



BOROUGH OF NORTH WALES

300 School Street, North Wales, PA 19454

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

<http://northwalesborough.org>

COUNCIL MEETING

Tuesday, September 14, 2021 – 7:00 P.M.

Salvatore Amato
James Cherry
Sherwin Collins
Ronald S. Little, Jr.
Wendy McClure

Sally Neiderhiser
Eion O'Neill
James Sando
Mark Tarlecki
Gregory J. D'Angelo, Mayor

Call to Order, Date and Time

Roll Call

Pledge of Allegiance

1. Public Comment

2. Consideration: Approval of 2022 Non-Uniform MMO

3. Consideration: Approval of Police Pension Plan Rate Adjustment

4. Consideration: Acceptance of D.A.R.E. Program Donation

5. Consideration: Adoption of NMCRC Disposal Violation Procedures

6. Discussion: Social Media Policy

7. Consideration: Approval of Minutes: August 24, 2021

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

9. Solicitor / Mayor / Council / Police / Public Works / Manager

Adjournment

*All interested parties may participate on the date and time noted above and when called upon by the Council President. The public may also submit questions or comments prior to the meeting by e-mail to info@northwalesborough.org; these must be received no later than 12 Noon on September 14, 2021. Persons with disabilities who wish to attend the meeting and require auxiliary aid, service, or other accommodation to participate in the meeting should contact North Wales Borough at 215-699-4424 or by e-mail to info@northwalesborough.org.

Mayor's Office Hours:

2 nd & 4 th Tuesdays	2:00 - 4:00 P.M.
2 nd & 4 th Wednesdays	7:00 - 8:30 P.M.

Monthly Meetings Information:

HARB	3 rd Wednesday of Month
Historic Commission	3 rd Tuesday of Month
Human Relations Commission	3 rd Thursday of Month, as needed
Nor-Gwyn Pool Commission	2 nd Thursday of Month – 7:30 P.M.
Park & Recreation Board	2 nd Thursday of Month
Planning Commission	1 st Wednesday of Month
Shade Tree Commission	2 nd Thursday of Month
Zoning Hearing Board	1 st Tuesday of Month, as needed

All above meetings begin at 7 P.M. in the Municipal Building, unless noted otherwise.

North Wales Water Authority	3 rd Wednesday of Month 5:00 P.M., 200 W. Walnut Street
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*Please note: The meeting is being digitally recorded.



BOROUGH OF NORTH WALES

Memorandum

To: North Wales Borough Council

From: Christine Hart

Date: 09/14/2021

A handwritten signature in blue ink, appearing to read "Christine Hart", is written over the "From:" and "Date:" fields.

Re: The 2022 Minimum Municipal Obligation (MMO) for the North Wales Borough Non-Uniformed Pension Plan

Act 205 of 1984, as amended, governs the funding requirements for all municipal pension plans. The law requires the Chief Administrative Officer of each municipal pension plan to inform the governing board of the municipality of the Plan's expected financial obligation for the coming year. This must be done by the last business day in September.

The calculation of the 2022 Plan cost, or the MMO, required an estimate of the 2022 W-2 wages of the employees covered by the plan. I have indicated on the attached worksheet my best estimate of the same. Questions on the pension cost calculation may be addressed to either myself or the Pennsylvania Municipal Retirement System at 800-622-7968.

The MMO is the municipality's 2022 bill for this pension plan and must be paid by December 31, 2022. The obligation must be met with general fund monies or with any General State Aid to Municipal Pensions to which we may be entitled to under Act 205.

Attachment: 2022 MMO Worksheet

The Minimum Municipal Obligation Worksheet (MMO)
For the
North Wales Borough Pension Plan (46-096-3 N)
For Plan Year 2022

Estimated 2022 W-2 Payroll
For Covered Plan Members: (A) 203,775.00

Contracted Employer Contribution
Rate Expressed as a Decimal (B) .07

RESULT: (A) * (B) = (C) 14,264.00

Administrative Charge (PMRS Determined)
of Plan Members times \$20 (D) 120.00

MINIMUM MUNICIPAL OBLIGATION

Equals (C) + (D) (MMO) \$14,384.00

Prepared By: Christine A. Hart
Borough Manager

 Signature
215-699-4424 (Phone)

Plan Member Status in PMRS

North Wales Borough 46-096-3-N

Member Name	MKEY	Plan Status as of August 31, 2021
Fredericks, Geraldine M.	1077749	Retired
Guzzardo, Alan	1086909	Active
Hart, Christine A	1083547	Active
Liebel, Claire Ann	1077748	Retired
Walter, Deborah	1077747	Active
Brian Sleicher	TBD	Active (eff. 9/15/2021)

Active Members	4	Retired Members	2
Vested Members	0	Retired (Survivors):	0
		Retired (Disabled):	0

Total Membership 6
(Active/Vested/Retired)

46-096-3 N

DUDA ACTUARIAL CONSULTING



Philadelphia Office
500 Office Center Drive
Suite 400
Fort Washington, PA 19034
Phone: 267-513-1714
Fax: 484-636-2500

Pittsburgh Office
One Oxford Centre
301 Grant Street
Suite 4300
Pittsburgh, PA 15219
Phone: 412-255-3746
Fax: 412-255-3701

May 26, 2021

Ms. Christine Hart
Borough Manager
Borough of North Wales
300 School Street
North Wales, PA 19454

RE: Police Pension Plan Interest Rate Study

Dear Christine:

Per your request, we have performed a January 1, 2021 Actuarial Cost Study for the Borough of North Wales Police Pension Plan. The purpose of this Study was to determine the actuarial cost impact of lowering the interest rate to 6.75% with a 4.00% salary scale and lowering the interest rate to 6.50% with a 4.00% salary scale. Please be advised that based on the current actuarial assumptions, we estimate the 2022 Minimum Municipal Obligation ("MMO") to be \$35,135 and the Unfunded Actuarial Accrued Liability to be negative \$166,139.

The lowering of the interest rate to 6.75% would serve to increase the Normal Cost and Actuarial Accrued Liability by \$3,218 and \$49,264, respectively. As a result, the Borough's MMO will increase by \$8,144 per year.

The lowering of the interest rate to 6.50% would serve to increase the Normal Cost and Actuarial Accrued Liability by \$6,642 and \$100,644, respectively. As a result, the Borough's MMO will increase by \$16,706 per year.

Christine, please let me know if there are any questions pertaining to this actuarial cost study.

Sincerely yours,


Joseph W. Duda, FSA, FCA, EA, MAAA
President

SECTION IDRAFT 2021 VALUATION RESULTS**Normal Cost**

1. Retirement benefits	\$	35,357
2. Death benefits		662
3. Disability benefits		15,654
4. Withdrawal benefits		10,412
5. Killed in service premium		0
6. Total (1+2+3+4+5)	\$	62,085
6a. Normal Cost Percentage		12.25%
7. Administrative expenses	\$	15,000

Unfunded Actuarial Accrued Liability

8. Present Value of Future Benefits	\$	2,250,672
9. Accrued liability on account of:		
a. Active participants attributable to:		
i. Retirement benefits	\$	978,324
ii. Death benefits		3,136
iii. Disability benefits		66,040
iv. Withdrawal benefits		83,189
v. Total (i+ii+iii+iv)	\$	1,130,689
b. Inactive participants entitled to, but not yet receiving benefits		0
c. Retirees and beneficiaries receiving benefits		645,270
d. Nonvested inactive participants		0
e. Total actuarial accrued liability (a.v+b+c+d)	\$	1,775,959
10. Actuarial value of assets		1,942,098
11. Unfunded actuarial accrued liability (9.e-10)	\$	(166,139)

SECTION II**MINIMUM MUNICIPAL OBLIGATION FOR 2022**

1. Normal cost	\$	62,085
2. Administrative expenses		15,000
3. Amortization requirement		0
4. Financial requirements for 2022 (1+2+3)		77,085
5. Estimated officers' contributions		25,336
6. Funding adjustment		16,614
7. Estimated 2022 Minimum Municipal Obligation (4-5-6, but not less than zero)		35,135
8. Estimated state aid (based on 2020 unit value)		35,135
9. Borough's estimated 2022 contribution	\$	0



T.D.'s Wales Junction, Inc T/A
Tex Mex Connection
201 East Walnut Street
North Wales, PA 19454
Phone 215-699-9552
Fax 215-699-6004
www.texmexconnection.com

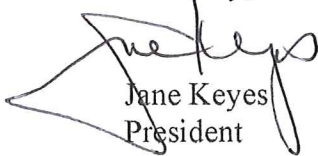
August 24, 2021


Chief Michael Eves
North Wales Borough Police Department
300 School St
North Wales, Pa. 19454

Dear Chief,

Just wanted to drop a note with the check to say thank you to you and your team for the support provided during the annual 5k Race for open space. I don't know how we would do it without all of you! We are so fortunate in our little borough to have our own police department and we appreciate all that you do. Thanks so much for your service to the community.

Sincerely,


Jane Keyes
President

RECEIVED
AUG 30 2021
BY: 

_____**TOWNSHIP/BOROUGH**
MONTGOMERY COUNTY, PENNSYLVANIA

RESOLUTION 2021-__

**A RESOLUTION ADOPTING PROCEDURES FOR THE
HANDLING OF RECYCLING AND SOLID WASTE
DISPOSAL VIOLATIONS BY HAULERS, BUSINESSES,
INSTITUTIONS OR RESIDENTS OF MEMBER
MUNICIPALITIES OF THE NORTHERN MONTGOMERY
COUNTY RECYCLING COMMISSION.**

WHEREAS, the Northern Montgomery County Recycling Commission (the “Commission”) is comprised of eleven (11) municipalities located in Montgomery County, Pennsylvania organized for the purpose of implementing the Municipal Waste Planning, Recycling and Waste Reduction Act of 1988, as amended (“Act 101”); and

WHEREAS, the member municipalities of the Commission have assigned and delegated their powers under Act 101 to the Commission in accordance with an Amended and Restated Intermunicipal Agreement dated May 21, 2007, as amended (the “Agreement”); and

WHEREAS, Section 403 of the Agreement grants to each member municipality concurrent jurisdiction with the Commission for the monitoring and enforcement of Act 101; and

WHEREAS, Section 4 of the Municipal Waste Collection and Recycling Ordinance adopted by each of the member municipalities authorizes the Commission to establish, by resolution, rules and regulations related to the administration of the recycling program and to administer and enforce against violations of all such rules and regulations; and

WHEREAS, each member municipality has delegated to the Commission pursuant to Section 8.B(2)(c) the authority to promulgate rules and regulations and to enforce those rules and regulations or to delegate such enforcement to the member municipalities; and

WHEREAS, the Commission and each member municipality desire to establish formal procedures for the enforcement of Act 101 and enforcement against violations by haulers, businesses, institutions and residents of its member municipalities;

NOW, THEREFORE, IT SHALL BE RESOLVED AS FOLLOWS:

Section 1. The Commission and each member municipality hereby adopt the enforcement procedures attached hereto as Schedule “A” and incorporated herein by this reference with the same effect as if they had been set out verbatim in this section, and a copy of which shall be filed with the minutes of the meeting at which this Resolution was adopted.

Section 2. Resolution 2020-__ adopted on _____, 2020 is hereby rescinded in its entirety.

Section 3. This Resolution shall become effective at the earliest date permitted by law.

DULY ADOPTED this __ day of _____, 2021 by the _____ Township/Borough.

TOWNSHIP/BOROUGH

Attest: _____
 , Secretary

By: _____
 , Chairman

Regulation re: Violations of Act 101

Procedures for Act 101 Violations

1. First Offense – Upon receipt of sufficient credible evidence and after consultation with the municipality in which the violation occurred, a written violation warning letter may be sent to the violator (i.e., the waste hauler, business, institution or municipal resident) by the NMCRC Solicitor, at the discretion of the NMCRC Solicitor, who may seek guidance from the Commission before moving forward with a written violation warning letter. A warning letter will include a statement that both the municipality and the NMCRC have enforcement powers for a violation of Act 101 and/or the corresponding municipal ordinance.
 - a. Written notice should be sent by certified mail, return receipt requested.
 - b. A copy of the written notice should be sent to the member municipality in which the violation occurred and to the NMCRC Chairman, for distribution to all Commission members.
 - c. Written notice should include a description of each violation, identification of the section(s) of Act 101 and/or the corresponding municipal ordinance being violated.
 - d. Whenever appropriate, initial violations shall be discussed in executive session.
 - e. If the NMCRC Solicitor declines to issue a violation warning letter, the NMCRC Solicitor shall notify the member municipality of the decision. The member municipality may move forward with a violation warning letter.
2. Subsequent Offense – Upon receipt of sufficient credible evidence of a subsequent offense by the same violator within two (2) years of the date of the first offense, the municipality in which the violation occurred should notify its solicitor or code official to consider commencement of enforcement action. The municipality shall notify the NMCRC Solicitor and advise the NMCRC Solicitor whether the affected municipality intends to undertake formal enforcement action on behalf of the affected municipality. In most cases, the affected municipality will be responsible to undertake the formal enforcement action pursuant to guidelines set forth in Act 101 and/or the corresponding municipal ordinance. The municipality shall periodically provide non-confidential enforcement status reports to the NMCRC Solicitor and Chairman.
3. Report to PADEP. If a subsequent offense occurs (as set forth in Section 2 above) and the affected municipality elects not to undertake formal enforcement action, the municipality or NMCRC Solicitor may report the occurrence of the violation to the Pennsylvania Department of Environmental Protection (“PADEP”) and request that PADEP pursue enforcement action.

4. Enforcement Action by NMCRC. If a subsequent violation impacts more than one NMCRC member municipality and PADEP decides not to pursue enforcement action, the NMCRC Solicitor may, after a vote by the Commission, take formal enforcement action on behalf of the affected municipalities, provided the affected municipalities enter into a cost-sharing agreement, prepared by the NMCRC Solicitor and satisfactory in form and substance to the NMCRC, relating to all costs and expenses, including attorneys' fees, relating to the enforcement action.

Recommended Documentation Evidencing Violations

If a resident, business or institution observes an alleged waste disposal or recycling violation, the resident should contact the Municipal Manager to report the alleged violation. The Municipal Manager should obtain as many factual details as possible from the resident, business or institution and determine whether the resident, business or institution can provide any written or visual documentation to support the alleged violation. Recommended documentation would include the following:

- Written witness statement(s) describing what activities occurred, when and where they occurred, and the identity of all witnesses and other individuals who were involved. Include the name, address and contact information for each witness who observed the violation occurrence.
- Photographs/videos taken by witnesses, including the name, address and contact information for the individual(s) who created the photograph/video.
- Certification statement signed and dated by each witness certifying that the evidence provided is correct and complete. (For example: "I, _____, hereby certify that the foregoing information provided by me is correct and complete.")

Sample Ordinance Violations

Some common waste disposal/recycling violations include the following:

- Commingling recyclable materials with municipal solid waste
- Commingling household hazardous waste with municipal solid waste
- Commingling leaf waste with municipal solid waste
- Outdoor burning (including leaf burning)
- Collecting waste/recyclables between the hours of 8:00 pm and 6:00 am
- Violating other time, place and manner restrictions applicable to waste/recycling disposal

Municipal Websites

Each member municipality should include information on its website for reporting Act 101 violations to the municipality.

Borough of North Wales Social Media Policy

Approved by North Wales Borough Council: _____

Section 1 Purpose

According to the National League of Cities, “Social media is a new world of opportunity for local governments to communicate with citizens and receive feedback. Its risks are similar in nature to those of other types of communication, but with a different twist because material circulates so widely and there are many potential contributors.” A social media policy is a web of interrelated agency policies, some made by reference, others by inference. This policy is not complete unless all employees, volunteers, and public officials are familiar with the other policies promulgated by the Borough of North Wales. The purpose of this social media policy is to establish a “best management practice” for the use of existing and changing social media for communication. This policy is binding on all the employees, volunteers, and public officials of the Borough of North Wales. Your cooperation is required. This policy is respectful of State and Federal Law, of the protected Constitutional Rights of our employees, volunteers, and public officials to express themselves, as well as foundational principles of transparency and citizen engagement in local government.

Section 2 What is social media?

The definition of social media may change over time. This policy may be updated from time to time to reflect new opportunities and new challenges. According to Merriam-Webster, “social media” includes websites and applications that include forms of narrowcast and broadcast electronic communication (such as social networking and blogging) through which users create online communities/profiles to share information, ideas, personal messages, and other content (including media such as photographs and videos). Examples of social media websites and applications include, but are not limited to, Facebook, Twitter, Instagram, Reddit, Snapchat, LinkedIn, YouTube, and Periscope. Everyday new websites and applications are introduced, which meet the same general definition of social media.

Section 3 Who is covered by this policy?

The Borough of North Wales Social Media Policy is unique in that it covers a wide range of individuals who can be seen as agents or representatives of our local government organization.

- a) Employees: Individuals who are full time, part time, seasonal, or temporary employees of the Borough of North Wales are covered by this policy. Employees must follow this policy in respect to their professional use of social media in the course of their employment, when representing the organization, and to a lesser extent, in their personal life, in so much as a bright line distinction is required between personal and professional use of social media.
- b) Volunteers: A municipal government may utilize a large swath of the community as volunteers who intermittently or regularly assist the Borough with activities for no compensation. While clearly these individuals are not employees and no employment obligations are accrued to them for their public service, by association, volunteers become municipal representatives of the

Borough. Therefore, unlike the average citizen, a volunteer must uphold and respect the same core values of professional communication behavior that would be required of an employee. Unlike an employee, the Borough has no employer responsibility to protect a volunteer's right to volunteer for the organization. Volunteers must follow this policy in respect to their personal use of social media, in so much as a bright line distinction is required between personal and professional use of social media in that through their volunteer activities, their private use of social media can be misunderstood to blur the distinction between the volunteer's private right of free speech and speech that represents the organization in an official capacity. This policy attempts to outline that distinction. Volunteers are prohibited from representing the Borough of North Wales in an official capacity on social media.

- c) **Public Officials:** Those elected and appointed officials of the Borough of North Wales, as defined by State Law, play a very special role in the organization and dissemination of information for the Borough. In some respects, public officials can be seen as autonomous actors, with the right and responsibility to communicate to the public. For example, an elected borough council member has a responsibility to communicate clearly and regularly with their constituents on a host of borough and agency business. This is one of the main roles of a public official. On the other hand, having a variety of information posted on social media, sometimes timely, sometimes inaccurate, without proper disclaimers and legal parlance, does not serve the public well.

Therefore, this policy establishes a **“best management practice for official social media use by public officials”** as well as guidelines for appropriate private or personal use of social media by public officials. Once a citizen becomes a public official, their expectation of privacy and private speech can become muddled as they are a public person with public exposure and responsibilities to the community and to the government organization.

Examples of public officials include elected officials and appointed officials such as the Borough Manager, Borough Secretary, Borough Treasurer, and Police Chief.

Section 4 Bright Line Distinction

- a) The bright line distinction is to **make sure all posts are clearly expressed as your own statements or opinions and not an official statement or position of the Borough.** A disclaimer such as “views and posts are my own and do not represent the position or opinion of my employer or the Borough of North Wales,” may seem unnecessary, but it is specifically insisted upon in this context, or in some form otherwise approved by legal counsel. Further, those voluntarily appearing in images on social media should not be wearing uniforms or insignia of the Borough, without the express written permission of the Borough Manager. Obviously, those images obtained in public view (i.e. working in the street) while wearing a Borough uniform or insignia (including a Borough Seal, which is protected by local law), is an exception.

Example of Social Media Disclaimer:

Views and posts are my own and do not represent the position or opinion of my employer or the Borough of North Wales.

Section 5 First Amendment Right of Free Speech

- a) Nothing in this policy will limit the First Amendment right of free speech of an employee, volunteer, agent, or official of the Borough of North Wales.
- b) Second, any employee's protected, concerted, or union activity shall not be infringed upon by this policy. However, social media can be misunderstood to blur the distinction between private free speech and speech that represents the organization. This policy attempts to outline that distinction.
- c) Third, the Borough of North Wales respects the right of employees to engage in private personal activities including the right of association and privacy but will not tolerate certain types of speech in social media, which may appear to the public to be a professional dissemination of organizational or agency information by our municipal government, obtained in the course of one's employment, without consent of the Borough.
- d) The only exceptions to this principle are protections afforded to employees who discuss the terms or conditions of their employment, report illegal or dangerous activities occurring at work (i.e. whistleblower protections), or who speak out as a private citizen regarding a matter of public concern.

Section 6 Internet Access to Social Media on Borough Owned Devices

- a) The Borough Manager shall serve as the Borough's social media coordinator and shall be responsible for overseeing the Borough's official social media activity and monitoring compliance with all Borough policies including this policy. If the Borough hires a Public Information Officer, that employee may be delegated some of the Borough Manager's responsibilities. The Borough Manager shall designate which social media platforms, if any, the Borough will use to establish an official Borough social media profile, and shall designate which employees, if any, are permitted to publish, edit, or comment on Borough social media profiles on behalf of the Borough. The Borough Manager is herein authorized to determine which social media websites and applications provide a benefit to the organization and are therefore accessible on Borough devices and which social media websites and applications should be blocked. The Borough maintains software, which can be set to block access to specific web pages and web applications. This is an administrative decision of the Borough Manager and is administered by the Information Technology (IT) Office.
- b) If an individual covered by this policy finds that they have access to a social media website or application on a Borough owned device, they should use great care accessing that website or application. They should determine whether access is permitted by the Borough of North Wales and whether their use conforms to this policy.
- c) Use of a "northwalesborough.org" email address for social media purposes, as a user, subscriber, or creator of content, requires authorization of the Borough's social media coordinator for this activity.
- d) Access to social media websites and applications on personal equipment is understood to exist, but access during work hours for personal purposes should follow existing computer access policies elsewhere promulgated by the Borough of North Wales.
- e) Sharing of unauthorized photographs or disclosure of Borough data or information that would reveal personal identification information of certain Borough employees or Borough

citizens/customers or confidential information that is necessary to maintain the safety and security of the Borough's buildings, property, systems, and operations is prohibited. Examples of such information include, but are not limited to:

- All or part of a person's Social Security number, driver's license number, personal financial information, bank account numbers, utility account numbers, home, cellular or personal telephone numbers, personal e-mail addresses, employee numbers or other confidential personal identification numbers;
- The home address of a law enforcement officer;
- Network or computer usernames or passwords or other records regarding computer hardware, software and networks, including administrative or technical records, which, if disclosed, would be reasonably likely to jeopardize computer security;
- Security codes or combinations;
- A record or part of a record related to an ongoing investigation;
- A record or part of a record maintained by the Borough in connection with law enforcement or other public safety activity that, if disclosed, would be reasonably likely to jeopardize or threaten public safety or preparedness or public protection activity.

Section 7 Responsible decision making when utilizing social media

- a) To assist you in making responsible decisions about your use of social media, we have established these guidelines for the professional use of social media and prohibitions for any on or off duty use of social media, which might act to discredit the professional reputation of the Borough of North Wales, any of its employees or agents; infringe on the Borough's operations; or infringe on the Borough's ability to provide effective and efficient services. This policy does not overrule common sense relating to the desired character of on or off duty behavior of Borough personnel which is established in other policies relating to employee on and off duty conduct. It is designed to supplement other personnel conduct policies as it specifically relates to social media use. This policy does not apply to an employee's personal use of social media, during personal time, for purely personal reasons where the employee does not identify himself/herself as a Borough employee; unless the bright line distinction between personal and professional communication is unclear.
- b) All Borough policies and applicable state and federal laws, including, but not limited to, policies or laws prohibiting harassment, discrimination, and retaliation apply with equal force to conduct occurring in person and online. Any violation of these policies or laws will be addressed in the same manner whether the offending conduct occurs in person or online. Harassment, bullying, discrimination, or retaliation that would not be permissible in the workplace is equally impermissible online, even if it is done after hours, from home, or on personal computers or other personal devices. Violation of all Borough policies or laws while on social media, even personal social media accounts, may result in disciplinary action by the Borough.
- c) Employees and volunteers who are not authorized to post official Borough content or are authorized employees participating in social media usage while off-duty or in an unofficial capacity shall clearly indicate that the viewpoints they express are their own and do not necessarily reflect the Borough's official policy or position. Take these extra steps to make sure your posts are crystal clear.
- d) **Public Officials should take care to be extremely limited to their activities on social media.** Unlike employees or volunteers, they must make it clear that they are only participating in social media as a private citizen, their messages and posts are not in any official capacity, and the

Borough recommends they avoid expressing any information, details, answers to questions, conversations, corrections, or anything related to the Borough of North Wales on their private social media posts and messages. To disseminate information about anything to do with the Borough, including private opinions, it is better that the information be requested to be posted on an **official Borough of North Wales social media account** and should not be disseminated through a Public Official's private account without the express written permission of the Borough Manager or Borough Council. Only the Borough Manager or Borough Council can waive this requirement.

Section 8 Campaigns and political activities on social media

- a) **Borough Department Heads and Assistants are prohibited from expressing any *public* opinions on social media about any federal, state, local, or school district political issue or any Borough Public Official or Borough Public Official candidate.** This is necessary to maintain the trust and confidence of Borough Council and the citizens of the community who we serve. Accepting such an appointment by the Borough implies your willingness to limit your rights to *private* expression and social media is not considered a form of private expression.
- b) These guidelines have an equal impact on the use of social media for campaigns and political activities.
- c) Official political campaigns on social media:

If you are a candidate or someone representing a candidate or official for public elected office, please follow the following rules:

So there is no misunderstanding, if a Borough Public Official, candidate or someone representing a candidate or official establishes an official political social media presence on behalf of the Public Official, it is required that the account or name on the social media profile be *the group* representing the Public Official rather than the Public Official himself/herself. For example, if Council Member Mickey Mouse is running for State Senate, the profile might be called Citizens to Elect Mickey Mouse, or the Committee to Elect Mickey Mouse, or Mickey Mouse for State Senate, but not just Mickey Mouse, nor Council Member Mickey Mouse.

When in doubt, the Borough Solicitor will issue an advisory opinion to the Borough Public Official, candidate or someone representing a candidate or official offering advice as to how the political campaign should be identified on social media.

Section 9 Links to external social media on Borough website(s)/application(s)

- a) In computing, a hyperlink, or simply a link, is a reference to data that the reader can directly follow either by clicking, tapping, or hovering. A hyperlink points to a whole document or to a specific element within a document. A link to social media is inferred to be a digital connection to a profile, site, or application associated with social media.
- b) Borough links are strictly prohibited unless expressly approved in writing by the Borough Manager or Borough Council. Links are not an expression of endorsement nor does the connection to an approved external website or social media application carry with it any implied or specific responsibility that the information or content on the exterior side of the link is correct, accurate, complies with Borough policies, or is up to date. A link when provided is a convenience for the Borough user to access some external data.

- c) Any proposal to establish an external link from a Borough website should be presented to the Borough's social media coordinator in advance of being created.

Section 10 Official Borough of North Wales Social Media Accounts/Profiles

- a) All Borough of North Wales official social media accounts will be supervised and managed by the Borough's social media coordinator subject to approval by the Borough Council. Any social media account not expressly approved by Borough Council is not an official Borough of North Wales Social Media Account.
- b) Failure to seek Borough Council approval for an official Borough of North Wales Social Media Account is a violation of this policy.
- c) The Borough of North Wales's websites (www.northwalesborough.org, www.northwaleshistory.org) will remain the Borough's primary and predominant internet presences.
 - The best, most appropriate Borough of North Wales uses of social media tools fall generally into two categories: first, as channels for disseminating time-sensitive information as quickly as possible (example: emergency information); or second, as marketing/promotional channels which increase the Borough's ability to broadcast its messages to the widest possible audience.
- d) Wherever possible, content posted to Borough of North Wales social media sites will also be available on the Borough's websites.
- e) Wherever possible, content posted to Borough of North Wales social media sites should contain links directing users back to the Borough's official websites for in-depth information, forms, documents or online services necessary to conduct business with the Borough of North Wales.
- f) Wherever possible, all Borough of North Wales social media sites and accounts shall comply with all appropriate Borough of North Wales policies and standards.
- g) Borough of North Wales social media sites, accounts, and content contained therein may be subject to Commonwealth of Pennsylvania public records laws. Any content maintained in a social media format that is related to official Borough actions and activities, including a list of subscribers and posted communication, are a public record. The Borough Manager's Office and the Borough Secretary as the Right to Know Officer are responsible for responding completely and accurately to any request for public records on social media. Content related to official Borough actions and activities shall be maintained in an accessible format and so that it can be produced in response to a request.
- h) Pennsylvania state law and relevant Borough of North Wales records retention schedules may apply to social media formats and social media content. Unless otherwise addressed in a specific social media standards document, the Borough Secretary shall preserve records required to be maintained for a period of no less than thirty (30) calendar days on a Borough server in a format that preserves the integrity of the original record and is easily accessible.
- i) Users and visitors to social media sites shall be notified that the intended purpose of the site is to serve as a mechanism for communication between the Borough of North Wales and members of the public. In general, the Borough shall attempt to exclude the ability to post public comments

on social media postings or, if possible, decline to participate in social media conversations. Users and subscribers should be referred to Borough Public Officials to discuss items.

- j) To the extent public comments are enabled, all members of the public will be allowed to comment and public comments shall not thereafter be blocked, filtered, deleted, or otherwise censored, except as provided below or as allowed by law. Any comments posted by a member of the public on the Borough's social media sites, accounts, and content are the opinion of the poster only and the presence of such comments on the Borough's social media does not imply that the Borough endorses or agrees with the comments. The Borough of North Wales social media websites, profiles or applications and articles and comments associated therein, containing any of the following forms of content shall not be allowed:
- Comments not topically related to the particular social medium article being commented upon;
 - Profane language or content;
 - Content that promotes, fosters, or perpetuates discrimination on the basis of race, creed, color, age, religion, gender, marital status, status with regard to national origin, physical or mental disability or sexual orientation;
 - Sexual content or links to sexual content;
 - Solicitations of commerce;
 - Solicitations for donations;
 - Conduct constituting or encouraging illegal activity;
 - Information that may tend to compromise the safety or security of the public or public systems;
 - Content that violates a legal ownership interest of any other party; or
 - Content that violates trademark or copyright laws.
- k) **Any content removed based on these guidelines must be retained by the Borough's social media coordinator, including the time, date and identity of the poster when available pursuant to record retention rules in this policy.**
- l) The Borough reserves the right to restrict or remove any content that is deemed in violation of this social media policy or any applicable law.
- m) The Borough is prohibited from banning or blocking any user or subscriber to any official Borough of North Wales social media account unless their participation is creating an illegal or unmanageable situation. For example, a subscriber who repeatedly posts sexual content or links to sexual content may be blocked if it becomes impossible to repeatedly and timely delete such unauthorized content. In such cases, a block must be approved by either the Borough Manager or Borough Council.
- n) Comments, media, or other information posted to or displayed on the Borough's social media sites, accounts, and content are subject to monitoring and review at any time, and users should have no expectation of privacy with respect to any such comments, media, or other information. However, given our limited staff resources, monitoring may not occur 24/7, and as such, the Borough of North Wales is not liable for inappropriate or offensive comments that may be posted.

Section 11 Violations of this policy

- a) Employees: Violations of this policy may result in appropriate disciplinary actions up to and including termination. This Policy will not be construed or applied in a manner that improperly interferes with employees' rights under the Pennsylvania Public Employee Relations Act, Pennsylvania Labor Relations Act, or any other applicable Pennsylvania or federal labor law. Any activities that are expressly protected under these labor laws shall be permitted in accordance with the applicable labor law. Nothing in this policy shall be construed as superseding or being in conflict with any existing or future Collective Bargaining Agreement maintained by the Borough of North Wales.
- b) Volunteers: Violations of this policy may result in removal of opportunities to volunteer with the Borough of North Wales. In extreme cases, a volunteer who wantonly violated this Policy may be banned from entering into Borough owned facilities or participating in Borough activities. Any volunteer who violates this policy shall be afforded the right of an administrative hearing before discipline is decided, but in so much as this is an administrative decision the ultimate administrative decision is made by the Borough Manager or his designee.
- c) Public Officials:
 - Appointed Officials: Violations of this policy may result in appropriate disciplinary actions up to and including termination.
 - Elected Officials: Violations of this policy may result in:
 - i. A public censure of the elected official as decided by a majority of Borough Council; or
 - ii. A civil action to recover the costs of investigating and documenting any violation of this policy.

Section 12 Administration

This policy shall be administered by the Borough Manager or his designee. With respect to activities of the Borough Manager, this policy shall be administered by the President of Borough Council.

Section 13 Acknowledgement

All current and future Borough of North Wales Employees, Volunteers, or Public Officials, must acknowledge that they have received and read a copy of this policy. It will be included in all future Personnel Handbooks published by the Borough's Personnel Office.

Print Name

Date

Signature

Employee No.

BOROUGH OF NORTH WALES
300 SCHOOL STREET
NORTH WALES, PENNSYLVANIA

MEETING: August 24, 2021, 7:00 P.M., EST

CALL TO ORDER made by President Sando.

ROLL CALL:	Salvatore Amato	Present
	James Cherry	Present
	Sherwin Collins	Present
	Ronald S. Little, Jr.	Present
	Wendy McClure	Present
	Sally Neiderhiser	Present
	Eion O'Neill	Present
	James Sando	Present
	Mark Tarlecki	Present
	Mayor Gregory D'Angelo	Present

Also, in attendance were John Filice, Borough Solicitor, Alan Guzzardo, Assistant Borough Manager, Michael Eves, Chief of Police and Brian Sleicher, Public Works Supervisor.

President Sando led the Pledge of Allegiance.

Public Comment

There was no public comment at this time.

Consideration: Approval of Adopt-a-Park Application: Wee Whalers Park

Manager Hart reviewed the application and indicated that the applicant would like to run one to two cleanup events per year. Member Amato asked for clarification on the program details. Manager Hart provided an overview of the program and referenced Council and the public to visit the website which expands upon the program and highlights other parks that are already adopted. Vice President Cherry asked if the Parks and Recreation Board had reviewed the application. Manager Hart stated she had reviewed it with the Chairperson and will discuss it in more detail with the Board once the application has been approved. A discussion ensued regarding the application procedure, and it was determined that Council must approve the application first prior to Manager Hart seeking specific projects with the applicant.

Member O'Neill made a motion to approve an Adopt-a-Park Application submitted by Sunrise Living of North Wales, regarding Wee Walers Park. Member Neiderhiser seconded the motion. Motion passed 9 yes, 0 no.

Consideration: Approval of Budget Item Transfers

Manager Hart reviewed the list of budget transfers proposed by Chief Eves. Chief Eves explained that the transfers are needed for higher than anticipated overtime expenses as a result of a staff shortage.

Member McClure made a motion to approve the budget item transfers as presented, in the amount of \$15,000.00. Member Neiderhiser seconded the motion. Motion passed 9 yes, 0 no.

Consideration: Approval of Disbursements: \$60,952.57

Manager Hart reviewed the bills list. Member Amato asked for clarification on a bill regarding repairs to the Tennis Court at Second Street Park. Member Tarlecki asked if Manager Hart could prepare year-to-date budget. Manager Hart said she would provide at a later date.

Member McClure made a motion to approve payment of the bills in the amount of \$60,952.57. Member Amato seconded the motion. Motion passed 9 yes, 0 no.

Consideration: Approval of Minutes: August 10, 2021

Member McClure made a motion to approve the minutes for August 10, 2021. Member Collins seconded the motion. Motion passed 9 yes, 0 no.

Old Business/Committee & Board Reports/Zoning Applications

Manager Hart announced the Borough did not have any pending Zoning Hearing Board Applications. Manager Hart reviewed upcoming events in the Borough and reminded everyone about Community Day being held on September 25, 2021.

Solicitor / Mayor / Council / Chief of Police / Manager

Solicitor Filice announced an executive session will be held to discuss personnel matters and no action would be taken.

Mayor D'Angelo announced he attended the ribbon cutting ceremony on August 12th for the PA CareerLink Center inside the Montgomery County Human Resources Center. He then clarified comments he had made at the previous Council meeting, regarding vaccination discussions at a North Penn School Board meeting.

Member McClure shared her experience with the Adopt-a-Park program since she and her family have been Adopt-A-Park caretakers of the Montgomery Avenue Pocket Park for several years.

Member Neiderhiser thanked everyone for using the microphone system.

Member Tarlecki announced that NBC10 Live Spot had done a TV special on the Everything Bagel Café, Manager Hart was able to share the video for everyone at the meeting and all agreed it was worth sharing!

President Sando thanked the new owners of Wunderlich's Water Ice for continuing the business and encouraged everyone to check it out. The new owners are also residents of the Borough and have been very active in helping promote our community.

Vice President Cherry reminded everyone to respect one another during election season. He added that we are all neighbors and at the end of the day regardless of whom you vote for, we all want what is best for the community and being a good neighbor should come first.

Mr. Sleicher announced he replaced the historic sign at West and Walnut that had been damaged by a vehicle accident. He explained that he was able to restore the sign and remount it to a pole that was able to be repurposed. He then announced that the decorative lights at Weingartner Park have been converted to LED lighting and they will be painted. Lastly, he announced that mulching will be completed around the playground equipment at Wee Walers Park before the end of the month.

Member O'Neill encouraged people to check out an article from the Lansdale Historical Society, regarding the construction of the Walnut Square Arch which had to be removed recently due to insect infestation and wood rot. President Sando suggested reaching out to the Montgomery County Technical School to see if any students would be interested in completing a project in place of the former Arch as they did in the early 1990's.

Member Neiderhiser made a motion to adjourn. Member McClure seconded the motion. Motion passed 9 yes, 0 no. Meeting adjourned at 7:35 P.M.

Attest: _____
Christine A. Hart
Borough Manager

North Wales Borough Planning Commission Meeting

September 01, 2021 Meeting Minutes

The North Wales Borough Planning Commission Meeting of September 01, 2021 was conducted virtually due to the Governor Wolf's Emergency Declaration regarding Hurricane Ida that was due during the meeting. The access to the virtual meeting was placed on the North Wales Borough website for the public to participate.

The meeting information was advertised in The Reporter on December 11, 2020 for the year of 2021.

The meeting was called to order by Vice Chairman Gregory D'Angelo at 7:05 P.M. The Secretary, Jocelyn Tenney called the roll. The following members were present: Gregory D'Angelo, Lillian Higgins, Mark Tarlecki and Jocelyn Tenney. Tim Konetchy, Montgomery County Planning Commission Planner and Assistant Borough Manager/Zoning Officer Alan Guzzardo also participated in the meeting.

Mark Tarlecki led the meeting members in the Pledge of Allegiance.

1. Public Comment

Mr. Guzzardo stated that no questions or comments were received from the public prior to tonight's meeting.

2. Consideration: Approval of Minutes for June 2, 2021

Mark Tarlecki made the motion to approve the Commission's minutes of August 04, 2021. Lillian Higgins seconded the motion. All members present voted in agreement 4:0.

3. Discussion: North Wales Borough Walkability Study Update

Tim Konetchy reviewed the study's progress. The Commissioners received copies of the full draft Walkability Report: Methodology; Existing Conditions, Suggested Improvements and Possible Grant Sources for implementation of the study.

At the October 6, 2021 Planning Commission meeting Tim will present the full report with text edits for presentation to the North Wales Borough Council in preparation for their October 12 Council Meeting. Commission members were asked to email Tim with any comments as they read through the report.

4. New Business:

There was no new business.

5. Adjournment:

A motion was made to adjourn the meeting at 7:45 P.M. by Mr. Tarlecki and seconded by Lillian Higgins. All members present voted in agreement 4:0.

North Wales Borough Planning Commission Meeting

September 01, 2021 Meeting Minutes

Respectfully Submitted,

Jocelyn Tenney, Secretary

DRAFT



North Wales Borough Police Department

300 School Street, North Wales, Pa. 19454

Phone: 215-699-9279 Fax: 215-699-3765

E-Mail: NWPD@northwalesborough.org

September 9, 2021

Attached please find the report for Borough Council.

Happenings in August:

- Officer Fulmer completed his Taser re-certification
- Officer Miller completed his J-net re-certification
- Officers monitored the school crossings for the beginning of the school year. They also stopped in to North Wales Elementary and spoke with staff and students
- Officers have been continuing traffic enforcement along 10th Street.
- Officers enjoyed many treats and meals dropped off by local businesses and residents.

Respectfully,

Tara Claffey

Administrative Assistant to Chief Eves, NWPD

NORTH WALES POLICE DEPARTMENT

Agency Activity Report

By CFS Classification**From Date: 8/1/2021 To Date: 8/31/2021****Report Date: 9/9/2021 8:22:13 AM**

Classification code	Description	Total Events	0000-0800	0801-1600	1601-2400
0600	Theft	8	0	6	2
1100	Fraud	6	0	6	0
1400	Malicious Mischief	1	0	1	0
2000	Family Offense	3	0	1	2
2400	Disorderly Conduct	3	1	0	2
2600	All Other Offenses	9	1	4	4
4000	Non Criminal Investigations	41	16	12	13
4100	Fire Related	2	1	1	0
4500	Deaths / Suicides	1	1	0	0
5000	Lost Found Missing Persons	7	1	6	0
5500	Animal Complaints	6	1	1	4
6000	Traffic Accidents	1	0	0	1
6300	Traffic Enforcement	301	92	81	128
6500	Parking Enforcement	7	0	3	4
6600	Traffic Services	3	1	2	0
7000	Public Services	386	111	121	154
7500	Assist other Agency	9	2	6	1
8000	Warrants	7	1	6	0
8500	Departmental Services	1	0	1	0
9000	Administrative	235	65	105	65
	Total:	1037	294	363	380

NORTH WALES

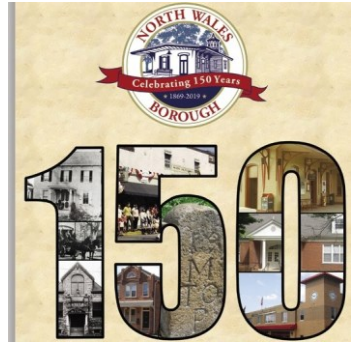
Commemorative Items For Sale



FRONT

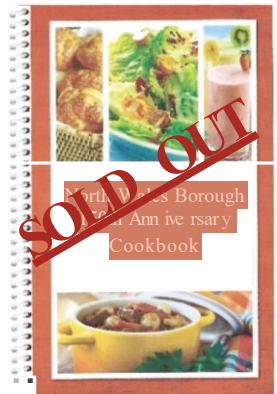
~~\$5~~

**CELEBRATE
NW SHIRT**



\$15 Blow-Out Sale

COMMEMORATIVE BOOK



\$8each-2/\$15

WATER BOTTLE

Helping to get our community back to work.

Thursday, September 23, 2021
at the Montgomery Mall
12pm—5pm



Promotions by
Pennsylvania
CareerLink
Montgomery County
A proud partner of the American Job Center network

JOB FAIR

Presented by The Chamber of Commerce
for Greater Montgomery County

NORTH WALES **COMMUNITY** *SATURDAY* *SEPT 25TH* **DAY**



FEATURING

LIVE MUSIC - FOOD TRUCKS - BEER GARDEN

VENDORS

**JEWELRY, ART
HANDMADE WARES**

FREE KID ZONE

**FAMILY FUN
PETTING ZOO**

11:00AM - 5:00PM

KID ZONE WILL BE OPEN TIL' 3:00PM

**DOWNTOWN NORTH WALES
FACEBOOK.COM/NORTHWALESCOMMUNITYDAY**

You're invited to participate in the 8th Annual

Community Day of Service

Saturday, October 2, 2021 8:30 am – 12:00 pm

We Need Your Help to Help Others!

Join friends and neighbors on October 2nd: We tackle and complete small service projects working in a team environment to help those in need (*homebound elderly, those that are ill or facing financial difficulty, community-based projects.*) Projects include minor home repairs, garden/yard cleanup, painting, and other community-based activities like cleaning at the public library.

Help Us Identify Projects

Do you have a neighbor, family member, or friend in the North Wales/Gwynedd area who could use a little extra help on a yard/landscape or minor home repair project?

The day begins at 8:30 AM with a volunteer breakfast at the St. Rose of Lima Parish Center, then we head out by 9:00 AM to complete the projects.

To volunteer your time or resources or to suggest a project, please call 215-767-9694 or send an email to NWDayofService@gmail.com

Join Us & Share Your Voice!

Liberty Bell Trail Open House: 10/7, 6:30-8:30 pm

Upper Gwynedd Township Admin. Building



Come out & share your feedback with municipal officials & trail planners on what the Liberty Bell Trail could look like in YOUR community!

Upper Gwynedd Township, Lansdale Borough, and North Wales Borough alongside the neighboring municipalities of Hatfield Borough, Hatfield Township, Telford, Souderton, and Franconia, are partnering with the PA Environmental Council (PEC), consultant Michael Baker International, and the Partnership TMA to conduct a trail feasibility study for the development and expansion of the **Liberty Bell Trail**.

The **October 7th Open House** will introduce the project to the community and provide:

- An overview of proposed trail alignments within Upper Gwynedd, Lansdale, and North Wales
- Opportunities for feedback on trail location, amenities, and destinations
Next steps and future engagement efforts
- A chance to share your thoughts with municipal leadership!

MEETING DETAILS:

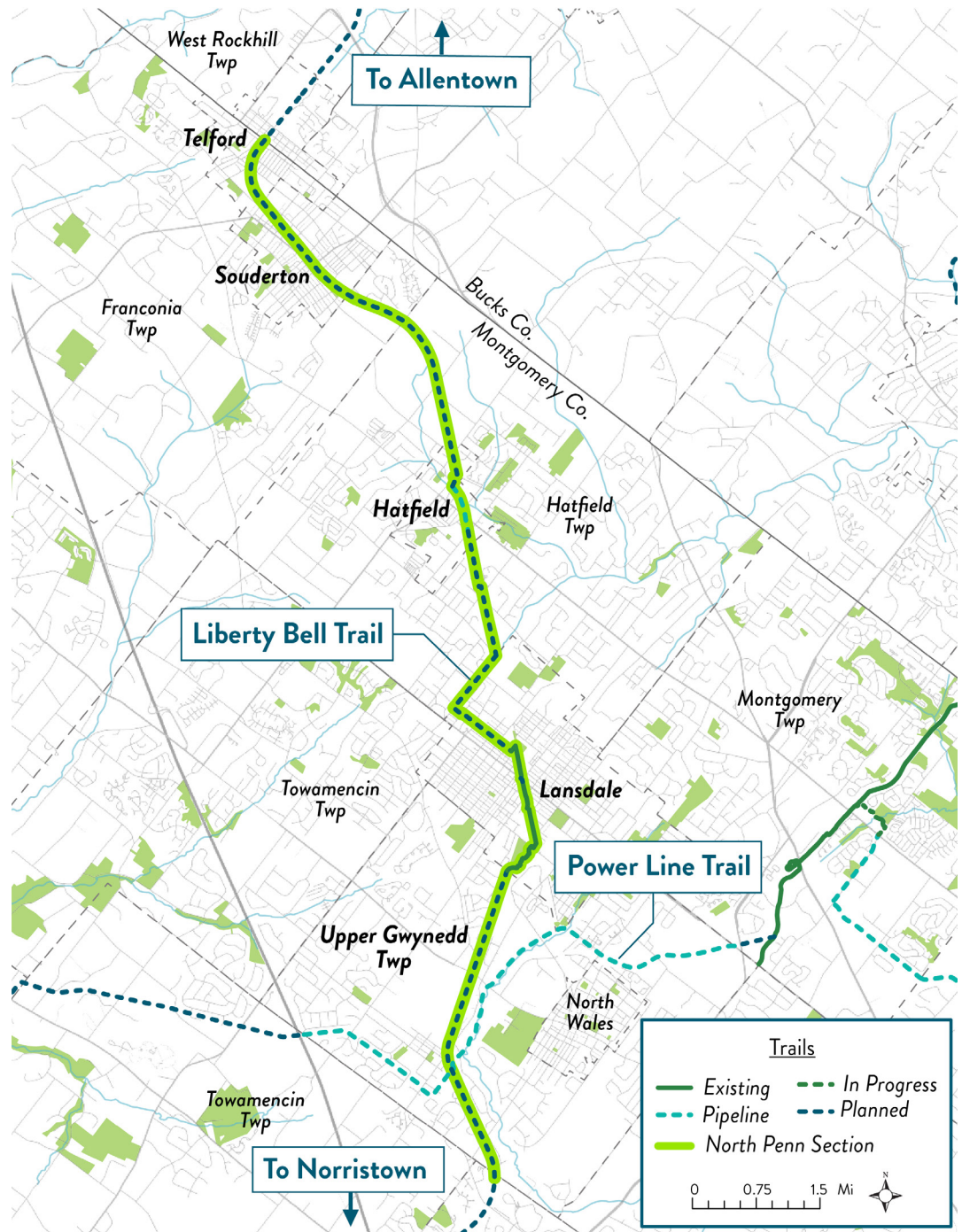
What: Liberty Bell Trail Open House for Upper Gwynedd Township, Lansdale Borough, and North Wales Borough

When: Thursday, October 7th from 6:30-8:30PM

Where: Upper Gwynedd Township Admin. Building, 1 Parkside Place, North Wales, PA 19454

LEARN MORE:

Pennsylvania Environmental Council LBT Webpage: <https://pecpa.org/program/liberty-bell-trail/>



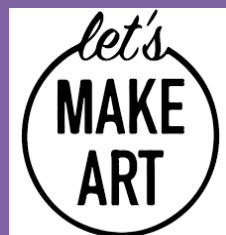
North Wales Borough in conjunction with Original Perspective, LLC is
Happy to Present,

After-School Art Club!

1st - 6th Grade @ the North Wales Arts and Cultural Center
125 N. Main St, North Wales, PA

Owner Renée K. Williams-Erwin

www.original-perspective.com



After-School Art Club is an after-school art program for students in grades 1-6 who love art. Each session we will work with a variety of materials including: air-dry clay, paint, pencil, markers, oil pastel, printmaking & more! New projects each year! **Please bring your own water bottle & a nut-free snack.** We hope you can join us as we have a great time creating art & making new friends!

Session 1: Fall into Art!

Monday 6-7:30pm 6 Weeks

Dates: Sept.: 20, 27, Oct.: 4, 11, 18, 25.

Sign-Up Deadline: Sept. 13

Bright blue skies, leaves ablaze with autumn colors! Get inspired by the brilliance of fall!

Session 2: Warm-up with Art!

Monday 6-7:30pm 6 Weeks

Dates: Nov.: 8, 15, 22, 29, Dec.: 6, 13.

Sign-Up Deadline: Nov. 1

Winter's stark beauty, thick crisp snow, cozy sweaters! Warm up to new art projects!

Session 3: A New Year with Art!

Monday 6-7:30pm 6 Weeks

Dates: Jan.: 10, 24, 31, Feb.: 7, 14, 28.

Sign-Up Deadline: Jan. 3

Silhouettes of trees stretch across the snow! Sharpen your skills this New Year!

Session 4: Chill-Out with Art!

Monday 6-7:30pm 6 Weeks

Dates: March: 7, 14, 21, April: 4, 11, 25.

Sign-Up Deadline: Feb. 28

Paper quilts, animal tracks in the snow! Thaw out your artistic side this winter!

Session 5: Spring into Art!

Monday 6-7:30pm 6 Weeks

Dates: May: 2, 9, 16, 23, June: 6, 13.

Sign-Up Deadline: April 25

Radiant colors, cool rains, insects! Spring inspiration is here as nature comes alive again!



Mrs. Erwin is an award-winning local teaching artist and has taught After-School Art Club since 2014.

Mrs. Erwin graduated with distinction from Tyler School of Art, Temple University in 1991, and is currently pursuing her teaching certification and M.Ed. in Art Education, from Kutztown University.

Student's Name: _____

Grade: _____

Age: _____

Phone #'s: _____

Parent/Guardian Name: _____

Parent/Guardian Email: _____

Allergies: _____

Insurance Information: _____

Please indicate
choice session(s):

☐ Session 1

☐ Session 2

☐ Session 3

☐ Session 4

☐ Session 5

Fee per six-week session (Includes all Materials): \$130 Non-Resident OR \$110 Resident
payable to: Original Perspective, LLC, mail to 360 S. 8th Street, North Wales, PA 19454

Borough Boards & Commissions Vacancies

- Historic Commission – Term Expires: 12/31/2025
- Historical Architectural Review Board – Term Expires: 12/31/2023
- Historical Architectural Review Board – Term Expires: 12/31/2023
Must be a licensed real estate broker.
- Uniform Construction Code Board of Appeals – Term Expires: 12/31/2021

Please submit a letter of interest for any one or more of the above listed openings, addressed to the North Wales Borough Council in care of the Borough Manager. Letters can be submitted electronically to chart@northwalesborough.org.