal Study                     | <input type="checkbox"/> Condition Diagram          |   |

# Application for Traffic Signal Approval



County : \_\_\_\_\_  
Engineering District : \_\_\_\_\_  
Department Tracking # : \_\_\_\_\_  
Initial Submission Date : \_\_\_\_\_

Please Type or Print all information in Blue or Black Ink

## E - Applicant (Municipal) Certification

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

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

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

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

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

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

The applicant agrees to comply with the attached Exhibits:

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

**Printed Municipal Contact Name :** Steve Norcini, P.E. **Date :** \_\_\_\_\_

**Signed By :** \_\_\_\_\_ **Witness or Attest :** \_\_\_\_\_

**Title of Signatory :** Radnor Township Public Works Director **Title of Witness or Attester:** \_\_\_\_\_

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



County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Preventive Maintenance**

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

**Response Maintenance**

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

**FINAL REPAIR:**

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

**EMERGENCY REPAIR:**

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

**Response Maintenance Schedule**

<u>KNOCKDOWNS</u>	<u>TYPE OF REPAIR PERMITTED</u>
Support - Mast arm	Emergency or Final
Support - Strain pole	Emergency or Final
Span wire/tether wire	Final Only
Pedestal	Emergency or Final
Cabinet	Emergency or Final
Signal heads	Final Only
 <b><u>EQUIPMENT FAILURE</u></b>	
Lamp burnout (veh. & ped.)	Final Only
Local controller	Emergency or Final
Master controller	Emergency or Final
Detector sensor	
- Loop	Emergency or Final
- Magnetometer	Emergency or Final
- Sonic	Emergency or Final
- Magnetic	Emergency or Final
- Pushbutton	Emergency or Final
Detector amplifier	Emergency or Final
Conflict monitor	Final Only
Flasher	Final Only
Time clock	Emergency or Final
Load switch/relay	Final Only
Coordination unit	Emergency or Final
Communication interface, mode	Emergency or Final
Signal cable	Final Only
Traffic Signal Communications	Final Only
Traffic Signal Systems	Final Only

**Exhibit "B":  
Recordkeeping**



County : \_\_\_\_\_

Engineering District : \_\_\_\_\_

Department Tracking # : \_\_\_\_\_

Initial Submission Date : \_\_\_\_\_

**Recordkeeping**

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

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

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

**FORM 1 - Master Intersection Record**

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

**FORM 2 - Response Maintenance Record**

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

**FORM 3 - Preventive Maintenance Record**

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

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

**Exhibit "C":  
Signal Maintenance Organization**

County : \_\_\_\_\_  
 Engineering District : \_\_\_\_\_  
 Department Tracking # : \_\_\_\_\_  
 Initial Submission Date : \_\_\_\_\_

**Personnel Classifications**

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

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

**Minimum Position Requirements**

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

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

**Minimum Position Requirements**

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

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

**Minimum Position Requirements**

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

**Training**

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

**Budget Requirements**

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



## Application Instructions

### A - Applicant's (Municipal) Contact Information

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

**Title:** Provide the title of the municipal contact name.

**Municipal Name:** Provide the official municipal name.

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

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

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

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

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

### B - Application Description

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

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

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

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

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

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

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

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

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

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

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

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

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

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

### C - Maintenance and Operation Information

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

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

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

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

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

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

### D - Attachments Listing

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

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

### E - Applicant (Municipal) Certification

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

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

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

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

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

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



**RESOLUTION NO. 2017-86**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE  
COUNTY, PENNSYLVANIA, AUTHORIZING HORN  
PLUMBING AND HEATING, INCORPORATED, THE  
CONTRACT FOR SEPARATING AND REPAIRING A  
COMBINED LATERAL, ON ORCHARD WAY, TO  
COMPLY WITH TOWNSHIP CODE.**

*WHEREAS*, the laterals at 312 and 316 Orchard Way are combined

*WHEREAS*, Township Code requires that each dwelling unit shall have its own, separate lateral

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize Horn Plumbing and Heating, Incorporated, the Contract for Separating and Repairing a Combined Lateral, on Midland Avenue, to Comply with Township Code, in the amount of \$9,500.


*SO RESOLVED* this 17th day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name:  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary

**Radnor Township**  
**PROPOSED LEGISLATION**

**DATE:** July 11, 2017  
**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 2017-86: Awarding Horn Plumbing and Heating, Incorporated, the Contract for Separating and Repairing a Combined Lateral, on Orchard Way Avenue, to Comply with Township Code.

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**LEGISLATIVE HISTORY:** This issue has not been in front of the Board of Commissioners previously.

**PURPOSE AND EXPLANATION:** The dwelling located at 312 Orchard Way's sanitary sewer lateral runs under the corner of the dwelling located at 316 Orchard Way. As it proceeds from under the house at 316, the laterals from 312 and 316 join. Our code clearly states that there can only be one lateral per single family home. We propose to separate the two laterals, make any repair to the affected pipes in area the joined laterals, and connect them each, separately, to the Township's sanitary main. This will address two issues: 1.) the laterals will no longer be on the same line, and 2.) each homeowner will have clear responsibility for their respective lateral.

**IMPLEMENTATION SCHEDULE:** Upon Board of Commissioners approval, a requisition will be processed, and work will begin within two weeks.

**FISCAL IMPACT:** This project will be funded by the "02" sewer account.

**RECOMMENDED ACTION:** *I respectfully request that the Board of Commissioners Award Horn Plumbing and Heating, Incorporated, the Contract for Separating and Repairing a Combined Lateral, on Orchard Way, to Comply with Township Code, in the amount of \$9,500.*

**MOVEMENT OF LEGISLATION:** It is being requested that the Board of Commissioners approve the legislation for this project.

Enclosure: Horn Plumbing and Heating Cost Proposal



**HORN PLUMBING & HEATING, INC.**  
304 NATIONAL ROAD, SUITE 100, EXTON, PA 19341  
(610) 363-4200 fax (610) 363-9080 info@hornplumbing.com  
PA HIC: PA031148

July 11, 2017

Radnor Township  
301 Iven Ave.  
Radnor, PA 19087  
610-688-5600  
Attn: Steve Amerant  
Email: samarant@radnor.org

**J O B E S T I M A T E**

**Job Description:** Horn Plumbing & Heating, Inc. underground crew is going to separate the common sewer line from 312 Orchard Way & 316 Orchard Way.

The sewer line at 312 Orchard Way will be separated and a new 6" SDR35 sewer line will be installed to the existing lateral that both 312 & 316 Orchard Way are currently using. This is approxamatly 55' of new 6" SDR35 sewer pipe.

The sewer at 316 Orchard Way will have a new 4" cast iron sewer trap installed and a new 4" SDR35 sewer line connected to the township sewer main with a new stainless steel Romax saddle.

The underground sewer work will supply both homes with their own individual sewer lines going into the township main.

All the underground sewer repair/replacement will be inspected as per Radnor Township code.

All plumbing work performed by Horn Plumbing & Heating, Inc. is guaranteed.

Any permits or fees required are not included in the estimate.

Upon completion of the work, payment is due in full.

**TOTAL ESTIMATED JOB COST NOT TO EXCEED:.....\$ 9,500.00**

**JOB ESTIMATED BY:** \_\_\_\_\_  
Scott Horn

**You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction. See the attached notice of cancellation form for an explanation of this right.**

**The registration number of Horn Plumbing & Heating, Inc. can be obtained from the Pennsylvania Office of Attorney General's Bureau of Consumer by calling 1-888-520-6680.**

**Our combined single limit insurance is \$2,000,000**

**CLIENT SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# Public Participation

Recognitions of  
Community Members  
Art Lewis – Radnor High School  
Scholarship Fund  
Garrett Hill 4<sup>th</sup> of July Committee  
Radnor Studio 21

# Willows Update

# Q2 2017 Finance Update Presentation

**ORDINANCE NO. 2017-10**

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF RADNOR, CHAPTER 270, SECTION 270-31 SPECIAL PURPOSE PARKING ZONES.**

**The Board of Commissioners of the Township of Radnor does hereby ENACT and ORDAIN the following amendments to Section 270-31 as follows:**

**Section 1.** Section 270-31, Special Purpose Parking Zones, is hereby amended establishing a new handicapped parking zone as follows:

<b>Name of Street</b>	<b>Side</b>	<b>Location</b>
<b>Garrett Avenue</b>	<b>West</b>	<b>In Front of 51 Garrett Avenue</b>

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

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

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

*ENACTED* and *ORDAINED* this 17<sup>th</sup> day of July, 2017.

RADNOR TOWNSHIP

By: \_\_\_\_\_  
Name:  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski, Secretary



## Radnor Township

# PROPOSED LEGISLATION

**DATE:** 05/12/17

**TO:** Robert A. Zienkowski, Township Manager

**FROM:** William A. Colarulo, Police Superintendent

**LEGISLATION:** Ordinance No. 2017-10 is authorizing one (1) new handicapped parking space to be placed in front of 51 Garrett Avenue.

**LEGISLATIVE HISTORY:** None.

**PURPOSE AND EXPLANATION:** Radnor Township resident, Aude Robinson, has requested one (1) handicapped parking space to be placed in front of the residence at 51 Garrett Avenue. All requirements for an established handicapped parking space have been fulfilled.

**FISCAL IMPACT:** None.

**RECOMMENDED ACTION:** The Police Department respectfully requests the Board to adopt the amendment at the regular Board of Commissioners Meeting on July 17, 2017.

J. LAWRENCE GRIM, JR.  
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 \*  
COLBY S. GRIM  
JOEL STEINMAN  
MATTHEW E. HOOVER  
STEPHEN J. KRAMER  
REBECCA A. O'NEILL\*\*  
MICHAEL K. MARTIN  
GEORGE K. PATSALOSAVVIS

LAW OFFICES  
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ESTABLISHED 1895 AND 1956,  
RESPECTIVELY  
122ND ANNIVERSARY 1895-2017

[www.grimlaw.com](http://www.grimlaw.com)

John B. Rice  
e-mail: [jrice@grimlaw.com](mailto:jrice@grimlaw.com)

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

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

July 5, 2017

**SENT VIA ELECTRONIC CORRESPONDENCE**

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

Re: Radnor Township – Traffic Ordinance Amendment – Garrett Avenue

Dear Legal Department:

Enclosed please find for advertisement one (1) time in the July 7<sup>th</sup> 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 July 17, 2017. 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: Jennifer Destefano (w/encl.) – via email  
Robert A. Zienkowski (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, amending Chapter 270 of the Radnor Township Code, Vehicles and Traffic, Section 270-31, Special Purpose Parking Zones on Garrett Avenue.

**AN ORDINANCE OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AMENDING THE CODE OF THE TOWNSHIP OF RADNOR, CHAPTER 270, SECTION 270-31 SPECIAL PURPOSE PARKING ZONES**

The Board of Commissioners will hold a public hearing on July 17, 2017, 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

# Radnor Township

## PROPOSED MOTION

**DATE:** July 11, 2017

**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

**Motion:** Creating a Steering Committee for the Radnor Township & Haverford Township Joint Comprehensive Plan

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**LEGISLATIVE HISTORY:** The Board of Commissioners authorized the solicitation for proposals for a consultant to prepare a joint Comprehensive Plan for Radnor and Haverford Townships at the regularly scheduled Board of Commissioners meeting on April 12<sup>th</sup>, 2017.

**PURPOSE AND EXPLANATION:** I met with Lori Hanlon-Widdop, Assistant Township Manager of Haverford Township. She had put forth a proposed composition of the steering committee, consisting of twelve members; six each from Radnor and Haverford Townships. The table below outlines the suggested cross section as put forth by Ms. Hanlon-Widdop (the “Haverford” column). The thought being that the committee should consist of a planner and an architect; if Radnor selects a planner, then Haverford will provide the architect. If Haverford selects a traffic engineer, then Radnor would provide the civil engineer, and so on.

Proposed Composition for the Steering Committee for the Radnor/Haverford Joint Comprehensive Plan	
Radnor Township	Haverford Township
Recreation Representative	Recreation
Planner or Architect	Planner or Architect
Civil/Traffic Engineer	Civil/Traffic Engineer
Business Association Representative	Business Association Representative
Board of Commissioner Member	Chair of the Zoning & Planning Committee (Commissioner)
SWMAC/EAC	Environmental Advisory Committee member

I would respectfully request that the Steering Committee be selected by the Board of Commissioners by August, 2017.

## **Radnor Township**

# **MS4 – Pollution Reduction Plan Update**

**DATE:** July 11, 2017

**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  
Michelle Adams, President, Meliora Design, Incorporated

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Michele Adams, President of Meliora Design, Incorporated, along with her team, will be before the Commissioners to update the Township on the MS4 requirements project. As an aside, Meliora will also be presenting to the Stormwater Management Advisory Committee on Thursday, July 13<sup>th</sup>, 2017.

Based on the very short deadlines, to meet the DEP requirements, we must choose projects on a somewhat high level, and then immediately drill down on projects and evaluate the possibility of public/private partnerships, grant opportunities, reduction of pollution loading by re-writing the SALDO, Zoning, and SWM Ordinances, and refining project costs. Meliora Design will be back before the Board of Commissioners with the projects and their costs, for the upcoming budget process. Each year, we would be refining existing projects and providing new projects to the Board for their consideration. We will have to try to have future flood mitigation projects also be part of our pollution reduction plans, to gain economies of scale. There is much to consider moving forward on stormwater management, as the DEP requirements could absorb a large part of our budget. We have much work ahead of us.

**RESOLUTION NO. 2017-88**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA,  
REQUESTING A MULTIMODAL TRANSPORTATION FUND GRANT FROM THE  
COMMONWEALTH FINANCING AUTHORITY FOR PEDESTRIAN IMPROVEMENTS  
ALONG LANCASTER AVENUE (S.R. 0030)  
BETWEEN GARRETT AVENUE TO BARLEY CONE LANE**

*WHEREAS*, the Township wishes to apply for a Multimodal Transportation Grant for pedestrian improvements at the aforementioned location; and

*WHEREAS*, the total cost of the project is \$385,325, and with the Township's 30% share of the project is \$115,598; and

*WHEREAS*, the grant amount requested is \$269,728.

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize the Radnor Township Engineering Department to apply for said grant; and

*NOW, BE IT FURTHER RESOLVED* the Board of Commissioners hereby designate Robert A. Zienkowski, Manager/Secretary, and William White, Finance Director, to execute all documents and agreements between the Township of Radnor and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

*SO RESOLVED* this 17<sup>th</sup> day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_

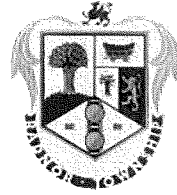
Name: |  
Title: President

ATTEST: \_\_\_\_\_

Robert A. Zienkowski  
Manager/Secretary


# Radnor Township

## PROPOSED LEGISLATION



**DATE:** July 12, 2017

**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

**RE:** Resolution #2017-88: Requesting a Multimodal Transportation Fund Grant from the Commonwealth Financing Authority for Pedestrian Improvements along Lancaster Avenue (S.R. 0030) from Garrett Avenue to Barley Cone Lane

**LEGISLATIVE HISTORY:** This is the second legislative action on this topic; the first action was passed by resolution on May 8, 2017 approving the service agreement for Gilmore & Associates, Inc. to provide the required survey, preliminary design, cost estimates and grant application services.

**PURPOSE AND EXPLANATION:** Gilmore & Associates, Inc. has completed the necessary preliminary engineering design and project cost estimates for submitting a Multimodal Transportation Fund Grant application from the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township to the construct pedestrian improvements along Lancaster Avenue (S.R. 0030) from Garrett Avenue to Barley Cone Lane including traffic signal modifications at the intersection of Lowry's Lane for the upgraded pedestrian crosswalks and pedestrian signal equipment. The application process requires a resolution from the Board of Commissioners acknowledging the 30% matching grant funding commitment.

**IMPLEMENTATION SCHEDULE:** Pending Board of Commissioners approval, the application will be completed and submitted to the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township.

**FISCAL IMPACT:** Project selections will likely occur in December, 2017 and if selected, 30% match expenditures will occur in mid to late 2018. The application requires a \$100 fee for the application submission

Lancaster Avenue Sidewalk	
Township Portion - 30% match	\$115,598
Grant Application Amount	\$269,728
Total Project Cost	\$385,326

**RECOMMENDED ACTION:** I respectfully request the Board approve Resolution #2017-88 authorizing approval for the Township to submit a Department of Economic Community Development Multimodal Transportation Fund Grant Application.

**RESOLUTION NO. 2017-89**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA,  
REQUESTING A MULTIMODAL TRANSPORTATION FUND GRANT FROM THE  
COMMONWEALTH FINANCING AUTHORITY FOR PEDESTRIAN IMPROVEMENTS  
ALONG N. WAYNE AVENUE (S.R. 1046) FROM WOODSWORTH COURT TO EAGLE ROAD  
(S.R. 1042)**

*WHEREAS*, the Township wishes to apply for a Multimodal Transportation Grant for pedestrian improvements at the aforementioned location; and

*WHEREAS*, the total cost of the project is \$447,723, and with the Township's 30% share of the project is \$134,317; and

*WHEREAS*, the grant amount requested is \$313,406.

*NOW, THEREFORE*, be it *RESOLVED* the Board of Commissioners of Radnor Township does hereby authorize the Radnor Township Engineering Department to apply for said grant; and

*NOW, BE IT FURTHER RESOLVED* the Board of Commissioners hereby designate Robert A. Zienkowski, Manager/Secretary, and William White, Finance Director, to execute all documents and agreements between the Township of Radnor and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

*SO RESOLVED* this 17<sup>th</sup> day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_  
Name:  
Title: President

ATTEST: \_\_\_\_\_  
Robert A. Zienkowski  
Manager/Secretary



# Radnor Township

## PROPOSED LEGISLATION



**DATE:** July 12, 2017

**TO:** Board of Commissioners

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

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

**RE:** Resolution #2017-89 Requesting a Multimodal Transportation Fund Grant from the Commonwealth Financing Authority for Pedestrian Improvements along N. Wayne Avenue (S.R 1046) from Woodsworth Court to Eagle Road (S.R. 1042).

**LEGISLATIVE HISTORY:** There have been several legislative actions on this topic; the most recent action was passed by resolution on May 8, 2017 approving the service agreement for Gilmore & Associates, Inc. to provide the updated preliminary design, cost estimates and grant application services.

**PURPOSE AND EXPLANATION:** Gilmore & Associates, Inc. has completed the necessary preliminary engineering design and project cost estimates for submitting a Multimodal Transportation Fund Grant application from the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township to the construct pedestrian improvements along N. Wayne Avenue (S.R. 1046) from Woodsworth Court to Eagle Road (S.R. 1042) including traffic signal modifications at the intersection of n. Wayne Avenue and Eagle Road for the upgraded pedestrian crosswalks. The application process requires a resolution from the Board of Commissioners' acknowledging the 30% matching grant funding commitment.

**IMPLEMENTATION SCHEDULE:** Pending Board approval, the application will be completed and submitted to the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township.

**FISCAL IMPACT:** Project selections will likely occur in December, 2017 and if selected, 30% match expenditures will occur in mid to late 2018. The application requires a \$100 fee for the application submission. The estimated project costs:

North Wayne Sidewalk	
Township Portion - 30% match	\$134,317
Grant Application Amount	\$313,406
Total Project Cost	\$447,723

**RECOMMENDED ACTION:** I respectfully request the Board approve Resolution #2017-89 authorizing approval for the Township to submit a Department of Economic Community Development Multimodal Transportation Fund Grant Application for the pedestrian improvements on N. Wayne Avenue (S.R 1046) from Woodsworth Court to Eagle Road (S.R. 1042).

**RESOLUTION NO. 2017-90**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA,  
REQUESTING A MULTIMODAL TRANSPORTATION FUND GRANT FROM THE  
COMMONWEALTH FINANCING AUTHORITY FOR PEDESTRIAN IMPROVEMENTS  
ALONG GLENMARY ROAD TO KING OF PRUSSIA ROAD (S.R. 1021)**

*WHEREAS*, the Township wishes to apply for a Multimodal Transportation Grant for pedestrian improvements at the aforementioned location; and

*WHEREAS*, the total cost of the project is \$115,870, and with the Township's 30% share of the project is \$34,761; and

*WHEREAS*, the grant amount requested is \$81,109.

*NOW, THEREFORE*, be it *RESOLVED* by the Board of Commissioners of Radnor Township does hereby authorize the Radnor Township Engineering Department to apply for said grant; and

*NOW, BE IT FURTHER RESOLVED* the Board of Commissioners hereby designate Robert A. Zienkowski, Manager/Secretary, and William White, Finance Director, to execute all documents and agreements between the Township of Radnor and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

*SO RESOLVED* this 17<sup>th</sup> day of July, A.D., 2017

**RADNOR TOWNSHIP**

By: \_\_\_\_\_

Name:

Title: President

ATTEST: \_\_\_\_\_

Robert A. Zienkowski  
Manager/Secretary

# Radnor Township

## PROPOSED LEGISLATION



**DATE:** July 17, 2017

**TO:** 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

**RE:** Resolution #2017-90 Requesting a Multimodal Transportation Fund Grant from the Commonwealth Financing Authority for Pedestrian Improvements along Glenmary Road for approximately 250 feet from King of Prussia Road (S.R. 1021) to the cul-de-sac street accessing several residential properties.

**LEGISLATIVE HISTORY:** This is the second legislative action on this topic; the first action was passed by resolution on May 8, 2017 approving the service agreement for Gilmore & Associates, Inc. to provide the required survey, preliminary design, cost estimates and grant application services.

**PURPOSE AND EXPLANATION:** Gilmore & Associates, Inc. has completed the necessary preliminary engineering design and project cost estimates for submitting a Multimodal Transportation Fund Grant application from the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township to construct pedestrian improvements along Glenmary Road from King of Prussia Road to the cul-de-sac street accessing several residential properties, including a traffic signal permit plan for the conversion of the existing pedestrian flashing warning devices along King of Prussia Road to rectangular rapid flash beacon (RRFB) pedestrian signals. The application process requires a resolution from the Board of Commissioners' acknowledging the 30% matching grant funding commitment.

**IMPLEMENTATION SCHEDULE:** Pending the Board's approval, the application will be completed and submitted to the Pennsylvania Department of Community and Economic Development on behalf of Radnor Township.

**FISCAL IMPACT:** Project selections will likely occur in December, 2017 and if selected, 30% match expenditures will occur in mid to late 2018. The application requires a \$100 fee for the application submission.

Glenmary Sidewalk	
Township Portion - 30% match	\$34,761
Grant Application Amount	\$81,109
Total Project Cost	\$115,870

**RECOMMENDED ACTION:** I respectfully request the Board authorize approval for the Township to submit a Commonwealth Financing Authority Multimodal Transportation Fund Grant Application for the pedestrian improvements on Glenmary Road between King of Prussia Road and the cul-de-sac street.

Date: 07/10/17

From: Don Curley, Ward 6 Commissioner

To: BOC Radnor Township

Copy: Staff Radnor Township

Subj: MS4 Permit (2018 thru 2023) Compliance Budget 2018

An undetermined aspect of the Township's storm water policy is how the Township will fund its compliance with its MS4 permit obligations. This determination is important for three reasons.

1. During the development of the existing fee system, the Township indicated that it would fund the upcoming MS4 permit requirements with the fee. Unfortunately, the 2017 budget and the 5 Year Plan for the storm water fund obligates only a small portion of the storm water fee for MS4 compliance. The remaining funds are dedicated to projects that were not selected based upon MS4 compliance.
2. The Township should reasonably expect and pursue a wide geographic distribution of projects for MS4 compliance. Whereas, the current 5 Year Plan concentrates projects in the same geographic area of the Township.
3. There is no reason to assume that the existing budget and 5 Year Plan for the Storm Water Fund will satisfy the funding requirements of the MS4 permit.

It is important that the Township specify the amount of the storm water fee that will be used for MS4 compliance. Without specifying the amount, a handful of problematic scenarios could occur:

1. The Storm water Fund could have insufficient funds to adequately fund the MS4 requirements. This inadequate funding would necessitate a transfer from the General Fund, a fee increase, or a tax increase.
2. Storm water Advisory Committee (SWMAC) members, the staff, and the BOC could spend months debating projects only to determine that the projects are not feasible because the BOC did not fund them.

In order to prevent the above-mentioned problematic scenarios, I propose that the Township specify the funding formula for the Storm water fund. Specifying the funding formula will ensure that the Storm water Fund has sufficient funds for MS4 compliance and will ensure that the Staff, SWMAC, and public understand the framework of funding available from which to craft a budget.

I offer the following formula:

$$\text{FLC\$} = \text{SW\$} - \text{MS4\$} - \text{O\&M\$}$$

- SW\$ = Estimate of Total Funds Available from Storm Water Fund Fee as set by the Finance Staff circa August of each Budget Year

- $MS4\$ = \text{Estimate of MS4 Compliance Cost as set by Township Engineer circa August of each Budget Year}$
- $O\&M\$ = 0.2 * SW\$ = \text{Amount of the Storm Water Fund Fee Typically specified for O\&M as set by the BOC for the Budget Year (obviously, the percentage could be specified at any level)}$
- $FLC\$ = \text{Amount of Funds Available for Flood Control and Non MS4 Compliance Projects}$

If the Township approves this funding formula then it will ensure that:

1. Its MS4 compliance is fully funded.
2. It will not need to raise taxes or fees to fund MS4 compliance.
3. It will not need to transfer funds from GF to SWF to fund MS4 compliance.
4. Its Staff and SWMAC will not have protracted debates about projects that the Township cannot pursue. Instead, the debate will concentrate on which projects are best to achieve MS4 compliance, flood control, and staying within budget.
5. It will not spend money on projects that it chooses not to fund or until it decides to fund them and then only as part of a budget (ready-aim-fire instead of fire-aim-ready).

I will respectfully ask that the Township approve by motion this spending formula at a public meeting in July of 2017.

Date: 07/10/17

From: Don Curley, Ward 6 Commissioner

To: BOC Radnor Township

Copy: Staff Radnor Township

Subj: Ash Tree Removal

At the first June 2017 regular meeting of the Radnor Township Board of Commissioners, members of the Radnor Conservancy described the current situation affecting Ash trees in our region. The Conservancy essentially said, among other things, the problem is so widespread and so severe that it will kill all Ash trees in Radnor unless addressed. It provided two possible interventions:

1. Harvest (a.k.a. cut down and remove) all Ash trees in Radnor before the epidemic becomes severe such that the trees are a public danger, before the trees are damaged such that they cannot safely be cut down, and before the trees are damaged such that they have no value. This cost would be an enormous public cost (for trees on public land) and an enormous private cost (for private trees on private land).
2. Treat Ash trees with a chemical agent to prevent the spread of the disease. The Conservancy members expressed this cost as around \$1000 per tree. Again, this cost would be an enormous public cost (for trees on public land) and an enormous private cost (for private trees on private land).

The Conservancy used this above-mentioned opportunity to communicate to the BOC its opinion that the cost for the above-mentioned interventions will be enormous and the Township should prepare and budget for it. That is something to think about. However, at no point did the BOC discuss interventions that will not require public money. I offer the following suggestions to modify the Radnor Township regulations that adversely affect the capability of citizens to manage the Ash tree issue on their own property. These suggestions have no public cost and will significantly reduce the private financial burden on citizens who wish to proactively manage the Ash tree issue.

Radnor's shade tree provisions inhibit the proactive management of the Ash tree issue as follows:

1. **Replacement Formula** – The code requires that some lawfully removed Ash trees (18 OD) be replaced with three to six trees. This formula adds around \$2000 (conservative estimate) to the cost of removing an Ash tree.
2. **Heritage Designation** – The Code specifies that the removal of an Ash tree with Heritage status requires six replacement trees. This requirement adds around \$3000 to the cost of removing an Ash tree of Heritage designation. In addition to the replacement cost, Ash trees that are designated as Heritage Trees require a significant administrative cost to remove. The cost could easily exceed \$500 (conservative estimate).
3. **Escrow Payments** – In addition to the replacement cost and the administrative cost of removing a Heritage Ash tree, Ash trees removal requires a \$500 per tree escrow for each

replacement tree and \$18/LF of tree protection fencing. This cost could add up to \$7500 to the cost of removing Ash trees.

4. **Fines** – The Township may fine citizens up to \$1000 per day for unlawfully removing an Ash tree. Recognizing that the Township does not fine citizens for the lawful removal of Ash Trees, it seems intuitively counter-productive to fine citizens for removing trees that the Township has indicated should be removed.

Suggestions as follows:

1. **Replacement Formula** - Modify Section 263-4 to indicate that removal of an Ash tree requires a maximum replacement of one tree.
2. **Heritage Designation** - Modify Section 263 8 C to eliminate Ash trees from having the designation as a heritage tree.
3. **Escrows** – No action needed. Modifying the above-mentioned replacement formula will reduce the escrow cost associated with removing Ash trees.
4. **Fines** – Modify Section 263-11 so that the maximum fine for unlawfully removing an Ash tree is marginally greater the cost associated with lawful removal of an Ash tree.

The above-mentioned measures are common sense, low in cost, and practical. They empower people to proactively manage their own trees. At a minimum, the BOC and the Township should give them immediate consideration. I recommend that the BOC consider these changes, direct staff to prepare a draft ordinance to implement these changes, submit the draft ordinance to the Shade Tree Commission for review and opinion, and place the draft ordinance on the BOC agenda NLT October 2017.