

**Lower Salford Township  
Communication Committee Meeting Minutes  
June 19, 2024**

1. Opening
  - a. Call to order: 7:30 PM
  - b. Opened By: Mr. Shelly
  - c. Attendees:
    - i. Jean Campbell
    - ii. John Del Pizzo
    - iii. Terri Ehrhart
    - iv. Kevin Shelly
  
2. Approval of Minutes
  - a. Mr. Shelly called for a review of the May 19, 1924 meeting minutes
  - b. Adjustments: None
  - c. Motion to approve: Ms. Cambell
  - d. Second: Ms. Ehrhart
  - e. Votes, For: 4, Against: 0
  
3. Public Discussion and Visitors
  - a. Public attendees: In person: 0, Online: 0
  - b. Opened for public discussion: Chairman Shelly
  - c. Public comments: None
  
4. Old Business
  - a. Off-site meeting venue solicitation – Kevin
    - i. Pheasant Run Apartments
    - ii. Village Square Apartments
    - iii. Mark Twain Apartments
    - iv. The Birches at Harleysville
    - v. Arbor Square of Harleysville
    - vi. Montgomery Woods Townhomes
    - vii. Park View at Oak Crest
    - viii. No definitive answers were received**
    - ix. Follow-up will occur as needed**
    - x. Township materials and information was provided if requested**
    - xi. Indoor versus outdoor venues may need to be considered**
  
  - b. Resident welcome letter/packet – Kevin
    - i. Final letter
      - 1. The final letter was reviewed and approved by Chairman Bergman**
    - ii. Letter distribution status
      - 1. The Township is targeting distribution in the next few weeks**
  
  - c. New Resident Page (Township website)
    - i. Content recommendations
      - 1. A page was drafted using the same general template as other pages**
      - 2. The ‘welcome’ language used in the New Resident Welcome Letter will be included**

- 3. Information considered very important to new residents will be the right pane**
- 4. Links to existing Township website pages considered key to new residents will be in the left pane**
- 5. Image of the Committee's draft page included below**

5. New Business

- a. The next New Resident Welcome Letter will be discussed at the July meeting.
  - i. New residents during April/May/June.****
- b. The Business Outreach Letter (April 2023) expected to be mailed to business addresses by July 5, as well as distributed during annual fire inspections.**
- c. A digital version of the New Resident Welcome Letter will be discussed at the July meeting**

6. Closing

- a. Next meeting date is July 17, 7:30 PM**
- b. Motion to adjourn: Mr. Del Pizzo
- c. Second: Ms. Cambell
- d. Votes, For: 4, Against: 0
- e. Adjourned: 8:30 PM

Respectfully submitted:

John Del Pizzo  
Secretary, Communications Committee

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## LOWER SALFORD TOWNSHIP, PA

Phone (215) 256-8087 | Fax (215) 256-4869  
379 Main Street, Harleysville, PA 19438

Home News Calendar Your Community Building & Zoning Police Parks, Open Spaces & Recreation

Sewer Authority **New Resident Info**

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### NEW RESIDENT INFORMATION

[FAQs](#)

[Township Offices Map](#)

[History](#)

[Park Locations](#)

[Voting District Map](#)

[Quick Reference Guide](#)

[Budget & Taxes](#)

Welcome to Lower Salford Township (Gemeinschaft!). We encourage you to check out all that Lower Salford Township has to offer. On this page are a few points of contact you may find helpful as you transition into the community

Lower Salford Township has four villages: Harleysville, Lederach, Mainland and Vernfield, and was established in 1741. The approximately 16,000 residents have access to an extensive trail system, 12 parks, including two historic farmsteads, a public golf course and the Harleysville Community Center with public pool.



[ADMINISTRATIVE OFFICE HOURS:](#) MONDAY-FRIDAY 8:30 am-4:30 pm  
215-256-8087

[POLICE DEPARTMENT OFFICE HOURS:](#) MONDAY-FRIDAY 8:00 a.m. - 4:30 p.m.  
215-256-9500 EMERGENCY DIAL 911

[Constant Contact:](#) Sign up for twice a month emails on Township news.

[ReadyMontco.org:](#) Sign up for text alerts on Township updates and/or emergencies to devices of your choice.

[Resident Request Portal:](#) Instantly share a concern or idea.

Who do I contact for trash pick-up?  
Trash and recycling is through private haulers. Recycling bins are available for new residents at the township office.