

BOARD OF COMMISSIONERS
AGENDA
Monday, August 17, 2026 – 6:30 PM

Radnorshire Room

Call to Order

Pledge of Allegiance

Notice of Executive Session

Presentation

Shade Tree Commission Presentation - Willows Park Riparian Restoration Project

[Radnor Riparian Project, Status, 7-29-26 v3.pdf](#)

1. Public Participation

2. Consent Agenda - Public Comment

2.A. Approval of the Meeting Minutes of the July 20, 2026 Board of Commissioners Meeting.

[Minutes July 20 2026 BOC Meeting.pdf](#)

2.B. Chief Monthly Report - August 2026

[Chief Monthly Report August 2026.pdf](#)

2.C. Staff Traffic Committee Meeting Minutes - July 15, 2026

[Staff Traffic Committee Meeting Minutes July 15 2026 pdf.pdf](#)

[Staff Traffic Status Report July 2026 w_SFNC comments.pdf](#)

2.D. Resolution 2026-93 - Approving the purchase of one (1) replacement Patrol Police K9 and course replacing the recently retired K9, for use by the Radnor Township Police Department in the amount of \$19,600.00.

[Resolution \(K9 -Explosives\) 8.03.26.pdf](#)

2.E. Resolution 2026-94 - Authorization to purchase a Investigative Digital Evidence Workstation computer, in the amount of \$14,249.91 through Valeo Networks

[2026-94 -- Investigative Digital Evidence Workstation -- Resolution -- August 17,2026.pdf](#)

2.F. Resolution 2026-95 - Authorization to renew Onsolve Crisis24 Emergency Notification and Weather Warning System, in the amount of \$8,422.65

[2026-95 -- Crisis24 Emergency Notification renewal -- Resolution -- August 17, 2026.pdf](#)

2.G. Resolution 2026-92 - A Resolution authorizing the Township Manager to bind coverage for Property, General Liability, Automobile Liability (including physical damage), Police

Professional Liability, Public Official Liability, Employment Practices Liability, Cyber Liability, Umbrella Liability, and Public Officials Bonds in the amount of \$750,895 for the period beginning August 1, 2026 through July 31, 2027.

[2026-92-- Property & Casualty Coverage 2026_2027 -- Legislative Summary -- August 17, 2026.pdf](#)

[2026-92-- Property & Casualty Coverage 2026_2027 -- Resolution -- August 17, 2026.pdf](#)

- 2.H. Resolution 2026-100 - Authorizing the Replacement of the mixing valve and piping to the hot water system located in mechanical closet 236, at the Township Building in the Amount of \$10,500 to be funded from the General Fund

[2026-100 -- Authorizing the Replacement of the mixing valve and piping -- Resolution -- August 17, 2026.pdf](#)

- 2.I. Resolution 2026-98 - Awarding the Contract for Road De-Icing Salt for the 2026/27 Winter Season to Eastern Salt Company, Inc. at a price of \$85.90 per ton delivered, to be paid by the Liquid Fuels Fund and the General Fund

[RESOLUTION NO 2026-98 Salt Contract.pdf](#)

- 2.J. HARB 2026-17 - 319 Louella Ave Exterior renovations to include; enclose existing porch, revisions to lower level, new siding and roofing

[HARB 2026 17 CERT OF APPROP 319 Louella.pdf](#)

- 2.K. HARB 2026-18 - 202 Midland Ave Enclose existing screened in porch, replace existing screens w/ windows

[HARB 2026 18 CERT OF APPROP 202 Midland.pdf](#)

- 2.L. HARB 2026-19 - 308 Midland Ave New detached garage

[HARB 2026 19 CERT OF APPROP 308 Midland Ave.pdf](#)

- 2.M. HARB 2026-20 - 200 Walnut Ave Rebuild rear porch, adding stone veneer, siding & roof

[HARB 2026-20 CERT OF APPROP 200 Walnut.pdf](#)

- 2.N. HARB 2026-21 - 404 Oak Lane -Remove rear chimney, replace windows, roofing, new window openings

[HARB 2026-21 CERT OF APPROP 404 Oak Lane.pdf](#)

- 2.O. HARB 2026-22 - 421 Midland Ave - Adding windows and enclosing small deck landing

[HARB 2026-22 CERT OF APPROP 421 Midland Ave.pdf](#)

- 2.P. HARB 2026-23 - 420 St Davids Road Build seat wall surrounding east side of patio

[HARB 2026-23 CERT OF APPROP 420 St David's.pdf](#)

- 2.Q. HARB 2026-24 - 418 St David Road Replace existing dining area window w/ bump out

[HARB 2026-24 CERT OF APPROP 418 St David.pdf](#)

3. Business Agenda

- 3.A. Resolution 2026-99- Authorizing Architectural Services as provided by Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovations for the Creutzberg Center in the amount of \$491,200 to be paid from the Facility Bonds.

[Resolution 2026-99 Creutzberg Center.pdf](#)

[Legislative Memorandum_Creutzberg Center.pdf](#)

[Archer Buchanan Proposal.pdf](#)

[Creutzburg Center_MLSN Planniing Study.pdf](#)

- 3.B. Ordinance 2026-20 - ***Introduction*** - Handicap Parking space for the West side of Highland Avenue.

[Highland Ave Handicapped Parking 8.06.26 pdf.pdf](#)

- 3.C. Resolution 2026-91 - Approving the Purchase of Six (6) new Getac Mobile Data Terminal Tablets for use by the Radnor Township Police Department in the amount of \$44,869.35. The new MDT tablets can be purchased under the 2026 Pennsylvania's COSTARS Program, from PMC Wireless. The funds for this purchase will come from the 2026 Capital Improvement Fund. Five (5) of the existing MDT Computers would be relocated other patrol vehicles to replace outdated equipment.

[MDT Resolution 8.04.26 pdf.pdf](#)

[MDT Legislation pdf.pdf](#)

- 3.D. Resolution 2026-97 - Approval of Two Riparian Restoration Projects at the Willows and Warren Filipone Parks as approved by the Radnor Township Shade Tree Commission with the total projects not to exceed \$37,350 which will be funded from the Commemorative Shade Tree Fund.

[RESOLUTION 2026-97 Riparian Restoration Projects.pdf](#)

- 3.E. Resolution 2026-80 - Authorization to Contract with Bob Desrochers, Watchmaker/Clockmaker for repairs to the Animated Wayne Street Clock at a cost not to exceed \$16,000 to be paid from the 2027 General Fund.

[RESOLUTION NO 2026-80 Clock Repairs Bob Desrochers.pdf](#)

4. Reports of Board Liaisons

5. New Business

6. Old Business

- 6.A. Discussion on 506 Chaumont Drive Matter

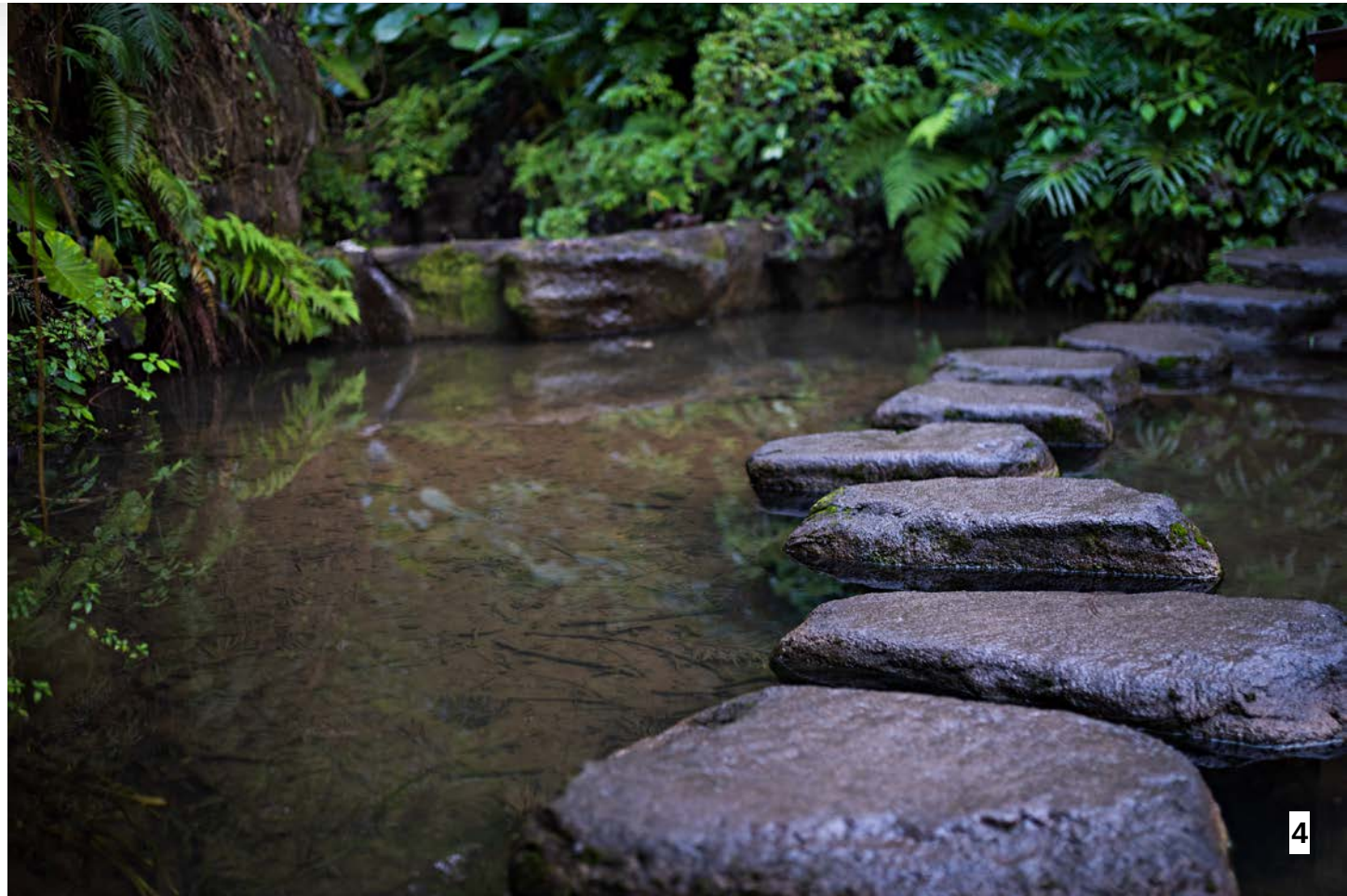
7. Public Participation

8. Adjournment

Requests for Approval: Radnor Riparian Repair Projects

July 29, 2026

- The Willows Park
 - Little Darby Creek
 - Abrahams Run
- Warren Filipone Memorial Park
 - Little Darby Creek
- Appendices
 - Why remove invasive vegetation
 - Best Practices for riparian repair





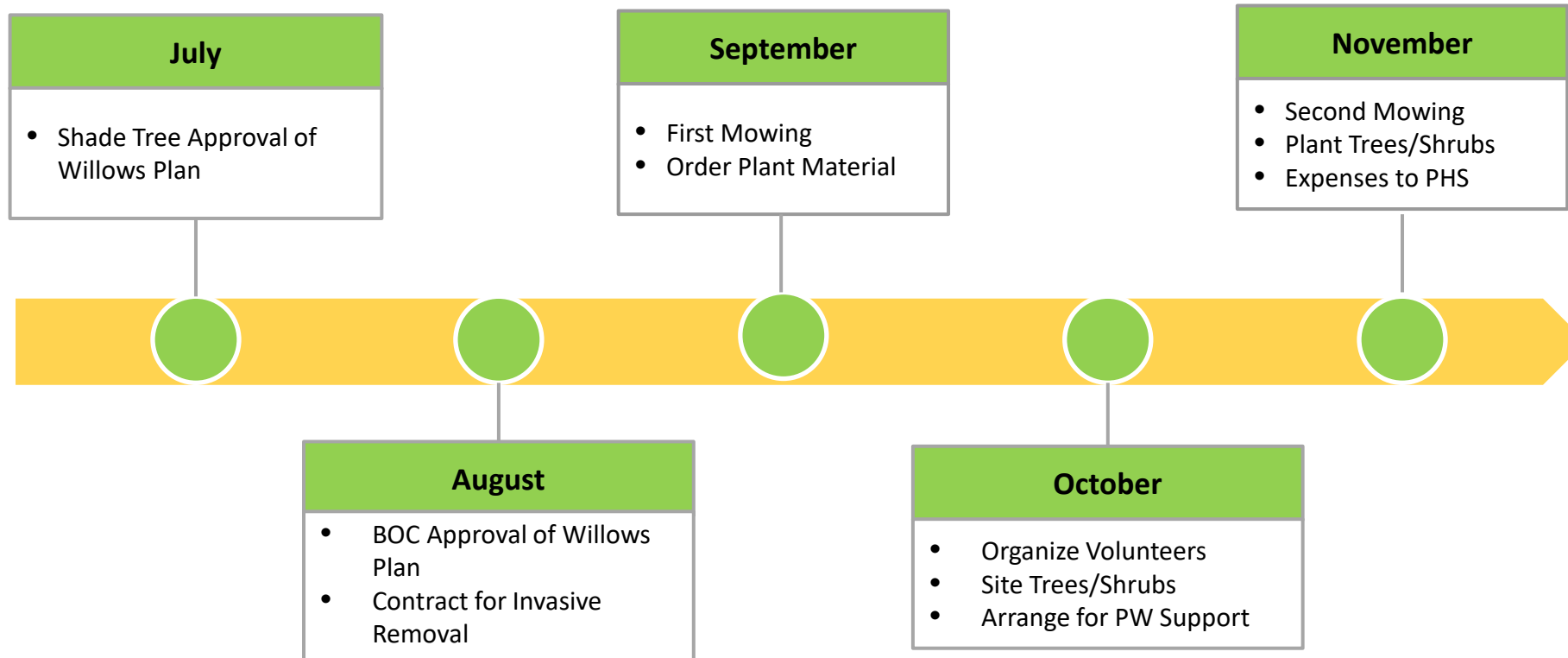
The Willows Riparian Repair Project



Background

- Scope:
 - Two stream areas in the Willows
 - A section of Abrahams Run between Darby Paoli Road and Little Darby Creek
 - A section of Little Darby Creek between the exit and entrance roads
 - Project entails:
 - Removal of invasive vegetation on both sides of the streams through multiple mowings by contractor
 - Planting of native trees and bushes by volunteers
 - Debris to remain in place for habitat
 - Plan for maintenance to promote growth of native plants over 5 year period
- Participants include:
 - Radnor Township's Public Works, Shade Tree Commission, and Parks
 - Radnor Conservancy
 - Volunteers potentially from Villanova, Radnor Conservancy, and residents

Approval Process Implementation



Current Activities

- Contract for Invasive Vegetation Removal
 - Requested proposals from 6 firms
 - Specified 3 mowings
 - Girod's Property Maintenance won the bid
- Source Plant Material
 - Requested proposals, in progress,
 - For example, Pleasant Run Nursery bid:
 - 72 trees for \$7000
 - 134 shrubs for \$3000
 - Grant limited by PHS to \$7000 for trees and \$2650 for shrubs
 - Anything in addition we need to fund
- Lining up support from Public Works and Parks
- Sourcing volunteers from the community

Motion for the Willows Park:

- Approve the plan to:
 - Remove invasive vegetation along a section of Little Darby Creek and Abrahams Run at the Willows with two mowings this year
 - Plant a minimum of 100 native trees and 130 native bushes
 - 2026 Cost:
 - Invasive Vegetation Removal @ 2 mowings – \$15,000
 - Plant Material –
 - 70 trees and 130 bushes which is in line with PHS grant -- \$9,650
 - 30 PHS bare root trees -- \$4500
 - Total ~\$30,000
 - Funding:
 - Commemorative Shade Tree Fund: \$30,000
 - \$9650 to be reimbursed by PHS Grant
 - Apply for PHS Maintenance Grants for 2027 onward



Warren Filipone Park Riparian Maintenance Project



Background

- Scope:
 - 800-foot section on the northside of Little Darby Creek in the Warren Filipone Memorial Park
- History:
 - Area mowed in 2024
 - 47 bare root trees planted by volunteers
- Current State
 - Needs Maintenance
 - Vines need mowing
 - Maintenance plan needed to keep invasives down and allow natives plants to flourish



Motion for Warren Filipone:

- Approve the plan to:
 - Remove invasive vegetation along an 800-foot section of Little Darby Creek with one mowing this year
 - Remove any vines from the 47 native trees planted in 2024
 - 2026 Cost:
 - Invasive Vegetation Removal @ 1 mowing – \$7,350
 - Total ~\$7,350
 - Funding:
 - Commemorative Shade Tree Fund: \$7,350
 - Apply for PHS Maintenance Grant for 2027 onward

Appendices:

Why remove invasive vegetation?

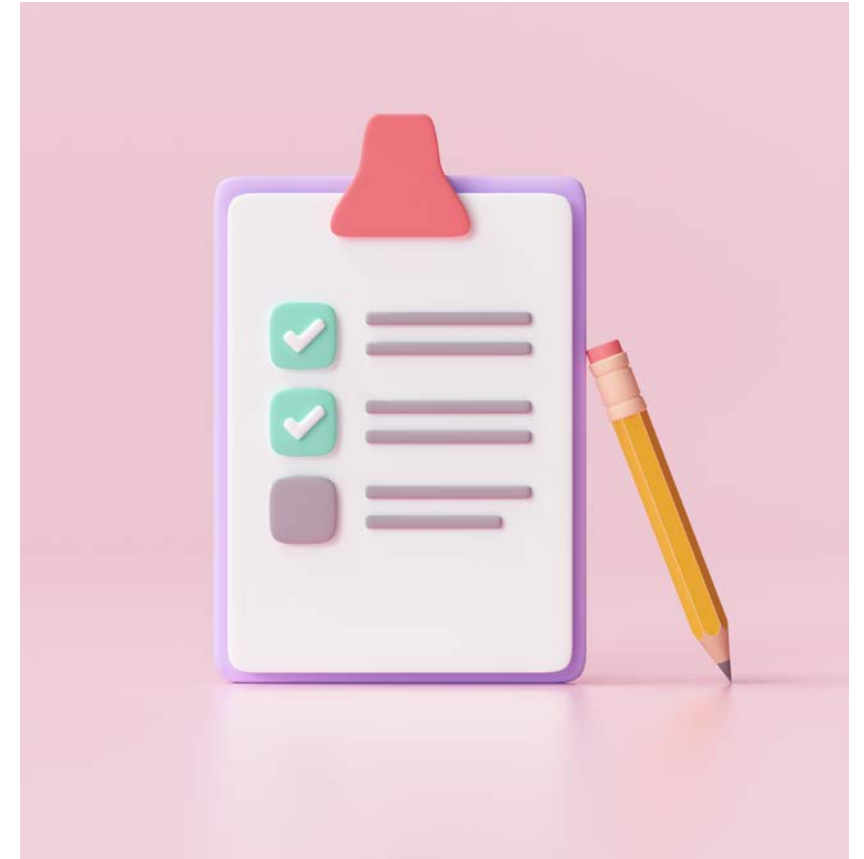
- Environmental
 - Saves water – native plants adapt to local rainfall
 - Reduces chemicals – require less pesticides and fertilizers
 - Prevents soil erosion – native roots stabilize soil better
 - Stops monocultures – prevent choking out of biodiversity
- Wildlife
 - Provides food – native insect and birds rely on native plants
 - Offers shelter – wildlife use native foliage for nesting
 - Restores pollinators – native flowers sustain bees and butterflies
 - Rebuilds food networks – removing prevents local wildlife starvation
- Human Benefits
 - Lower maintenance – require less mowing and watering
 - Reduced fire risk certain invasives fuel wildfires more easily
 - Saves money – less spending on replanting, and water
 - Preserves Landscapes – protects parks and heritage sites



Best Practices for Riparian Repair

Successful restorations of stream banks require phased approaches:

- Invasive Removal
 - Integrated approach
 - Mechanical
 - Chemical
 - Manual
- Site Preparation
 - Clear and mulch a 3-foot ring on around new native plants
- Native Planting
 - Plant moisture tolerant, deep rotting trees
 - Mix of native shrubs and understory trees
- Long term Maintenance
 - Tree Protectors to protect from browsing wildlife
 - Monitor and treat return of invasives, trees which died, and eroded areas



TOWNSHIP OF RADNOR
Minutes of the Meeting of July 20, 2026

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

Commissioners Present: *Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates*

Commissioners Absent: *Catherine H Agnew*

Also Present: *Peter Nelson, Township Solicitor, Peggy Hagan, Executive Assistant to the Township Manager, Amy Lacey, Assistant Director of Finance, Molly Gallagher, PIO, Christopher Flanagan, Police Superintendent, Steve Norcini, P.E., Township Engineer, Tammy Cohen, Director of Parks and Recreation, Ricky Foster, Jr., Public Works Director*

Call to Order

President Riley called the meeting to order at 6:45 pm.

Pledge of Allegiance

President Riley led the Assembly in the Pledge of Allegiance

Notice of Executive Session

President Riley gave notice of Executive Sessions held on June 22, July 13, and July 20, 2026, to discuss real estate and legal matters.

Public Recognition

Recognizing Sara Pilling, a longtime resident of Garrett Hill, who passed away on July 5, 2026, for her love of Garrett Hill, her energy and tenacity in promoting what she believed to be in the best interest of the neighborhood, and for her lifelong advocacy for the welfare of all Radnor Residents through her unwavering dedication to protecting the environment.

President Riley spoke about Sara Pilling.

1) *Public Participation*

Meeting Minutes July 20, 2026, Board of Commissioners Meeting

Roberta Williams - Williams Road - Read a tribute to Sara Pilling.

Greg Stagliano - Chaumont - Wants to be placed on the agenda relating to a neighbor issue. - Steve Norcini, PE, advised this be discussed when John Rice returns.

Kathy Wright - Lenoir Ave - Spoke against the purchase of 405 W Wayne Ave and conversion to Magistrate Court.

Baron Gemmer - South Wayne Ave - Spoke about Sara Pilling.

2) Consent Agenda - Public Comment

2.A Approval of the Meeting Minutes of the June 15, 2026 Board of Commissioners Meeting

BOC Meeting Minutes June 15 2026.pdf

2.B Chief Monthly Report - July 2026

Chief Monthly Report July 2026.pdf

2.C Staff Traffic Committee Meeting Minutes - June 17, 2026

Staff Traffic Committee Meeting Minutes June 17, 2026 pdf.pdf

2.D HARB 2026-09 - 401 Woodland Ave- Add dormers to third floor

HARB 2026-09 CERT OF APPROP 401 Woodland.pdf

2.E HARB 2026-10 - 208 Bloomingdale Ave -Enclose existing front porch

HARB 2026-10 CERT OF APPROP 208 Bloomingdale.pdf

2.F HARB 2026-11 - 401 Audubon Ave - Renovations and additions to existing home and carriage house. Addition of family entry and three car garage

HARB 2026-11 CERT OF APPROP 401 Audubon.pdf

2.G HARB 2026-12 - 401 Audubon Ave, Wayne - Renovation of Carriage House with addition and shed dormers

HARB 2026-12 CERT OF APPROP 401 Audubon.pdf

2.H HARB 2026-13 - 303 S Wayne Ave, Wayne - Install louvered pergola over existing patio.

HARB 2026-13 CERT OF APPROP 303 S Wayne.pdf

Meeting Minutes July 20, 2026, Board of Commissioners Meeting

- 2.I HARB 2026-14 - 120 Bloomingdale Ave, Wayne - Enclose portion of rear side porch.

HARB 2026-14 CERT OF APPROP 120 Bloomingdale.pdf

- 2.J HARB 2026-15- 225 Lansdowne Ave, Wayne - Addition and renovation to rear of house.

HARB 2026-15 CERT OF APPROP 114 N Wayne.pdf

- 2.K HARB 2026-16 - 234 Lenoir Ave, Wayne - New dormers, new windows, modify wood framing, siding and roof.

HARB 2026 16 CERT OF APPROP 234 Lenoir Ave.pdf

- 2.L A Motion Acknowledging the Donations Memo that summarizes various contributions made to the Environmental Advisory Council and Shade Tree Commemorative Fund

Donation Memo -- EAC and Shade Tree -- July 10, 2026.pdf

- 2.M Resolution 2026-86 -Authorizing eForce Compliance and ProShred Security (VRC) to Conduct an Electronics Recycling and Shredding Event at a Cost not to Exceed \$15,000 to be funded by the 2026 General Fund

RESOLUTION_NO_2026-
86_Electronics_Recycling___Paper_Shredding_Event.pdf

- 2.N Motion to Authorize the Sale of Surplus Township Vehicles and Equipment

22 motion to sell.pdf

- 2.O Resolution 2026-89 - Authorizing the payment of \$9,602.25 to PECO Energy for Emergency Gas Line Repairs to be paid from the General Fund

RESOLUTION NO 2026-89 Emergency Gas Main Repair PECO.pdf

- 2.P Resolution 2026-90 - Authorizing the Expenditure of \$10,365.38 for the one-year renewal of the Radnor Connect 411 Application, payable to Granicus, LLC

Cover Page
RESOLUTION 2025-90 411 APP renewal 2026.pdf

- 2.Q Motion approving the Business Tax Settlement 2026-BPT-02 settling at a receipt amount of \$24,000.

Cover Page

BPT Settlement Agreement 2026-BPT-02 -- Legislative Summary -- July 20, 2026.pdf

President Riley asked if any Commissioner(s) or Member(s) of the Public wanted to pull an item(s) from the Consent Agenda, no items were pulled.

Vice President Myers made a motion to approve the Consent Agenda, seconded by Commissioner Mulroney.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3) Business Agenda

3.A Motion to Approve Request of Emerson Group for Waiver of Land Development

Documents.pdf
Plans.pdf

Steve Norcini, Township Engineer, spoke on the property and the waiver requested, and agrees with John Rice, Township Solicitor, to allow the waiver. Peter Nelson, Township Solicitor, agrees with allowance of waiver.

Cameron Wolfon, Applicant's Attorney, spoke on the Emerson's Group request for waiver of land development which included no increase to footprint or change of use, no structural changes to building and facade.

Public Comment

None

Vice President Myers made a motion to approve the Request of the Emerson Group for Waiver of Land Development, seconded by Commissioner Mulroney.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.B Motion to Approve Settlement Agreement between UPenn and Radnor Township

UPenn - Radnor - Signage Settlement Agreement [FINAL] 7.09.26.pdf

Peter Nelson, Township Solicitor, gave a brief history of UPenn's requests for Zoning Variance and denials with subsequent appeals. Penn approached the Township with a settlement agreement to allow them to erect a sign that complies partially with the ordinance and will only face the Blue Route, sign will not be lit.

Public Comment

Michael Manardi, Resident - Had questions on sign size and what will be on the sign. The sign will have the Penn Medicine shield and Penn Medicine under shield.

Vice President Myers abstained from the vote.

Commissioner Larkin made a motion to approve the Settlement Agreement between UPenn and Radnor Township, seconded by Commissioner Childs.

approve Motion carried 5 - 0

AYES: Jim Riley, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.C Ordinance 2026-16 - Adoption - Conversion of the 4 metered parking spaces on the west side of the Wayne Senior Center to Handicapped parking spaces.

Handicap Space Ordinance (Add- N Wayne Lot) 5.20.26.pdf

JBR to DCLL 6.26.26.pdf

JBR to Delco 6.26.26.pdf

Legal Notice (N Wayne Lot) 6.26.26.pdf

Handicap Space Ordinance (Add- N Wayne Lot) as sent to Delco 6.26.26.pdf

Superintendent Flanagan spoke on the conversion of metered spaces to handicapped parking spaces on the west side of the Wayne Senior Center. There was discussion among Commissioners and Superintendent Flanagan including, this is an excellent idea as there is a need for handicap spaces at the Senior Center.

Vice President Myers made a motion to approve the adoption of Ordinance 2026-16 - Conversion of the 4 metered parking spaces on the west side of the Wayne Senior Center to Handicapped parking spaces, seconded by Commissioner Mulroney.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.D Ordinance 2026-14-Adoption - Addition of No parking between signs between 215 Trianon Lane and 219 Trianon Lane, consisting of 650 feet.

Trianon Lane parking ordinance 5.20.26.pdf
JBR to Delco 6.26.26.pdf
Trianon Lane parking ordinance as sent to Delco 6.26.26.pdf
Legal Notice (Trianon Ln) 6.26.26.pdf
JBR to DCLL 6.26.26.pdf

Superintendent Flanagan spoke on the neighbor request that led to change. There was discussion among Commissioners and Mr. Flanagan including, there is plenty of parking for residents and guests.

Public Comment

None

Vice President Myers made a motion to approve the adoption of Ordinance 2026-14 - Addition of No parking between signs between 215 Trianon Lane and 219 Trianon Lane, consisting of 650 feet, seconded by Commissioner Larkin.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.E Ordinance 2026-15 - Adoption - Implement No Parking on the West Side of Francis Avenue for the full length of the street.

Francis Ave parking ordinance 5.20.26.pdf
JBR to Delco 6.26.26.pdf
Legal Notice (Francis Ave) 6.26.26.pdf
JBR to DCLL 6.26.26.pdf

Superintendent Flanagan spoke on the change for public safety and resident request.

Public Comment

None

Vice President Myers made a motion to approve the adoption of Ordinance 2026-15 - Implement No Parking on the West Side of Francis Avenue for the full length of the street, seconded by Commissioner Coates.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.F Ordinance 2026-19- Introduction - Approving the Acquisition and Purchase of 405 W. Wayne Avenue, Radnor Township, Pennsylvania Consisting of Approximately 0.3887 Acres and Existing 16,933 Square Feet Commercial Structure [in order to locate offices for the Delaware County Magisterial District Court in Radnor Township]

Cover Page

2026-19 -- Ordinance (405 W Wayne) 7.09.26.pdf

There was discussion among Commissioners on the following, type of cases heard by Magisterial Court, residents being able to be heard in court by locally elected Judge, County's search for a commercial property in Radnor Township, 405 W. Wayne is affordable and has enough parking, Magisterial use would not drive parking, renting to County, paid back for purchase with ten year timeline, three year search for property, Judge has been visiting properties for over three years, town hall was held on the subject, could lose property if decision is not made now.

Public Comment

None

Commissioner Larkin made a motion to approve the introduction of Ordinance 2026-19- - Approving the Acquisition and Purchase of 405 W. Wayne Avenue, Radnor Township, Pennsylvania Consisting of Approximately 0.3887 Acres and Existing 16,933 Square Feet Commercial Structure [in order to locate offices for the Delaware County Magisterial District Court in Radnor Township], seconded by Vice President Myers.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.G Resolution 2026-88- Authorizing the Replacement (10) Water Source Heat Pumps (WSHP), at the Township Building in the Amount of \$146,200, to be funded from the 2024 Facilities Improvement General Obligation Bond.

Cover Page

2026-88 -- WSHP -- Resolution -- July 20,2026.pdf

Township Building Mechanical Unit Replacement Summary -- Updated July 2026.pdf

Steve Norcini, Township Engineer, spoke on the systematic replacement of heat pumps in increments.

Public Comment

None

Mr. Norcini introduced Matt Reiger, Assistant Director of Engineering and Community Development. Matt was recently hired.

Vice President Myers made a motion to approve Resolution 2026-88- Authorizing the Replacement (10) Water Source Heat Pumps (WSHP), at the Township Building in the Amount of \$146,200, to be funded from the 2024 Facilities Improvement General Obligation Bond, seconded by Commissioner Larkin.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.H Resolution 2026-85 - Authorizing Carroll Engineering to Perform Design, Permitting, and Bidding Documents for the Rehabilitation of the Upstream Bridge at Ithan Valley Park in the Amount of \$82,500

Cover Page

Picture 1 of bridge.pdf

Picture 2 of bridge.pdf

Carroll Engineering Proposal.pdf

Resolution.pdf

Mr. Norcini, Township Engineer, spoke on the need for the rehabilitation of the upstream bridge at Ithan Valley Park. There was discussion among Commissioners and Mr. Norcini including the timing of the planned Villanova University clean up day in September, no construction expected until the second quarter of 2027.

Public Comment

None

Commissioner Mulroney made a motion to approve Resolution 2026-85 - Authorizing Carroll Engineering to Perform Design, Permitting, and Bidding Documents for the Rehabilitation of the Upstream Bridge at Ithan Valley Park in the Amount of \$82,500, seconded by Vice President Myers.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

3.I Resolution 2026-87 - Authorizing the Payment for the Emergency Traffic Signal Replacement at Glenbrook and County Line to Charles Higgins and Sons in the amount \$77,185.93 to be Reimbursed Through an Auto Insurance Claim

RESOLUTION 2026-87 Payment for Emergency Traffic Signal Replacement.pdf

Ricky Foster, Jr., Public Works Director, spoke on the emergency traffic signal replacement at Glenbrook and County Line which has been sent to insurance.

Public Comment

None

Vice President Myers made a motion to approve Resolution 2026-87 - Authorizing the Payment for the Emergency Traffic Signal Replacement at Glenbrook and County Line to Charles Higgins and Sons in the amount \$77,185.93 to be Reimbursed Through an Auto Insurance Claim, seconded by Commissioner Mulroney.

approve Motion carried 6 - 0

AYES: Jim Riley, Maggy Myers, Jack Larkin, Howard Childs, Moira Mulroney, James Coates

NOES: None

4) Reports of Board Liaisons

None

5) New Business

None

6) Old Business

Vice President Myers spoke on Ordinance 2025-05 which added a new subsection, Pool Water Discharges, and asked if the information is readily available to owners/contractors. She had an issue with pool water being discharged onto her property.

7) Public Participation

8) Adjournment

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

Respectfully submitted,

Peggy Hagan

RADNOR TOWNSHIP POLICE DEPARTMENT

Monthly Report



AUGUST 2026

**Christopher B. Flanagan
Police Superintendent**

RADNOR TOWNSHIP POLICE DEPARTMENT

301 IVEN AVENUE WAYNE PA 19087



INCIDENT SEARCH REPORT

TOTAL INCIDENTS : 1489

Parameters		Incident Report Type (Incidents)		Sortings	Incident Report Type (Incidents)	
Groupings	Incident Report Type (Incidents)			Sortings	Incident Report Type (Incidents)	
Summary					Total (1489)	
911 Hang Up	2	Converted, Notification - Electrician	2	Non Traffic Citations, Harassment All Other	1	
Added Patrol	64	Converted, Ordinance Violation Citation Issued	1	Notification - All Others, Mv Accident (reportable)	1	
Added Patrol Business	96	Converted, Ordinance Violation No Citation	1	Notification - Electrician	2	
Added Patrol Business, Converted	16	Converted, Pedestrian Stop	1	Notification - Electrician, Hazardous Condition	2	
Added Patrol Request	4	Converted, Police Information	3	Notification - Township	4	
Added Patrol School	34	Converted, Public Drunk	1	Notification - Township, Hazardous Condition	1	
Added Patrol School, Converted	4	Converted, Stolen Vehicle	1	Open Doors / Windows	6	
Added Patrol, Converted	3	Converted, Suspicious Circumstance	2	Open Doors / Windows, Alarm (all Types)	1	
Alarm (all Types)	127	Converted, Suspicious Person	2	Open Doors / Windows, Converted	1	
Alarm (all Types), Converted	15	Converted, Suspicious Vehicle	1	Ordinance Violation Citation Issued	2	
Alarm (all Types), Fire (all Types)	1	Converted, Traffic Stop	13	Ordinance Violation No Citation	9	
Animal Complaints	30	Converted, Vehicles - Disabled	2	Ordinance Violation No Citation, Converted	1	
Animal Complaints, Animals - Deer	2	Converted, Warrant Arrest	1	Ordinance Violation No Citation, Suspicious Vehicle	1	
Animals - Bites	1	Criminal Mischief / Vandalism	2	Parking Complaints	7	
Animals - Deer	2	Criminal Mischief / Vandalism, Mv Accident (non Reportable)	1	Pedestrian Stop	1	
Assault	1		1	Pfa Service / Violation	4	

Assist Agency Non Law Enforcement	1	Death Doa, Assist Sick/Injured/ems	168	Pfa Service / Violation, Assist Another Pd	1
Assist Another Pd	12	Delcom Info Only, Converted	8	Police Information	90
Assist Another Pd, Alarm (all Types)	1	Delcom Info Only, Theft All Other	1	Police Information, Assist Sick/Injured/ems	1
Assist Another Pd, Converted	3	Disorderly Conduct	5	Police Information, Childline Incident	1
Assist Another Pd, Delcom Info Only	1	Disturbance No Citation	5	Police Information, Converted	1
Assist Another Pd, Disturbance No Citation	1	Disturbance No Citation, Converted	1	Police Information, Fraud (all Types)	1
Assist Public	9	Domestic (no Arrest)	11	Police Information, Mv Accident (non Reportable)	1
Assist Sick/Injured/ems	112	Dui Accident	1	Public Drunk, Assist Sick/Injured/ems	1
Assist Sick/Injured/ems, Converted	5	Extra Duty Detail - Other / Misc	23	Receiving Stolen Property	1
Burglary Attempt	1	Extra Duty Detail - Other / Misc, Added Patrol Business	1	Referred To Villanova Pd	2
Burglary Residential	1	Extra Duty Detail - Other / Misc, Selective Enforcement	1	Selective Enforcement	38
Check Welfare	10	Fire (all Types)	13	Selective Enforcement, Converted	1
Check Welfare, Converted	1	Fire (all Types), Assist Another Pd	1	Sex Offense / Pornography, Police Information, Assault Sexual, Childline Incident	1
Check Welfare, Hazardous Condition	1	Found Property	2	Stolen Vehicle	1
Check Welfare, Mental Health (all Others)	1	Fraud (all Types)	8	Stolen Vehicle, Traffic Stop	1
Childline Incident, Police Information	1	Fraud (all Types), Converted	1	Suspicious Circumstance	23
Civil Dispute	4	Harassment All Other	1	Suspicious Person	11
Community Event With Pd	1	Harassment All Other, Disorderly Conduct,	1	Suspicious Person, Converted	1

		Terroristic Threats			
Consume / Possess Alcohol Under 21	1	Harassment By Communication	3	Suspicious Person, Police Information	1
Converted, Added Patrol	6	Hazardous Condition	20	Suspicious Person, Trespassing	1
Converted, Added Patrol Business	15	Hazardous Condition, Converted	2	Suspicious Vehicle	10
Converted, Added Patrol School	8	Hazardous Condition, Fire (all Types)	2	Suspicious Vehicle, Converted	2
Converted, Alarm (all Types)	22	Hazardous Condition, Notification - Township	1	Suspicious Vehicle, Narcotics Possession/use/sales	1
Converted, Animal Complaints	2	Juvenile Problems (no Arrest)	4	Terroristic Threats	1
Converted, Assist Another Pd	2	K9 Assist	6	Terroristic Threats, Assist Vupd	1
Converted, Assist Public	1	Lost Property	1	Theft All Other	7
Converted, Assist Sick/Injured/ems	18	Mental Health (all Others)	6	Theft All Other, Trespassing	1
Converted, Check Welfare	1	Mental Health (all Others), Assist Sick/Injured/ems	1	Theft From Auto	3
Converted, Criminal Mischief / Vandalism	2	Mental Health (emer 302)	1	Theft Retail	1
Converted, Death Doa	1	Mental Health (emer 302), Assist Another Pd	1	Traffic Stop	91
Converted, Delcom Info Only	8	Missing Person	1	Traffic Stop, Converted	4
Converted, Disturbance No Citation	2	Motor Vehicle Violations	12	Traffic Stop, Motor Vehicle Violations	3
Converted, Fire (all Types)	3	Motor Vehicle Violations, Narcotics Possession/use/sales	1	Traffic Stop, Police Information	1
Converted, Fraud (all Types)	2	Motor Vehicle Violations, Traffic Stop	1	Vehicles - Abandoned	4
Converted, Hazardous Condition	9	Mv Accident (non Reportable)	54	Vehicles - Disabled	15
Converted, Lost Property	1	Mv Accident (non Reportable), Converted	1	Vehicles - Disabled, Converted	3

Converted, Motor Vehicle Violations	3	Mv Accident (reportable)	9	Vehicles - Kliv	7
Converted, Mv Accident (non Reportable)	8	Narcotics Possession/use/sales	2	Vehicles - Towed Private/repo	2
Converted, Mv Accident (reportable)	3	Neighbor Dispute	3	Warrant Arrest	1
Converted, Neighbor Dispute	1	Neighbor Dispute, Disturbance No Citation	1	Weapons Offense	1

CRIME ALERTS
JULY 2026

Retail Theft - CVS - 316 E. Lancaster Av.

On 7/10/2026, at approximately 10:15 PM, a retail theft occurred at the CVS store, located at 316 E. Lancaster Av. Store employees advise that two black females, with a child, exited through the self check out line without making payments for all of their items.

Vehicle Break Ins - Barcladen Road. and Browning Lane

Over night between Friday, 7/17/2026 and Saturday, 7/18/2026 several vehicles were entered and had items removed from them in the area of Barcladen Road and Browning Lane. Video footage showed a light skinned black male in the area trying car doors and entering unlocked vehicles.

Stolen Vehicle - Lewis Lane

Sometime overnight between Friday, 7/17/2026 and Saturday, 7/18/2026, a motor vehicle was stolen from Lewis La. On Saturday, 7/18/2026, at approximately 5:00 PM the stolen vehicle was recovered and a suspect was taken into custody.

Theft of Motor Vehicle Parts - Land Rover of the Mainline - 325 E. Lancaster Av.

On 7/17/2026, between 2:55 AM and 3:50 AM motor vehicle parts were stolen from vehicles in the lot of Land Rover of the Mainline, 325 E. Lancaster Av. Stolen were four sets of rims and tires.

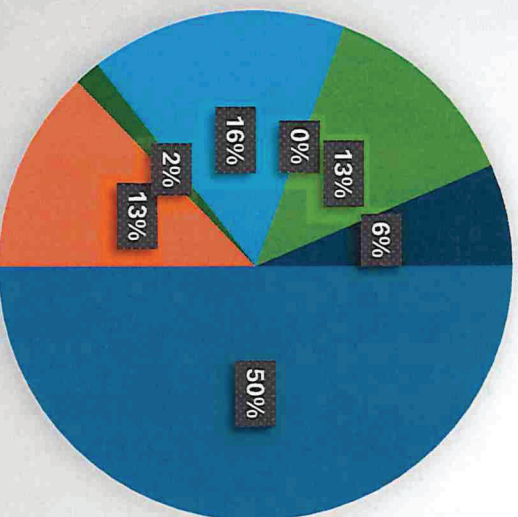
The Radnor Police respects citizens' privacy, civil rights, and civil liberties by emphasizing behavior, rather than appearance, in identifying suspicious activity. Factors such as race, ethnicity, and/or religious affiliation are not suspicions. The public should only report suspicious behavior and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

JULY



<u>Description</u>	<u>Primary Count</u>
<u>Parking Tickets</u>	
Month of July 2026	748
January - July	4,180
<u>Residential and Commercial False Alarm Violations</u>	
Month of July 2026	52
January - July	503
<u>Moving Violations</u>	
Month of July 2026	70
January - July	445
K9 Call Outs - July	5
Drug Task Force Investigations - July	2
Youth Aid Panel - July	0
Community Service Unit - July	31
<u>Radnor Police Training – July</u>	
Laffredo – Sig Sauer Advanced Rifle Instructor Certification	
Racht – National Tactical Officers Assoc. – Supervising Patrol Critical Incidents	
Ryan – Sig Sauer Advanced Rifle Instructor Certification	

July 2026 Community Support Unit (CSU) Referrals - 31



Total	- 31
Mental Health	- 8
Substance Use	- 1
Domestic Violence	- 10
Sexual Violence	- 0
Dual Concerns	- 8
Other	- 4

Community Events:

- Continued Attendance at Waynes Cares every 2nd Wednesday of the month
- Coffee with the Chaplains & Social Worker every 4th Wednesday of the month at the Wayne Senior Center

Completed & Upcoming Trainings:

- Currently creating Critical Incident Training program internally with Radnor Police Department
- Piloting Domestic Violence Review Team program internally to better assess domestic related calls to service

RADNOR TOWNSHIP POLICE DEPARTMENT
THANK YOU LETTERS

7/10/2026

Rochester Township Police Department
Attn Christopher B. Shanagan, Superintendent
301 Swan Avenue, Wayne Pa. 19087

Dear Superintendent Shanagan,

This letter is to inform you and the Township Supervisors of the excellent and commendable work of your Officer Jennifer Cocco. This Officer responded to a call from 700 West County Line Road in Bryn Mawr Penna. There was an eight year old male poodle that was accidentally locked in a four door Mercedes Benz. The extremely warm temperatures added to everyone's concerns about this much loved pet who had just received a full treatment at the groomers! Officer Cocco arrived as the small animal panicked, his owner Ciera Germani was beside herself with worry. Officer Cocco was able to quickly, safely unlock the vehicle and make a successful rescue.

This excellent work of Community Police work demonstrates the broad spectrum of services that your Officers are able to perform within the community.

We would greatly appreciate knowledge of this incident being shared with Township officials who oversee your Department that they might appreciate the broad scope of services that are available to the community.

Sincerely,

Diana Cimen^o

Chiefs,

I just wanted to say thank you to all of you, and please extend my thanks to the officers from your departments who came to assist us last night. No matter what may be happening in our communities, when one department needs help, everyone is there to answer the call. I appreciate the support.

If any of you ever need our help, Upper Darby will always be there to assist.

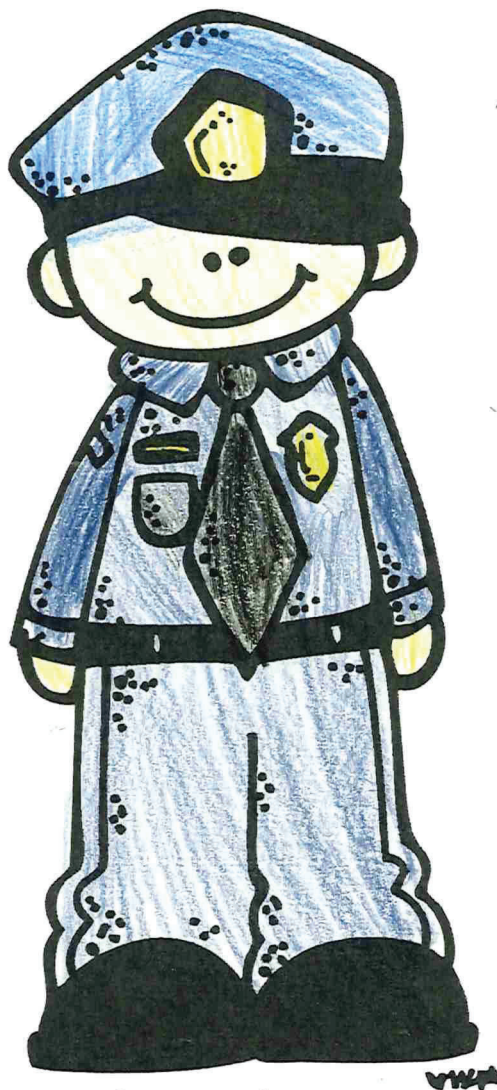
I hope everyone has a safe and happy Fourth of July weekend.

Thanks,

Tim

Timothy M. Bernhardt
Superintendent of Police
Upper Darby Township Police Department
7236 West Chester Pike
Upper Darby, PA 19082
610-734-7686 office
610-734-5774 fax

Dear Police Officer..



Dear Badger police DEpartment,
thank you for Taking the time to visit.
we learnt so much and appreciate your time.
we enjoyed LOOKing inside the police car
and trying some of the equipment we are so
thankful for such awesome police officers
that help keep our community safe
FROM Jordan.



Dear Police Officer..



Thank you for everything
that you let us see and
wear the ~~was~~ over to
see you and we mite see
you next summer.

From: Henry Ryan Schultz



Dear Police Officer...



Thank you for taking
The time to visit. We
Learned so much, and
Appreciate your time. We
Enjoyed Looking inside the
police car And trying out some
of the Equipment we are
thankful For such a welcome
police officer, that Help keep
our community safe.

from 3rd grade.



Dear Police Officer...



Dear RADNOR POLICE DEPARTMENT
Thank you for visiting. I had
so much fun. I learned so
much cool stuff. We enjoyed
looking in the police truck
and car.

from Cole + re





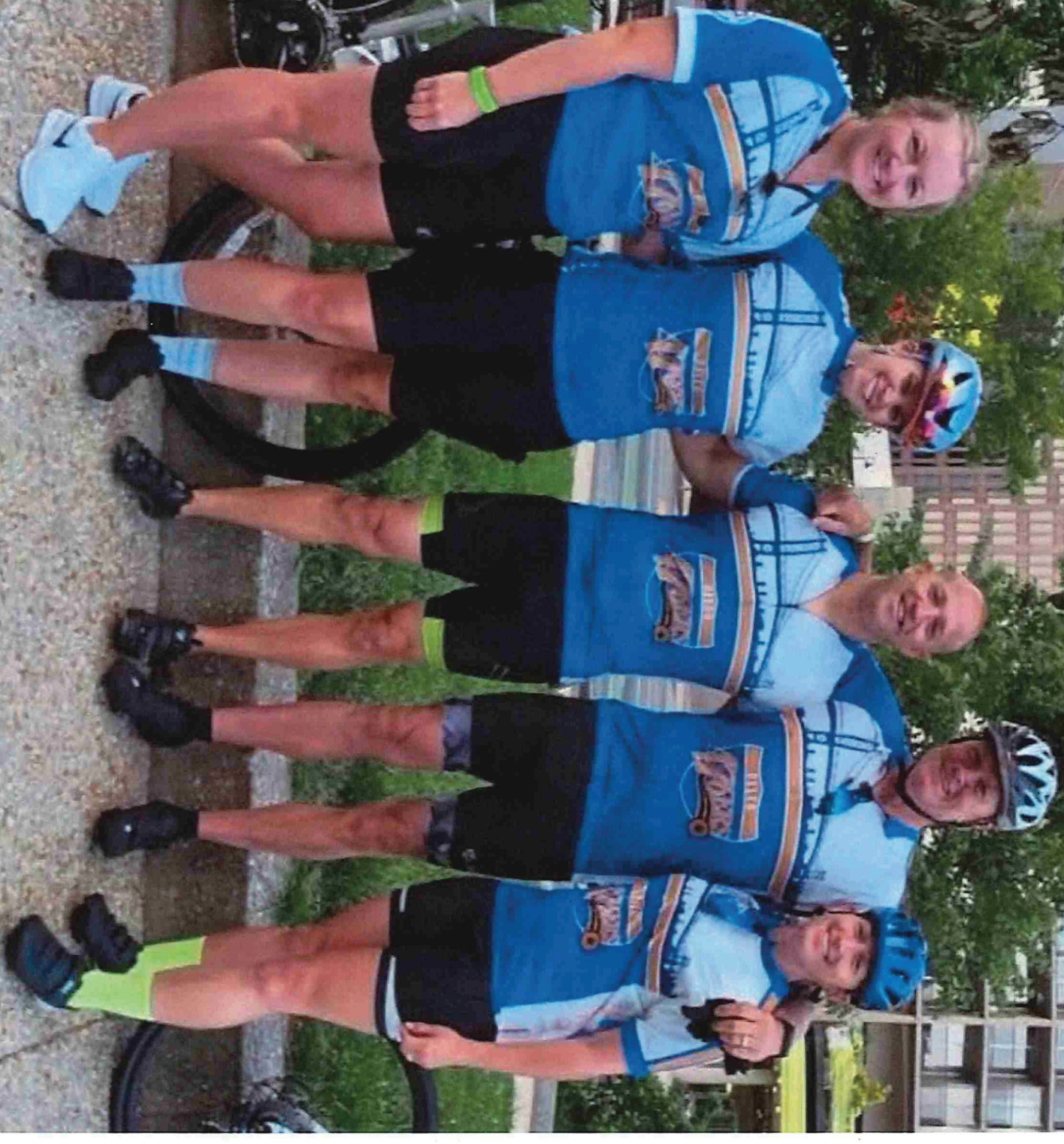
thank you
**Radnor Day Camp
2026**

RADNOR TOWNSHIP POLICE DEPARTMENT
COMMUNITY EVENTS

Families Behind the Badge Children Foundation

Annual Ben to the Shore Bike Tour

July 26, 2026



STAFF TRAFFIC COMMITTEE
AGENDA
Wednesday, July 15, 2026 – 10:00 AM

Roll Call Room

RADNOR TOWNSHIP POLICE DEPARTMENT

To: Radnor Township Commissioners; William M. White, Township Manager; Robert Tate, Director of Finance; Stephen F. Norcini, Township Engineer; Ricky Foster, Public Works Director; Tammy Cohen, Director of Recreation and Community Programming; Bill Cassidy, Field Leader; Lt. Christopher Four; Lt. Joseph Pinto; Sgt. Anthony Radico; Sgt. Daniel Lunger; Officer Pat Lacey, Officer Dylan Glenn; Officer Ken Piree, Highway Patrol Unit; Michael Maratea, Supervisor of Parking, Vera DiMaio, Executive Assistant

From: Christopher B. Flanagan, Superintendent

1. New Business

- 1.a. Barbara Fitzgerald-Turner requests a crosswalk light system to be installed at Chamounix Road and East Lancaster Avenue. She would also like to request speed humps on Chamounix Road.

Ms. Fitzgerald-Turner was present at this meeting. Ms. Fitzgerald-Turner discussed her devastating experience of she and her husband being struck at this location as pedestrians. She would like to request the possibility of speed humps on Chamounix Road to deter speeding. Highway Patrol Officer Pat Lacey stated that the location does not qualify for speed humps as it does not have the criteria. She also suggested more signage to alert drivers of pedestrians crossing. Staff Traffic stated that we will have Township Engineer, Steve Norcini, contact PennDOT to discuss the possibility of a dedicated phase for pedestrians and will call Ms. Fitzgerald-Turner regarding the outcome of his discussion with PennDOT. There are only two intersections where PennDOT has allowed the pedestrian phase, so the possibility of doing this is low, but we will investigate.

- 1.b. Mike Swarr would like to discuss his concerns of a protruding curb hazard on West Wayne Avenue. He also requests paint markings for no parking at the opening of Wicklow Court.

Mr. Swarr was present at this meeting. Mr. Swarr discussed drivers getting tire blowouts from the curb bump out which blends into the street. Mr. Swarr requested painting on the curb to alert drivers. Field Leader, Bill Cassidy, will do a site visit with Mr. Swarr to look at the curb. Mr. Swarr also discussed the issue of not being able to back out of his driveway because drivers parking right next to the exit of his driveway and he has site obstructions.

Field Leader, Bill Cassidy, will do a site visit with Mr. Swarr to perhaps paint lines as a visual deterrent for drivers to park away from his driveway.

1.c. Eric McCracken requests permits for the Annual Chamber of Commerce 5K.

Mr. McCracken was present at this meeting. Staff Traffic Committee approves the Main Line Chamber of Commerce 5K to be held on September 13, 2026, beginning at 8:30am.

1.d. Nina Tierney has traffic concerns at Aldwyn Lane and Lancaster Avenue.

Ms. Tierney was not present at this meeting. This item will be moved to the August Staff Traffic Committee Meeting.

1.e. George Marks has fire and safety concerns regarding parking on Cambria Court.

Mr. Marks was not present at this meeting. Parking Supervisor, Michael Maratea, will explain and give Mr. Marks a Petition to begin the process of no parking on one side of the street amongst neighboring streets. Since the time of this meeting, Parking Supervisor, Michael Maratea, spoke with Mr. Marks and he is no longer interested in pursuing this matter at this time.

1.f. Sarah Mercury requests a handicapped parking space at 200 Block of Highland Avenue.

Ms. Mercury was present at this meeting. Ms. Mercury discussed why she would like a handicap space on Highland Avenue. She also discussed the difficulty with lack of parking in this area. She inquired as to whether they may park at Odorisio Park/Friends of the Radnor Trail as an option and overnight. Parking Supervisor, Michael Maratea, will discuss the possibility of parking at these parks with the Director of Parks and Recreation, Tammy Cohen, and will get back to Ms. Mercury. Public Works stated that someone is parking directly next to the fire hydrant and this cannot be done. Parking Supervisor, Michael Maratea, will be conducting enforcement in reference to the fire hydrant. Staff Traffic Committee will have Township Solicitor, John Rice, draft a new Ordinance for the new handicap space on Highland Avenue for introduction at the August Board of Commissioners Meeting.

1.g. Hahns Moleman is requesting No Parking Here to Corner sign on Valley Forge Road at the intersection of Valley Forge Road/Sugartown Road.

Mr. Moleman was not present at this location. Staff Traffic Committee denies this request. Parking Supervisor, Michael Maratea, will conduct enforcement for whomever is parking close to the intersection.

NOT ON THE AGENDA BUT DISCUSSED AS WALK INS

Mr. Justin Henry discussed West Avenue/Banbury Avenue/Bellevue Avenue - He discussed all the truck traffic coming to these areas and wants to create a new traffic pattern so that the truck traffic discontinues near his home. He also stated speeding on these streets and lack of obedience to signage. He is also concerned about safety, and suggested traffic calming. Staff Traffic Committee will have Township Engineer, Steve Norcini, contact Justin Henry with his thoughts.

Mr. David Rozek discussed his safety concerns of drivers speeding around the blind bend of the street and not being able to see children playing on their bikes and scooters who play on North Aberdeen Avenue going against the flow of traffic. Staff Traffic Committee stated children should not be playing or riding their bikes or scooters on the street and should stay on the sidewalk. It was also stated that parents must be responsible for their children's safety as well. Staff Traffic Committee will have Township Engineer, Steve Norcini, do a site visit with Mr. Rozek to discuss his suggestion for a bump out on the street. Mr. Rozek also stated that his idea of plastic bollards from previous meetings were not a favorable alternative to neighbors so that suggestion is closed.

2. Old Business

See attached spreadsheet for pending issues and updates

2.a. Kathleen Omar requests the following: 1. Adding a stop sign at Donna Lane and Rockland Road. 2. Adding a painted crosswalk at Donna Lane and South Devon Avenue.

Mrs. Omar was given a petition on June 19, 2026. Sgt. Lunger contacted her on July 9, 2026 and she requested another month to complete it. Ms. Omar advised she would bring it to the August 19, 2026 meeting.

3. Staff Traffic Update Report

3.a. Staff Traffic Status Report - July 2026

[Staff Traffic Status Report July 2026.pdf](#)



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

**July 2026 Staff Traffic Status
Report**

Project Name	Project Information	Status Update
Bryn Mawr Avenue/Sproul Road	Center Island to be replaced	This is an unfunded capital project,
Cowan/Radnor Street Road and Williams Road	Redo Design/ADA/Crosswalk	Unfunded capital budget project
Church Road	Traffic Calming Measures	Awaiting design cost proposal – unfunded capital project.

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Agnes Irwin School	Left Turn Arrow sign Eastbound on Conestoga Road at S. Ithan Avenue	Being reviewed
County Line Road and Thomas Road	Dedicated Pedestrian button	At PennDOT for permit change review
St. Davids Avenue/Darby Paoli Road Church Road Intersection	Traffic Control	Steve Norcini will have Gilmore and Associates conduct a traffic study
Maplewood Avenue at Dittmar Park to WES	Sidewalk Addition	Unfunded Capital Budget
Fitzwilliams Road (both sides)	4-way stop sign addition	- Steve Norcini will have Gilmore and Associates conduct a traffic study

North Aberdeen Avenue and Radnor Street Road	Installation of gor lines and plastic ballards	
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RESOLUTION NO. 2026-93

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING THE PURCHASE OF ONE (1) POLICE K9 HANDLER COURSE FOR THE RADNOR TOWNSHIP POLICE DEPARTMENT AT A COST OF \$19,600.00

WHEREAS, the Radnor Township Police Department is seeking to acquire a patrol dog and enroll in a Police K9 explosives handler course for its Patrol Division; and

WHEREAS, the cost of the police dog and the Police K9 course, which will take place at Shallow Creek Kennels, Inc., are \$19,600.00.

NOW, THEREFORE, be it ***RESOLVED*** that the Radnor Township Board of Commissioners does hereby approve the acquisition of a police dog and enrollment in the Police K9 explosive handler course at Shallow Creek Kennels in an amount not to exceed \$19,600.00.

SO RESOLVED, this 17th day of August 2026.

RADNOR TOWNSHIP

By: _____

Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

CC: Wiiliam White, Township Manager

FROM: Robert Hale, IT Coordinator, Sgt. Christopher Gluck, Radnor Police Investigation Unit

LEGISLATION: Resolution 2026-94 - Authorization to purchase a Investigative Digital Evidence Workstation computer, in the amount of \$14,249.91 through Valeo Networks

LEGISLATIVE HISTORY: The Board of Commissioners approved the purchase of Cellebrite software and Detective training during The purpose of the Cellebrite program is to legally collect digital evidence from electronic devices and cellular phones for the purposes of Police investigations. In 2020 the current digital evidence computer was purchased for downloading and processing digital evidence. At that time, the current computer was more than capable in processing and downloading digital evidence. Since that time the storage found on devices and cellular phones have increased from 200 gigabytes to 2 terabytes in available storage. 1,000 gigabytes is equal to 1 terabyte.

PURPOSE AND EXPLANATION: Due to the continually increasing amount of storage found on devices and cellular phones, the current workstation is being overwhelmed during download and processing due to a lack of updated hardware requirements. During the initial request for approval to purchase the Cellebrite program our agency we based future downloads on previous years and found we would investigate approximately 15 devices/cellular phones on average per year. Since May of 2026 we have already processed 16 devices/cellular phones. The Investigations Unit has found the basic system requirements initially needed to process devices/cellular phones has not been enough for the amount being processed. The Cellebrite program has allowed our department to greatly reduce turnaround times compared to waiting in line at our previous used County resource.

IMPLEMENTATION SCHEDULE: The Administration respectfully recommends the approval of this purchase during the August 17th, 2026 Board of Commissioner's meeting. Once purchased, the workstation is expected to be delivered within the next 4 weeks.

FISCAL IMPACT: The approved purchase will be made by proceeds found in the Drug Taskforce Fund in the amount of \$14,249.91

RECOMMENDED ACTION: Approve

ATTACHMENTS:

2026-94 -- Investigateive Digital Evidence Workstation -- Resolution -- August 17,2026.pdf

RESOLUTION 2026-94

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZATING THE PURCHASE OF AN INVESTIGATIVE DIGITAL EVIDENCE
WORKSTATION THROUGH VALEO NETWORKS**

WHEREAS, the current digital evidence workstation has become overwhelmed by the amount of data being processed to collect digital evidence;

WHEREAS, the replacement of the current computer with a workstation will provide processing power and storage enabling the continued investigative tool to work for approximately 5-8 years;

WHEREAS, it is appropriate to upgrade the current computer to a workstation in order to continue utilizing the investigative tool;

WHEREAS, Valeo Networks has been our managed service provider since 2016 and is the organization used to provide computer systems to Radnor Township while providing daily support to our IT Department.; and

WHEREAS, Valeo Networks has researched and designed the workstation through Dell Computers based on the specifications provided by Cellebrite software which meet above the minimum system requirements;

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby Authorize the purchase of the Investigative Digital Evidence Workstation through Valeo Networks in the Total Amount of \$14,249.91 Funded from the Proceeds found in the Drug Taskforce Fund.

SO RESOLVED this 17th day of August, A.D., 2026

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Manager/Secretary

Radnor Township PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

CC: William White, Township Manager

FROM: Robert Hale, IT Coordinator

LEGISLATION: Resolution 2026-95 - Authorization to renew Onsolve Crisis24
Emergency Notification and Weather Warning System, in the amount of
\$8,422.65

LEGISLATIVE HISTORY: In 2021 Radnor Township contracted with OnSolve, a company based in Florida, to provide the Crisis24 high-speed emergency notification service.

PURPOSE AND EXPLANATION: Crisis24 was adopted to enhance emergency preparedness and response capabilities within the Township. The system allows the Township to distribute urgent messages to targeted areas or the entire community via various channels, including telephone calls, text messages, emails, and mobile app. The Crisis24 Weather Warning System uses the National Weather Service (NWS) to automatically notify residents within the path of severe weather events like tornados, severe thunderstorms and flash floods.

IMPLEMENTATION SCHEDULE: The administration respectfully recommends approving the renewal at the August 17, 2026 Board meeting

FISCAL IMPACT: The annual subscription for the renewal licensing packages totals \$8,422.65

RECOMMENDED ACTION: Approve

ATTACHMENTS:

[2026-95 -- Crisis24 Emergency Notification renewal -- Resolution -- August 17, 2026.pdf](#)

**RESOLUTION 2026-95
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA AUTHORIZING THE RENEWAL SUBSCRIPTION FOR
Crisis24 EMERGENCY NOTIFICATION SYSTEM**

WHEREAS, the safety and well-being of the residents of Radnor Township are of paramount importance; and

WHEREAS, severe weather events pose a significant threat to life and property within Radnor Township; and

WHEREAS, the Crisis24 Emergency Notification System has been utilized by Radnor Township Since 2021 to effectively disseminate critical emergency alerts, including weather warnings, to residents and businesses; and

WHEREAS, the Crisis24 system enables public safety officials to quickly and efficiently communicate time-sensitive information, such as whether alerts, evacuation notices and other emergency situations, through various channels including voice, SMS, and email; and

WHEREAS, the current service agreement for the Crisis24 Emergency Notification System is set to expire on September 9, 2026; and

WHEREAS, the renewal of the Crisis24 service agreement is essential to maintain the continuity of critical emergency alerting capabilities for the protection of the community.

NOW, THEREFORE, it is hereby ***RESOLVED*** that the Board of Commissioners of Radnor Township hereby authorizes the Township Manager to renew the Crisis24 Emergency Notification System subscription for a one-year term in the amount of \$8,422.65

SO RESOLVED, this 17th day of August, A.D., 2026.

RADNOR TOWNSHIP

By:

Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager / Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

CC: Township Manager

FROM: Amy Lacey

LEGISLATION: Resolution 2026-92 - A Resolution authorizing the Township Manager to bind coverage for Property, General Liability, Automobile Liability (including physical damage), Police Professional Liability, Public Official Liability, Employment Practices Liability, Cyber Liability, Umbrella Liability, and Public Officials Bonds in the amount of \$750,895 for the period beginning August 1, 2026 through July 31, 2027.

LEGISLATIVE HISTORY: This is an annual renewal process whereby the administration works with Arthur J. Gallagher Risk Management Services, Inc. who solicits renewal coverage prices from multiple insurance providers and then reviews the best alternatives with the Township. The resolution is required giving the Township Manager authorization to bind coverage and pay the appropriate premium obligation.

PURPOSE AND EXPLANATION: The purpose of the legislation is to authorize the Township Manager to bind coverage for the following policies:

1. Property
2. General Liability
3. Automobile Liability (including physical damage)
4. Police Professional Liability
5. Public Official Liability
6. Public Officials Bond
7. Employment Practices Liability
8. Cyber Liability
9. Excess Liability - Primary \$10MM
10. Excess Liability - 2nd Layer \$5MM

Premiums for the above coverages total \$750,895 for the period beginning August 1, 2026 through July 31, 2027.

IMPLEMENTATION SCHEDULE: The insurance renewal period begins August 1, 2026

FISCAL IMPACT: This insurance coverage will cost the Township \$750,895 which will be paid in quarterly installments at the beginning of each quarter. This year's renewal increase is a result of economic conditions and climate.

RECOMMENDED ACTION: Approve

ATTACHMENTS:

[2026-92-- Property & Casualty Coverage 2026_2027 -- Legislative Summary -- August 17, 2026.pdf](#)

[2026-92-- Property & Casualty Coverage 2026_2027 -- Resolution -- August 17, 2026.pdf](#)

Radnor Township



PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

FROM: Robert V. Tate, Jr. Finance Director

A handwritten signature in blue ink that reads "Robert V. Tate, Jr.".

LEGISLATION: A Resolution authorizing the Township Manager to bind coverage for Property, General Liability, Automobile Liability (including physical damage), Police Professional Liability, Public Official Liability, Employment Practices Liability, Umbrella Liability, and Public Official Bonds for the period beginning August 1, 2026, through July 31, 2027.

LEGISLATIVE HISTORY: This is an annual renewal process whereby the administration works with Arthur J. Gallagher Risk Management Services, Inc. who solicits renewal coverage prices from multiple insurance providers and then reviews the best alternatives with the Township. The resolution is required giving the Township Manager authorization to bind coverage and pay the appropriate premium obligation.

PURPOSE AND EXPLANATION: The purpose of the legislation is to authorize the Township Manager to bind coverage which includes Property, General Liability, Automobile Liability (including physical damage), Police Professional Liability, Public Official Liability, Employment Practices Liability, Umbrella Liability, Cyber Liability, and Public Official Bonds.

FISCAL IMPACT: This insurance coverage will cost the Township \$750,895 which will be paid in quarterly installments at the beginning of each quarter. This year's renewal increased 4.33% over last term period's renewal. The table below represents the annual renewals for the past four years:

Program Year	Paid Premiums	Increase / (Decrease) in Premium	%Δ
2022-2023	503,316	#REF!	17.59%
2023-2024	575,078	71,762	14.26%
2024-2025	696,690	121,612	21.15%
2025-2026	719,702	144,624	3.30%
2026-2027	750,895	31,193	4.33%

RECOMMENDED ACTION: The Administration respectfully requests the Board to approve this resolution at the August 17, 2026 meeting. Thank you.

**RESOLUTION 2026-92
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA. APPROVING THE PROPERTY AND CASUALTY
INSURANCE BINDER FOR COVERAGE BEGINNING AUGUST 1, 2026
THROUGH JULY 31, 2027**

WHEREAS, the Township of Radnor purchases Property, General Liability, Automobile, Police Professional Liability, Public Officials Liability, Employment Practices Liability, Umbrella, and Cyber Liability Insurance coverage annually; and

WHEREAS, the Administration met with our broker, Arthur J. Gallagher Risk Management Services Inc. to review the insurance bids from the market; and

WHEREAS, after reviewing the bids with the broker, the Administration agrees that PMA Insurance Company offers the best rates with the best coverage for Liability and Property and Travelers Insurance offers the best rates with the best coverage for Cyber Liability; and,

WHEREAS, in order to continue coverage, the Township Manager has authorized the binder subject to the Board of Commissioner approval at the August 17, 2026 Regular Meeting.

NOW, THEREFORE, it is hereby **RESOLVED** that the Board of Commissioners of Radnor Township hereby authorizes the Township Manager to execute the coverage binder for the Property, General Liability, Automobile, Police Professional Liability, Public Officials Liability, Employment Practices Liability, Umbrella Liability, and Cyber Liability Insurance coverage for the period beginning August 1, 2026 through July 31, 2027 in the amount of \$750,895.

SO RESOLVED, at a duly convened meeting of the Board of Commissioners of Radnor Township conducted on this 17th day of August, A.D., 2026.

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager / Secretary

Radnor Township PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

CC: William M. White

FROM: Robert Hale, IT Coordinator

LEGISLATION: Resolution 2026-100 - Authorizing the Replacement of the mixing valve and piping to the hot water system located in mechanical closet 236, at the Township Building in the Amount of \$10,500 to be funded from the General Fund

LEGISLATIVE HISTORY: Original plumbing and parts were installed as part of the Township Building construction in 2006. In 2014, all leaking pipes, fittings and Expansion tank were replaced due to severe corrosion and deterioration located in the mechanical closet 236.

PURPOSE AND EXPLANATION: Due to the continued corrosion and deterioration of the pipes and valves, replacement is needed to avoid any further damage to plumbing and possible water damage to building.

IMPLEMENTATION SCHEDULE: Upon Approval by the Board of Commissioners, the repair would be scheduled.

FISCAL IMPACT: The cost of the plumbing replacement and repair project is \$10,500.00

RECOMMENDED ACTION: Approve

ATTACHMENTS:

[2026-100 -- Authorizing the Replacement fo the mixing valve and piping -- Resolution -- August 17, 2026.pdf](#)

**RESOLUTION 2026-100
RADNOR TOWNSHIP**

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA AUTHORIZING THE REPLACEMENT OF THE HOT
WATER MIXING VALVE AND ASSOCIATED PIPING IN THE
TOWNSHIP BUILDING IN THE AMOUNT OF \$10,500 TO BE FUNDED
FROM THE GENERAL FUND**

WHEREAS, the original plumbing and associated parts were initially installed in 2007 as part of the original construction of the Township Building and Infrastructure; and

WHEREAS, due to severe corrosion and deterioration within mechanical closet 236, the Township previously replaced all leaking pipes, fittings and the hot water expansion tank in 2014; and

WHEREAS, the hot water system's mixing valve and related piping have experienced continued, progressive corrosion and deterioration; and

WHEREAS, the complete replacement of the compromised mixing valve and piping is now necessary to maintain system integrity, prevent further damage to the facility's underlying plumbing, and eliminate the risk of severe water damage to the Township Building; and

WHEREAS, the total cost to execute the necessary replacement of the mixing valve and associated piping is \$10,500 to be funded from the General Fund;

NOW, THEREFORE, be it ***RESOLVED*** that the Board of Commissioners of Radnor Township hereby authorizes the emergency replacement of the mixing valve and piping to the hot water system located at the Township Building in the amount of \$10,500.00.

SO RESOLVED, this 17th day of August, A.D., 2026.

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager / Secretary

RESOLUTION NO. 2026-98

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, AWARDING THE CONTRACT FOR ROAD DE-ICING SALT FOR THE 2026/27 WINTER SEASON TO EASTERN SALT COMPANY, INC. AT A PRICE OF \$85.90 PER TON DELIVERED, TO BE PAID BY THE LIQUID FUELS FUND AND THE GENERAL FUND

WHEREAS, Radnor Township participates in a cooperative purchasing agreement with Newtown Township, Delaware County and nine (9) other municipalities for the purpose of securing competitive pricing of road de-icing salt; and

WHEREAS, Newtown Township solicited pricing and received quotes from several vendors; and

WHEREAS, Eastern Salt Company, Inc. has submitted the lowest responsible bid for the supply and delivery of road de-icing salt for the 2026/2027 winter season at a price of \$85.90 per ton delivered; and

WHEREAS, the Director of Public Works reviewed the bids, and recommends the award of the road de-icing salt contract to Eastern Salt Company, Inc., and

WHEREAS, funds for the purchase of road de-icing salt is budgeted through the Liquid Fuels Fund, and the General Fund Highway Road Maintenance Budget; and

NOW, THEREFORE, be it **RESOLVED**, the Board of Commissioners of Radnor Township does hereby award the contract to purchase road de-icing salt from Eastern Salt Company, Inc. for the 2026/2027 winter season at a cost of \$85.90 per ton, delivered to the Township.

SO RESOLVED this 17th day of August, A.D., 2026

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Manager/Secretary

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: JOHN REILLY
OWNER ADDRESS: 319 LOUELLA AVE
ADDRESS OF PROPERTY: 319 LOUELLA AVENUE
APPLICATION NUMBER: HARB 2026-17

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

**ENCLOSE PORCH, REVISE LOWER LEVEL ACCESS. CONVERT EXISTING WALK OUT
TO WINDOW, INSTALL SIDING & ROOFING**

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: JOYCE CHRISTOPHER M & MARY CLARE KELLY
OWNER ADDRESS: 202 MIDLAND AVE
ADDRESS OF PROPERTY: 202 MIDLAND AVENUE
APPLICATION NUMBER: HARB 2026-18

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

ENCLOSE SCREEN IN PORCH & REPLACE WINDOWS

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: OTT LOUIS V III & DANA
OWNER ADDRESS: 308 MIDLAND AVE
ADDRESS OF PROPERTY: 308 MIDLAND AVENUE
APPLICATION NUMBER: HARB 2026-19

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

NEW DETACHED GARAGE

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: BLISARD, JOHN & KAREN
OWNER ADDRESS: 200 WALNUT AVE
ADDRESS OF PROPERTY: 200 WALNUT AVENUE
APPLICATION NUMBER: HARB 2026-20

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

REBUILD PORCH, REPLACE SIDING/STONE

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: JACK & LISA ARCHER
OWNER ADDRESS: 404 OAK LN
ADDRESS OF PROPERTY: 404 OAK LANE
APPLICATION NUMBER: HARB 2026-21

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

REMOVE CHIMNEY, REPLACE WINDOWS AND ROOF

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: DANIEL & INGRID MURDOCK
OWNER ADDRESS: 421 MIDLAND AVE
ADDRESS OF PROPERTY: 421 MIDLAND AVENUE
APPLICATION NUMBER: HARB 2026-22

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

ADDING WINDOWS, ENCLOSE DECK LANDING

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: LEONARD FRANCIS X II & SARAH
OWNER ADDRESS: 420 ST DAVIDS RD
ADDRESS OF PROPERTY: 420 DAVIDS RD STREET
APPLICATION NUMBER: HARB 2026-23

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

STONE SEAT WALL /PATIO

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

CERTIFICATE OF APPROPRIATENESS

Radnor Township Historical and Architectural Review Board



NAME OF OWNER: GRADY RYAN & LAUREN
OWNER ADDRESS: 418 SAINT DAVIDS RD
ADDRESS OF PROPERTY: 418 DAVIDS RD STREET
APPLICATION NUMBER: HARB 2026-24

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

REPLACE EXISTING DINING WINDOW W/ BUMP OUT

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

APPROVED AS SUBMITTED

NOTES AND/OR CONDITIONS OF APPROVAL:

ISSUED: 08/17/2026

TOWNSHIP OFFICIAL

ACCEPTED BY APPLICANT

Radnor Township PROPOSED LEGISLATION

DATE: August 17, 2026

TO: Board of Commissioners

CC:

FROM: Stephen F. Norcini

LEGISLATION: Resolution 2026-99- Authorizing Architectural Services as provided by Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovations for the Creutzberg Center in the amount of \$491,200 to be paid from the Facility Bonds.

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

PURPOSE AND EXPLANATION: Radnor Township owns the Creutzberg Center, which is located in Harford Park. The building is leased to Main Line School Night [MLSN]. While the lease with the MLSN has a specific dollar amount for maintenance, the building is in need of complete interior and exterior renovation, this capital project being beyond the scope of the lease. The building needs a new roof, the veranda must be replaced in its entirety, knob and tube wiring replaced, just to mention a thumbnail of the work need. Please see the attached Creutzberg Center Programming & Planning Study for a more detailed listing of the work needed. Please note, the study is from 2022; the pricing in the report is no longer valid, and the building has deteriorated in the last four years.

IMPLEMENTATION SCHEDULE: Pending Commissioners approval, the contract with Radnor Township and Archer & Buchannon will be executed. It is anticipated that the design work will be completed by the end of Q2 or beginning of Q3, 2027.

FISCAL IMPACT: The cost of the design and bidding documents, \$491,200, will be funded by the 2024 Facilities GOB.

RECOMMENDED ACTION: I respectfully request the Board of Commissioners authorize Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovation of the Creutzberg Center, in the amount of \$491,200.

ATTACHMENTS:

[Resolution 2026-99 Creutzberg Center.pdf](#)
[Legislative Memorandum_Creutzberg Center.pdf](#)
[Archer Buchanan Proposal.pdf](#)

RESOLUTION NO. 2026-99

**A RESOLUTION OF RADNOR TOWNSHIP,
DELAWARE COUNTY, PENNSYLVANIA, AUTHORIZING ARCHITECTURAL
SERVICES AS PROVIDED BY ARCHER & BUCHANNON ARCHITECTURE FOR
THE DESIGN AND BIDDING DOCUMENTS FOR THE INTERIOR AND EXTERIOR
RENOVATION FOR THE CREUTZBERG CENTER IN THE AMOUNT OF \$491,200.**

WHEREAS, the Creutzberg Center is a Township owned structure, located in Harford Park, leased to Main Line School Night

WHEREAS, the structure is in need of a new roof, the veranda needs to be completely replaced, electrical system, drywall, windows, etcetera, i.e. in need of interior and exterior renovations.

WHEREAS, Archer & Buchanan Architecture created the *2022 Creutzberg Center Programing & Planning Study*. By authoring this study, Archer & Buchanan Architecture has detailed knowledge of the structure and is well suited for the design of the interior and exterior renovation.

NOW, THEREFORE, be it **RESOLVED** by the Board of Commissioners of Radnor Township does hereby authorize Architectural Services as Provided by Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovation for the Creutzberg Center in the amount of \$491,200.

SO RESOLVED this 17th day of August, A.D., 2026.

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: August 10, 2026

TO: Radnor Township Board of Commissioners

FROM: Stephen F. Norcini, P.E., Township Engineer
Director of Engineering & Community Development

CC: William M. White, Township Manager

LEGISLATION: Resolution 2026-99: Architectural Services as Provided by Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovation of the Creutzberg Center, in the amount of \$491,200.

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

PURPOSE AND EXPLANATION: Radnor Township owns the Creutzberg Center, which is located in Harford Park. The building is leased to Main Line School Night [MLSN]. While the lease with the MLSN has a specific dollar amount for maintenance, the building is in need of complete interior and exterior renovation, this capital project being beyond the scope of the lease. The building needs a new roof, the veranda must be replaced in its entirety, knob and tube wiring replaced, just to mention a thumbnail of the work need. Please see the attached *Creutzberg Center Programming & Planning Study* for a more detailed listing of the work needed. *Please note, the study is from 2022; the pricing in the report is no longer valid, and the building has deteriorated in the last four years.*

Archer & Buchannon authored the report and is very familiar with the work to be completed. To that end, they have provided the attached cost proposal for design services and bidding documents.

IMPLEMENTATION SCHEDULE: Pending Commissioners approval, the contract with Radnor Township and Archer & Buchannon will be executed. It is anticipated that the design work will be completed by the end of Q2 or beginning of Q3, 2027.

FISCAL IMPACT: The cost of the design and bidding documents, \$491,200, will be funded by the 2024 Facilities GOB.

RECOMMENDED ACTION: I respectfully request the Board of Commissioners authorize Archer & Buchannon Architecture for the design and bidding documents for the interior and exterior renovation of the Creutzberg Center, in the amount of \$491,200.

ARCHER & BUCHANAN

ARCHITECTURE

August 7, 2026

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

Email: snorcini@radnor.org

Reference: Main Line School Night
Creutzburg Center Renovations
260 Gulph Creek Road, Radnor, PA

Dear Steve:

Thank you for the opportunity to submit this proposal for the interior and exterior renovations to the Creutzburg Center. We are thrilled that Radnor Township (RT) is beginning to implement specific projects that are working toward the overall goal of renovating and expanding the building for its longer-term viability and sustainability. As always, we are grateful that you think of Archer & Buchanan Architecture (A&B) to continue teaming with you on the projects for this historic house and property.

Project Understanding

The Creutzberg Center, located in Harford Park, is owned by Radnor Township and is a significant township resource that headquarters Main Line School Night (MLSN), the building's tenant. The Township and MLSN have maintained a long-term lease agreement for over fifty years. In 2022 Archer & Buchanan Architecture prepared a building assessment and planning study for MLSN. The study proposed a plan to accommodate the majority of MLSN's space program within the building.

With the ultimate goal of completing the improvements outlined in the report, this project focuses on an abbreviated specific scope of work. As outlined later in this proposal, the project scope is defined in accordance with possible funding to complete the work.

We understand RT has secured funding assistance for the project through a redevelopment assistance capital program (RACP) grant and local shared account fund (LSA).

We understand the Township will procure construction services through a public bid process at prevailing wage labor rates. Documentation for bidding and construction will be prepared to service this public procurement approach. Though the building was designed by the prominent

Philadelphia architectural firm Furness and Evans, it is not listed on any local, state, or federal historic structure inventory. That said, Radnor Township and MLSN have been good stewards of the building and expect the exterior improvements will be respectful of remaining original exterior building fabric which will not be altered in any significant way. In working with the Township, we anticipate meeting with various departments, boards and commissions that will review and approve the proposed work.

Project Team

To Complete the project as outlined in this proposal, we anticipate teaming with the following firms to provide their respective services:

- Structural Engineering:
Keast & Hood Structural Engineers
- Mechanical/Electrical/Plumbing/Fire Protection (MEPFP)
McHugh Engineering Associates Inc.
- Civil Engineering (CE)
Site Engineering Concepts, LLC
- Specifications
Conspectus, Inc
- Cost Estimating
International Consultants, Inc.

Project Scope of Services

Phase I – Pre-Design Services

- A. Programming
 - Meeting with RT and MLSN representatives to verify spatial requirements
- B. As-Built survey and documentation
 - Architectural
 - Structural
 - Civil Engineering (CE)
 - MEPFP

Phase II – Schematic Design

- A. (1) One 'kick off' meeting with design team
- B. Prepare/Provide Schematic Design documents including outline specifications
 - Design Documents
 - Specifications

- Architecture & Interior Design
 - Structural
 - MEP/FP
 - CE
- C. Preliminary Cost Estimate (30% Complete)
- D. (1) One Meeting/Presentation with Design Review Board (DRB)
(1) One meeting/Presentation with Board of Commissioners (BOC)

Phase III – Design Development

- A. Provide preliminary technical Drawings/Documents including Specifications
- Architecture & Interior Design
 - Structural
 - MEP/FP
- B. Revised Cost Estimate (60% Complete)

Phase IV – Construction Documents

- A. Provide 'Bid Level' Technical Drawings/Documents including Specifications:
- a. Architecture & Interior Design
 - b. Structural
 - c. MEP/FP
 - d. CE
- B. (1) One Meeting with DRB
(1) Meeting with BOC
- C. Revised Cost Estimate (90% Complete)

Phase V – Bidding (Administration of Bid By RT)

- A. Attend (1) Pre-bid conference at site
- B. Receive/process/respond to Request for Information (RFI's)
- C. Prepare/distribute addenda as required
- D. Revise documents for 'minor' value engineering adjustments
- E. Distribute (1) one electronic copy/set, in PDF form, of revised drawings and specifications to successful prime contractors RT

Phase VI – Construction Administration

- A. Attend (1) one Pre-construction conference by architect and consultants
- B. Receive/Process shop drawings and material/product submittals
- C. Assuming a (10) ten-month construction schedule, architect shall attend (2) two site meetings per month to observe construction
- Structural Engineer (3) three site meetings
 - MEP Engineer (6) six site meetings
 - Civil Engineer (1) one site meetings
 - Architect publishes meeting minutes recording conducted business

- D. Receive/process general contractors' application for payment (AFP). Assumes each prime contractor's AFP will be submitted concurrently.
- E. Attend (1) one 'punch list' site meeting and prepare list of outstanding construction related items.
- F. Provide/prepare electronic formatted close out documents including updated drawing/materials published from RFI's and significant changes made during construction
- G. Assume GC (Prime Contract 1) will assemble as-built drawings from other prime contractors to assemble an As-Built document set for Architects review.

Assumptions

Revit (BIM) Level of Development (LOD) 250

- Single (same) set of drawing and specifications to be used for each of the prime contractors. Will be set up as individual bid package for each prime bidder(s).
- Audio Visual/Information technology and computer server systems by owner
- All bidding services by RT
- Electronic bid submission permitted – Coordinated through RT system
- Value Engineering drawing revisions occurs only in Phase V
- Owner to provide specification sections including 'instructions to bidders', Bid Form, General Conditions of The Contract for Construction
- MEP limited to 5' outside building
- Radnor Township shall observe on site progress related to payment requests and administration as required
- General Interior Design applications
- Third floor renovations include finish & MEP improvements only
- No Additional egress requirements for third floor level

Exclusions

- Acoustic consulting, testing, reporting
- Lead paint/asbestos testing and abatement. Report by RT
- Life cycle costing
- Food Service/Commercial Kitchen MEPFP Design
- Information Technology (IT)
- Legal Fees and time expended for contract review and administration
- LEED Certification/Commissioning Services
- Specialty interior design built-ins, millwork, historic lighting
- Historic review presentations/meeting
- Renderings
- New and /or replacement landscaping
- Design/Analysis/Reconstruction of Existing Interior Stairs
- Furniture/Fixtures/Equipment (FF&E)
- Project phasing design/documentation
- Preparation/provide owner/contractor AIA contracts
- Existing Building Energy/Envelope Analysis and Reports

- Alternate selections
- Legal consulting/services
- Lower-level renovations and/or planning
- Elevator/Stair Addition
- Basement level renovations
- Expansion/addition to structure
- Low voltage lighting
- Legal consultation/fees for owner/architect contact review & execution
- Redesign/Replacement of MEP/FP systems beyond renovations
- Land Development
- Storm Water Management
- Sewage Planning
- Shade Tree Commission
- Changes to existing site/parking lighting

Scope of Work Included for RACP Grant & LSA Fund

Interior Renovations:

- Selective demolition to the extent necessary for proposed architectural renovations on first and second floor levels.
- Selective demolition to mechanical, electrical, and plumbing (MEPFP) systems
- Remove interior wall, ceiling, millwork, casework, finishes and required for new renovated/modified spaces and MEPFP systems.
- Renovate first and second floor levels per MLSN program
- Provide new finished as required
- Provide new accessible restrooms per building code and MLSN program

Roof replacement:

- New shingled roof with new underlayment
- New flashings, drip edges, crickets
- New flat roof membranes and underlayment
- New gutters, downspouts, snowguards
- Shall require removal/reinstallation and/or replacement of emergency fire escapes
- May require reconstructing and/or repointing of brick chimneys
- May require some sheathing /substrate replacement
- May require some wood fascia trim, siding, and/or stone masonry repair/replacement and refinishing

Scope of Work in Base Services to be Implemented as Budget/Funding Allows

Front Porch Repairs/Refinishing:

- Replace deteriorated wood columns, rafters, railing, ceiling, detail elements, including wall surfaces and trims at west end enclosure
- Replace refinish floor decking and/or steps as required
- Replace lattice at bottom of porch surround

Exterior Renovations/Restorations:

- Repair/replace/refinish deteriorated exterior siding, fascia's, rafter trims, soffits, ornamental wood details as required
- Repair/replace/refinish northeast porch
- Repoint stone/masonry as required
- Repair/replace/refinish historic doors/windows as required
- Accessibility – Design accessible path, entrance/exit from parking area into building

Fee

We proposed to provide architectural and engineering services as described above according to the schedule listed below. The phase of service relative to the fee breakdown as follows:

Phase I – Predesign Services

• Architecture	\$ 16,800
• MEPFP	\$ 25,500
• CE	<u>\$ 4,500</u>
Total	\$ 46,800

Phase II – Schematic Design

• Architecture & Interior Design	\$ 44,000
• Structural	\$ 4,800
• MEPFP	\$ 28,500
• CE	\$ 17,000
• Cost Estimating	<u>\$ 6,200</u>

Total	\$100,500
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Phase III – Design Development

• Architecture & Interior Design	\$ 26,500
• Structural	\$ 9,600
• MEPFP	\$ 18,800
• Specifications	\$ 17,800
• CE	Included
• Cost Estimating	<u>\$ 11,500</u>

Total	\$ 84,200
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Phase IV – Construction Documents

• Architecture & Interior Design	\$ 56,000
• Structural	\$ 8,700
• MEPFP	\$ 48,000
• Specifications	\$ 15,500
• CE	\$ 10,200
• Cost Estimating	\$ 11,500
• Fire Suppression NICET Level IV Design Consultant	<u>\$ 12,000 (Estimated)</u>
Total	\$161,900
 Phase V – Bidding	
• Architecture & Interior Design	\$ 4,800
• Structural	\$ 2,000
• MEPFP	\$ 800
• CE	<u>Included</u>
Total	\$ 7,600
 Phase VI – Construction Administration	
• Architecture & Interior Design	\$ 68,000
• Structural	\$ 13,800
• MEPFP	\$ 16,000
• CE	<u>Included</u>
Total	\$ 97,800
 Project Total	 \$491,200
 Estimated Reimbursables	 \$ 4,800

Billing and General Conditions

Our billing is rendered monthly for percentage work complete at the rates listed below;

Principal	\$275.00/Hr.
Project Architect/ Manager	\$95.00 to \$195.00/Hr.
Draftspersons	\$170/Hr.
Clerical	\$45.00/Hr.

Expenses are charged directly as they are incurred. Generally, reimbursable expenses include but are not limited to printing and copying, postage, photography, engineering and travel.

In the event that you request changes to the work you have previously approved during any Phase, once we have started the work, all such changes shall be invoiced to you on an hourly

basis as an Additional Service. Should your project require our involvement beyond twenty-four months from commencement, we reserve the right to increase our hourly rates. Payments not received within 30 days of the invoice date shall be charged interest at the rate of 1% per month.

We request the privilege to post a job sign on the construction site and photograph/video work executed both during and after construction for use in promotional materials published online or in printed material. Names and address will not be used without prior consent. Project value data is confidential. This agreement may be terminated by either of us upon ten days written notice to the other. Copies of design and/ or construction documents will be issued provided all payments are made.

I hope this letter provides you with a clear understanding of our working relationship and what you can expect from it. We would very much like to work with you on this project and hope you will ask us to proceed.

Sincerely,



Douglas C. Hertsenbergh, AIA

Principal

Archer & Buchanan Architecture, Ltd.

Accepted by _____ Date _____

Please forward a signed copy to us and retain one for your records.

CREUTZBURG CENTER
PROGRAMMING & PLANNING STUDY

Prepared for Main Line School Night

18 April 2022



CREUTZBURG CENTER
PROGRAMMING & PLANNING STUDY

Prepared for Main Line School Night

18 April 2022





TABLE OF CONTENTS

ACKNOWLEDGMENTS	5
1.0 INTRODUCTION	7
2.0 BRIEF HISTORY	9
3.0 METHODOLOGY	11
4.0 EXECUTIVE SUMMARY	13
5.0 BUILDING ASSESSMENT	17
5.1 General	17
5.2 Site	17
5.3 Building	18
6.0 PROPOSED PLANNING AND CONCEPT DESIGN	21
6.1 Program Development and the Existing Building	21
6.2 Program Quantification	23
6.3 Planning Strategy	26
7.0 COST ESTIMATE	31
EXHIBITS	
Exhibit A : Existing Condition Floor Plans	
Exhibit B : Tabular Programs	
Exhibit C : Proposed Concept Design	
Exhibit D : Existing Condition Photographs	
Exhibit E : Meeting Minutes	

ACKNOWLEDGMENTS

It has been our pleasure and privilege to prepare this programming and planning study. Creutzburg Center is a valued historic resource and has served as Main Line School Night's home for over fifty years. The study addresses MLSN's long-term space needs and describes a design approach that keeps the organization headquartered at Harford Park.

We would like to thank the following for their participation in and contributions to this study:

MAIN LINE SCHOOL NIGHT

Ms. Wendy Greenfield | *Executive Director*

Ms. Amy Conrad | *Operations and Program Director*

Mr. Mike Zavorski | *Creutzburg Site Manager*

Mr. Bill Cumby III | *Chair Building Committee*

Mr. Bill Gustafson | *Board Member*

DESIGN TEAM

ARCHER & BUCHANAN ARCHITECTURE ARCHITECTURE

Mr. Daniel G. Russoniello, AIA, LEED AP | *Principal*

Mr. Antonio Scanga | *Project Manager*

Ms. Gina Dianna | *Graphic Designer*

1.0 INTRODUCTION

Main Line School Night (MLSN) has been providing Philadelphia’s Main Line and surrounding suburbs with adult education courses for over 80 years, and for 52 of those years Creutzburg Center has been the organization’s headquarters.

MLSN and Creutzburg Center have become synonymous. The historic home and the organization are intertwined in the minds of the adult learners. It is for this reason that MLSN has engaged Archer & Buchanan Architecture to develop a space program and prepare a planning study that will determine if Creutzburg Center can fulfill the mission and accommodate the needs of a growing and dynamic educational organization.

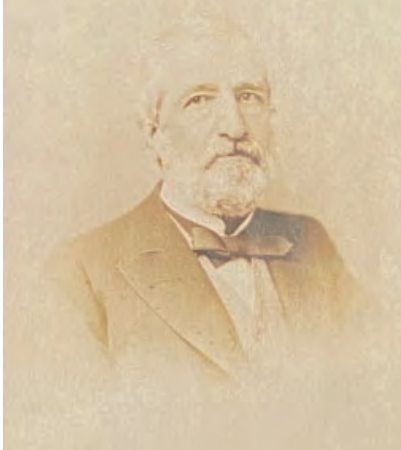
The challenges of this charge are many. Along with adapting a 140-year-old Victorian house to meet the educational and operational needs of the organization, the past 24 months of pandemic has required MLSN to adopt and envision new ways of serving students. Now, the virtual classroom may be as important as the physical classroom. New and renovated facilities will have to accommodate this new reality.

This report describes the challenges and opportunities presented by the historic building and outlines a strategy that allows MLSN to remain at Harford Park. It presents a planning approach that improves Creutzburg Center through sensitive renovation, creative preservations, and systemic improvements that make the building safer, fully accessible, and more user friendly for MLSN while increasing the value of the historic resource for the Township. The proposed plan recommends the construction of a “pavilion” structure. The pavilion provides the teaching and social spaces sorely needed by MLSN but that cannot be accommodated in Creutzburg Center.

The study describes a strategy that serves the mission and meets the demands and future challenges facing MLSN, keeps the organization at Harford Park, maintains a successful 50-year public-private partnership, and provides Radnor Township with improved and new facilities and park amenities.

2.0 BRIEF HISTORY

MLSN and the Judge John Innes Clark Hare house have long and interesting histories which have been intertwined since 1970 when the house became MLSN's home.



In 1879, Judge Hare purchased property in Radnor to build a summer home for his family, including his widowed daughter-in-law and her children. The house, built in 1880, was designed by the prominent Philadelphia firm Furness and Evans Architects. Architectural historians, the structure's architectural style, and firm record of personal relationships indicate Allen Evans was the designer of the house. The building's handsome exterior, complex roof forms, and robust construction are hallmarks of the fine work designed by

Evans during the time. The broad porch and large windows together with the interior's fine proportion, tall ceilings, gracious spaces, and intricate detailing of stair newel posts, profiled trims and fireplace mantels made a comfortable and elegant home.

ILLUSTRATION 1
PORTRAIT — JUDGE JOHN INNES CLARK
HARE



ILLUSTRATION 2
PHOTO OF SOUTH FACADE, DATE
UNKNOWN

The house remained a summer residence after Judge Hare's death in 1905 until his daughter-in-law, Mrs. Horace Binney Hare, converted it to a year-round home in 1916. The house remained occupied by Judge Hare's granddaughter, Esther Hare, until her death in 1967.

ILLUSTRATION 3
HISTORIC PLAQUE FOUND
ON THE FRONT PORCH OF
CREUTZBURG CENTER



In 1932 Harry Creutzburg, with the hope of encouraging community involvement, created an adult learning school. He began with 11 course offerings meeting once a week at Radnor High School. Over the years the program offerings grew in diversity and interest and adult learning blossomed. Soon evening courses were being offered at Lower Merion, Harriton and Conestoga High Schools in addition to those at Radnor High School. In the 1960s, as the demand for daytime classes and the need for dedicated space grew, MLSN searched for a place to call home.

Around the same time, Radnor Township recognized the importance of open space to the community and, in 1969, purchased the 31-acre Hare Estate, promising to save the house and dedicate the land as a public park. After 32 years of managing a growing adult education program at multiple locations, MLSN found their educational and operational headquarters. In 1970 Radnor Township leased Hare Mansion to MLSN; they named it the Creutzburg Center in honor of the their founder. MLSN was now able to offer daytime, evening, and weekend courses and manage the organization from a single location. Though not listed on any historic registers, MLSN has been a good steward of the historic property, taking care in their renovations of the home while transforming it into an educational institution.

MLSN recognizes the benefits Creutzburg Center provides as their headquarters and appreciates the supportive relationship they have with Radnor Township, but the “make do” approach of adapting the house to the educational program and maintaining the vitality and increasing course offerings has brought the physical limits of Creutzburg Center into plain view. MLSN leadership now will determine if it is possible for Creutzburg Center to remain the home of the organization.

3.0 METHODOLOGY

In July of 2021 Archer & Buchanan Architecture was engaged to develop a space program and prepare conceptual plans that accommodate MLSN's space requirements in Creutzburg Center through renovations, additions and/or new construction.

Our investigation began with a building survey and visual building assessment. The assessment was non-invasive in nature, meaning there were no exploratory probes, disassembly, or surgical demolition done to investigate concealed conditions. It was a detailed on-site visual inspection and included existing condition photography, field measuring, and tour and conversation with Mike Zavorski, Creutzburg Site Manager. Spaces on all floors, including the basement, were viewed and photographed. Notes were made regarding the general condition of the building.

The survey work was followed by a space programming session with Amy Conrad, Operations/Program Director, and Bill Gustafson, Board and Building Committee member. The discussion focused on class sizes, classroom types, teaching needs, and approach to scheduling. Also discussed at the meeting were physical building limitations, teaching and administrative technology needs, and lessons learned from the pandemic. Additional conversations with various individuals at MLSN took place. After gathering sufficient information, the design team developed a space program, concept floor plan diagrams, and a site plan. These drawings include planning strategies in Creutzburg Center that:

- Improve accessibility, space utilization, and circulation efficiency.
- Permit the use of the third floor by adding a second means of egress and elevator.
- Clearly define "zones" within the building dedicated to public space, teaching space and office/administrative space.

The proposed pavilion structure accommodates specialty spaces, such as art studio, teaching kitchen and large gathering space. The site plan provides improved green space and lawn for outdoor activities and new accessible parking spaces and entrances for both buildings, as well as outdoor comfort facilities for park users.

The design concepts were presented to the MLSN Board in August of 2021 via video conference. The design was endorsed by the Board and next steps for sharing the design with Radnor Township were discussed.

4.0 EXECUTIVE SUMMARY

In June 2021, MLSN commissioned Archer & Buchanan Architecture to prepare a space program and conceptual design for Creutzburg Center. The purpose of the study is to provide MLSN with guidance on the viability and feasibility of Creutzburg Center's accommodating the organization's long-term space program. Because it is expected that the existing building may not accommodate the new program, the study investigates how the space program might be accommodated at Harford Park with a Creutzburg Center addition or the construction of a new annex structure.

The study took 12 weeks and included an on-site visual survey of Creutzburg Center, the preparation of existing condition floor plans, interviews with MLSN representatives, and development of a space program and concept design. The effort culminated with a presentation to the MLSN Board on August 23, 2021. The concepts presented were endorsed by the Board and are presented in this report.

SUMMARY FINDINGS

Creutzburg Center is in generally good condition and is well maintained by MLSN and Radnor Township. The maintenance effort is guided by the terms of the lease. The following summarizes our findings.

MLSN/RADNOR TOWNSHIP RELATIONSHIP

- The relationship between MLSN and the Township is positive and beneficial to both parties. The lease is a twenty-five (25) year term expiring June 30, 2038.
- MLSN is obligated to maintain the building for an amount not exceeding \$20,000 annually.
- "Alterations/Additions": per the lease, "Tenant shall not make any alterations or additions to the Leased Premises without prior written approval of the Landlord, except for interior, non-structural alterations or additions costing less than \$10,000 each..." This clause indicates the proposed plan can be presented to the Township for their consideration.

CODE REQUIREMENTS

- The proposed renovations require Creutzburg Center meet the requirements of current building and accessibility codes.
- The proposed plan allows the third floor to be occupied.
- The proposed plan makes the building fully ADA accessible.

PROGRAM

The program presented in this report cannot be accommodated in Creutzburg Center without a major addition or new adjacent structure. If this is not feasible or permitted by the Township, MLSN should consider other locations.

SUMMARY CONCLUSIONS AND RECOMMENDATIONS

The plan presented in the report offers a viable approach that allows MLSN to remain at Harford Park. The cost estimate prepared by W. S. Cumby Construction provides an order of magnitude construction budget that can be used in formulating fund raising goals and with other decisions relative to advancing the project. The following summarizes our conclusions and recommendations.

PRESERVATION

The plan preserves the 1880 structure to the greatest extent possible, including:

- The restoration of selected interior spaces.
- Making the structure fully accessible and allowing occupancy of the third floor.
- providing the Township with permanent long-term improvements to the structure.

PROGRAM

The space program cannot be accommodated in Creutzburg Center. The proposed Pavilion approach offers:

- The accommodation of program functions that are incompatible with Creutzburg Center.
- Large gathering space needed by MLSN.
- Comfort facilities for the public that can be entered from the park without requiring access through MLSN space.

MUTUAL BENEFIT

The plan presented benefits both the Landlord and Tenant by:

- Offering substantial improvements to Creutzburg Center, making it a more safe, usable, accessible, and valuable property.
- Allowing MLSN to remain at Harford Park while continuing to grow as a dynamic life-long learning institution.
- Supporting and continuing the positive 50-year relationship between MLSN and Radnor Township.

Based on the above it is our recommendation that MLSN approach Radnor Township, share the plan with them, and work together to find a mutually agreeable approach to realizing the project.

COST ESTIMATE

The cost estimate presented in the report is prepared by W. S. Cumby Construction. It should not be considered a market verified bid, but an order of magnitude construction number that informs decision making and budget planning. The dollar amounts below provide a snapshot of the full detailed estimate found in section 7.0 *Cost Estimate*.

The W.S. Cumby estimate provides cost numbers for four (4) separate components of the project as follows:

- Creutzburg Center Renovation (including front porch)
- Creutzburg Center North Addition (stair, elevator and porch)
- New Pavilion Structure
- Site Improvements

The total construction cost is provided as two “bottom line” amounts, as follows:

- Total Construction Budget (Open Shop) \$5,331,508.00
- Total Construction Budget (including Prevailing Wage Premium) \$6,397,809.00

The Prevailing Wage Premium is 20% and accounts for the difference between non-union and union wage rates. It is an important distinction to understand. Grants that MLSN may apply for could require Prevailing Wage rates as a condition for receiving funds. Generally, grants that include public or tax payer money require the work be performed under a Prevailing Wage structure.

PROJECT BUDGET

In developing fund-raising goals, it is important the goals are based on an overall project budget. The Project Budget includes the construction cost, “Hard Cost,” and accounts for the “Soft Costs”. Soft Costs are in addition to the construction cost and include:

- The cost of furniture, fixtures, and equipment (FF&E).
- Staff time needed to administer design and construction phases.
- Professional fees, permits, testing agencies, etc.
- Fund raising costs; they can be 5% to 20% of the dollar amount being raised.
- Operational costs associated with a larger property.
- Operational down time caused by relocations prior to and following construction.
- Consideration of a post construction endowment fund.

Typically, the soft costs can be 25% to 35% of the construction cost. Based on this we believe the overall project cost will be between \$7M and \$8.5M. The project hard and soft costs are broken down in detail in *Section 7.0 Cost Estimate*.

NEXT STEPS

To advance the project the next steps should include:

- The development of a strategy to share the vision with Radnor Township, supporters and friends.
- Scheduling meeting(s) with appropriate Radnor Township representatives to discuss their interest in the project and the kind of support they might provide.
- Developing a capital campaign and long-range funding strategy.
- Developing fund raising materials such as architectural renderings and descriptive narrative.

- Conducting additional internal discussion to better define and refine the space program.
- Advancing the design/documentation to further test the program and to allow more detailed cost estimating.

5.0 BUILDING ASSESSMENT

Note: Drawings referred to in this section (EC1 through EC6) are found in EXHIBIT A: EXISTING CONDITION DRAWINGS. Photographs referred to in this section are found in EXHIBIT D: EXISTING CONDITION PHOTOGRAPHS.

GENERAL

Harford Park in Radnor Township is 30.8 acres and located in the NE corner of the Township. It offers many public amenities, including a beautiful landscape of mature trees and long scenic views, walking trails and picnic areas. It is a very popular dog park and is becoming an active point on the quickly developing network of regional bike trails. The park benefits from MLSN's use of the historic resource. MLSN and Radnor Township are conscientious stewards and share in the care of the building. The relationship between tenant and landlord has been positive for both parties (see DRAWING EC1).

Creutzburg Center is sited in the SE corner of the park's NW quadrant. Hartford Park is in a PLU (Public Land Use) zoning district. The house falls well within the district's property setbacks (see PHOTOS 1 & 2).

SITE

The land surrounding Creutzburg Center—including drives, parking lots, walks, and utilities—is maintained by the Township. Issues relative to this include:

UTILITIES

ELECTRICAL SERVICE

Electric and data service is provided via aerial (pole mounted) lines that runs through the woods to the north of the house. The service is often disrupted by seasonal storms and fallen trees. It would be beneficial if Radnor Township could bury the lines. Also, electric service may have to be upgraded to accommodate the proposed elevator and new structure.

SANITARY CONNECTION

The sanitary system for Creutzburg is an on-site septic field. Its location is not known. Radnor Township can provide location information and determine the system's capacity and condition.

WATER

Water service is provided from a municipal source. There are separate domestic water and fire water service lines. These lines will need to be extended if the Pavilion project is constructed.

FUEL SOURCES

There are no piped fuel sources to the building (natural gas). Internal heating systems and domestic water are fueled with oil from tanks located in the basement.

Consideration of providing natural gas service can be discussed with the Township. MLSN may consider an all-electric approach.

DRIVES, PARKING, PATHS AND EXTERIOR LIGHTING

The existing drives, parking lot, paths, and lighting are maintained by the Township. The proposed plan includes changes to the parking lot and building entry paths. Such changes have to be approved by the Township. The site changes offer opportunity for improved parking lot and path lighting.

BUILDING

Creutzburg Center is well maintained. The lease agreement defines the shared maintenance responsibility of each party. As part of the maintenance assignment, MLSN has been repointing the exterior stone work in phases and has repaired, restored, or replaced exterior windows. MLSN is allowed to make non-structural interior changes in the building up to \$10,000 in cost. Interior changes made over the years have been piecemeal and in response to immediate programming needs. The changes have, for the most part, been considerate of the interior historic fabric, but they have not been acts of preservation. The building interior has a “make do” feel and the limited interior space has been nipped and tacked to meet the educational program needs even at the expense of office and social space. Following is our assessment of the building.

EXTERIOR

The building exterior is well maintained and has many distinctive features. The Furness and Evans design is a unique high Victorian style. The front elevation exhibits a very straight forward gable roof decorated with simple shed and jerkinhead dormers (see PHOTO 2). Beyond the front of the house are cascading shed dormers, and a double pitched roof intersecting with steep pitched hip roofs that are decorated with more shed dormers. The roof is topped with sculptural tall brick chimneys and trimmed with exposed rafter tails, long rake boards and decorative millwork (see PHOTO 8). The roof was likely slate or wood shingle; it is now asphalt shingle. The condition of the shingle is aging and will need to be replaced in a few years.

The exterior elevations are beautifully composed with a variety of geometric forms and materials. A simple and beautifully proportioned front façade of stone, handsome millwork, and welcoming porch contrasts with the side elevations which are sculptural and nuanced with a mix of stone, wood trims, and panel areas of vertical and horizontal wood siding. These facades are playful and sophisticated. The window arrangements reflect the interior uses; windows at stairs align with landings at mid-floors elevation, paired windows in projecting bays reflect bedrooms or major spaces and small single windows are at minor spaces, such as bathrooms.

The east façade (see PHOTO 9) was altered in the 1930s when the dining room (Room 102) was enlarged; a second-floor bathroom protrudes from the wall above it. The strength of the original design remains. The rear of the house has a 1930s pantry and porch addition. Its appearance is non-descript and not original to the house (see PHOTO 10). The west façade (see PHOTO 8) is very much intact and displays the intricate beauty of the Furness and Evans design.

One of the house's most handsome features is the front porch. It is deep, provides shade from the south sun and marks the front door with a decorative millwork trellis in the protruding gable. The southwest corner of the porch has been enclosed in glass and makes a fine interior sunroom (see PHOTOS 11, 12 & 13).

INTERIOR

The interior retains some original and handsome features which will be restored. The interior walls are very monochromatic and lack the vitality the original house must have had. No original light fixtures remain. The following provides a brief assessment of each floor.

BASEMENT (DRAWING EC2)

The basement is in good condition and provides adequate space for mechanical and fire protection systems. There is a maintenance shop and storage space. The basement is a bit of a rabbit warren of small spaces with thick masonry walls, piers, and posts.

FIRST FLOOR (DRAWING EC3)

The first floor is well maintained and presents a pleasant and welcoming impression. The entry hall has two administrative desks which cause lines that back up in the primary circulation space. The original center stair is the focal point of the entry hall. The rooms at the front of the house retain the most original fabric and are used as classrooms. The "Living Room" (Room 101) has original paneled pocket doors, fireplace mantel, and tall, glass-paned doors opening to the porch on the east and south walls. The small but handsome Parlor (Room 100) is entered through a pair of tall French doors. Like the Living Room, it too has glass-paned doors with transoms opening to the porch on the south and west walls. It additionally has a fireplace in the angled northwest corner. The Dining Room (Room 102) is the largest classroom in the building. All of these spaces are seen in PHOTOS 14, 15, 16, 17, 18, 19 & 20.

The rear portion of the floor includes two non-accessible restrooms and a winder "servant" stair located behind the central stair. The balance of the floor has an accessible entry, "lobby", restroom, and cooking classroom (Rooms 112, 113, 103)—the only ADA accessible spaces in the building. The Executive Director's office, mudroom, storage and back porch (Rooms 104, 105, 114, 115) fill out the remainder of the floor. The office is land locked and only accessed through the cooking classroom, meaning one must go outside the building to enter or leave the office when class is in session (see PHOTOS 21 & 22).

SECOND FLOOR (DRAWING EC4)

The second floor is orderly in layout and houses four small classrooms. They retain some original millwork trims and doors. The back half of the floor is

30" lower in elevation than the front half. There is a small restroom and three small offices in the back portion of the floor (see PHOTOS 23, 24, 25, & 26).

THIRD FLOOR (DRAWING EC5)

The third floor is not permitted to be occupied due to a lack of adequate emergency exiting. This floor is in poor condition and will require substantial cleanup and refinishing. The walls are in poor condition and losing any finish that remains on them (see PHOTO 27).

ADDITIONAL INTERIOR OBSERVATIONS/COMMENTS

BUILDING STRUCTURE

The building is a natural stone masonry structure with portions of the upper floors framed in wood. The roof is wood frame construction. The basement walls are exposed parged stone with a concrete floor.

FIRE SPRINKLER SYSTEM

The fire suppression (automatic sprinkler) system was installed in a very cost effective and expedient manner. Its installation caused little damage to the house, but it is a fully exposed system and is unsightly. Future restoration should consider ways to conceal or more sympathetically integrate the system with the architecture of the house, particularly on the first floor.

ELECTRICAL SYSTEM

The building wiring is being progressively replaced as repairs or renovations are completed. The building has a code compliant circuit breaker panel, but there remain significant amounts of knob & tube wiring in the building. This will be replaced in a future renovation. The electric service may need to be upgraded and a new emergency generator required when building systems are upgraded and a new elevator is installed.

MECHANICAL SYSTEM

There is a mix of forced air cooling and hydronic heating, with supplemental window air conditioners. The system will be upgraded and augmented to provide more zones, improved temperature control, and better air distribution.

PLUMBING AND SANITARY

The proposed plan removes existing bathrooms and plumbing infrastructure. The building will require new plumbing fixtures and piping.

MISCELLANEOUS ITEMS

- Open Metal Fire Escapes: We anticipate the removal of all fire escapes as part of the building renovation.
- Electric meters, condensers and other items will be assessed and it will be determined if relocation or replacement is required.
- Stone remnants of the original ice house can be seen in the hill side just north of the house. This could be made a feature or object of interest (see PHOTO 4).

6.0 PROGRAM DEVELOPMENT & PLANNING STRATEGY

The design strategy and planning diagrams presented in the report are guided by the requirements stated in MLSN's Request for Proposal (RFP):

1 CREATE A SPACE PROGRAM

Assess current spaces in Creutzburg Center and identify future space requirements.

2 OPTIONS TESTING PROCESS

Investigate various space assignments within Creutzburg Center. If Creutzburg Center cannot accommodate the space program, alternative approaches such as building additions or new construction are to be studied.

3 PREPARE A SUMMARY REPORT OF FINDINGS AND RECOMMENDATIONS

Prepare a report that provides guidance to MLSN for advancing and sharing their vision with Radnor Township and MLSN supporters and friends.

In addition to the requirements in the RFP, the design team established specific goals and objectives to guide the design work:

- Though not listed on any local, state, or national historic register, Creutzburg Center will be treated as a historic resource. Proposed changes will be sensitive to and respectful of the original architect's design and where possible and appropriate, will save, restore, or recreate original elements of the house.
- The program components are to be assigned within Creutzburg Center in a way that best serves the MLSN mission. Program components that are not an appropriate fit will be accommodated outside of the building.
- The proposed design will satisfy MLSN's long-term program needs and provide Radnor Township with renewed and new facilities that benefit the community.

PROGRAM DEVELOPMENT AND THE EXISTING BUILDING

(See the FLOOR PLANS in EXHIBIT A: EXISTING CONDITION DRAWINGS)

In analyzing program information, it was necessary to "test fit" program space in the building. This approach quickly revealed the physical limitations of Creutzburg Center. Programming discussions identified space needs and building deficiencies that hinder MLSN operational efficiencies. Following is a summary of the information gathered while developing the space program.

OPERATIONS

- The Executive Director's Office (Room 104) is remote and inaccessible to the balance of the building when the cooking classroom (Room 103) is being used.
- There are 10 other staff positions. Nine of these positions are housed in three small offices on the second floor (Rooms 204, 205, 206). The offices provide little privacy and no meeting or work space. The Site Manager uses space in the basement. There is no room to accommodate growth in staff size.
- The third floor is not occupied. The space is critically needed.
- There is insufficient administrative space in the building.

CLASS SCHEDULING AND EDUCATIONAL PROGRAMMING

- Class size is capped at 15 because that is the capacity of the only ADA accessible classroom (Room 103). The room must be available to accommodate any course in which a physically disabled person enrolls. This limits optimum spaces utilization and efficiency in assigning classrooms.
- The limited number of classrooms requires constant set up and rearrangement of furniture. The moving, rearranging, stacking and storage is damaging to furniture and walls, thus requiring considerable furniture repair or replacement, and building maintenance. Additional storage space is needed.
- The lack of dedicated classrooms (technology classroom, or rooms with a sink) limit flexibility in assigning classrooms or matching courses with appropriate available space.
- Larger classrooms are needed.
- Special functions classrooms are needed, including:
 - A cooking and demonstration kitchen that can also serve as a catering kitchen for events.
 - An art classroom with sufficient storage, sinks and appropriate furniture.
 - A technology classroom that is dedicated to technology related courses.
 - Fitness or dance space with sufficient open floor space.
- There are off-site course offerings that require specialized or unique settings. Examples include wood turning or black smithing offered at Harriton House or gardening offered at Chanticleer Garden. Off-site course offerings will continue in the future.

EDUCATIONAL TECHNOLOGY

- The Site Manager has a makeshift control room from which he monitors classroom technology. A control or "head end" room is needed to manage growing technology requirements. It can possibly serve as the site manager's office as well.
- The educational technology is a mix of hardware and software purchased for immediate needs at various times. The technology ranges from traditional overhead projectors to advanced software. One MLSN representative termed it a "collection of parts". Greater standardization of hardware and software is recommended.
- Wi-Fi within the building can be spotty due to the mass structure of the building. A more robust system is required.

- The transition to remote learning demands greater sophistication in technology. Lessons learned from the pandemic suggest greater use and embracing of technology for remote learning is in the organization's future.

LOOKING TOWARD THE FUTURE

MLSN identified several needs that cannot be accommodated in Creutzburg Center.

- There is no large gathering space available for large classes (100 to 110 participants), fund raising events, open houses, promotional events, or community gatherings.
- The transition to remote learning offers a new opportunity for continued remote courses post-pandemic. Space to live stream classes or record courses for later broadcast and broader distribution is needed.
- Greater flexibility in teaching space is required, such as rooms with movable partitions, more robust infrastructure capacity for technology, teaching equipment (a kiln, for example), and adequate storage space to reduce clutter and safely accommodate unused equipment and materials between scheduled courses.
- MLSN has considered having an artist/teacher in residence and would like to investigate the possibility.

PROGRAM QUANTIFICATION

(see the TABULAR PROGRAM SPREADSHEETS in EXHIBIT B: TABULAR PROGRAMS)

The programming effort was brief, but informative. The physical limitations of the Creutzburg Center create a very skewed approach to class scheduling, class size and operation. It is important the space program is built around MLSN's long-term needs and vision for the organization. We developed the space program independently from the physical limits of Creutzburg Center. As the program came together, it was evident that MLSN needs more space than is available in Creutzburg, even with the third floor being available for occupancy.

Once the program was established, the space assigned to Creutzburg Center included:

- Office/administrative space
- Typical or generic classroom space

Program space that is not an appropriate fit in Creutzburg Center was assigned to new space outside of the building, including:

- Large and open flexible teaching space that can accommodate:
 - Wellness/fitness/yoga
 - Dance/aerobics
 - Large lecture type classes
 - Exhibits
- Specialized or multi-use spaces including:
 - A teaching/demonstration kitchen with classroom space.
 - The ability of the kitchen to serve as a catering facility for public events.

- Art Studio with sink, proper storage, and furniture.
 - Flexible enough to accommodate other art or graphic related courses.
- Public, social, or gathering space, including:
 - A single large open space for MLSN special events, fund raisers, performances, and public gatherings.
 - A space the Township can endorse as a positive benefit to the community.

Discussions with MLSN included finding opportunities to engage the community including:

- Public amenities
 - Provide public restrooms accessible to park users from the outside.
 - Reconfigure parking lot to accommodate MLSN growth plan and provide additional parking for the public.
 - Improve outdoor lighting on paths and parking lot.
- Outside lawn and gathering space
 - The MLSN plan envisions exterior “courtyard” space that can accommodate public activities like outdoor movie nights or performances sponsored by MLSN, Radnor Township, or others.

Following are two summary programs that provide a snapshot of key program elements.

- 1) Existing Building Re-Programmed and New Pavilion Program (ILLUSTRATION 4, AT RIGHT), showing:
 - The assigned program space by floor in Creutzburg Center.
 - The new elevator and stair addition to Creutzburg Center.
 - The assigned program space by floor in the Pavilion building.

Main Line School Night - Creutzburg Center Program Summary Existing Building Re-Programmed and New Pavilion Program

260 Gulph Creek Road, Radnor, PA 19087

Updated February 11, 2022

Program Space Name	Creutzburg Center NSF	Creutzburg Addition NSF	New Pavillion NSF	Total NSF	Comments
Creutzburg Center					
Basement					2,090 = Available NSF in Existing Basement
Storage	740				
Mechanical	600				
Shop	500				
Circulation	250				
New Elevator / Stair Addition		400			
Subtotal:	2090	400		2490	
First Floor					1st FL NSF = 3,010 NSF - 300 NSF of Demolition = 2,710 NSF Available
Entry Hall / Circulation / Stair	800				
Reception / Administration	350				
Classroom	1170				
Storage	90				
Rest Rooms	300				
New Elevator / Stair Addition		400			
Subtotal:	2710	400		3110	
Second Floor					2nd FL NSF = 1,980 NSF - 75 NSF of Demolition = 1,905 NSF Available
Classroom	1475				
Circulation / Stairs	430				
New Elevator / Stair Addition		400			
Subtotal:	1905	400		2305	
Third Floor					3rd FL NSF = 1,820
Administrative / Office	1225				
Storage / Supplies	60				
Rest Room	60				
Circulation / Stair	475				
New Elevator / Stair Addition		400			
Subtotal:	1820	400		2220	
New Pavillion Structure					
First Floor					
Vestibule			80		
Community Space w/ Stage			825		
Community / Flex Classroom			575		
Kitchen (teaching/catering) Classroom			430		
Administrative / Office			140		
Rest Rooms (interior)			250		
Rest Rooms (exterior)			100		
Janitor Closet			25		
Circulation / Ramp			575		
Mechanical TBD			0		
Subtotal:			3000	3000	
Second Floor					
Studio (wet)			500		
Studio Storage			125		
Circulation / Ramp			200		
Balcony			110		
Stair			100		
Subtotal:			1035	1035	
Net Building Area Totals:	8525	1600	4035	14160	
Gross Area Mark-up	2450	200	800	2650	
Gross SF Area	10975	1800	4835	16810	
Exterior Amenities					
Front Porch	670				
Ramp (Removed)	0				
Back Porch (Removed)	0				
Elevator / Stair Addition Porches (3@120SF)		360			
Pavillion Lower Porch			825		
Pavillion Upper Porch			400		
Total Exterior Amenities	670	360	1225	2255	

Building & Floor Color Key

Creutzburg Basement
Creutzburg First Floor
Creutzburg Second Floor
Creutzburg Third Floor
New Pavillion Structure

ILLUSTRATION 4

- 2) Comparison of Existing to Proposed – Key Program Components (ILLUSTRATION 5, BELOW) compares existing building with the increased capacity provided in the proposed plan.

Main Line School Night - Creutzburg Center - Program Summary

Comparison of Existing to Proposed - Key Program Components

260 Gulpg Creek Road, Radnor, PA 19087

February 11, 2022

Program Component	Existing in Creutzburg	Proposed In Creutzburg	Proposed In Pavillion	Delta	Comment
Offices/People	4/11	6 to 7/11 or 12	1/1 or 2	+4/+3	Current 11 people /future 14 people
Classrooms	9	9 to 10	2 + Art Studio	+4	Includes kitchen classroom and flex classroom.
Restrooms/ Fixtures	5/5	3/5 to 7	2/4	+0/+4 to 6	Plus 2 exterior accessible restrooms.
Gathering Space/Area	0/0	0/0	1/825 SF	+1/+825 SF	Community space w/stage.

Note:

This table compares the quantity and capacity of existing key program facilities with that being proposed in the design study. The proposed plans define areas for program components, therefore, the proposed number of spaces - classrooms or offices for example, can increase or decrease depending of the size assigned to the space. The above numbers are based on the assumption that there will be a mix of single private offices and larger offices with multiple work stations or classrooms sized to be sub-dividable, thus giving MLSN flexibility in controlling the number of classrooms or the number of students in classes.

ILLUSTRATION 5

PLANNING STRATEGY

The approach toward Creutzburg Center was intentionally deferential to the historic home. As a Township-owned building it seemed inappropriate to lessen its status as a historic resource to accommodate MLSN's space program. The Township would likely not be supportive of such an approach. The strategy instead restores portions of Creutzburg Center, making it function more efficiently for MLSN while preserving a Township asset. To successfully realize this strategy, a second structure is needed to house program space that could not be assigned to Creutzburg Center. The new structure, The Pavilion, will accommodate MLSN program needs, and must also be viewed by the Township as an asset to Harford Park.

The following describes the design strategy relative to preservation of the Creutzburg Center, development of the site, the assignment of space within Creutzburg, and the design approach to the Pavilion.

PRESERVATION

The Secretary of the Interior's Standards for Rehabilitation of Historic Buildings allows latitude in interior renovation when a building must be modernized for new uses. The proposed plan recommends saving and restoring original interior features and, where possible, restoring missing or damaged elements. The proposed interior renovation work does not alter or remove existing windows or exterior architectural features. The proposed plan requires the removal of a 1930s era addition on the north and replacing it with a similarly sized new addition that will provide a second exit stair and elevator. We are also recommending the removal of a small 1930s second floor bathroom addition on the east façade and restoring the area to its original appearance. The changes we are proposing abide by the Secretary of the Interior's Standards.

Note: Drawing numbers (P1 to P7) referred to in this section are found in EXHIBIT C: PROPOSED PLANNING DRAWINGS. Photo numbers referred to in this section are found in EXHIBIT D: EXISTING CONDITION PHOTOGRAPHS.

THE SITE (DRAWING P1)

As a public park, proposed site changes benefiting MLSN should also provide benefit to the community. Recognizing this, the site plan considers the public perception of Creutzburg Center as a historic resource and how changes to the building or site might be viewed by the community. When entering the park by car, bike or on foot, one arrives at the entry gate and travels the curved drive that approaches the house from the southeast (see PHOTO 7). It is a beautiful view that should be preserved. The location of the building addition and new construction is kept out of this view shed (see DRAWING P1).

The proposed site plan re-orientates the existing public parking lot. The re-orientation allows the new structure to have sufficient space between itself and Creutzburg Center to create a courtyard and lawn in front of the new building. The new parking lot can replace existing parking in kind or be enlarged to provide additional public parking. New paths and accessible entries are provided for the existing and new buildings. The Township can provide improved lighting along paths and at the parking lot. The current parking lot is poorly lighted and presents a safety risk.

CREUTZBURG CENTER (DRAWINGS P2 THRU P5)

The proposed plan does not impact the exterior appearance of Creutzburg Center. The north addition replaces a 1930s addition. It does not impact the other three facades. The approach to the building interior recommends saving important remaining original features. The restoration effort focuses on the front rooms of the first floor where much original fabric remains.

That said, the proposed renovations will have significant impact on the building's interior in other areas. To maximize available space, we recommend the removal of the original back stair. To address level changes on upper floors we recommend building ramps in place of the existing steps. To accommodate new accessible restrooms, we recommend the removal of existing partitions (some original, some

not). To accommodate upper floor classrooms and office space, some existing original partitions will be removed. Original wood trims, doors, and casings will be salvaged and reused.

BASEMENT (SEE DRAWING P2)

The basement remains very much unchanged. The new north addition will connect to this level and provide elevator access and a second means of egress. This floor will house mechanical equipment, a repair shop, storage space and possibly the technology headend room and/or the Site Manager's Office.

FIRST FLOOR (SEE DRAWING P3)

The entry hall (Room 107), classrooms 100, 102 and the main stair (Room 116) will be restored. Restoration includes stripping original woodwork, doors, trims, and casings, to their original natural finish, refinishing floors and painting walls with Victorian era colors (or period wall papers). Classroom 101 will also be restored and used as a reception room and office.

The rear of the floor will be gutted, and new accessible multi-fixture restrooms and storage space provided. The north end addition will house the second exit stair and elevator.

SECOND FLOOR (SEE DRAWING P4)

This will be the main classroom floor. The stair, landings and second floor stair hall will be restored. Classrooms 200, 201 and 202 are unchanged and the remaining historic fabric will be restored, repaired, or replaced. Classroom 203 will be made smaller to accommodate corridor space. The floor level change between the front and rear portions of the house will be built over with a ramped floor along the east exterior wall. New classrooms will occupy the space to the west of the ramp. The north addition with second exit stair and elevator serves this floor.

THIRD FLOOR (SEE DRAWING P5)

This floor is currently not used; it will become the administrative area. The new addition with second exit stair and elevator will allow this floor to be occupied. Like the second floor, the front rooms will remain, and the center stair and hall will be restored. Like the floor below, a ramp along the east exterior wall will address the floor level change. New office space will be to the west of the ramp. There will be a small storage room and single-fixture restroom at this floor.

NEW CONSTRUCTION – THE PAVILION (DRAWINGS P6-P7)

If MLSN is to remain at Harford Park, additional new space is needed. A significant addition to the building, as proposed in a 2012 study commissioned by MLSN, did not seem to be an appropriate approach. The 2012 study illustrates how much of the historic resource would have to be demolished, greatly altered, and subsumed within the addition, leaving little sense of the original building. The plan proposed here recommends a new structure be built to the west of Creutzburg Center. We believe this to be a better approach for the following reasons:

- It does not impact the historic resource.
- Its construction can be independent of the renovation of the house, making phased construction an option.

- It creates a new structure owned by Radnor Township and leased to MLSN. If MLSN ever leaves this location, the Township retains a public asset.
- It provides a building that can be shared with the Township for certain public events, and can provide additional park amenities, such as public restrooms accessed from the outdoors.

The new structure's north façade aligns with that of the existing building and is tight against the wooded tree line. This relationship forms an intimate court between the two buildings that can be used for plein air painting, performances, or public gatherings (see DRAWING P1 and PHOTO 3). New park comfort facilities that face the courtyard are available to park users.

The Pavilion is envisioned to be a very open, light, and transparent structure. It will be low in profile, with its aesthetic, scale and massing being quite different than Creutzburg Center.

PAVILION PLANS

The pavilion is a two-level structure consisting of a large open floor plan overlooked by an upper-level mezzanine (see DRAWING P6). The primary room of the ground floor is a large double-height gathering space. It is rectangular in shape, is entered from a vestibule on the south façade, and has a small stage at its west end. The main feature of the space is a ramp that runs along the perimeter walls of the building and terminates at the mezzanine level overlooking the gathering space. The ramp provides an elegant accessible route. Underneath the mezzanine is a teaching kitchen and classroom. The kitchen can be used to cater large events. Adjacent to the cooking classroom is another large open classroom that can be subdivided as needed. The balance of the floor houses an administrative office, and public restrooms.

To the west of the pavilion is a sunken garden with a decorative sun dial (see PHOTOS 5 & 6). This area can be developed by the Township as community gardens or for outdoor gatherings.

The mezzanine level (see DRAWING P7) houses a large studio space. This space receives considerable north light; includes work counters, sinks and dedicated storage space; can be subdivided; and is accessed by the ramp and a stair. It opens to the double-height gathering space with a balcony providing a view to the lower level.

The Pavilion design is developed to a concept level. The building does not need an elevator due to the accessible ramp, but additional storage space and mechanical space will be added as the design is developed. A small mechanical equipment basement may be needed.

7.0 COST ESTIMATE

This section provides cost information developed by W. S. Cumby Construction (WSC). The estimate is based on their knowledge of the existing build and the proposed concept design presented in this report by Archer & Buchanan Architecture. The dollar values shown should not be considered a market verified bid, but rather an order of magnitude construction estimate that informs decision making and budget planning. The construction cost estimate (“Hard Cost”) is one part of the overall estimated “Project Budget”. The Project Budget is the construction Hard Cost plus the “Soft Cost” that will be incurred to realize the project. The Project Budget is addressed later.

ESTIMATED COST OF CONSTRUCTION (HARD COST)

The construction cost estimate prepared by WSC is divided into four sections as follows:

- Renovation of Creutzburg Center (including front porch)
- The addition to Creutzburg Center (including elevator, stair and porch)
- The new Pavilion building
- Site Improvements

The Construction Cost estimate is broken down into these categories for the following reasons:

- Understanding the component costs allows MLSN to focus fund raising efforts and donor preferences on specific parts of the project.
- Having component costs identified allows MLSN to discuss with Radnor Township cost sharing options for property improvements to Township owned assets that provide long-term benefits to the community and increase the value of Township property. For example:
 - The Creutzburg Center Addition increases the value of the building by making the entire building (including the third floor) full accessible.
 - The recommended improvements to parking and site lighting will benefit park users.
- Knowing the component costs will assist in budgeting and setting fund raising goals and targets.

The construction cost estimate is based on 2022 dollars. The dollar amounts have not been escalated to account for a future construction date. Should MLSN wish to project a future cost, we recommend annual escalation based on 5% to 8% per year. The estimate does include a 10% contingency amount to account for information that is not yet known or documented in the design at this early stage of development. The estimate includes two bottom lines. The first bottom

line (\$5,331,508) is based on open shop labor/construction procurement. The second bottom line (\$6,397,809) is based on Prevailing Wage labor/construction procurement. Prevailing wage equal union labor rates. Prevailing wage labor rates are required when state or public money is being used to pay for construction. It is likely MLSN will apply for State grants or get some assistance from the Township, County, or other government agency. There is a 20% premium for prevailing wage labor rates compared to open shop labor rates.

The Construction Cost estimate is summarized on the WSC Preliminary Construction Budget, dated April 8, 2022. The summary sheet is followed by line-item breakdown sheets for the four construction components noted above.

PROJECT BUDGET

The “Project Budget” is defined as the bricks and mortar construction cost – “Hard Cost”, plus the other costs an owner incurs as part of a construction project. These costs are called “Soft Costs” and include, in the case of the MLSN project:

PROFESSIONAL FEES

- Architectural/building engineering
- Civil engineering
- Legal/real estate
- Project Management/other

EDUCATIONAL TECHNOLOGIES

- Servers, wireless modems, hardware
- Software

FURNITURE, FIXTURES & EQUIPMENT (FF&E)

- Movable furniture (desks, chairs, files, etc.)
- Lamps, window treatments, waste baskets, etc.
- Copy/printing equipment, appliances, food cooking related, etc.

FUND RAISING COSTS

- Brochures, promotion, events, etc.

The following is used as the basis for calculating the project “soft costs”.

ITEM	COST BASIS	% RANGE	LOW COST	HIGH COST
PROFESSIONAL FEES	\$5.5M HARD COST	15% TO 18%	\$ 825,000	\$ 990,000
EDUCATIONAL TECHNOLOGIES	\$4.5M BLDG. CONSTRUCTION	3% TO 5%	\$ 135,000	\$ 225,000
FF&E	\$4.5M BLDG. CONSTRUCTION	5% TO 7%	\$ 225,000	\$ 315,000
FUNDRAISING	\$8.0M CAMPAIGN	5% TO 8%	\$ 400,000	\$ 640,000
TOTAL SOFT COST RANGE			\$ 1,585,000	\$ 2,170,000
CONSTRUCTION COST (PREVAILING WAGE PREMIUM)			\$ 6,397,809	\$ 6,397,809
TOTAL PROJECT BUDGET			\$ 7,982,809	\$ 8,567,809



4/8/2022

CREUTZBURG CENTER MAIN LINE SCHOOL NIGHT PRELIMINARY CONSTRUCTION BUDGET

DESCRIPTION	AREA	UNIT	UNIT PRICE	SUBTOTAL
1A.) Renovation - Building (see tab below)	11,000	SF	\$146	\$1,610,000
1B.) Renovation - Porch	670	SF	\$65	\$43,550
2A.) New Addition - Building (see tab below)	1,800	SF	\$338	\$608,000
2B.) New Addition - Porch	360	SF	\$65	\$23,400
3A.) New Pavilion - Building (see tab below)	4,800	SF	\$375	\$1,800,000
3B.) New Pavilion - Porch	1,225	SF	\$75	\$91,875
4.) Site Improvements (see tab below)	1	LS	\$670,000	\$670,000
Subtotal				\$4,846,825
Contingency 10%				\$484,683
Budget Total (Open Shop)				\$5,331,508
Budget Total (Including Prevailing Wage Premium)				\$6,397,809

Clarifications:

- * Budget pricing is based on documents dated 8/23/21 and team discussion on 3/25/22.
- * Documents are in the early stages of design and the scope of work is not well defined.
- * Using building areas discussed during meeting.
- * Project budget should be periodically updated as the design continues to evolve.
- * The following items are excluded from this preliminary estimate:
Design fees, Furniture & Equipment, Hazardous Materials, Owner Contingency
- * Pricing is based on current day costs. Add an escalation factor for future work.

1A.) Renovation - Building

Four floors

All space renovated at the same time

Retain existing roof

Retain existing windows & doors

New MEP infrastructure

Demolition	11,000 sf	5	55,000
Partitions & Doors/Frames/Hardware	11,000 lsum	23	253,000
Finishes	11,000 lsum	32	352,000
Mechanical & Electrical	11,000 sgft	65	715,000
Ramps	1 lsum	75,000	75,000
New HC Restroom	2 lsum	35,000	70,000
Exterior re-pointing	1 lsum	40,000	40,000
Misc. exterior removals/repairs	1 lsum	50,000	50,000
Renovation Building Total			1,610,000

2A.) New Addition - Building

Four floors - New elevator & stair

Addition Construction	1,800 sqft	235	423,000
Elevator	1 lsum	125,000	125,000
Stair	1 lsum	60,000	60,000
New Addition Building Total			608,000

3A.) New Pavilion - Building

Two floors - no elevator
Exposed steel frame, open web joist
Polished concrete slab on grade
Exposed ductwork
Open ceiling
Aluminum windows
Flat membrane roof

Building shell	4,800 sqft	225	1,080,000
Fit-out	4,800 lsum	85	408,000
Mechanical & Electrical	4,800 lsum	65	312,000
New Pavilion Building Total			1,800,000

4.) Site Improvements

Erosion Control	1 lsum	10,000	10,000
Site Demolition/Clearing	1 lsum	25,000	25,000
Cuts/Fills	1 lsum	50,000	50,000
Storm Drainage	1 lsum	125,000	125,000
Parking Expansion - Paving/Curbs	15 spots	12,500	187,500
Courtyard /Lawn Area	5,000 sqft	12	60,000
Utilities to New Building	1 lsum	75,000	75,000
Site Lighting	12 each	5,000	60,000
Side walks/patios	1,500 sqft	15	22,500
Landscaping	1 lsum	55,000	55,000
Site Improvement Total			670,000

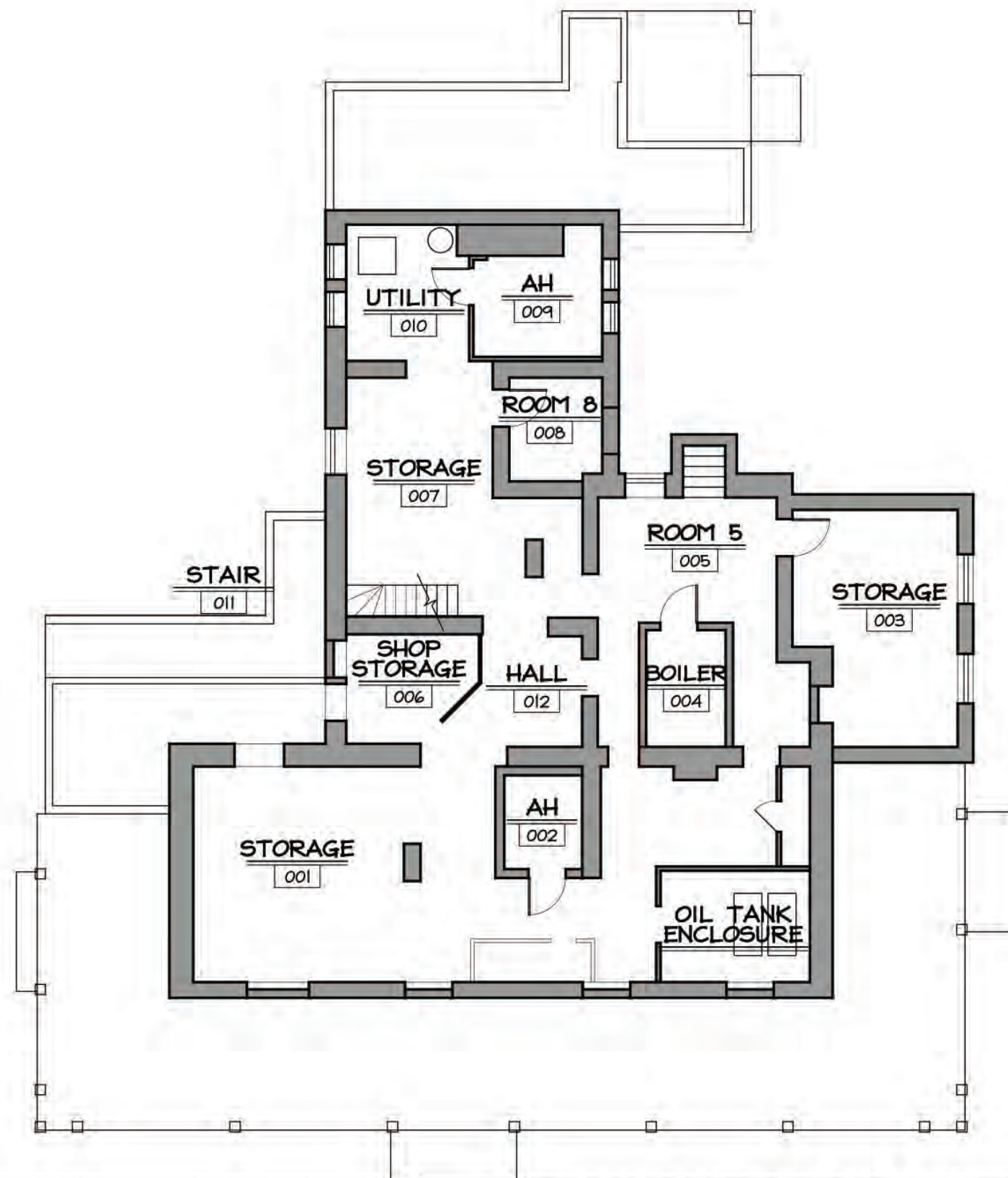
EXHIBITS



— EXHIBIT A —

EXISTING CONDITION
FLOOR PLANS

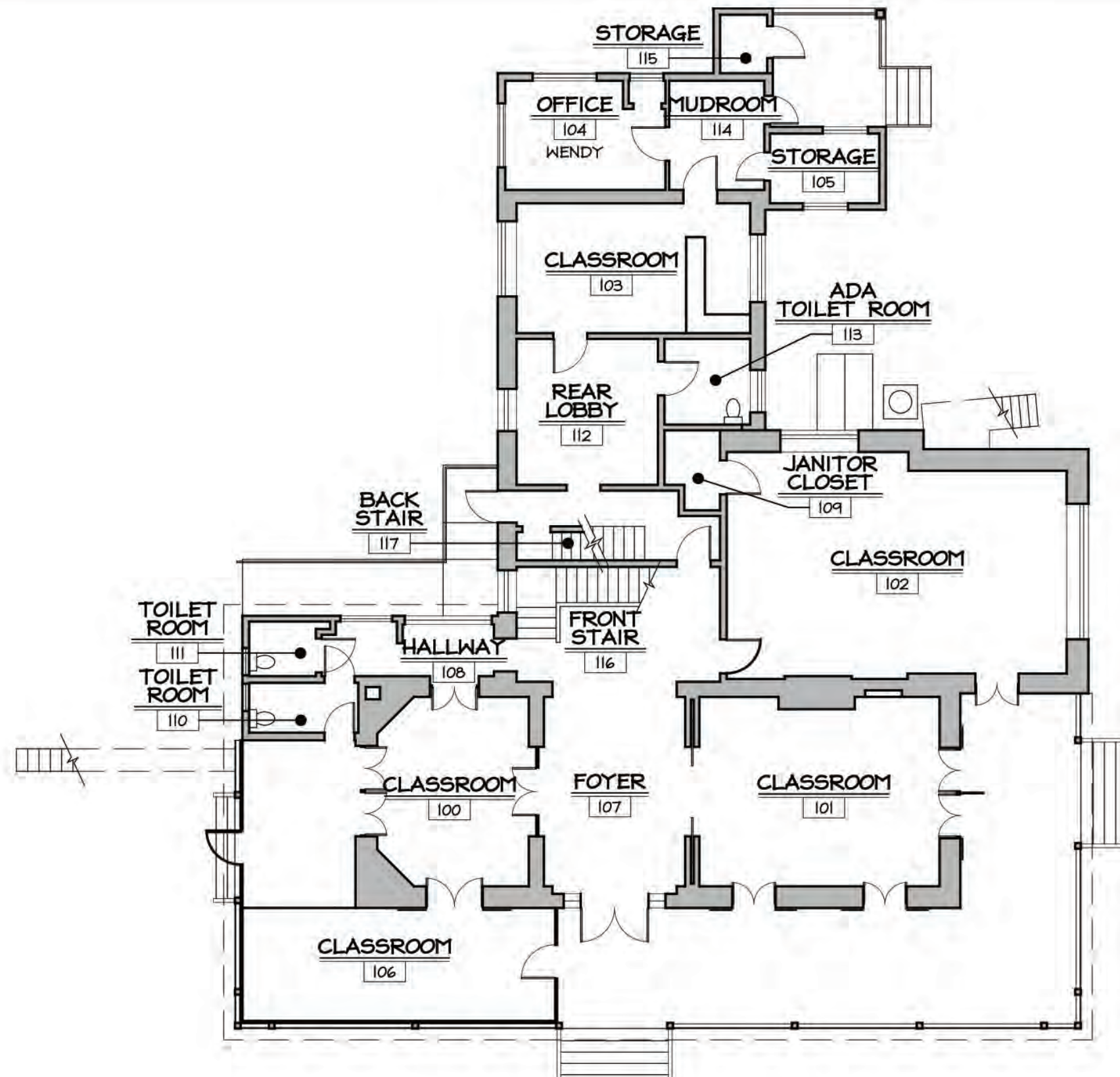




EXISTING CONDITION
BASEMENT FLOOR PLAN

SCALE: 3/32" = 1'0"

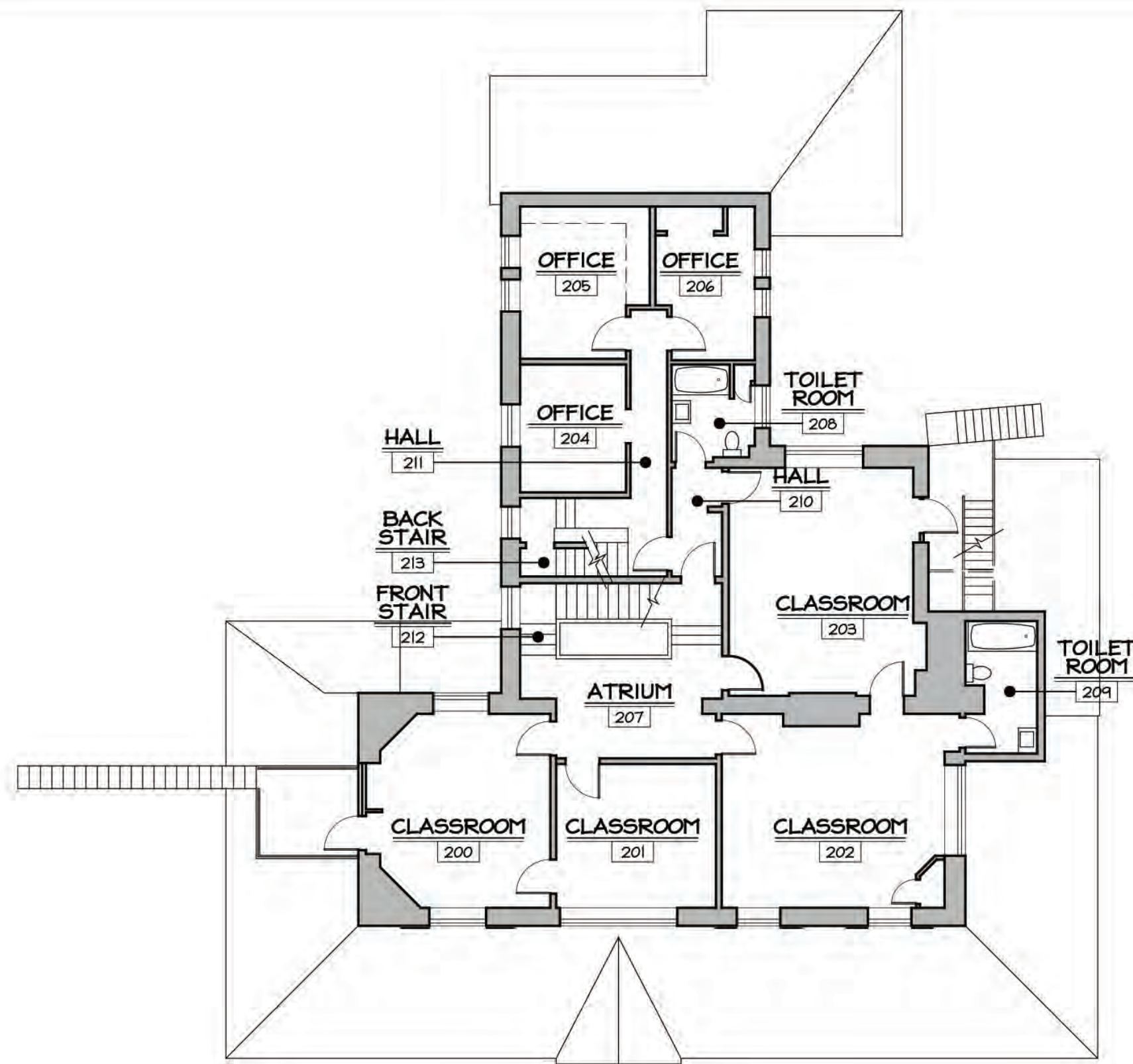




EXISTING CONDITION
FIRST FLOOR PLAN

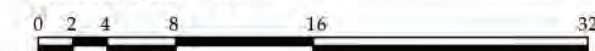
SCALE: 3/32" = 1'0"

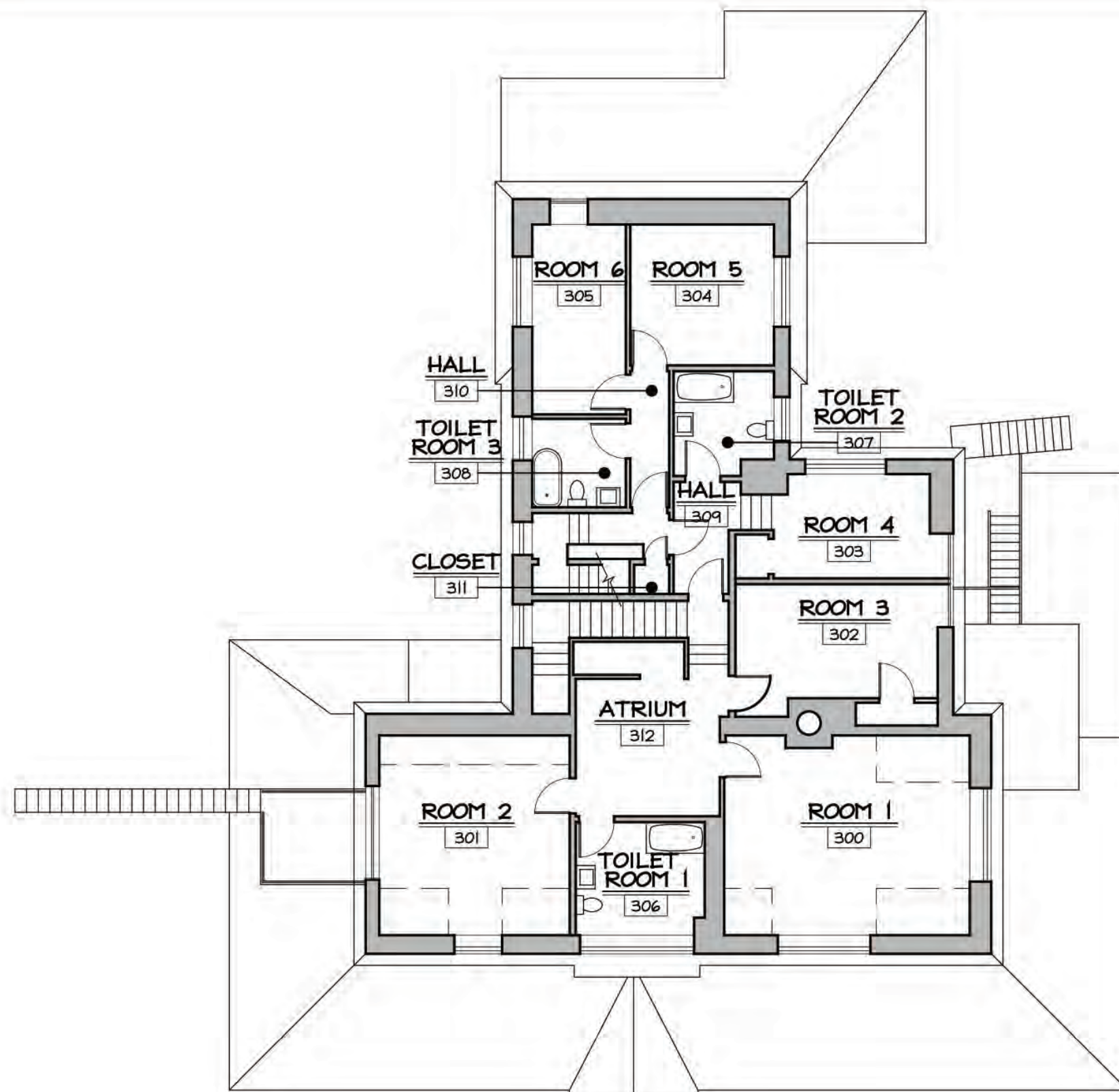




EXISTING CONDITION
SECOND FLOOR PLAN

SCALE: 3/32" = 1'0"

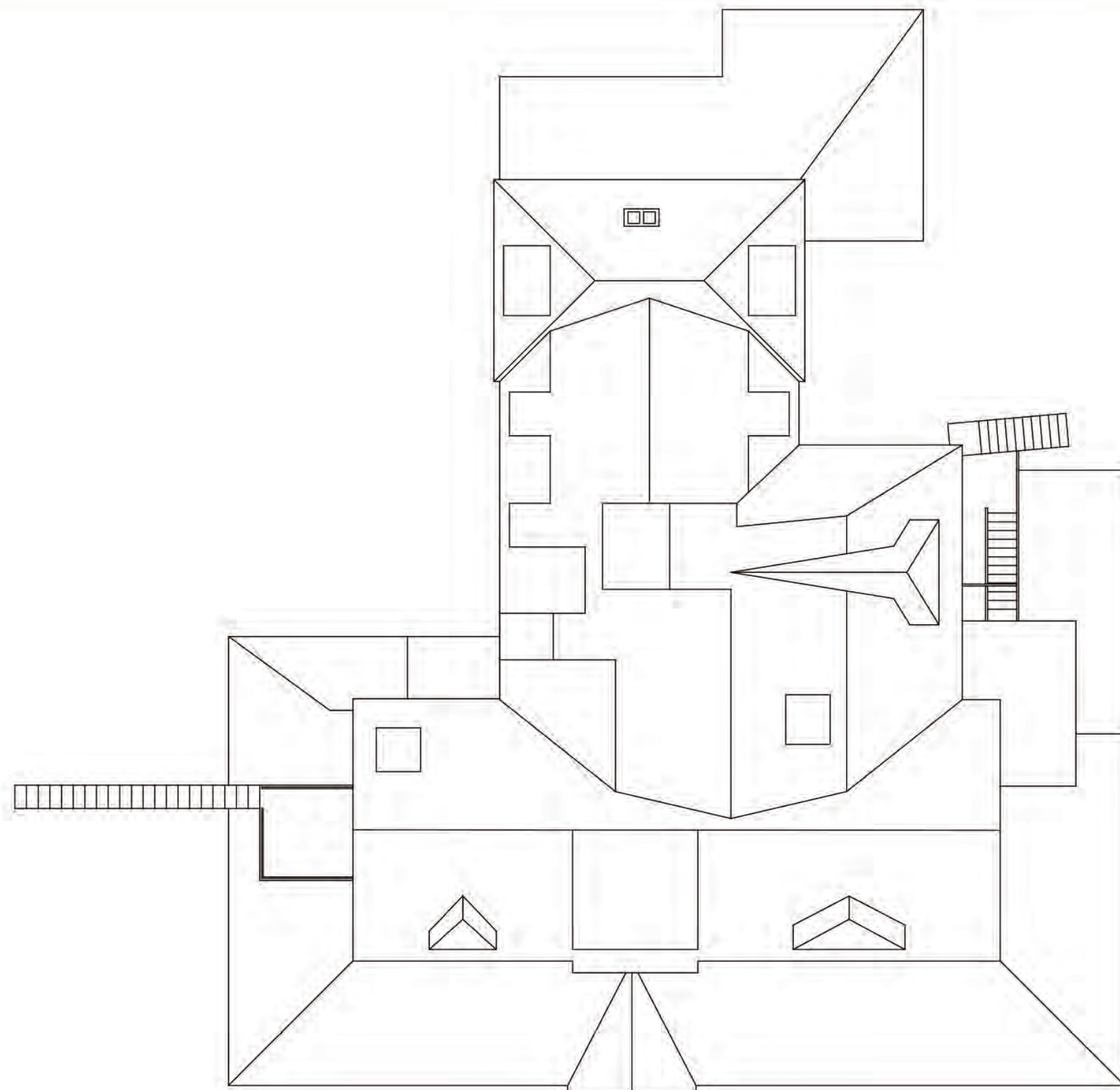




EXISTING CONDITION
THIRD FLOOR PLAN

SCALE: 3/32" = 1'0"





EXISTING CONDITION
ROOF PLAN

SCALE: 3/32" = 1'0"



— EXHIBIT B —

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TABULAR PROGRAMS

Main Line School Night - Creutzburg Center Program Summary

Showing Existing Building and New Program Identified

260 Gulph Creek Road, Radnor, PA 19087

Updated January 31, 2022

Program Space Name		Existing NSF	New Program Identified NSF	Total NSF	Comments on Existing Building
Basement					7'-8" to First Floor
001	Storage Room 1	296			Dirt Floor
002	Heater Room 3	48			Air Handler
003	Storage Room 2	229			
004	Heater Room 2	60			Boiler
005	Room 1	232			(2) Electrical Panel, Fire Alarm Panel
006	Shop Storage	82			
007	Storage Room 3	301			
008	Storage Room 4	49			
009	Heater Room 1	106			Air Handler
010	Utility Room	108			HWH & Sprinkler Pump
011	Back Stair	23			11R@8" 1R@2" 9"T
012	Shop	87			
013	Oil Tank Enclosure	109			Two Oil Tanks
014	Circulation	341			Data Panel
015	Closet	19			
Subtotal:		2090	0	0	
First Floor					Front: 12'-3" / Back 10'-8" to Second Floor
100	Classroom	214			
101	Classroom	349			
102	Classroom	573			
103	Classroom	238			Culinary
104	Office (Wendy)	137			Space To Be Removed
105	Storage	58			Dishwasher & Ice Maker (Space to be removed)
106	Classroom	425			
107	Foyer	355			
108	Hallway	75			
109	Janitor Closet	31			
110	Toilet Room	43			
111	Toilet Room	29			
112	Rear Lobby	160			Break Room
113	ADA Toilet Room	58			
114	Mudroom	81			Space To Be Removed
115	Storage	22			Space To Be Removed
116	Front Stair	59			21R@7" 11"T
117	Back Stair	103			16R@8" 10"T
Subtotal:		3010	0	0	
Second Floor					Front: 11'-0" / Back 10'-3" to Third Floor
200	Classroom	244			
201	Classroom	178			
202	Classroom	329			
203	Classroom	327			
204	Office	105			
205	Office	143			
206	Office	112			
207	Atrium	143			
208	Toilet Room	61			
209	Toilet Room	74			To Be Removed
210	Hall	41			
211	Hall	91			
212	Front Stair	80			19R@7" 11"T
213	Back Stair	52			14R@8" 10"T
Subtotal:		1980	0	0	

Third Floor					
300	Room 1	320			Unoccupied, available credit to new program
301	Room 2	240			Unoccupied, available credit to new program
302	Room 3	195			Unoccupied, available credit to new program
303	Room 4	142			Unoccupied, available credit to new program
304	Room 5	148			Unoccupied, available credit to new program
305	Room 6	130			Unoccupied, available credit to new program
306	Toilet Room 1	112			Unoccupied, available credit to new program
307	Toilet Room 2	75			Unoccupied, available credit to new program
308	Toilet Room 3	61			Unoccupied, available credit to new program
309	Hall	49			Unoccupied, available credit to new program
310	Hall	51			Unoccupied, available credit to new program
311	Closet	11			Unoccupied, available credit to new program
312	Atrium	125			Unoccupied, available credit to new program
313	Front Stair	76			Unoccupied, available credit to new program
314	Back Stair	55			Unoccupied, available credit to new program
315	Closet	30			Unoccupied, available credit to new program
Subtotal:		1820	0	0	Total available to credit toward new program
New Program Space Identified					
	New Office		350		
	Computer Lab		400		
	Art Room (Wet)		500		
	Culinary		550		
	Exercise / Fitness		350		
	Misc.		250		
	Added Storage		1000		
	Community		750		
	Stair / Elevator		600		
	New Circualtion		850		
	Added Restroom		250		
	New Service		700		
Subtotal:			6550		
	Less Unoccupied 3rd Floor Area		-1820		Area credet from unoccupied 3rd Floor.
Net New Area Required to Satisfy Program			4730		
				0	
Net Building Area Subtotal:		8900	0	0	
Total Net Area:		8900	4730	13630	Total Net Area Required for MLSN
Gross SF Factor		2650			
Gross SF Space		11550		0	
Exterior Amenities					
	Front Porch	670			
	Ramp	153			To Be Removed
	Back Porch	105			To Be Removed
Total Exterior Amenities		928			

3SF Area

Basement
First Floor
Second Floor
Third Floor
New Program Identified

Main Line School Night - Creutzburg Center Program Summary
Space Program By Use Showing Existing and New Program Space
260 Gulph Creek Road, Radnor, PA 19087

Updated January 31, 2022

Program Space Name		Existing NSF	Identified New Program NSF	Program Total NSF	Comments
Office					
104	Office (Wendy)	137			Space to Be Removed
204	Office (Copy)	105			
205	Office	143			
206	Office	112			
300	Room 1	320			
301	Room 2	240			
302	Room 3	195			
303	Room 4	142			
304	Room 5	148			
305	Room 6	130			
	New Office		350		
Subtotal:		1672	350	2022	
Classroom					
100	Classroom	214			
101	Classroom	349			
102	Classroom	573			
103	Classroom	238			Culinary Porch
106	Classroom	425			
200	Classroom	244			
201	Classroom	178			
202	Classroom	329			
203	Classroom	327			
	Computer Lab		400		
	Art Room (Wet)		500		
	Culinary		550		
	Exercise / Fitness		350		
	Misc.		0		
Subtotal:		2877	1800	4677	
Storage					
001	Storage Room 1	296			Dirt Floor
003	Storage Room 2	229			
007	Storage Room 3	301			
008	Storage Room 4	49			
015	Closet	19			
105	Storage	58			Dishwasher & Ice Maker - Space To Be Removed Space To Be Removed
115	Storage	22			
311	Closet	11			
315	Closet	29			
	Added Storage		800		
Subtotal:		1014	800	1814	
Circulation					
011	Back Stair	23			11R@8" 1R@2" 9"T
107	Foyer	355			
108	Hallway	75			
112	Rear Lobby	160			Break Room
114	Mudroom	81			Space To Be Removed
116	Front Stair	59			21R@7" 11"T
117	Back Stair	103			16R@8" 10"T
207	Atrium	143			
210	Hall	41			
211	Hall	91			
212	Front Stair	80			19R@7" 11"T
213	Back Stair	52			14R@8" 10"T
309	Hall	49			
310	Hall	51			
312	Atrium	125			
313	Front Stair	76			
314	Back Stair	56			
	Community		750		
	Stair / Elevator		600		
	New Circulation		800		
Subtotal:		1620	2150	3770	

Restroom					
110	Toilet Room	43			
111	Toilet Room	29			
113	ADA Toilet Room	58			
208	Toilet Room	61			
209	Toilet Room	74			Space To Be Removed
306	Toilet Room 1	112			
307	Toilet Room 2	75			
308	Toilet Room 3	61			
	Added Restroom		250		
Subtotal:		513	250	763	
Service Space					
002	Heater Room 3	48			Air Handler
004	Heater Room 2	60			Boiler
006	Shop Storage	82			
009	Heater Room 1	106			Air Handler
010	Utility Room	108			HWH & Sprinkler Pump
012	Shop	87			
013	Oil Tank Enclosure	109			Two Oil Tanks
109	Janitor Closet	31			
	New Service		700		
Subtotal:		631	700	1331	
Existing Available Unassigned					
300	Room 1	0			Moved to Office
301	Room 2	0			Moved to Office
302	Room 3	0			Moved to Office
303	Room 4	0			Moved to Office
304	Room 5	0			Moved to Office
305	Room 6	0			Moved to Office
306	Toilet Room 1	0			Moved to Rest Rooms
307	Toilet Room 2	0			Moved to Rest Rooms
308	Toilet Room 3	0			Moved to Rest Rooms
309	Hall	0			Moved to Circulation
310	Hall	0			Moved to Circulation
311	Closet	0			Moved to Storage
312	Atrium	0			Moved to Circulation
313	Front Stair	0			Moved to Circulation
314	Back Stair	0			Moved to Circulation
315	Closet	0	0		Moved to Storage
Subtotal:		0	0	0	
Net Program Area Subtotal:		8327	6050	14377	
Total Net Area: Less Space to be Removed		7955	6050	14005	Added 6050 SF - Δ in change of 58%
Gross SF Factor		2000	900		New Program at 15%
Gross SF Space		9955	6950	16905	
Exterior Amenities					
	Front Porch	670			
	Ramp	153			To Be Removed
	Back Porch	105			To Be Removed
	Total Exterior Amenities	928			

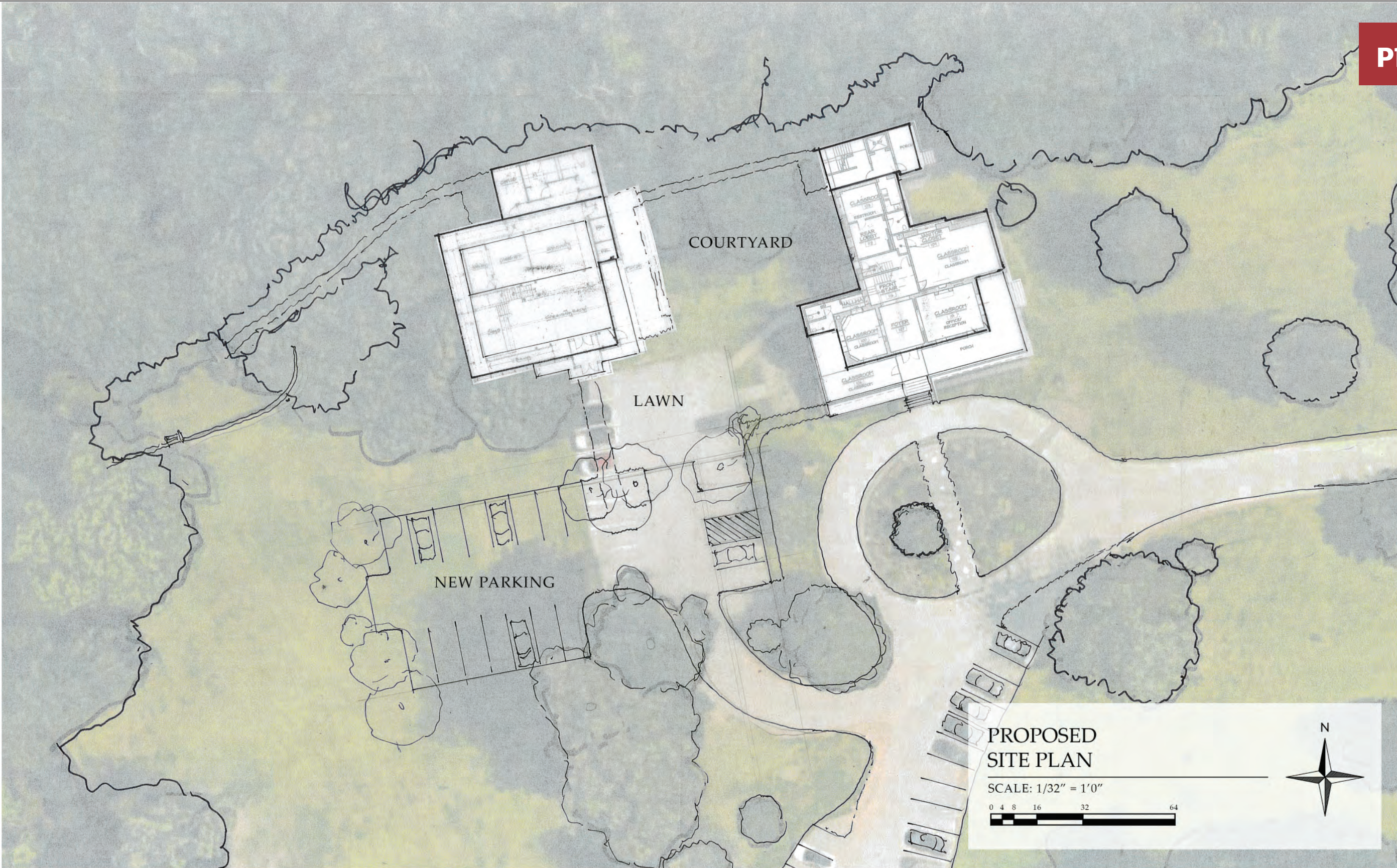
Color Key To Building Areas

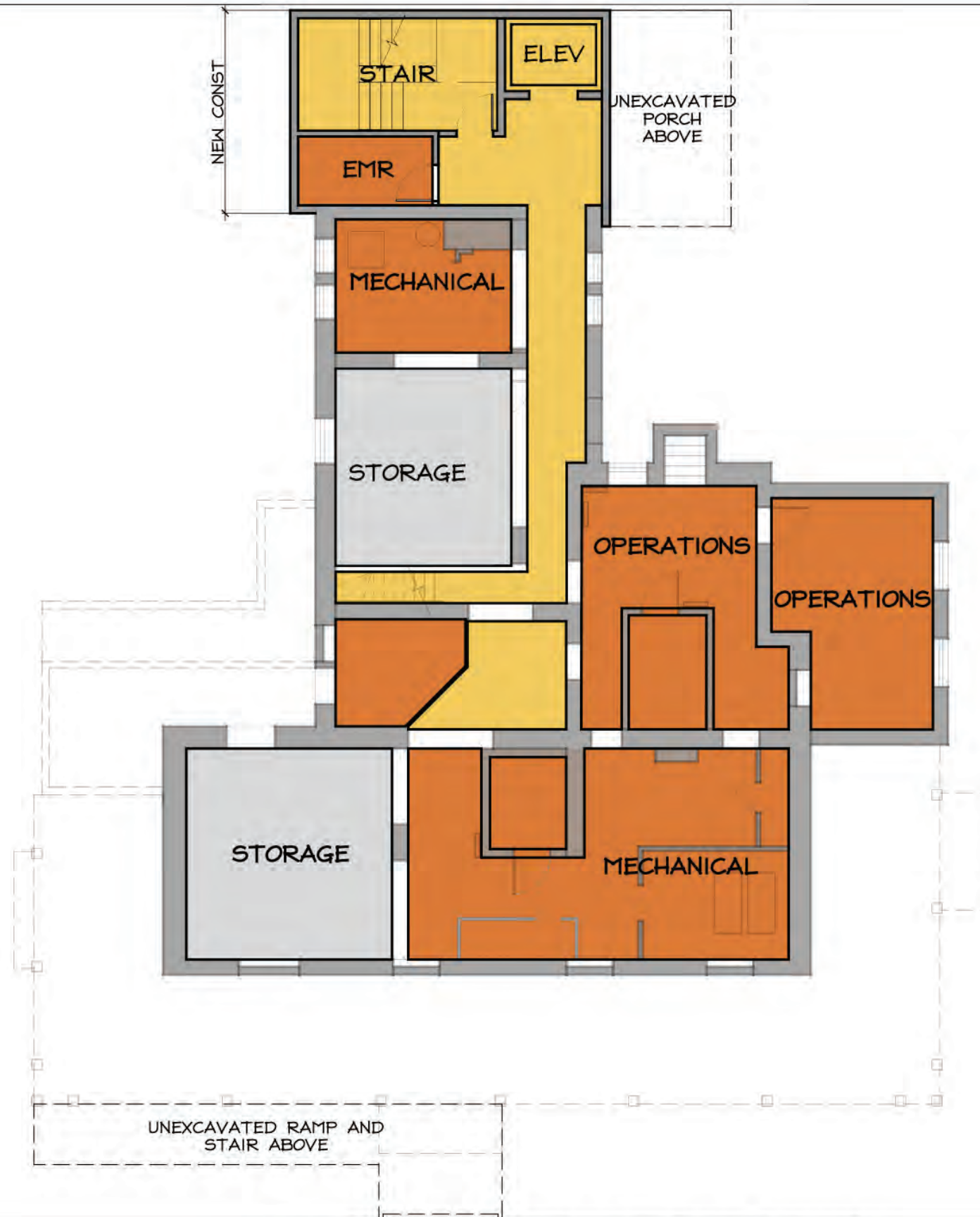
Office
Classroom
Service Space
Unassigned
Storage
Circulation
Restrooms

— EXHIBIT C —

.....

PROPOSED CONCEPT DESIGN





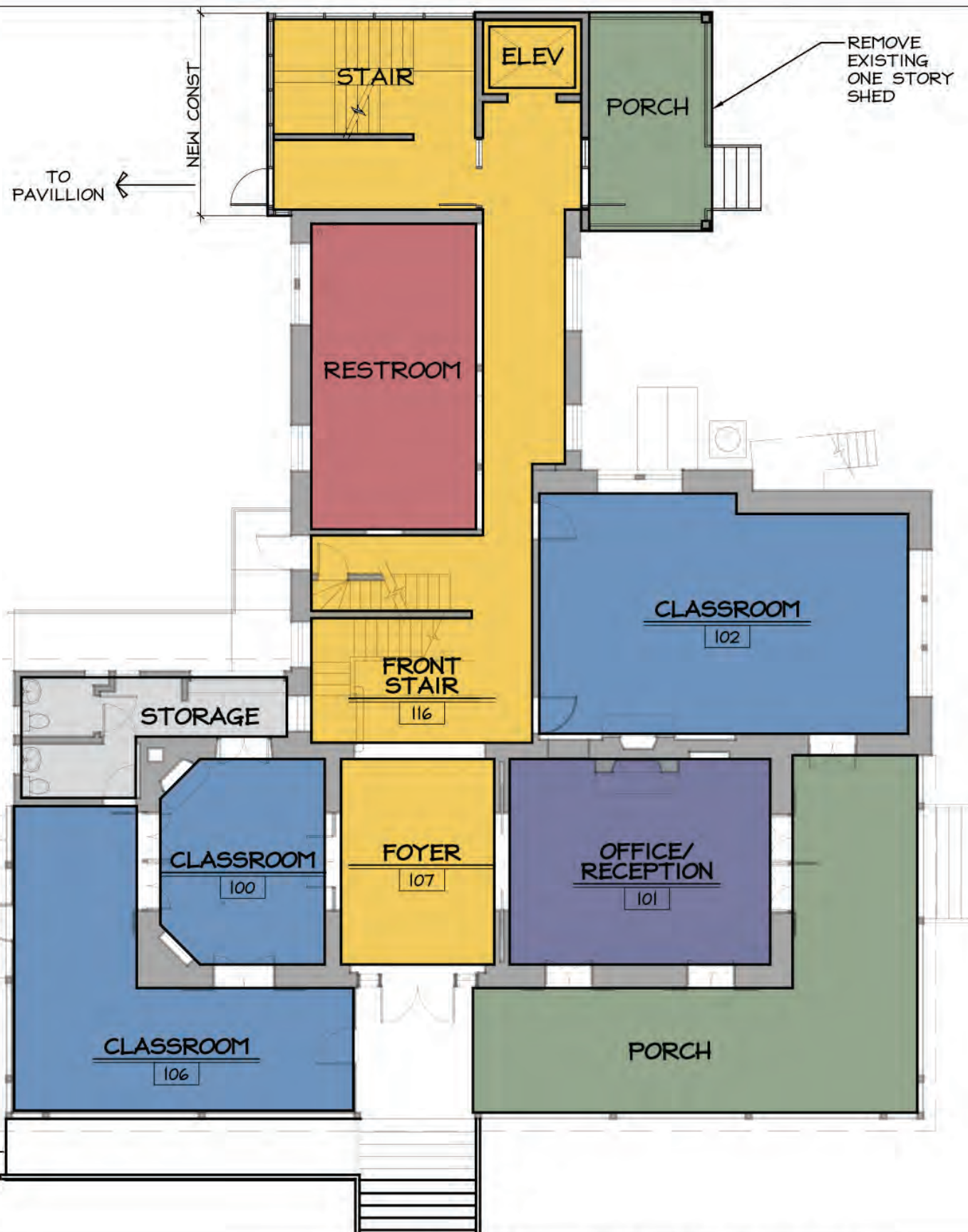
CLASSROOM	0 NSF
OFFICE	0 NSF
CIRCULATION	583 NSF
RESTROOM	0 NSF
STORAGE	532 NSF
SERVICE	1345 NSF
PORCH / OUTDOOR	0 NSF

BASEMENT - FLOOR AREA
2460 NSF
3171 GSF

PROPOSED
BASEMENT FLOOR PLAN

SCALE: 3/32" = 1'0"





	CLASSROOM	1195 NSF
	OFFICE	356 NSF
	CIRCULATION	1056 NSF
	RESTROOM	334 NSF
	STORAGE	0 NSF
	SERVICE	151 NSF
	PORCH / OUTDOOR	740 NSF

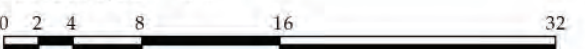
FIRST FLOOR - FLOOR AREA

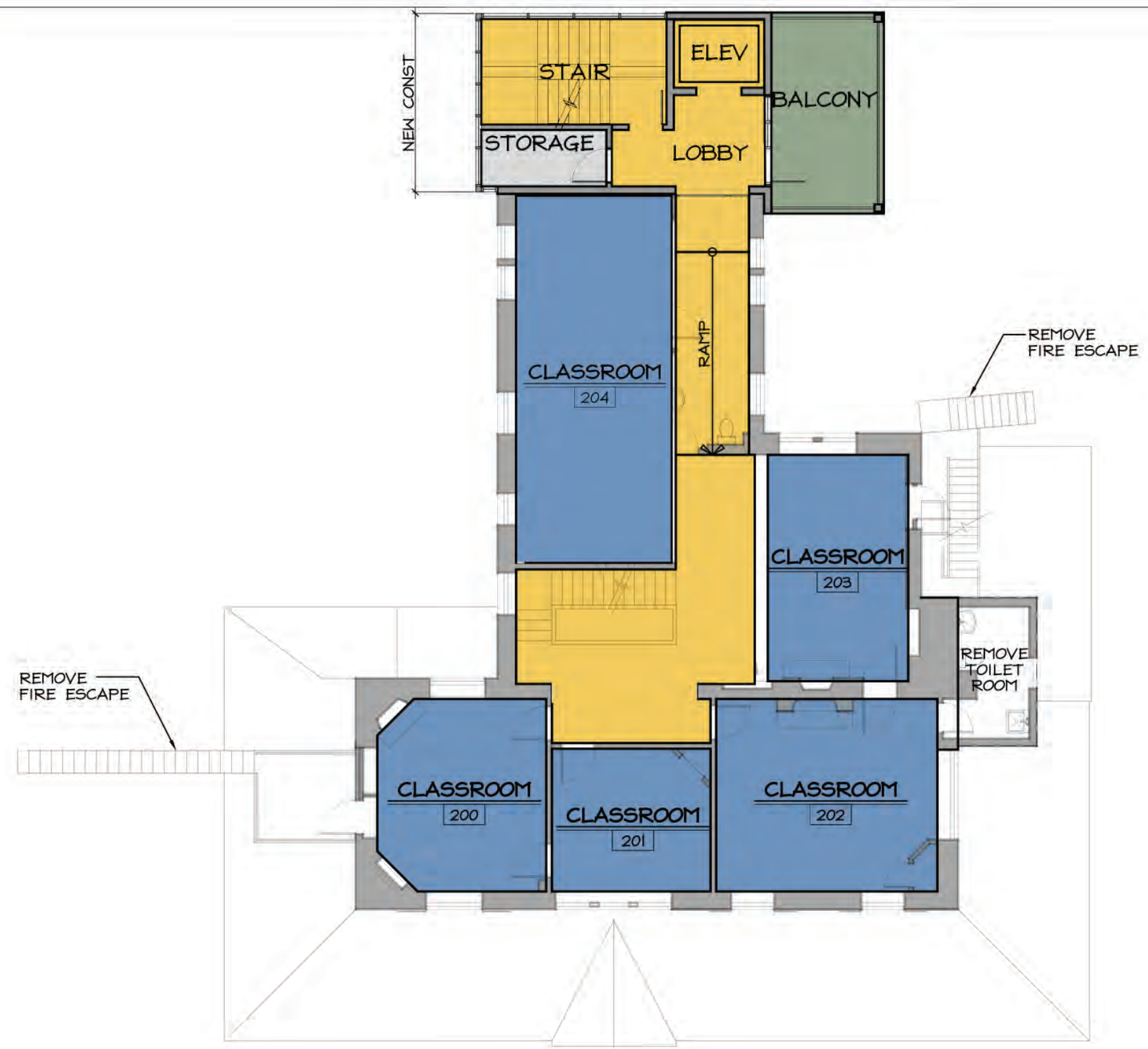
3092 NSF

4666 GSF

PROPOSED FIRST FLOOR PLAN

SCALE: $3/32'' = 1'0''$





CLASSROOM	1460 NSF
OFFICE	0 NSF
CIRCULATION	823 NSF
RESTROOM	0 NSF
STORAGE	55 NSF
SERVICE	0 NSF
PORCH / OUTDOOR	178 NSF

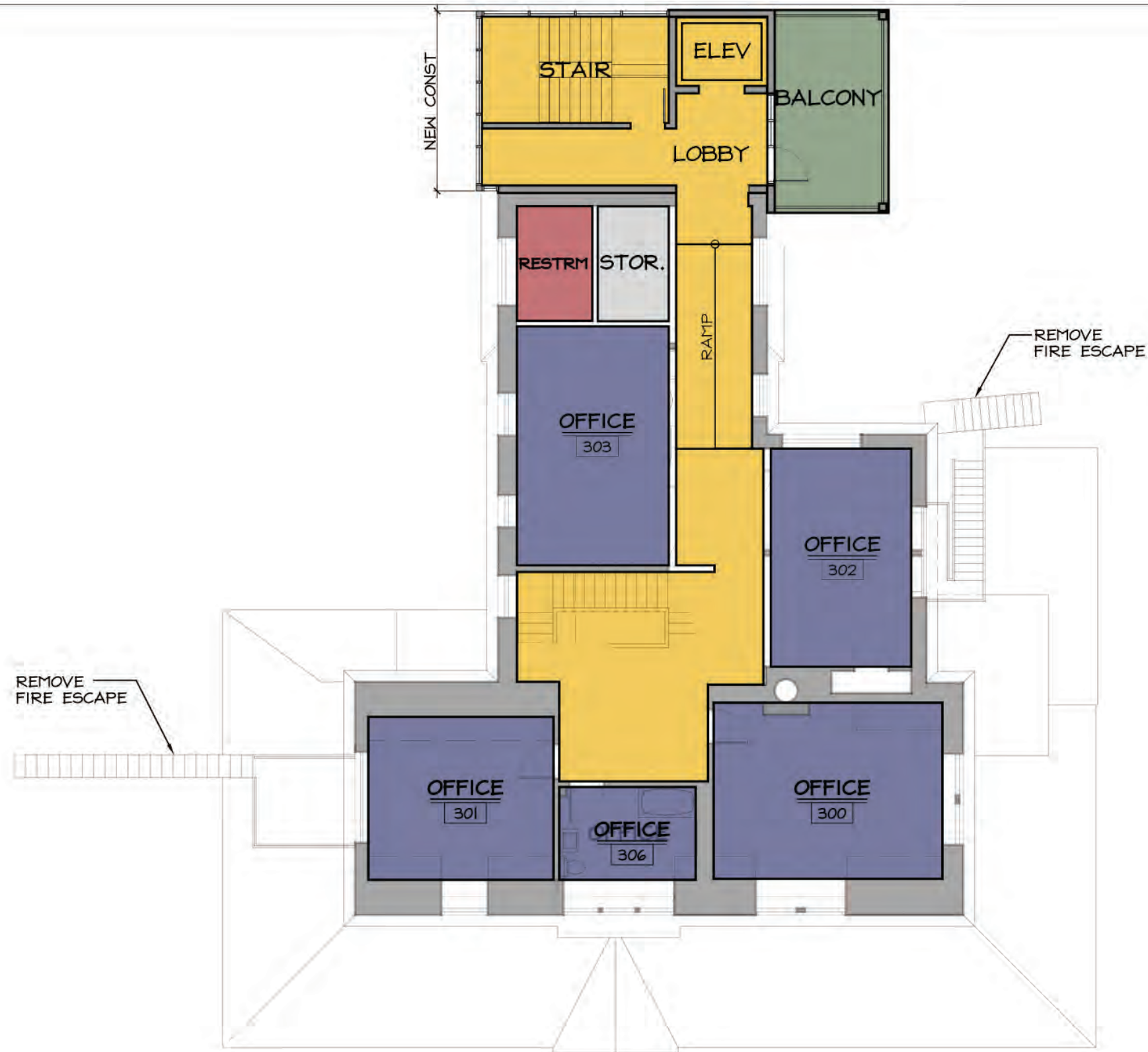
SECOND FLOOR - FLOOR AREA
2338 NSF
3021 GSF

PROPOSED
SECOND FLOOR PLAN
SCALE: 3/32" = 1'0"
0 2 4 8 16 32



MAIN LINE SCHOOL NIGHT
CREUTZBURG CENTER
23 AUGUST 2021



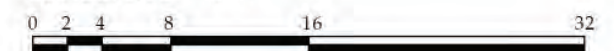


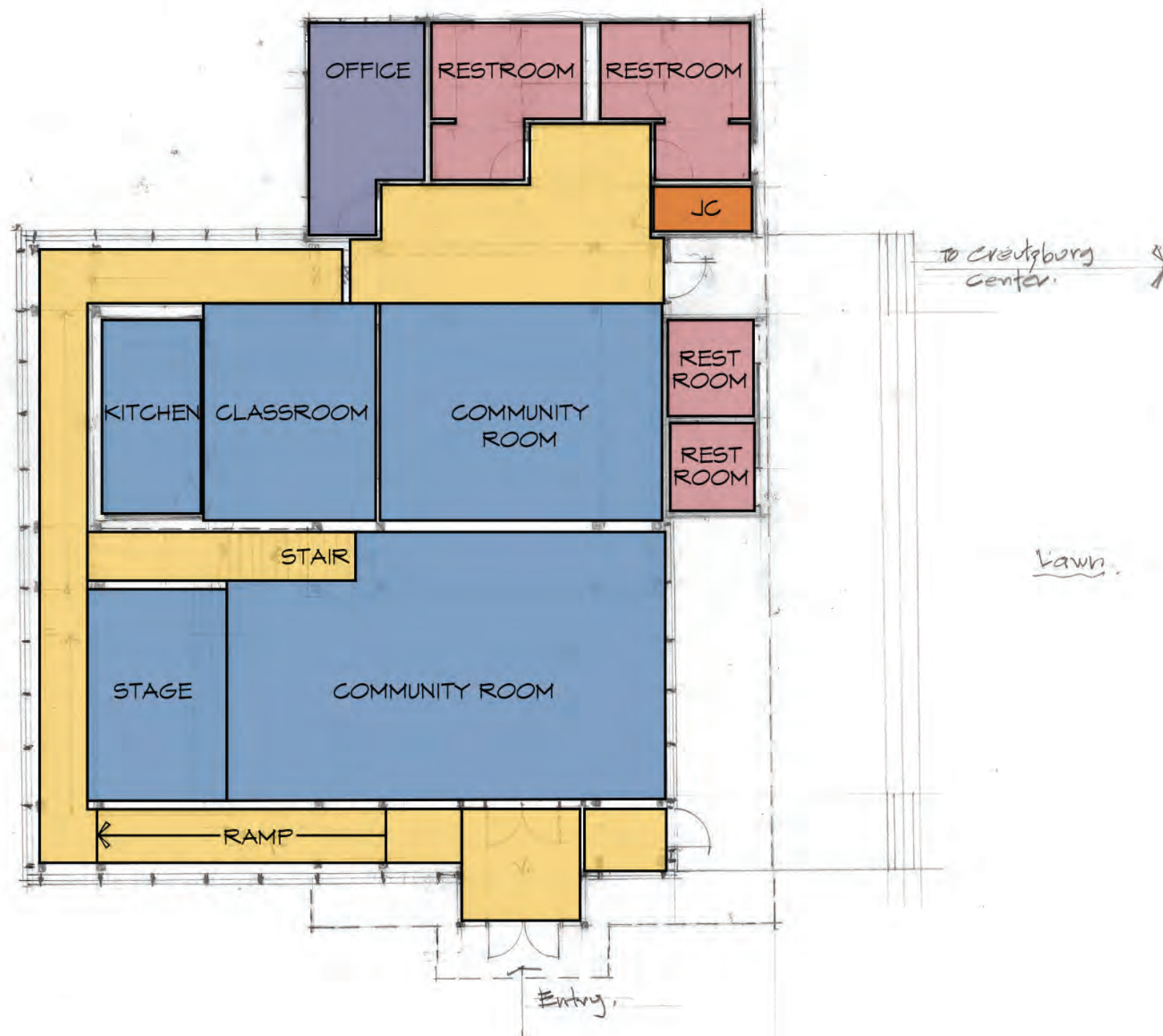
CLASSROOM	0 NSF
OFFICE	1152 NSF
CIRCULATION	933 NSF
RESTROOM	67 NSF
STORAGE	63 NSF
SERVICE	0 NSF
PORCH / OUTDOOR	178 NSF

THIRD FLOOR - FLOOR AREA
2215 NSF
3019 GSF

PROPOSED
THIRD FLOOR PLAN

SCALE: 3/32" = 1'0"

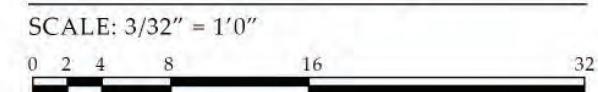


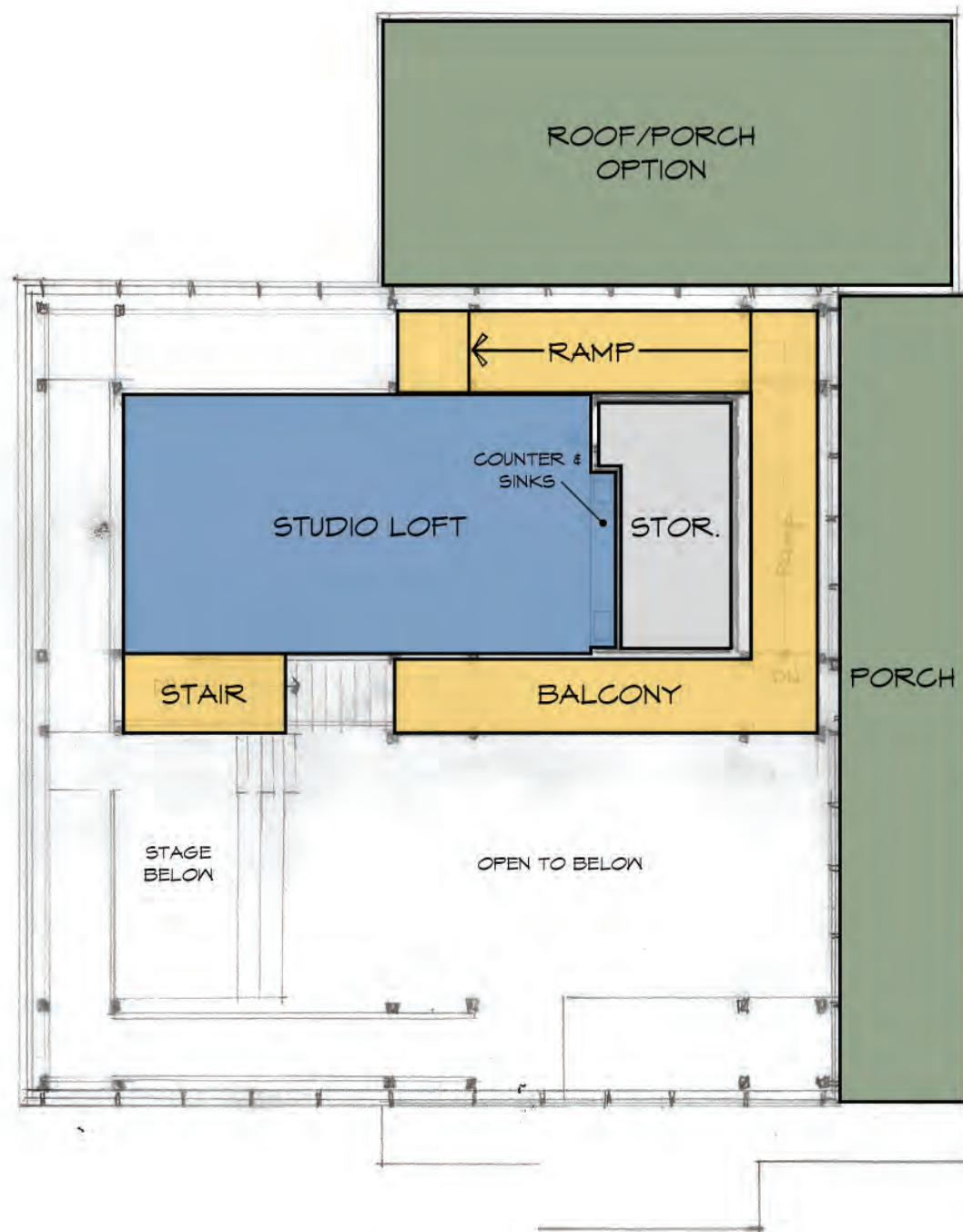


CLASSROOM / PUBLIC	1632 NSF
OFFICE	138 NSF
CIRCULATION	780 NSF
RESTROOM	352 NSF
STORAGE	0 NSF
SERVICE	28 NSF
PORCH / OUTDOOR	0 NSF

PAVILLION MAIN FLOOR - FLOOR
AREA
2930 NSF
3520 GSF

PROPOSED PAVILION
MAIN FLOOR PLAN



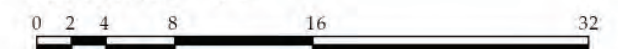


CLASSROOM / PUBLIC	511 NSF
OFFICE	0 NSF
CIRCULATION	392 NSF
RESTROOM	0 NSF
STORAGE	116 NSF
SERVICE	0 NSF
PORCH / OUTDOOR	1027 NSF

PAVILLION UPPER FLOOR - FLOOR AREA
1019 NSF
2218 GSF

PROPOSED PAVILION
UPPER FLOOR PLAN

SCALE: 3/32" = 1'0"



— EXHIBIT D —

EXISTING CONDITION
PHOTOGRAPHS



1

LONG-VIEW LOOKING NE TOWARD CREUTZBURG CENTER, SHOWING THE SETTING OF GRASSY PARK AND MATURE TREES.



2

VIEW LOOKING NE AT THE PAVILION SITE ON THE WEST SIDE OF CREUTZBURG CENTER.



3

VIEW OF THE PAVILION SITE, LOOKING WEST FROM THE 2NF FLOOR OF CREUTZBURG CENTER. THE PARKING LOT WILL BE RELOCATED AND THE PAVILION BUILDING WILL BE TUCKED UP TO THE TREE LINE.



4

REMAINS OF THE ORIGINAL ICE HOUSE NESTLED IN THE HILL SIDE JUST NORTH OF THE HOUSE. THIS HAS THE POTENTIAL TO BE A SITE FEATURE AND LOVELY SETTING.



5

SUNKEN LAWN AREA TO THE WEST OF THE PAVILION SITE. THIS CAN BE A LOVELY SETTING AND FEATURES A SUNDIAL.



6

SUNDIAL LOCATED IN THE CENTER OF THE SUNKEN GARDEN.



7

APPROACH VIEW LOOKING NW. THIS IS THE VIEW ONE SEE FROM THE ENTRY DRIVE. THE PROPOSED PAVILION IS PURPOSELY LOCATED OUT OF THE VIEW SHED.



8

VIEW OF THE WEST FAÇADE SHOWING COMPLEX ROOF LINE, VARIETY OF WINDOW TYPES AND PALETTE OF MATERIALS.



9

VIEW OF THE EAST FAÇADE, SHOWING LATER ADDITIONS; THE 2ND FLOOR BATHROOM PROJECTION AND THE 1ST FLOOR EXTENDED DINING ROOM. WE PROPOSE REMOVAL OF THE BATHROOM ADDITION.



10

VIEW OF NORTH FAÇADE. THIS PORTION WAS ADDED IN THE 1930'S (WE BELIEVE) AND IS NOT ORIGINAL TO THE HOUSE. IT WILL BE REMOVED, AND AN EXIT STAIR AND ELEVATOR WILL BE ADDED IN THE SAME LOCATION.



11

VIEW OF FRONT (SOUTH) FAÇADE. THE BROAD PORCH PROVIDES SHADE FROM THE SOUTH SUN. THE OFF-CENTER GABLE WITH TURNED WOOD TRELLIS SIGNALS A WELCOMING ENTRY.



12

VIEW OF THE OPEN PORCH TO THE RIGHT OF THE ENTRY DOOR. IT IS VERY MUCH IN ITS ORIGINAL CONDITION.



13

VIEW OF THE ENCLOSED PORCH TO THE LEFT OF THE ENTRY DOORS. IT IS A VERY NICE SPACE FOR CLASSROOM OR GALLERY USE.



14

ENTRY HALL LOOKING NORTH TO THE ORIGINAL ENTRY STAIR. THE EXPOSED SPRINKLER PIPE IS UNSIGHTLY.



15

ENTRY HALL LOOKING SW WITH THE ENTRY DOORS TO THE PORCH(LEFT) AND THE FRENCH DOORS TO CLASSROOM 100 (RIGHT).



16

ONE ENTERS FROM THE HALL INTO CLASSROOM 101 THROUGH ORIGINAL PANELED POCKET DOORS.



17

SE CORNER OF CLASSROOM 101 WITH TALL GLASS-PANELED DOORS OPENING TO THE COVERED PORCH.



18

ORIGINAL WOOD FIREPLACE MANTEL IN CLASSROOM 101.



19

SW CORNER OF CLASSROOM 100 WITH TALL GLASS DOORS LOOKING ONTO THE ENCLOSED PORCH. NOTE THE STACKED CHAIRS TO THE LEFT; AN INDICATION OF INADEQUATE STORAGE SPACE.



20

LOOKING EAST IN CLASSROOM 102. THIS IS THE LARGEST CLASSROOM IN CREUTZBURG CENTER MADE POSSIBLE BY A CIRCA 1930S EXTENSION OF THE ORIGINAL DINING ROOM.



21

LOOKING EAST TOWARD THE COOKING AREA OF CLASSROOM 103. THIS IS THE ONLY ADA ACCESSIBLE CLASSROOM IN THE BUILDING.



22

LOOKING WEST INTO THE EXECUTIVE DIRECTOR'S OFFICE. IT IS SMALL, LACKS MEETING SPACE AND IS "LAND LOCKED" WHEN CLASSROOM 103 IS OCCUPIED.



VIEW FROM THE 2ND FLOOR INTO THE CENTER STAIR.

23



LOOKING SW IN CLASSROOM 200. SOME ORIGINAL WOOD TRIM REMAINS. THE EXIT TO AN EXTERIOR FIRE ESCAPE IS TO THE RIGHT.

24



25

LOOKING EAST IN CLASSROOM 202. ORIGINAL DOORS, WOOD TRIMS AND FIREPLACE MANTEL REMAIN.



26

LOOKING SOUTH IN CLASSROOM 203. THIS IS TYPICAL OF THE CONDITION OF THE 2ND FLOOR CLASSROOMS.



27

LOOKING EAST IN ROOM 300. THE 3RD FLOOR IS NOT OCCUPIED. THIS IMAGE SHOWS THE CONDITION OF ALL ROOMS ON THIS FLOOR.

— EXHIBIT E —

MEETING MINUTES

MEETING MINUTES

PROJECT: CREUTZBURG CENTER FEASIBILITY STUDY

DATE AND TIME: JUNE 30, 2021 / 11:15 AM

LOCATION: CREUTZBURG CENTER ROOM #102

ATTENDEES: NAME AMY CONRAD (AC), BILL GUSTAFSON (BG), DAN RUSSONIELLO (DR)

PURPOSE OF MEETING: TO REVIEW SCOPE OF WORK AND ASSOCIATED FEE AND TO SERVE AS THE INITIAL PROGRAMMING MEETING.

A. Meeting Discussion

- a. BG began the meeting with an overview of the immediate needs of MLSN and the level of programming and design that will serve those needs as follows:
 - i. Creutzburg Center is owned by Radnor Township (RT). MLSN has approached the Township with thoughts on their expansion needs. In conversations RT, there is interest in learning more, but the Township has asked that MLSN share a plan prior to it taking any position.
 - ii. The study should provide sufficient information for:
 1. MLSN to understand their physical space needs documented in a space program.
 2. Radnor Township to understand how they wish to renovate, add onto, or build adjacent to Creutzburg Center.
 - iii. When the study is advanced to the point there is sufficient information to share with the Township, the team will meet with Bill White (Township Manager) and possibly Kevin Kochanski (Director of Community Development).
- b. AC provided a brief history of the MLSN/Township relationship as follows:
 - i. Prior to 2014 the MLSN/Township relationship was not very cooperative. In 2014 there was a change in Township administration. In that year all Township properties were evaluated. Creutzburg Center was found to have many serious code deficiencies and immediate upgrades were required for continued occupancy of the building. It was at this time the building was sprinkled, an ADA rest room provided, an accessible entrance added, and many other life safety improvements made. It was also the start of a more cooperative working relationship that included agreed to responsibilities for each party relative to care and maintenance of the building.
 - ii. The 2014 changes included the removal of a care taker apartment from the 3rd floor and the determination the 3rd floor could no longer be occupied. Along with the life safety improvements, new roofs and porch repairs were made.
- c. The park is heavily used. It is a popular dog park, and it is connected to a vast regional trail system. The trail is heavily used by bicyclists. Some immediate neighbors have issues with the bicyclists.
- d. The following summarizes operational, classroom, technology, and other programming topics:
 - i. **Operations:**
 1. AC does all class scheduling and assignments. AC staggers the start and finish time of classes, so class change times do not overload the stairs, corridors, restrooms and lobby space with people.

2. When scheduling classes the need for flexibility and interchangeability is especially important. For example, all classes are capped at 15 people, this allows for last minute changes of classroom assignments. Because there is only one accessible classroom - accessed by an exterior door, has a clear path to the classroom (Room 103), and access to an ADA compliant restroom - if a disabled person signs up for a class, that class will be scheduled in Room 103. This can impact when cooking classes are scheduled as 103 is the kitchen classroom.
 3. The classrooms in Creutzburg are each assigned a diverse range of classes. Certain rooms are more art class focused and others more typical classroom focused, but in all cases Mike Z. is responsible for furniture set up and rearrangement as needed for each class session. This is time consuming and physically demanding and is due primarily to the limited number and size of classrooms available.
 4. Mike Z. also monitors and is responsible for classroom technology including, maintenance, set up, and trouble shooting. (see Technology section below)
- ii. Educational Technology:*
1. Mike Z. has a “control room” from which he can monitor classroom technology. The room is makeshift, and a dedicated technology room (a head end room) would be beneficial.
 2. Wi-Fi within Creutzburg is spotty due to the heavy masonry structure in the building. More robust wireless coverage is needed.
 3. There is a great array of teaching technology that MLSN supports. AC characterized MLSN technology system as a “collection of parts”. It ranges from traditional overhead projectors to advanced software. The equipment and software are diverse with little system integration. Greater standardization and integration of general IT and classroom technology, in particular, is desired.
 4. Updated technology will enable expansion of the education mission and course offerings. AC noted there is a new board member with interest and expertise in “future media teaching” strategies and opportunities.
- iii. Educational Programming:*
1. Program offerings have changed greatly over the years. In the past most classes were held at area high schools and other remote venues. Creutzburg offered only day and weekend classes. All evening cases were taught remotely. They were the majority of course offerings.
 2. Today remote classes are scheduled one day a week (Wednesday) at Lower Merion HS. No classes are scheduled at Creutzburg on Wednesdays, making that day “Wacky Wednesday”, when all non-class activities such as meetings (like Board meetings) occur.
 3. Over 300 classes are offered at Creutzburg, day and evening and weekends. Class sizes are capped at 15 students.
 4. Special series, like Smart Lunches, occupy the whole first floor of Creutzburg and include lunch (served in Room 100), socializing occurs in Room 101, and class sessions in Room 103.

5. The classes that occur at LMHS are those that require special space or equipment needs. All areas of the HS are available for MLSN use, including hallways, classrooms, teaching kitchen and gym. The class sizes can be larger. Up to 125 people can be accommodated in a large space at the high school. There is much equipment transported between Creutzburg and LMHS every Wednesday.
 6. Other off-site class offerings requiring unique environments include blacksmithing or wood turning at Harriton Association, gardening at Chanticleer, etc. Spaces for these specialty classes/courses do not need to be recreated at Creutzburg.
- iv. Dedicated Teaching Spaces:*
1. The present kitchen classroom is not adequate. A new kitchen is needed and one that can be located to serve both as the cooking classroom and as a catering location for MLSN events would be ideal. The teaching kitchen at Wayne Art Center was cited as a good example.
 2. Technology classroom – a dedicated computer classroom is needed.
 3. Art space for wet clay work, soldering, etc. Dedicated space with adequate storage would greatly reduce set up time. There is currently no kiln at MLSN, it would be nice but is not considered a need.
 4. Fitness/dance space – large open floor area.
 5. Community space – for student gathering between classes, social activities and planned events.
 6. Sufficient and appropriate storage space.
- v. Looking toward the Future:*
1. There needs to be larger classrooms, potentially large enough to accommodate 80 to 100 people.
 - a. There is a popular political science class that has 110 participants.
 2. MLSN holds fund raising events of up to 350 people. It is not assumed the renovated/enlarged Creutzburg should accommodate this, but events of over 100 people should occur there.
 3. Having an “artist in residence” program has been discussed and is a future goal of MLSN.
- e. General Building Characteristics:*
- i. MLSN has been sensitive to the building and understands its architectural importance and place in the community. MLSN is a good steward. In cooperation with the Township, the building is well maintained. Heating systems have been upgraded, windows replaced, repainting done in 2015, and stone pointing is in progress.
 - ii. It is understood that renovations to the building are not a historic preservation effort, but more a sensitive adaptive reuse. Consideration of interior finishes, trims, casings, and other decorative aspects of the interior should be restored or copied where possible and appropriate. The building exterior is to be preserved to the extent possible.

MLSN Meeting Notes

June 30, 2021

Page 4 of 5

- iii. Building utilities, services, and systems:
 - 1. There are separate domestic and fire water service lines entering the building from a municipal water source (no wells).
 - 2. There is no natural gas service to the building.
 - 3. Heating systems (Building heat and domestic hot water) are fueled by oil.
 - a. Heating systems include:
 - i. Furnace hot water radiators.
 - ii. Furnace with forced hot air.
 - iii. There is some electric baseboard heat.
 - 4. Electric Service:
 - a. Re-wiring is in progress. When changes are made, wiring is upgraded. There are still portions of the building with knob & tube wiring.
 - b. The building has modern circuit breaker panel box. (The building electric service capacity was not identified.)
 - 5. Sanitary:
 - a. The building is on a septic system. AC was not sure of its location.
- f. Miscellaneous Discussion:
 - i. BG noted that MLSN recently visited Wayne Art Center (WAC). The facilities are impressive, and their teaching kitchen, in particular, looked like a good model for MLSN. BG noted that WAC is dedicated to art and art related education. MLSN has a much broader educational mission.
 - ii. BG asked that AC provide a list of building improvements and their costs. The information may be useful in conversation about Creutzburg Center with the Township
 - iii. DR asked that AC provide a listing of the building classrooms with room numbers and all the classes that are assigned to each space.
 - 1. Old or historic photographs of the house would also be helpful.
 - 2. DR noted that some good exterior B/W photos of the building exterior (ca. 1960) were found through the on-line archive of the Radnor Historical Society.
 - iv. DR asked if a property plan showing park boundary, features (trees, paths, drives), and utilities is available. It is needed and is essential to the study.
 - v. BG noted that the study is intended to produce:
 - 1. A space program that will serve MLSN moving forward.
 - 2. A good site plan illustrating the options for program expansion relative to Creutzburg Center for sharing with Radnor Township.
 - 3. Development of a floor plan(s) relative to the program expansion and Creutzburg Center.
 - 4. Summary report.
 - vi. Based on the day's discussions, DR will revise the A&B proposal letter. The letter will clarify the scope of work and revise the fee from the original proposal.

MLSN Meeting Notes

June 30, 2021

Page 5 of 5

B. Schedule

Not discussed in any detail, but upon signing an agreement, the work will move forward quickly and efficiently.

C. Next Steps

- a. DR to update/revise proposal letter and sent to MLSN.
- b. DR to summarize meeting discussion and issue meeting notes.
- c. DR to begin developing a space program based on the day's meeting discussion.
- d. AC to provide BG with list of building improvements.
- e. AC to provide DR with class listings and room assignments.
- f. AC to check on availability of a property/site plan.

D. Transmittals

- a. MLSN February – August 2021 Class schedule provided by MLSN to A&B.

PREPARED BY

Dan Russoniello

July 13, 2021

DISTRIBUTION VIA EMAIL TO

Participants (for MLSN distribution), W. Greenfield, B. Cumby III
T. Scanga (A&B)

END

MEETING MINUTES

PROJECT: CREUTZBURG CENTER FEASIBILITY STUDY

DATE AND TIME: AUGUST 23, 2021 / 2:30 PM

LOCATION: ZOOM VIDEO CALL

ATTENDEES: NAME AMY CONRAD (AC), BILL GUSTAFSON (BG), WENDY GREENFIELD (WG), BILL CUMBY (BC), NICK EITELJORG (NE), SUSAN VAN ALLEN (SV) DAN RUSSONIELLO (DR), TONY SCANGA (TS)

PURPOSE OF MEETING: TO REVIEW EXISTING AND PROPOSED PROGRAMMING AND PROGRAMMING CONCEPTS FOR THE CREUTZBURG CENTER AND NEW PAVILION.

A. Meeting Discussion

1. DR began the meeting by stating that the Creutzburg Center is a special building, owned by the Township, located in a park and loved by the people who identify it as “the Old House in the Park”. These factors all play a role in the approach to reimagining the functionality of the program.
2. The main goals are to maintain this historic resource while accommodating the needs of MLSN and to create something both beautiful and practical.
3. The approach taken seeks to provide MLSN with spaces that are generous and fit their needs and at the same time satisfy the Township so to arouse their interest in the project.
4. Overall programming exercises indicate the existing program is 8,899 sf which increases to 15,641 sf when MLSN’s needs are accounted for. The space planning exercise shows an increase of 14,054 sf within the buildings. The difference between the programmed and planned will be addressed when the space program is further studied with MLSN in the future.
5. Site Plan
 - a. DR presented the “Pavilion in the Park” concept which will keep Creutzburg mostly unchanged on the exterior with the major exception being the existing one-story addition at the rear of the building. This will be removed and replaced with a three-story vertical circulation component within the footprint of that being removed.
 - i. DR does not anticipate the Township or historical society taking issue with the removal of the addition since it is not original to the building and we are not altering the historic character of the building.
 - b. A new pavilion building will be located west of the existing building, nestled in the existing tree line, and creating a green courtyard or lawn defined by the buildings and the woods.
 - i. This configuration will allow for one entering the park to have the iconic view of Creutzburg while on the drive and the pavilion will reveal itself as the driver continues on to the parking lot.
 - ii. Amenities of the pavilion to make the project appealing to the Township include: first floor community spaces (including kitchen) for events, exterior accessible restrooms for use by people using the park, defined outdoor courtyard / lawn space to be used for events.

MLSN Meeting Notes

August 23, 2021

Page 2 of 6

- c. The existing parking lot will be reconfigured by rotating its current orientation and extending it into the open field. ADA accessible parking will be located at the east end of the parking lot with accessible pathways to each building.
 - i. An alternative to this which can be explored is providing accessible parking spaces at the east side of the Creutzburg Center.
 - ii. WG stated the need for much more parking. AC suggested 20 more spots in addition to the 15 shown. DR replied that the drive could be widened to accommodate a parking lane so not to cover too much green space. Ultimately, though, this should be brought up to the Township and let them provide direction based on their preference. An approach to this can be to bring up the benefit to park-goers and to Township events at the Creutzburg Center / Pavilion.
 - iii. SV suggested extending the parking for overflow with permeable pavers with grass to give the appearance of green space.
 - iv. AC asked about lighting in the parking lot and potential disturbance to adjacent houses. DR pointed out that lighting will be dictated by zoning ordinance minimums but also that new lighting will be focused on the lot surface to avoid light pollution and to maintain dark sky for wildlife.
 - d. The slope to the north of the building could be an issue
 - i. The addition to the Creutzburg Center should be fine since it occupies the same footprint of the existing building.
 - ii. The Pavilion gets close to where the grade begins to drop off and the bump out may infringe on steep slope conditions.
 - e. WG worried about encroaching on views from neighboring houses with a new building. DR explained that the Pavilion is a relatively low building (25'-30') compared to the Creutzburg Center (+/-50') so sight lines should not be an issue.
 - f. BC asked how far off the property line are the improvements.
 - i. A land plan showing metes and bounds, contours and utilities will need to be acquired from the Township.
 - g. BC asked why the Pavilion was located back against the treeline; is it purely sight lines from the drive. DR responded that it also plays off of the shape of the Creutzburg Center's footprint to create the courtyard and to set it back from the parking lot.
6. Creutzburg Center
- a. DR spoke to inefficiency of the existing building with examples of WG's office being cut off from the rest of the building when a class is in session in the adjacent room, tight ADA entrance, unsafe back stair, and unusable third floor.
 - b. The overarching ideas in space planning are:
 - i. Maintain the historic nature of the front spaces to the greatest degree possible and make more significant modification to the back portion of the building which is already quite altered.
 - ii. Cluster the programmatic elements by use, i.e., classrooms on the second floor, offices on the third floor, etc.
 - c. First Floor
 - i. The addition at the rear of the building will provide vertical access to the basement, second, and third floor. There will be an outdoor porch similar to the existing and access to an exterior walkway connecting to the pavilion.
 - ii. The foyer will be the main entry and restored to the original as much as possible.

MLSN Meeting Notes

August 23, 2021

Page 3 of 6

- iii. The room to the west of the foyer will be used as a classroom space and the room to the east will be changed to an office / reception area and community space.
- iv. The existing toilet rooms will become storage space and new restrooms will be located towards the rear of the building
- v. AC asked why room 100 is the classroom and not the larger room 101. DR explained that room 100 was too small for an office / reception area, room 101 has pocket doors that are not ideal for egress, and room 101 is a more elegant room for student and staff to wait in. SV agrees that the larger room is better and would cut down on noise.
- vi. WG mentioned the adjacency of Classroom 100 and 106 (enclosed porch) creates noise issues. DR asked if the enclosed porch classroom was necessary and suggested that it be used as an open porch or a gallery / exhibit space.
- d. Second Floor
 - i. Mostly used for classrooms.
 - ii. DR envisions the rear classroom space as one large room, two smaller classrooms, or a large room with a moveable partition for flexibility.
 - iii. Rear addition will include a balcony.
 - iv. Toilet Room 209 is a later addition and will be removed. Building exterior will be restored to original state following removal.
 - v. AC asked why there are no restrooms on the second floor. DR said that a single occupant restroom could be fit in to the layout but wanted to maximize classroom space. Access is easy to the first floor restroom. DR also pointed out that the fixture count (5) remains the same despite restrooms being only on the first and third floor.
- e. Third Floor
 - i. Mostly used for office.
 - ii. Rear addition will include a balcony.
 - iii. DR envisions Room 301 could be the executive suite, room 300 could seat two or three work stations, and the back office space could be divided into two or three offices or house multiple work stations.
- f. Creutzburg Center Additional Comments
 - i. WG has concerns of providing technology needed for a computer lab in the existing walls and asked if the new building would be better suited for computer labs. DR thinks it will work with the right technology, plus all classrooms will need robust technology to accommodate MLSN's needs anyway. DR also pointed out that the rooms in the front will maintain their shape and character but the rooms in the back will be new.
 - ii. BC thinks the second and third floor concepts are an elegant solution, and the removal of the existing back stair is a good move. BC foresees some challenges in the execution but thinks it needs to be done.
- 7. Pavilion
 - a. First Floor
 - i. One enters into a large open double height space with a stage on the west side. A balcony over looks the open space from the floor above.
 - ii. This main space can be used as a community room, classroom, or event space making it enticing to the Township.
 - iii. The stage includes steps along the front so that it can be used as a traditional stage or as seating for events on the main floor.
 - iv. Adjacent to the Community Room is a smaller community space, demonstration kitchen and classroom. These rooms can be made flexible to accommodate use, number of

- occupants, or function as support spaces for events. This is especially true for the display kitchen which can be used for catering.
 - v. Public restrooms, accessible from the outside, are provided for park-goers.
 - vi. Indoor restrooms and an office space are located towards the north of the building.
 - vii. The second floor is accessible by a stair in the middle of the building or a long ramp that wraps around the perimeter of the building. The ramp provides an ADA accessible route to the second floor while eliminating the cost (initial and service) for an elevator while creating an experiential path “through the trees”.
 - viii. The porch located at the east side of the building provides an outdoor space with opportunity for seating that focuses on the proposed courtyard and engages the Creutzburg Center while using it as a backdrop. This configuration defines the space for events.
 - ix. The courtyard can also be used as an outdoor classroom.
 - b. Upper Floor
 - i. Studio Loft with counter, sinks, and storage. Potential use for art class while providing views of surrounding park.
 - ii. Roof Porch at the north side of the Pavilion that can be an extension of the art studio.
 - iii. Exterior porch / balcony at the east side of the building overlooking the proposed courtyard / lawn.
 - c. Basement
 - i. A small basement under the bump out at the north side of the Pavilion will house mechanical units and provide additional space for storage. This will be for MLSN use only.
 - ii. DR anticipates access to the basement via an existing path through the trees that runs across the slope.
 - d. Pavilion Additional Comments
 - i. DR envisions the Pavilion having a timber frame giving it a woodsy feel, making it as simple as possible, and not overburdened with mechanical and electrical systems.
 - ii. WG originally thought that A&B would propose an addition or new building on the east side of Creutzburg but likes where it is located, nested in the back along the tree and sees it as an ideal spot for events like wine tasting. WG also likes how the buildings are accessible to one another and create an outdoor space in between.
8. Additional Comments
- a. DR wants to investigate the programming more deeply and get into the specifics of class types and needs.
 - b. DR mentioned possible phasing scenarios
 - i. Renovations / Alterations to Creutzburg Center first will allow MLSN to have classrooms and offices sooner. This, however, has the potential to create a scenario where the Creutzburg Center is finished, and the Pavilion project is abandoned.
 - ii. Building the Pavilion first will allow current functions in the Creutzburg Center to move temporarily to the Pavilion while work is being done to the existing building. This also allows the community spaces to be completed sooner which could generate more interests and funds to push the Creutzburg Center renovations.
 - iii. Work on the Creutzburg Center may be phased in two parts, 1. the addition and back half of the existing building and 2. the front half of the building.
 - c. BC and SA said that this is the information that Radnor Township is looking for and MLSN will need to present it to them and see where they stand.

MLSN Meeting Notes

August 23, 2021

Page 5 of 6

- i. DR suggested MLSN think about people and groups who may have interest in this project and start to create strategic alliances to gain input and support.
- ii. Having Township support and buy-in is key to moving forward. MLSN must show what the Township gets out of this, and that it is worth their investment. The Township will be left with more desirable, rentable resources and the Creutzburg Center will be a better, more usable building.
- iii. SV pointed out that the plan contemplates and resolves the pavilion size, orientation, parking, and accessing the third floor of the existing building. This will be appealing to the Township.
- d. BC asked AC and WG to look at the added capacity for students and show what the added students and revenue will be by order of magnitude.
- e. DR suggested MLSN start looking into fundraising and grants and possibly working with a fundraiser strategist
 - i. WG mentioned that the two components of the project (Creutzburg Center and Pavilion) may create an opportunity for fundraising through independent strategies and may attract diverse interests groups.
- f. SA mentioned that power and data lines be buried to avoid power outages as MLSN has encountered over the past few weeks.
- g. NE asked if MLSN has statistics of classroom size needs.
 - i. SA stated that typical classroom sizes are 8 to 10 students but can be as large as 100 students. Art classes are typically 10 to 15 students.
 - ii. SA mentioned that the renovations and new building has the potential for MLSN to let go of some rental property and sustain growth with less limits but noted that all classes will never be accommodated only in their own facilities.
 - iii. WG added that fundraising events range from 5 or 6 people to 400 people.
- h. BC believes that the return for this project is in the Pavilion with it's flexible space. This will move MLSN into the future.
- i. BG asked if we need a 3D representation of the Pavilion concept for the Township.
 - i. BC suggested leaving it to the imagination so not to risk negative a response due to aesthetics. DR added that a 3D model will eventually be needed but not now; just have them look at the big picture and let the Township ask for other representation. SA agreed that at this stage location and ideas are what the focus should be on.
- j. DR shared his concern of taking up too much green space where the parking will be located.
 - i. Locations will need to be explored for large, tented events.
- k. DR was intrigued by the area west of the Creutzburg Center where a sundial is located and sees potential to engage this area with the Pavilion.
 - i. AC said that this area is the footprint of the original barn, and the area was the garden for a previous owner.

B. Schedule

Not discussed in any detail.

C. Next Steps

1. MLSN team to review drawings and programing summary sheet and provide feed back to A&B regarding space layout, programing additions / omissions, overall concept, etc.
2. MLSN to start conversation with Radnor Township in presenting concepts.
3. MLSN to start conversation with Radnor Township regarding parking.
4. MLSN to consider interest groups and strategic alliances.

MLSN Meeting Notes

August 23, 2021

Page 6 of 6

5. MLSN to begin looking into grants to fund the project.
6. AC to obtain a land plan containing metes and bounds, grading and utilities from Radnor Township.
7. AC to provide DR with more specifics for class needs.
8. DR / TS begin to wrap up programing from what we have learned.
9. BC will provide a cost estimate.
10. TS to summarize meeting discussion and issue meeting notes.

D. Transmittals

1. A&B provided Space Programs (By Use and By Floor) via email during the meeting.

E. Attachments

1. MLSN Presentation containing existing and conceptual site and floor plans dated August 23, 2021.
2. MLSN Program Summary By Use dated August 23, 2021.
3. MLSN Program Summary By Floor dated August 23, 2021

PREPARED BY

Tony Scanga

August 23, 2021

DISTRIBUTION VIA EMAIL TO

Participants (for MLSN distribution), W. Greenfield, B. Cumby III
D. Russoniello (A&B)

END

ORDINANCE NO. 2026-20

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

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

Section 1. Section 270-31, Special Purpose Parking Zones, is hereby amended adding the following handicapped parking zone:

Name of Street	Side	Location
Highland Avenue	West	117 Feet East from the intersection on W. Wayne Avenue and Highland Avenue

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

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

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

ENACTED and **ORDAINED** this day of 2026.

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William White, Secretary

RESOLUTION NO. 2026-91

A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA, APPROVING THE PURCHASE OF SIX (6) NEW MOBILE DATA TERMINAL (MDT) TABLETS FOR USE BY THE RADNOR TOWNSHIP POLICE DEPARTMENT FOR \$44,869.35

WHEREAS, The Radnor Township Police Department requests to purchase Six (6) Mobile Data Terminal (MDT) tablets from PMC Wireless; and

WHEREAS, the new MDT tablets can be purchased under the 2026 Pennsylvania's COSTARS Program, from PMC Wireless with funding from the 2026 Capital Improvement Fund; and

WHEREAS, the new MDT Tablets consist of Six (6) Getac MDT tablets and five (5) of the existing MDT Tablets will be retained to replace outdated equipment.

NOW, THEREFORE, be it ***RESOLVED*** that the Radnor Township Board of Commissioners does hereby approve the purchase of six (6) new Getac MDT tablets for use by the Radnor Township Police Department in an amount not to exceed \$44,869.35.

SO RESOLVED, this 17th day of August 2026.

RADNOR TOWNSHIP

By: _____

Name: Jim Riley

Title: President

ATTEST: _____
William White, Township Manager/Secretary

Radnor Township

PROPOSED LEGISLATION

DATE: 08/17/26

TO: Board of Commissioners

FROM: Superintendent Christopher B. Flanagan

LEGISLATION: Resolution to purchase Six (6) New Getac MDT Tablets for patrol vehicles

LEGISLATIVE HISTORY: Request for Legislation/new

PURPOSE AND EXPLANATION: The Radnor Township Police Department requests to purchase Six (6) Mobile Data Terminal (MDT) tablets from PMC Wireless

FISCAL IMPACT: \$44,869.35. The MDT tablets can be purchased under the 2026 Pennsylvania COSTARS Program. The funds for this purchase requisition will come from the approved 2026 Capital Improvement Fund.

The cost for the purchase of the vehicles is as follows:

6 – Getac MDT Tablets with Installation	\$ 41,554.90
5 – Relocation of 5 Panasonic tough books to other vehicles	<u>\$ 3,314.45</u>
	\$ 44,869.35

RECOMMENDED ACTION: I recommend the Legislation be passed to purchase one (6) MDT Tablets to be utilized by the Radnor Township Police Department. The approval will allow the Police Department to receive the Tablets in the 2026 calendar year.

MOVEMENT OF LEGISLATION: Adoption at the August 17, 2026 Board of Commissioners Meeting.

RESOLUTION NO. 2026-97

**RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY, PENNSYLVANIA,
AUTHORIZING AND APPROVING TWO RIPARIAN RESTORATION PROJECTS AT
THE WILLOWS AND W. FILIPONE PARK, AS APPROVED BY THE RADNOR
TOWNSHIP SHADE TREE COMMISSION WITH THE TWO PROJECTS NOT TO
EXCEED \$37,350 WHICH WILL BE FUNDED FROM THE COMMEMORATIVE
SHADE TREE FUND**

WHEREAS, the Board of Commissioners of Radnor Township recognizes the importance of protecting, restoring, and enhancing the Township's natural resources, waterways, riparian corridors, and tree canopy; and

WHEREAS, the Radnor Township Shade Tree Commission has reviewed and approved riparian restoration projects at The Willows and W. Filipone Park; and

WHEREAS, the proposed restoration work will address invasive vegetation, improve the health and sustainability of riparian areas, and increase the number of native trees and shrubs within the Township; and

WHEREAS, the proposed restoration project at The Willows includes the removal of invasive vegetation along a section of Little Darby Creek and Abrahams Run, including two mowings during 2026; and

WHEREAS, the Willows project includes the planting of a minimum of 100 native trees and 130 native bushes; and

WHEREAS, the anticipated 2026 cost of the Willows project is approximately \$30,000, consisting of:

- Invasive vegetation removal – two mowings by Girod's Property Maintenance: \$15,000
- 70 native trees and 130 native bushes: \$9,650
- 30 PHS bare-root trees: \$4,500
- Total: \$29,150, or approximately \$30,000

WHEREAS, the Willows project is proposed to be funded through the Township's Commemorative Shade Tree Fund in an amount not to exceed \$30,000, with \$9,650 to be reimbursed through a PHS grant; and

WHEREAS, the proposed restoration project at W. Filipone Park includes the removal of invasive vegetation along an approximately 800-foot section of Little Darby Creek, including one mowing during 2026; and

WHEREAS, the W. Filipone Park project also includes the removal of vines from the 47 native trees planted in 2024, in order to protect and promote the continued growth and establishment of those trees; and

WHEREAS, the proposal received from Girod's Property Maintenance for W. Filipone Park project is \$7,350, consisting of invasive vegetation removal through one mowing and removing vines from 47 trees planted in 2024; and

WHEREAS, the W. Filipone Park project is proposed to be funded through the Township's Commemorative Shade Tree Fund in an amount not to exceed \$7,350; and

WHEREAS, the Board of Commissioners finds that the proposed projects are in the public interest and are consistent with the Township's goals of preserving natural resources, improving water quality, enhancing native habitat, and maintaining and expanding the Township's tree canopy.

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of Radnor Township, Delaware County, Pennsylvania, as follows:

SECTION 1. APPROVAL – THE WILLOWS RIPARIAN RESTORATION PROJECT

The Board of Commissioners hereby approves the riparian restoration project at **The Willows**, including removal of invasive vegetation along a section of Little Darby Creek and Abrahams Run, including two mowings by Girod's Property Maintenance during 2026, and the planting of a minimum of 100 native trees and 130 native bushes by volunteers;

SECTION 2. FUNDING – THE WILLOWS

The Board of Commissioners hereby authorizes the expenditure of an amount not to exceed \$30,000 from the Township's Commemorative Shade Tree Fund for the 2026 Willows riparian restoration project of which \$9,650 will be reimbursed through a PHS grant. This includes a contract with Girod's Property Maintenance for \$14,400 to complete the vegetation invasive removal.

SECTION 3. APPROVAL – W. FILIPONE PARK RIPARIAN RESTORATION PROJECT

The Board of Commissioners hereby approves the riparian restoration project at W. Filipone Park, including the removal of invasive vegetation along an approximately 800-foot section of Little Darby Creek and from 47 native trees, including one mowing by Girod's Property Maintenance and removal of invasive vines from 47 trees planted in 2024

SECTION 4. FUNDING – W. FILIPONE PARK

The Board of Commissioners hereby authorizes the expenditure of an amount not to exceed \$7,350 to Girod's Property Maintenance from the Township's Commemorative Shade Tree Fund for the 2026 W. Filipone Park riparian restoration project.

NOW, THEREFORE, be it **RESOLVED** the Board of Commissioners of Radnor Township does hereby approve Two Riparian Restoration Projects at the Willows and W. Filipone Park with the two projects not to exceed \$37,350 which will be funded from the Commemorative Shade Tree Fund.

SO RESOLVED this 17th day of August, A.D., 2026

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager

RESOLUTION NO. 2026-80

**A RESOLUTION OF RADNOR TOWNSHIP, DELAWARE COUNTY,
PENNSYLVANIA, AUTHORIZATION TO CONTRACT WITH BOB
DESROCHERS, WATCHMAKER/CLOCKMAKER FOR REPAIRS TO THE
ANIMATED WAYNE STREET CLOCK AT A COST NOT TO EXCEED \$16,000
TO BE PAID FROM THE 2027 GENERAL FUND**

WHEREAS, the Wayne Street Clock is a treasured landmark within the community for over 30 years standing at the corner of S. Wayne and Lancaster Avenues; and,

WHEREAS, the intricate animation and mechanical components of the clock are currently in need of specialized repair, maintenance and restoration to ensure its continued operation; and,

WHEREAS, Bob Desrochers, Master Watchmaker and Clockmaker is the original designer and creator of the Wayne Street Clock, possessing unique expertise regarding its specific mechanical design, custom fabrication, and animated sequences; and,

WHEREAS, Bob Desrochers has evaluated the clock, removed the faulty movement, and submitted an estimate for repairs at a cost not to exceed \$16,000; and,

WHEREAS, funds will be made available in the 2027 General Fund for these repairs; and,

NOW, THEREFORE, be it **RESOLVED** the Board of Commissioners of Radnor Township does hereby authorize a contract with Bob Desrochers, Watchmaker & Clockmaker for repairs to the animated Wayne Street Clock at a cost not to exceed \$16,000 which will be paid from the 2027 General Fund.

SO RESOLVED this 17th day of August, A.D., 2026.

RADNOR TOWNSHIP

By: _____
Name: Jim Riley
Title: President

ATTEST: _____
William M. White
Township Manager/Secretary