



Board of Commissioners Work Session Agenda

Location: 1014 Darby Rd, Havertown PA 19083

Date: Monday, May 02, 2022

Time: 7:00 P.M.

Commissioner Committee Update

Police Crime Update

Next Week:

1st Ward Interim Commissioner Appointment and Swearing-in Ceremony

Ordinance No. P6-2022

Amend Chapter 30 – Pensions and Employee Benefits (2nd Reading)

Ordinance No. P7-2022

Parks & Recreation – 3824 Darby Road - Easement (2nd Reading)

Ordinance No. P9-2022

Traffic (2nd Reading)

Resolution No. 2262-2022

County Aid - Liquid Fuels

Resolution No. 2263-2022

Officially close the Back to Business – Phase 2 Grant program as of May 31, 2022

Resolution No. 2264-2022

Subdivision -1801 Manor Road

Resolution No. 2265-2022

Premium Pay – Front Line Employees

Resolution No. 2266-2022

Senior Initiatives – Phase 1 Program

Settlement and Stipulation of Counsel

Police Department

Police Week Acknowledgement
Officer of the Year

Contract Awards/Purchases

Public Works - #2 Fuel

Emergency purchase of replacement boiler and burner to be installed at the Haverford Township Free Library

HAVERFORD TOWNSHIP FINANCE DEPARTMENT

MEMORANDUM

DATE: APRIL 27, 2022

TO: BOARD OF COMMISSIONERS

FROM: AIMEE CUTHBERTSON
DIRECTOR OF FINANCE/ASST TOWNSHIP MANAGER

SUBJECT: BOILER REPLACEMENT AT HAVERFORD TOWNSHIP FREE LIBRARY

The boiler at the Library is forty-seven years old and has reached its end of life as evidenced by repeated gasket leaks and an outdated burner whose manufacturer (Gordon Piatt) is no longer in business. The current system has been regularly serviced but is now beyond the point of repair due to its age, condition and availability of appropriate parts. The boiler serves as the building's heat source and while it is currently OFF for the season, it will need to be replaced before the colder months later this year. Continuing with the current boiler in the coming winter season is not a viable option.

On April 26, myself, our Facilities Superintendent Dan Perri along with Library Director Sukrit Goswami, Business Manager Donna Reeves, Library Board President Phil Goldsmith, Library Construction Manager Ken Matthews, along with the Library's architect/engineering team working on the renovation met to discuss the next steps as we are obviously in the midst of planning a large capital project concerning the library.

PROPOSED COURSE OF ACTION

All in attendance at the April 26 meeting were in agreement that the best course of action considering the undefined final scope of a Library project, the undefined final use of 1601 Darby Rd, the emergent nature of the replacement and anticipated time line (16 week minimum lead time for delivery), is to replace the boiler with a dual burner system. This type of system will allow the use of oil (considering the building's current mechanical systems) OR natural gas as is the plan in the case of renovation at the current site. Making a 100% switch to gas now would include extensive engineering, duct work, and the installation of gas lines. All of these steps would add to the installation timeline and the dual system would allow for future flexibility.

FUTURE CONSIDERATIONS

In the event the library stays at the current site with an addition, this new unit is adequately sized for the increase in square footage. There may be a need down the road to add a smaller secondary boiler but that would not be absolutely necessary at this point and can be done in the future when the final end use of the building has been determined. For example, if the building

is repurposed for something other than a renovated library with an addition, there may be no need to upsize the unit.

EMERGENT NATURE

Due to the leaking gaskets, the lengthy lead time needed to secure the equipment and the risk of having a public building without heat, we are treating this as an emergency situation.

PRICING

This project is subject to prevailing wage rates and we have obtained the appropriate wage determination from the Commonwealth of Pennsylvania Department of Labor & Industry. Due to the anticipated cost of the project, we are still in the process of obtaining multiple quotes. Thus far, we have received one quote from the current servicer, Johnson Controls, Inc of Horsham PA in the range of \$118,000 - \$125,000 (depending on a few variables of relocating the unit). We hope to have all quotes in place to award at the May 9, 2022 meeting. In the event we do not, staff may recommend to defer until the June meeting.

If you have any questions, please do not hesitate to contact me.

**TOWNSHIP OF HAVERFORD
DELAWARE COUNTY, PA**

RESOLUTION NO. 2262-2022

**A RESOLUTION AUTHORIZING AN APPLICATION TO
THE DELAWARE COUNTY COUNCIL FOR AN
ALLOCATION OF COUNTY LIQUID FUEL TAX FUNDS
IN 2022 FOR A 2022 ROAD PAVING PROJECT**

WHEREAS, the undersigned Municipality desires to take advantage of the Act approved June 1, 1945, P.P. 1242 and as provided in the Act approved May 18, 1945, P.L. 803 permitting Counties of the Commonwealth of Pennsylvania to appropriate and expend moneys for the improvements and maintenance of State Highways and State-Aid Highways or Public Highway in any County of the Commonwealth.

THEREFORE, BE IT RESOLVED, that we, the elected officials of Haverford Township, Delaware County, Pennsylvania, in regular session assembled on this 9th day of May, 2022 do hereby make application to the County Council of Delaware County for an allocation of County Liquid Fuel Tax Funds in the amount of \$53,568.00 to be used for a 2022 road paving.

It is certified by the Municipality and the officers who execute this application that materials used and work done hereunder shall conform to the current Pennsylvania Department of Transportation specifications, or specifications approved by the Department, and that all work will be done within the legal right-of-way or with permission of the abutting property owners.

RESOLVED this 9th day of May, 2022.

TOWNSHIP OF HAVERFORD

C. Lawrence Holmes, Esq
President, Board of Commissioners

ATTEST:

David R. Burman
Township Manager/Secretary

RESOLUTION 2263 -2022

Closing of American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund “Back to Business – Phase 2” Program

WHEREAS, Haverford Township was awarded a direct allocation from the Coronavirus State and Local Fiscal Recovery Fund in the amount of \$19.8 million;

WHEREAS, on August 9, 2021, by Resolution 2230-2021, the Board of Commissioners in its desire to assist local businesses and not for profit organization mitigate financial hardship resulting from the COVID-19 public health emergency approved the “Back to Business – Phase 1” program. This program awarded \$115,000 in economic recovery grants and was officially closed as of November 8, 2021; and,

WHEREAS, on November 8, 2021 by Resolution 2242-2021, in an effort to assist even more businesses and not for profit entities, expanded the original criteria of Phase 1 and instituted the “Back to Business – Phase 2” program. This program awarded an additional \$127,500 in economic recovery grants and after much success, will officially close as of May 31, 2022.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Haverford Township hereby closes the “Back to Business – Phase 2” Program as of May 31, 2022 at 4pm and further authorizes the Township Manager and Assistant Township Manager/Finance Director to take all actions necessary to accomplish the stated objectives of this Resolution.

RESOLVED THIS 9th day of May 2022.

TOWNSHIP OF HAVERFORD

Attest:

C. Lawrence Holmes, President

David R. Burman, Township Manager

RESOLUTION NO. 2264-2022

WHEREAS, the Preliminary/Final Plan of Subdivision for Sleepy Valley Holdings, LLC, 1801 Manor Road, Havertown, Haverford Township, Delaware County, known as D.C. Folio No. 22-07-01010-00 has been submitted to subdivide an existing 12,237 square foot parcel into two (2) lots; Lot 1 to contain 6,236 square feet with the existing house to remain, and Lot #2 to contain 6,001 square feet with a new single family dwelling and associated improvements. The subject property is within the R-4 Zoning District, and is located in the 7th Ward. The aforesaid plans were prepared by Herbert MacCombie, Jr. P.E., Consulting Engineers and Surveyors, Inc., Broomall, PA, dated December 15, 2021, and last revised April 4, 2022; and

WHEREAS, The Haverford Township Zoning Hearing Board granted the applicant a variance at their meeting of February from the provisions of §182-713.B to allow a nonconforming porch on the existing house to remain 2.5 feet within the required 30 foot minimum front yard setback; and

WHEREAS, the Planning Commission of Haverford Township at the public meeting of Thursday, April 14, 2022, did vote to recommend approval of the plans subject to certain conditions; and

WHEREAS, the applicant has requested that the Board of Commissioners grant certain waivers from certain requirements of the General Laws of the Township of Haverford; and

WHEREAS, the applicant has submitted said plans before the Board of Commissioners of the Township of Haverford for consideration in accordance with the Pennsylvania Municipalities Planning Code, Act 247, as amended, and pursuant to the Haverford Township Subdivision and Land Development Regulations, Ordinance 1960, Chapter 160, Sections 4. A and B.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Township of Haverford, County of Delaware, Commonwealth of Pennsylvania, that the recommendations and findings of the Planning Commission have been reviewed and the Preliminary/Final Minor Subdivision Plans for Sleepy Valley Holdings, LLC, for the property located at 1801 Manor Road, Haverford Township, Delaware County, dated December 15, 2021, and last revised April 4, 2022, is **approved** subject to following conditions:

1. The applicant will comply with the outstanding items of the Township Engineer's review letter dated April 13, 2022 to the satisfaction of the Township.
2. An underground storage tank should be considered as an alternative to the proposed stone infiltration pit for stormwater management.
3. The two points establishing the irregular boundary on Lot 2 should be marked with concrete monuments.

BE IT FURTHER RESOLVED that the Board of Commissioners grant the following waivers or partial waivers from the General Laws of the Township of Haverford:

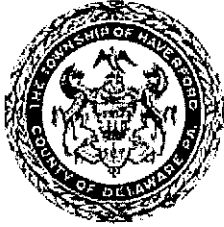
- a. §160-4.A regarding the two-step review process.
- b. §160-5.B(3)[j][1] regarding the minimum right-of-way of 50 feet and the minimum cartway width of 25 feet where the existing right-of-way is 24 feet, and the existing cartway is 24 feet on Manor Road.
- c. Paragraph "Driveways C. Proximity to Lot Line" of the Haverford Township Design Standards to allow the existing driveway on Lot 1 to remain fewer than (2) feet from the property line.

RESOLVED this 9th day of May, 2022.

TOWNSHIP OF HAVERFORD

By: C. Lawrence Holmes
President
Board of Commissioners

Attest: David R. Burman
Township Manager/Secretary



Manager 610-446-1000 ext. 2208
Human Resources 610-446-1000 ext. 2233

TOWNSHIP OF
HAVERFORD

DELAWARE COUNTY
1014 DARBY ROAD
HAVERTOWN, PA 19083-2551
(610) 446-1000

LARRY HOLMES, ESQ., PRESIDENT
JUDY TROMBETTA, VICE PRESIDENT
DAVID R. BURMAN, TWP MANAGER/SECRETARY
AIMEE CUTHBERTSON, ASS'T TWP. MANAGER
JOHN F. WALKO, ESQ., SOLICITOR
PENNONI ASSOCIATES, INC., ENGINEER

WARD COMMISSIONERS
1ST WARD
2ND WARD Sheryl Forste-Grupp, PhD
3RD WARD Kevin McCloskey, Esq.
4TH WARD Judy Trombetta
5TH WARD Laura Cavender
6TH WARD Larry Holmes, Esq.
7TH WARD Conor Quinn
8TH WARD Gerry Hart, MD
9TH WARD William F. Wechsler

HAVTT 30239

April 13, 2022

Kelly Kirk, Zoning Officer and Community Planner
Haverford Township
1014 Darby Road
Havertown, PA 19083-2251

**RE: Minor Subdivision
Sleepy Valley Holdings, LLC – 1801 Manor Road- 2nd Review**

Dear Ms. Kirk:

As requested, we have reviewed the following information prepared by Herbert E. MacCombie, Jr., PE Consulting Engineers & Surveyors, Inc., submitted for the referenced project:

- “*Plan of Subdivision for Sleepy Valley Holdings, LLC – 1801 Manor Road*” (7 sheets) dated December 15, 2021, last revised April 4, 2022.

The applicant, Sleepy Valley Holdings, LLC, proposes to subdivide an existing 12,237-square-foot (SF) parcel (folio no. 22-07-01010-00) into two (2) lots. The existing dwelling is to remain on Lot 1 and a new single-family home and associated driveway is proposed on Lot 2. A spread basin is proposed on Lot 2 for stormwater management. The property is located within the R-4 Zoning District.

The existing dwelling is currently serviced by public water and sanitary sewer. The proposed single-family dwelling is also to be serviced by public water and sewer connected to existing utilities on Manor Road.

The application was reviewed by the Haverford Township Planning Commission at their meeting on January 27, 2022. The Planning Commission did not issue a recommendation at that time, as the Zoning Hearing Board and Shade Tree Commission had not yet completed their respective reviews.

The applicant is requesting the following waivers from §160 – *Subdivision and Land Development*:

- From §160-4.A regarding the two-step review process.
- From §160-5.B(3)[j][1] regarding a minimum right-of-way width of 50 feet and cartway of 25 feet for Manor Road. The existing right-of-way and cartway widths are 45 and 24 feet respectively.
- From the Paragraph “Driveways C. Proximity to Lot Line” of the Haverford Township Design Standards regarding a minimum distance of 2 feet from the driveway to the property line. The existing driveway on Lot 1 is less than 2 feet from the property line.

At their February 4, 2022 meeting, the Zoning Hearing Board granted the applicant the following variance from §182 – *Zoning*:

- From §183-713.B prohibiting the formation of a lot from part of a lot already occupied by a building in which the existing building does not comply in all respects with the area and other requirements of the district in which the building is located. The required front setback is 30 feet, and the existing front yard setback is 27.5 feet.

This application was reviewed in accordance with the simplified procedures and requirements of a Minor Subdivision (§160-4.G). The following comments remain outstanding from our January 26, 2022 review letter:

SUBDIVISION AND LAND DEVELOPMENT

1. It should be noted that Lot 2 is proposed as an irregularly shaped lot. It appears this configuration was proposed to satisfy side yard setbacks on Lot 1.
The two points establishing this irregularity should be marked with concrete monuments in-lieu-of the iron pins indicated (§160-5.B(8)).
2. The plan should depict the installation of a concrete driveway apron and sidewalk in accordance with the Township Design standards.
The applicant has revised the driveway to include a concrete apron. However, the proposed elevation for the new depressed curb (288.46') appears to be below the existing paving elevation. Also, additional spot elevations should be provided to determine the slope and extent of sidewalk replacement necessary.
3. Replacement trees in the total amount of 40.5-inches of diameter are required to compensate for 162-inches of tree removal.
Six (6) 3-inch replacement trees are proposed on-site. The applicant is offering nine (9) additional trees with a minimum diameter of 2 inches to the Township; or a fee-in-lieu of the proposed trees (§170-2).
4. Shade trees are required to be installed at a minimum distance of six (6) feet from the inside edge of the sidewalk or right-of-way line and at a minimum spacing of 30 feet on center (§160-5.B(6)). The two proposed trees are indicated to be 1 foot beyond the right-of-way line.
The revised plan relocates the proposed shade trees closer to the right-of-way line; however, they are to be located a minimum of six feet behind it.

STORMWATER MANAGEMENT

5. The proposed stormwater management basin is within 10-feet of the proposed building, approximately seven (7) feet deep, and one (1) foot above the basement floor elevation. We have concerns regarding maintenance of the basin and potential for water intrusion into the basement (§78-30.E).
The applicant has indicated that the basement floor elevation has been raised by one foot. We still have concerns regarding the potential for water infiltration into the basement. The applicant may want to consider the installation of waterproofing measures to protect the foundation.

6. We have concerns regarding the location of the rock construction entrance and protecting the proposed infiltration bed from construction (§78-32.E(1)).
The composite rumble pad construction entrance may pose a tripping hazard due to its placement within the sidewalk. The applicant should consider re-locating the construction entrance out of the sidewalk area.
7. Regarding the driveway trench drain, it is unclear whether the drain assembly is rated for traffic and how the small catch basin will function as a debris trap. Please clarify.
The applicant should consider a heavy-duty grate for the proposed trench drain.
8. All cleanouts and observation ports located within the driveway should be traffic rated.
The cleanouts that are proposed within the driveway should be rated heavy duty with a valve box or cover.

GENERAL

9. The existing overhead electric service for Lot 1 will cross Lot 2.
The plan should identify the location of the proposed underground electric service for Lot 1.
10. A Township Road Opening permit will be required for the proposed driveway and utility installations. Roadway restoration shall conform to the requirements §157-30.
The trench restoration detail should be revised to specify a backfill of PennDOT 2A modified stone. Paving restoration should be in accordance with §157-30.G(2)).

The following comment is based on the most recent submission:

11. The drainage analysis indicates that the entire driveway is to be captured by the trench drain. Additional spot elevations should be provided to confirm that the intended drainage area is directed to the trench drain.

Should you have any questions or comments, please feel free to contact the undersigned.

Sincerely,

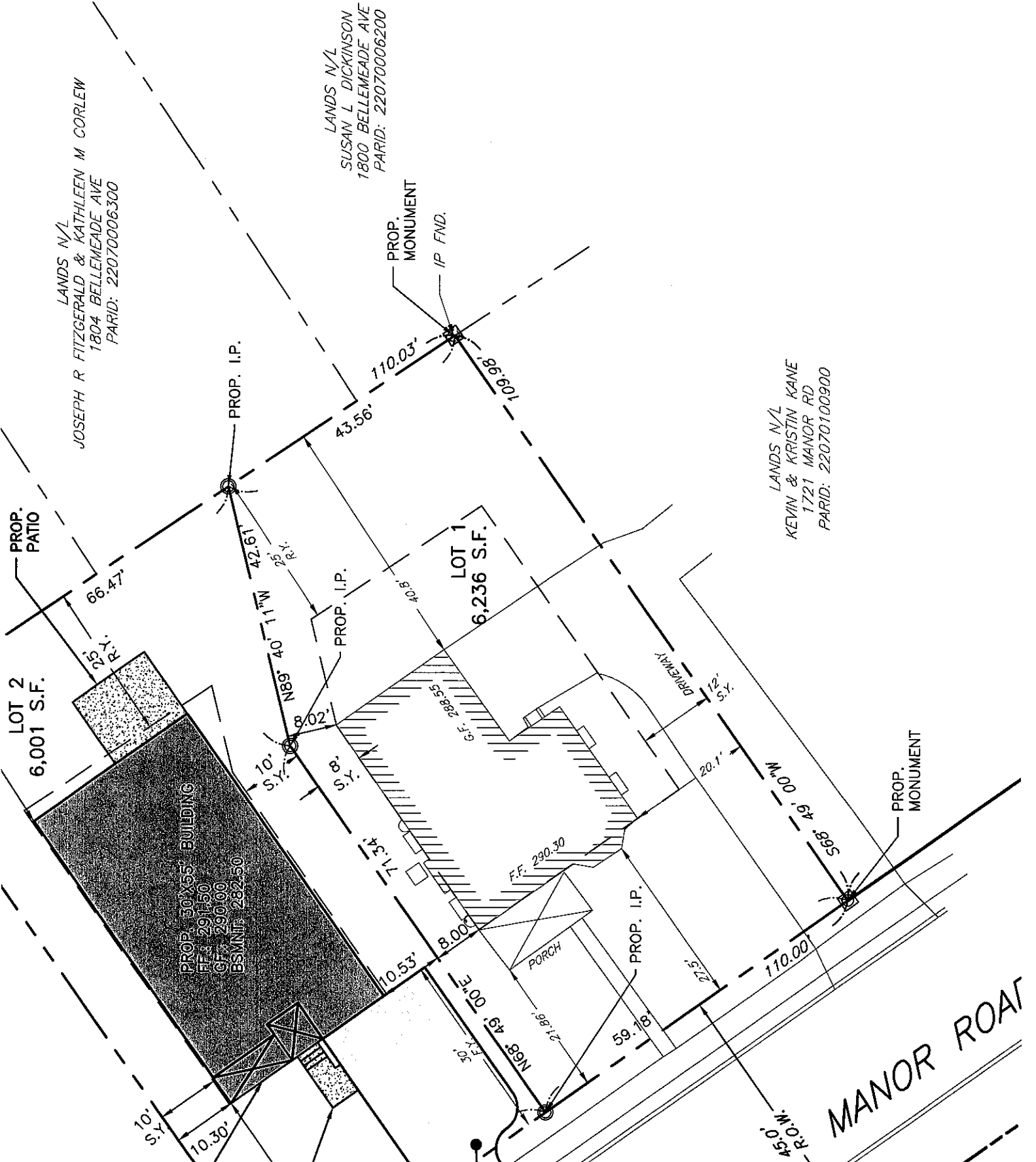
PENNONI



David Pennoni, PE
Township Engineer

CF/jws

cc: Dennis F. O'Neill, PE – MacCombie Consulting Engineers & Surveyors, Inc. (via email)
Sleepy Valley Holdings, LLC (via email)



LANDS N/L
JOSEPH R FITZGERALD & KATHLEEN M CORLEW
1804 BELLEMEADE AVE
PARID: 22070006300

LANDS N/L
SUSAN L DICKINSON
1800 BELLEMEADE AVE
PARID: 22070006200

LANDS N/L
KEVIN & KRISTIN KANE
1721 MANOR RD
PARID: 22070100900

LOT 2
6,001 S.F.

LOT 1
6,236 S.F.

PROP. 30x55' BUILDING
F.F. 291.50
G.F. 290.00
BSMNT. 282.50

PORCH

DRAINWAY

MANOR ROAD

PROP. I.P.

PROP. I.P.

PROP. I.P.

PROP. MONUMENT

IP FND.

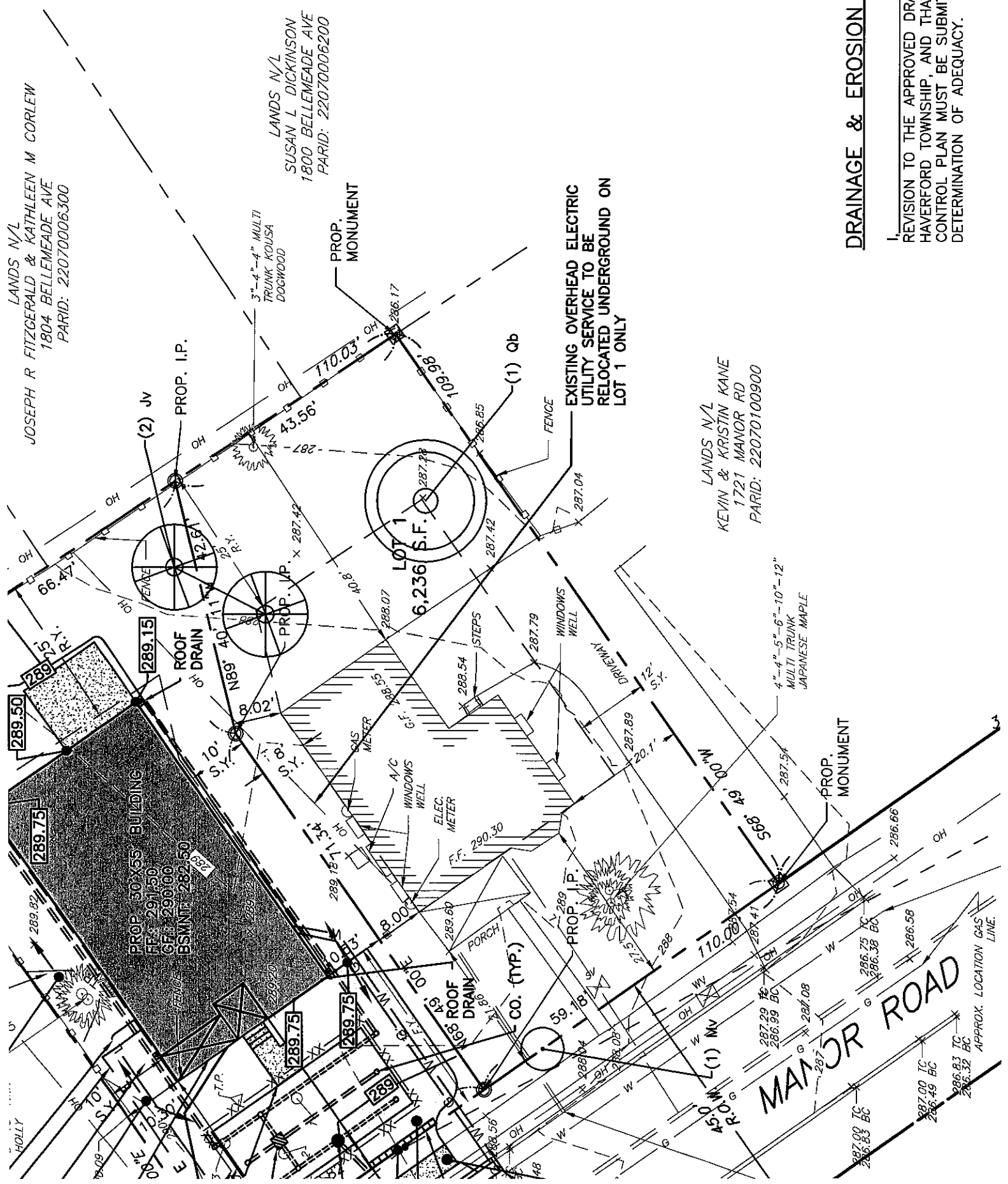
PROP. MONUMENT

45.0' R.O.W.

LANDS N/L
 JOSEPH R FITZGERALD & KATHLEEN M CORLEW
 1804 BELLEMEADE AVE
 PARID: 22070006300

LANDS N/L
 SUSAN L DICKINSON
 1800 BELLEMEADE AVE
 PARID: 22070006200

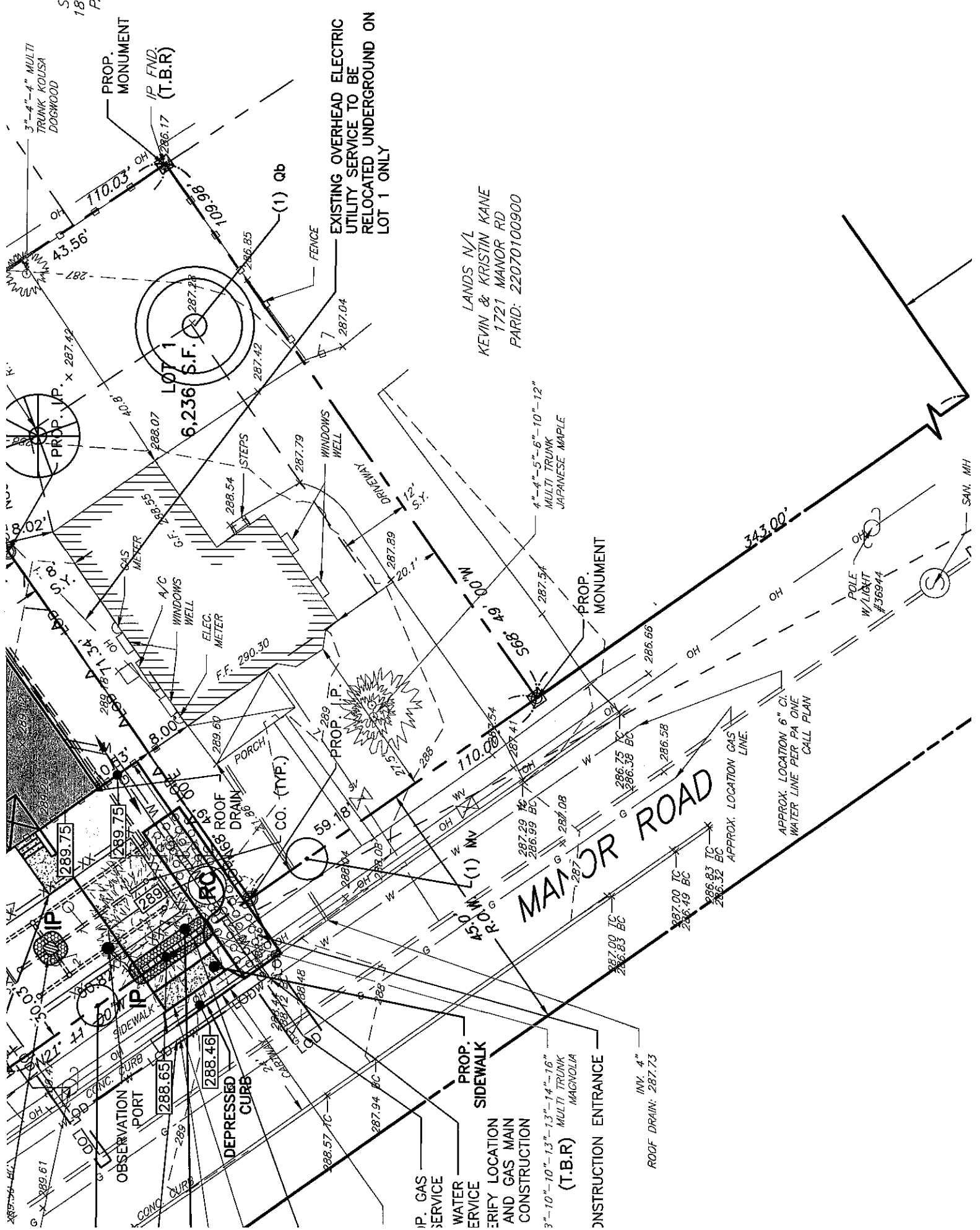
LANDS N/L
 KEVIN & KRISTIN KANE
 1721 MANOR RD
 PARID: 22070100900



DRAINAGE & EROSION AND SEDIN

I. REVISION TO THE APPROVED DRAINAGE PLAN ML HAVERFORD TOWNSHIP, AND THAT A REVISED ER CONTROL PLAN MUST BE SUBMITTED TO THE CC DETERMINATION OF ADEQUACY.

L
SUSHA
1800 B
PARID:



PROP. MONUMENT
IP FND.
(T.B.R)

EXISTING OVERHEAD ELECTRIC
UTILITY SERVICE TO BE
RELOCATED UNDERGROUND ON
LOT 1 ONLY

LANDS N/L
KEVIN & KRISTIN KAINE
1721 MAINOR RD
PARID: 22070100900

MAINOR ROAD

IP. GAS SERVICE
WATER SERVICE
VERIFY LOCATION AND GAS MAIN CONSTRUCTION (T.B.R)

CONSTRUCTION ENTRANCE

INV. 4"
ROOF DRAIN: 287.73

APPROX. LOCATION 6" CI. WATER LINE PER PA ONE CALL PLAN

APPROX. LOCATION GAS LINE.

SAN. MH

3"-4"-4" MULTI TRUNK KOUSA DOGWOOD

PROP. IP. x 287.42

LOT 1
6,236 S.F.

STEPS

PROP. IP.

DEPRESSED CURB

PROP. MONUMENT

P.O.L.E. W/LIGHT #36944

OH

3"-4"-4" MULTI TRUNK KOUSA DOGWOOD

PROP. IP. x 287.42

LOT 1
6,236 S.F.

STEPS

PROP. IP.

DEPRESSED CURB

PROP. MONUMENT

P.O.L.E. W/LIGHT #36944

OH

3"-4"-4" MULTI TRUNK KOUSA DOGWOOD

PROP. IP. x 287.42

LOT 1
6,236 S.F.

STEPS

PROP. IP.

DEPRESSED CURB

PROP. MONUMENT

P.O.L.E. W/LIGHT #36944

OH

3"-4"-4" MULTI TRUNK KOUSA DOGWOOD

PROP. IP. x 287.42

LOT 1
6,236 S.F.

STEPS

PROP. IP.

DEPRESSED CURB

PROP. MONUMENT

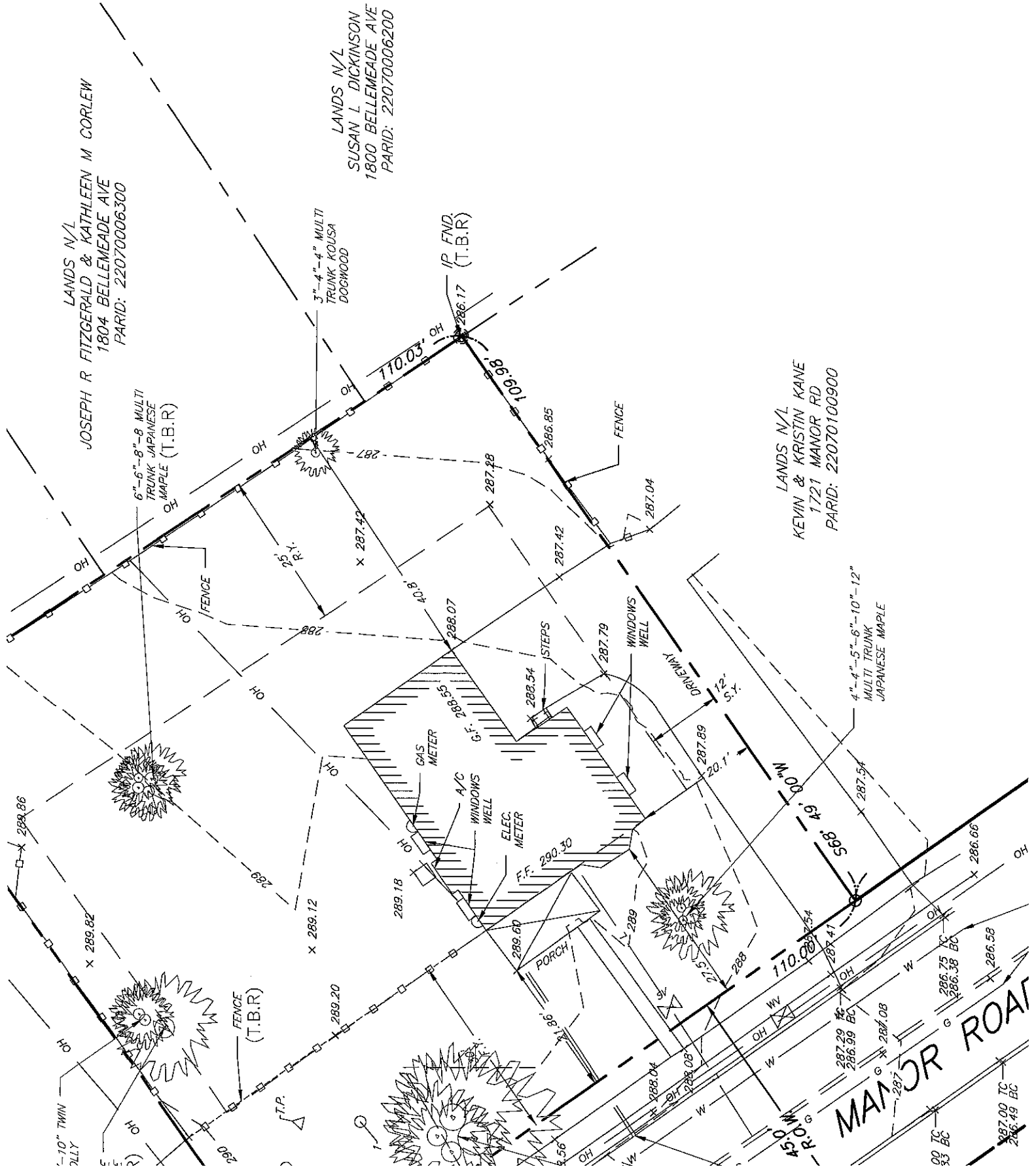
P.O.L.E. W/LIGHT #36944

OH

LANDS N/L
JOSEPH R FITZGERALD & KATHLEEN M CORLEW
1804 BELLEMEADE AVE
PARID: 22070006300

LANDS N/L
SUSAN L DICKINSON
1800 BELLEMEADE AVE
PARID: 22070006200

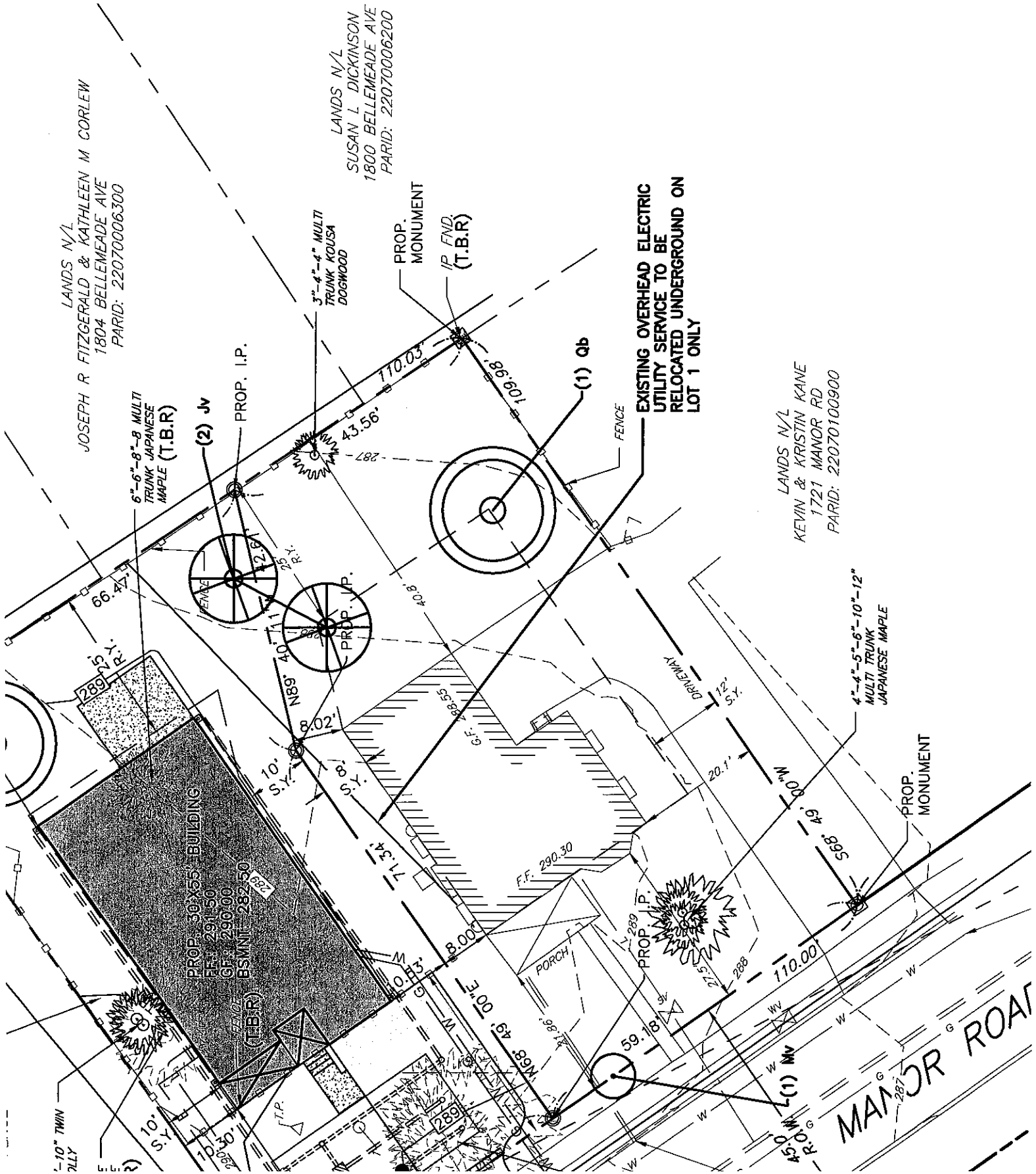
LANDS N/L
KEVIN & KRISTIN KANE
1721 MANOR RD
PARID: 22070100900

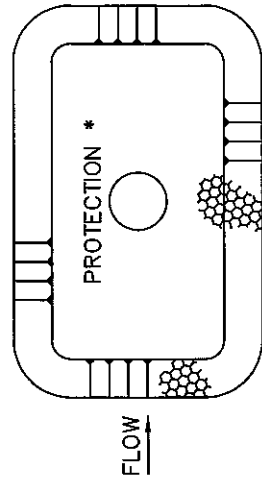
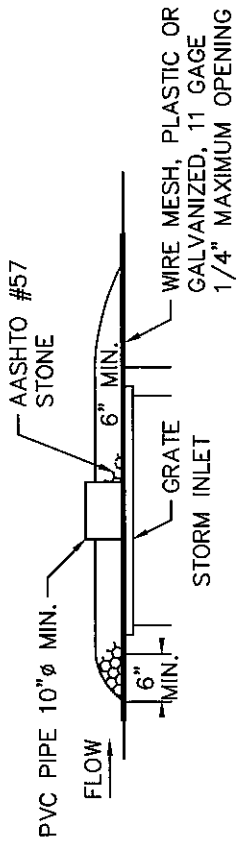


LANDS N/L
 JOSEPH R FITZGERALD & KATHLEEN M CORLEW
 1804 BELLEMEADE AVE
 PARID: 22070006300

LANDS N/L
 SUSAN L DICKINSON
 1800 BELLEMEADE AVE
 PARID: 22070006200

LANDS N/L
 KEVIN & KRISTIN KANE
 1721 MANOR RD
 PARID: 22070100900



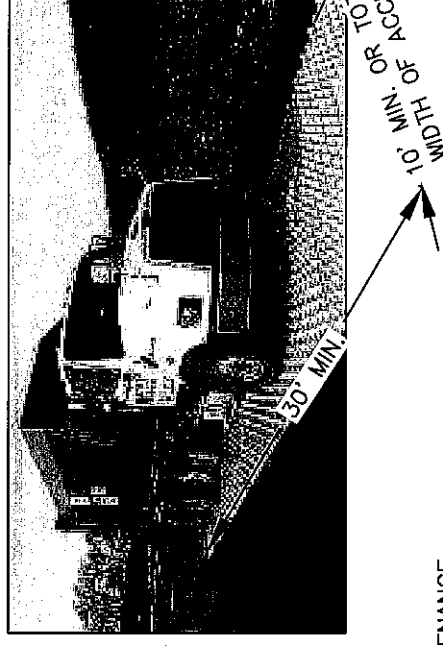
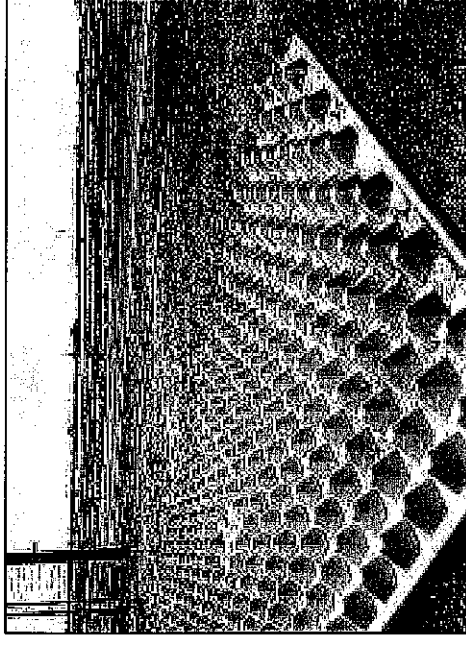


* STONE PROTECTION IS NOT REQUIRED FOR INLETS TRIBUTARY TO SEDIMENTATION BASINS AND SEDIMENT TRAPS. BERMS ARE REQUIRED FOR ALL INSTALLATIONS.

ONE-HALF ACRE MAXIMUM DRAINAGE AREA WITH 10" ϕ P.V.C. PIPE AND 4" HEAD.

STORM INLET PROTECTION

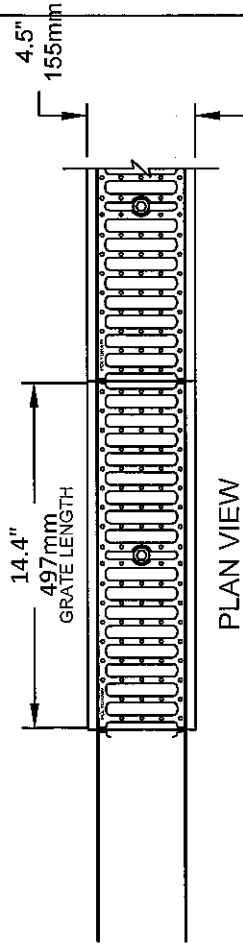
N.T.S.



- USE AND MAINTENANCE**
1. VEHICLES SHOULD TRAVEL DOWN THE LENGTH OF THE TRACKOUT CONTROL AND NOT CUT ACROSS THE MATS.
 2. DRIVERS SHOULD TURN THE WHEEL OF THEIR VEHICLES SUCH THAT THE VE WILL MAKE A SHALLOW S-TURN ROUTE DOWN THE LENGTH OF THE TRACKOI CONTROL SYSTEM.
 3. MATS SHOULD BE CLEANED ONCE THE VOIDS BETWEEN THE PYRAMIDS BECC OF SEDIMENT. TYPICALLY THIS WILL NEED TO BE PERFORMED WITHIN TWO WE AFTER A STORM EVENT. BRUSHING IS THE PREFERRED METHOD OF CLEANING MANUALLY OR MECHANICALLY.
 4. THE USE OF ICE MELT, ROCK SALT, SNOW MELT, DE-ICER, ETC. SHOULD B UTILIZED AS NECESSARY DURING THE WINTER MONTHS AND AFTER SNOW EVE PREVENT ICE BUILDUP.

FODS COMPOSITE RUMBLE PAD
CONSTRUCTION ENTRANCE

N.T.S.

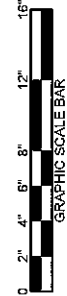
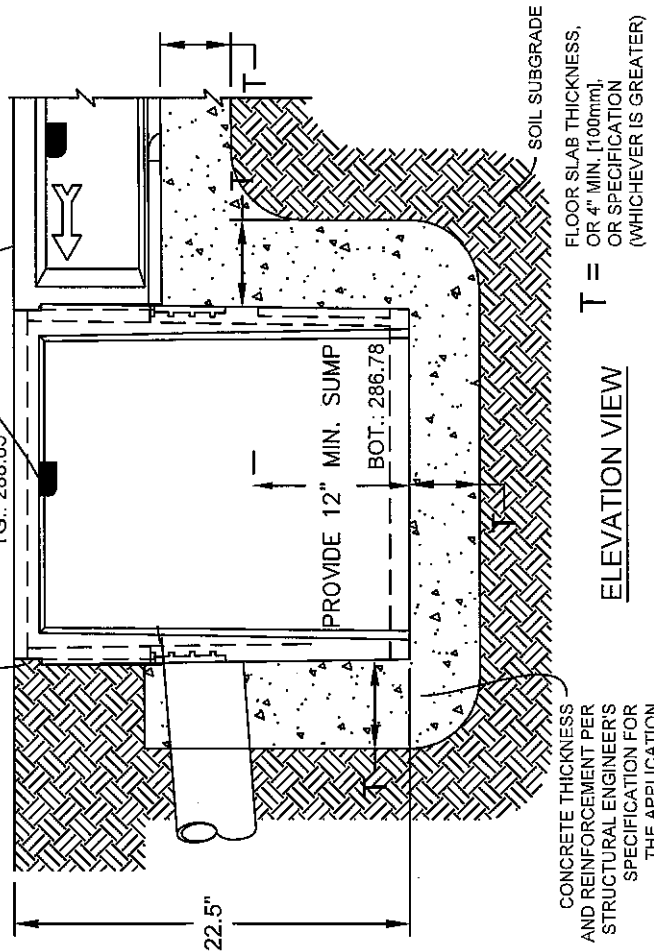


PLAN VIEW

CHANNEL INTERLOCKS INTO SIDE OF CATCH BASIN (BUTT JOINT)

RED DOT® LOCK INSERT ABTDRAIN® CHANNEL

TG.: 288.65



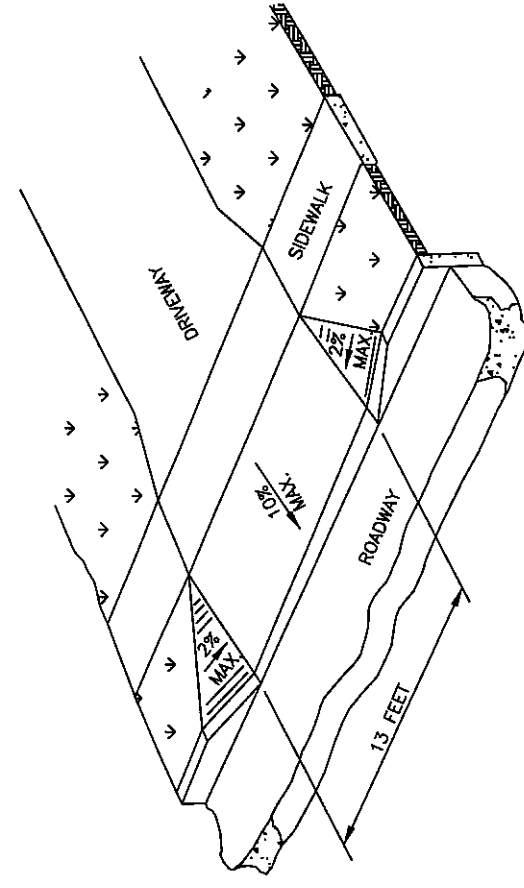
SPECIFICATION DRAWING © 2002 ABT, Inc.

SMALL CATCH BASIN (DEBRIS TRAP)

| | | |
|--|------------------|------------|
| OR APPROVED EQUAL | FILE: S-2900A-03 | PART: 2900 |
| <small>Proprietary rights of ABT, Inc. are included in the information disclosed herein. The recipient, by accepting this document, agrees that neither this document nor the information disclosed herein nor any part thereof shall be copied, reproduced or transmitted to others for manufacturing or for any other purpose except as specifically authorized in writing by ABT, Inc.</small> | | |
| <small>DISCLAIMER: The customer and the customer's architect, engineers, consultants and other professionals are completely responsible for the selection, installation, and maintenance of any product of ABT, Inc. EXCEPT AS EXPRESSLY PROVIDED IN ABT'S STANDARD WARRANTIES. ABT MAKES NO WARRANTY, EXPRESS OR IMPLIED, AS TO THE SUITABILITY, DESIGN, MERCHANTABILITY, OR FITNESS OF THE PRODUCT FOR CUSTOMER'S APPLICATION. Copies of ABT's standard warranties are available upon request.</small> | | |

Plan Notes

1. Series Number: LA04-04-203B UC-U11N
2. Genre: #7420, OR APPROVED FOLI/A



PROVIDE WELDED WIRE FABRIC (W 6/8 TO W 10/10) IN ALL SIDEWALKS AND APRONS AT DRIVEWAYS

CONCRETE DRIVE APRON DETAIL

N.T.S.

RESOLUTION 2266-2022

American Rescue Plan Act Coronavirus Local Fiscal Recovery Fund “Senior Initiatives – Phase 1” Program

WHEREAS, Haverford Township’s direct allocation from the Coronavirus State and Local Fiscal Recovery Fund will be \$19.8 million;

WHEREAS, on April 1, 2022, the U.S. Department of Treasury released the Final Rule covering the Coronavirus State and Local Fiscal Recovery Fund, as created and directed by the American Rescue Plan Act authorizing recipients to use funds to support the public health response to the COVID-19 pandemic with special emphasis on those populations that were disproportionately affected; and,

WHEREAS, the Board of Commissioners desires to provide financial support to those organizations who have dedicated themselves to providing resources and assistance to senior citizens living in Haverford Township; and,

WHEREAS, the financial support is restricted to developing programs and resources to identify and mitigate the effects of social isolation among senior citizens living in Haverford Township; and,

NOW, THEREFORE, BE IT RESOLVED, that the Board of Commissioners of Haverford Township hereby adopts the “Senior Initiatives – Phase 1” Program in Exhibit “A” of this Resolution, and further authorizes the Township Manager and Assistant Township Manager/Finance Director to take all actions necessary to accomplish the stated objectives of this Resolution.

RESOLVED THIS 9th day of May 2022.

TOWNSHIP OF HAVERFORD

Attest:

C. Lawrence Holmes, Esq, President

David R. Burman, Township Manager



EXHIBIT A

HAVERFORD TOWNSHIP "SENIOR INITIATIVES" PROGRAM – ROUND 1 (*American Rescue Plan Act Funded*)

According to the 2020 census, over 17% of Haverford Township's population is comprised of senior citizens aged 65 and over. Many have chosen to make Haverford their "life-long" home — from their own youth, to raising their families and then choosing to stay through their golden years.

The senior citizen population was affected especially hard during the COVID-19 pandemic. During the pandemic, older adults were identified as a disproportionately disadvantaged group due to the mental, physical, technological, and financial limitations that created isolation and lack of access to assistance programs. For their protection, the senior population was one of the first groups encouraged to stay home early on in the pandemic which lengthened this period of isolation even more so than most. While some seniors have now been able to reconnect with family and friends, some have fallen even deeper into an isolated state and some do not have friends or family to help bring them back into the social fold or to help them connect with assistance programs available to the senior population. Older adults who have experienced a prolonged period of isolation are more susceptible to health concerns with lasting effects on their physical and emotional well-being.

With its American Rescue Plan Act allocation, Haverford Township is implementing a restricted grant program to local not for profit organizations and businesses that provide programs and activities which enhance the quality of life for Haverford Township seniors especially geared to mitigating effects of social isolation due to the COVID-19 pandemic.

Eligibility:

- Applicant must directly serve the senior residents of Haverford Township
- Established not-for-profit organizations and businesses whose core function (more than 25% of its current operating budget) pertains to senior social services and/or assistance with issues of isolation within the senior population of Haverford Township.
- Applicants must be current on any business privilege, mercantile, local services, township property tax, sewer and/or trash fees, if applicable through the date of application.

Grant Awards:

- \$25,000 one-time awards
- 50% of the grant award will be paid within thirty (30) days of award notification. The remaining 50% will be paid six months following the award after fulfilling compliance reporting requirements and a successful program progress review by the grants committee.

Application Procedure:

- An initial proposal letter (along with the applicant's most recently filed federal form 990, 1120, or 1120-S AND most recent operating budget) must be submitted to the Township for consideration.
- This initial proposal will describe the applicant, its operating history, its current operations in assisting the Haverford Township senior citizen population, and details of the proposed program that will enhance the quality of life (with specific outcomes for mitigating the effects of social isolation or promoting available social services) for Haverford Township senior citizens. The proposal letter should also specifically discuss outreach plans, how the program will identify Haverford Township seniors who are still suffering from social isolation, how the program will identify social programs available to Haverford Township seniors and educate seniors on the availability of those programs.
- Round 1 opens as of June 1, 2022 and will remain open through June 30, 2022 at 4pm
- Award recommendations are anticipated to be presented to the Board of Commissioners for approval at its August 8, 2022 meeting
- A potential Round 2 will be considered **AFTER** Round 1 grants are awarded
- Submit both completed application and Federal Form W-9. **Unless the federal government announces otherwise, a Form 1099 will be issued to each recipient.**
- Completed applications can be submitted via email to finance@havtwp.org or dropped off at the Township building (we cannot be held accountable for lost/delayed mail if using the US Postal Service)
- Only completed applications will be considered

Compliance and Reporting:

- Reporting Requirements: All successful applicants are required to submit quarterly progress reporting on the program which will include details of outreach efforts and monies spent on program outcomes. The due date of the quarterly reports will be officially determined at the time of award and will continue for twelve months after award. These reports will be reviewed by Township staff and the Senior Citizens Advisory Committee.
- Non-Compliance: In cases of non-compliance with grant reporting or ineffectual outcomes (as determined by the grant committee), the Township will suspend (rather than immediately terminate) a grant and allow the recipient an opportunity to take appropriate corrective action. However, the Township may decide to terminate the grant if the recipient does not take appropriate corrective action during the period of suspension. The Township may immediately terminate a grant when necessary, such as in instances of potential fraud or other criminal activity. Suspension and/or termination may be appealed, in writing, to the Haverford Township Board of Commissioners.

A grant may also be terminated, partially or totally, by the recipient. If the recipient decides it cannot achieve the outcomes proposed, the recipient may advise the Township in writing and return any unused funds within thirty (30) days of termination.

Program Notes:

- If you have any questions regarding the Program, please contact Aimee Cuthbertson, Assistant Township Manager/Director of Finance at 610-446-1000 x2240
- When applicable, if you have any questions regarding the business tax, local services tax license or status of business tax/local services tax filings, please contact Tri-State Financial Group at 610-270-9520



HAVERFORD TOWNSHIP
"SENIOR INITIATIVES – PHASE 1" PROGRAM APPLICATION
(American Rescue Plan Act Funded)

Name of Applicant _____

Mailing Address _____

City, State, Zip _____

Contact Person/Title _____

Haverford Township Business/Local Service License # _____

Contact email _____

Contact phone # _____

Physical location within Haverford Township _____

If Exempt Organization under IRC 501(c)(3), please check here _____

Applicant Certification:

By applying for this funding, applicant certifies that they have read and understand the program and eligibility criteria as described on page 1-2 of this application. Applicant allows use of its Haverford Township business privilege, mercantile and/or local service tax returns (if applicable) to determine program eligibility. Applicant further certifies that the person whose signature appears below is a representative of Applicant and has been duly authorized to apply for this funding. Applicant also acknowledges that these monies are funded through the American Recovery Plan Act for the purpose of mitigating effects endured by senior citizens as a result of the COVID-19 pandemic.

Representative of Applicant Signature

Date of Application