

**WORKSHOP MEETING MINUTES**

March 15, 2016

The March 15, 2016, Workshop Meeting was called to order at 7:00 P.M. Those present were:

Kenneth E. Kroberger	President
M. Clare Edelmayer	Vice President
James A. Santi	Commissioner
Eugene P. Ziemba	Commissioner
Leonard T. Perrone	Township Manager
Michael J. Lapinski	Assistant Township Manager
David Brill	Finance Director
David W. Duffy	Police Chief
David C. Onorato	Township Solicitor
E. Van Rieker	Zoning Officer & Planning Coordinator
Russ Benner	Township Engineer

**CONSULTANTS****PLANNING/ZONING****1. Report by E. Van Rieker (Updates):**

- Sumney Forge (WaWa Center)

Mr. Rieker reported that the old signs that were in bad shape have been removed at the Sumney Forge Center. He noted that theoretically they should be removed after six months of a business closure, but he is leaving the ones up that are in good shape so that the center looks occupied from a distance.

- Giant Plan (Plan Review March)

Mr. Rieker reported that there is a Plan Review Meeting on March 28, 2016, with the Applicant's counsel and architect to present their first conceptual plan for the site.

- ZHB 15-17 BCHW Holdings, 1830 West Point Pike. Cardinal Hollow Wines request for outside seating/limited dining and variance from requirement for additional parking. (Note: Applicant withdraws outside dining.) Decision 3/22/16

Mr. Rieker stated that the Cardinal Hollow Winery decision is set for March 22, 2016. He reported that he expects an approval with a lot of conditions. It was noted that the outside dining has been withdrawn.

- ZHB 09-07 Appeal North Wales Water Authority, WWTP site.

Mr. Perrone reported that there have been residential reports that there has been dumping on the site, but every time he checks with Mr. Bender, he denies that it is happening. Mrs. Edelmayer stated they are dumping right on the corner lot of Swartley and North Wales Road. It was noted that trucks are parking in the fenced in area that was associated with the former Wastewater Treatment Plant building.

- ZHB 15-22 LoPiccolo (LaCampagnola Rebuild) – Approved (Demolition Next)

Mr. Rieker reported that LaCampagnola was approved to rebuild with stipulations. He noted there will be outside seating on a porch. He stated that part of the building that was enclosed will be rebuilt as an architectural porch within the footprint. Attorney Onorato noted they did get a Variance to extend it a little bit. Mr. Rieker noted the second floor will be an apartment via a special exception.

2. **Church Street Dedication:**

Mr. Perrone reminded that the Township asked the property owner who requested the Church Street dedication to get a Petition signed by the residents on the street, and she has complied with the request obtaining 6 out of 7 signatures. He reported that the road was built in accordance with the Township's specifications by the developer who finished off the Woods at Gwynedd development. Attorney Onorato questioned the year it was built. Mr. Perrone answered, "1995." Mr. Perrone noted the sidewalks are in on one side and the curbs are all in place. There was discussion in regard to why the Township did not take dedication from the developer. Mr. Santi suggested having the Township's Engineer inspect the road. The Board decided that Mr. Benner should inspect the road and Attorney Onorato should review the file.

3. **Heinrich & Klein Associates, Inc.:**

Mr. Perrone reported that the Township gave Mr. Heinrich permission to begin working on the Traffic Analysis on the Sumneytown Pike Overlay Zoning District. He stated that the approval of the Proposal needs to be ratified at next week's Public Meeting.

4. **Swede Properties, LLC (Wagner Court):**

Mr. Lapinski reported that the Wagner Court cul-de-sac at the bypass (corner of Swedesford Road and Route 202) is ready for dedication. He noted that T&M has completed their inspection of the road.

5. **Resolution No. 10-2016:**

Mr. Lapinski reported that the Township's Fee Schedule was updated in 2014. He stated that he has some minor fee increases from Mr. Quimby, and he will circulate a Draft of Resolution No. 10-2016 to the Board for review.

## ENGINEERING

6. **Report by T&M Associates (Updates):**

- GIS Development (Sugar Valley)/Equipment Received/Move ahead with Hiring of Summer Intern

Mr. Benner reported that T&M has the Pathfinder software and they are working on getting the GPS programmed. There was lengthy discussion on the hiring of a summer Intern and whether or not the individual would work for the Township through T&M or if the Township would hire the Intern and T&M would provide the training. Mr. Lapinski discussed the pilot study in Sugar Valley and noted that instead of using Mr. Currie and Mr. Hegedus letting the Intern collect the data. He noted that he does not know how much supervision the Intern will need on this project. Mr. Benner stated he would review the work 2 to 3 times per week at T&M's rate. It was noted that if the Township hires an Intern from T&M, the Intern will come already trained. The Township will not incur any training costs. Mr. Brill stated it may be more cost effective for the Township to hire the Intern and pay for training and supervision. The Board asked Mr. Benner to provide the costs associated with hiring the Intern through T&M.

Mrs. Edelmayer stated that she wants to have a meeting in regard to the Public Works crews and whether or not Mr. Troxel will have enough help to get the projects done this summer. Mr. Perrone stated that he asked Mr. Troxel to do an inventory list of all the projects that he needs to complete during this construction season which runs through December, and to determine which of the projects that he plans to give to subcontractors. He also reported that laborers are being added to the roadway and equipment rental bid this year.

There was discussion in regard to a pool of public works laborers who are made available through the County for public works projects. Mr. Perrone stated that he would check with Mr. Troxel in this regard.

- Gwynedd Manor Road Curb Line Drainage Problem – Done/Ultimate cure spring 2016

Mr. Benner reported that he needs to reach out to Mr. Troxel in reference to the Gwynedd Manor Road Curb Line Drainage problem. He stated that they need to coordinate with North Wales Water Authority. Mr. Perrone noted that Mr. Troxel was told that they are going to leave the pipe in the ground so they will not be digging up the curb line.

- Revised TMDL Part 1 Strategy and Part 2 Design Details Submission (with DEP)

Mr. Benner stated there is nothing new to report on the Revised TMDL Part 1 Strategy and Part 2 Design Details submission. He has not heard anything back from DEP. Mr. Lapinski questioned whether or not the project designs should be held until the Township hears something back from DEP. Mr. Benner stated that he does not believe DEP will change any of the National Fish and Wildlife Grant projects. Mr. Lapinski reported that he met with Mr. Duncan and they spoke about doing one of the projects at the end of this year which is a swale on Sumneytown Pike.

There was discussion in regard to Rexdale Park (Hancock and Ivy Lane) starting a trail at the top of the park and connecting all the way down to Sumneytown Pike through Township land, PECO and Wissahickon Valley Watershed property.

Mr. Perrone questioned the status of the permit on the Conrad Avenue basin stream location. Mr. Benner reported that the Army Corp. will be doing a site inspection this week. Mr. Perrone stated that he believes it is time to reach out to Kate Harper and Stewart Greenleaf for assistance. Mr. Lapinski reported that he received and outline on the project from Mr. Duncan that Representative Harper can use in reference to the project when contacting DEP.

- North Penn School District Pennbrook Basins.

Mr. Benner reported that he and Mr. Perrone had a good meeting with the School District's Building Committee two weeks ago in reference to the Pennbrook Basin Project. He stated it is going before the full School Board on March 29, 2016. Mr. Benner reported that T&M received their completeness review from DEP and they made some revisions and resubmitted them. He is just waiting for the NPDES Permit. Attorney Onorato reported there has been some miscommunication between Attorney Dooley and the District so he has arranged a meeting on Thursday with Mr. Benner in order to get clarification on the Plans. He noted that Attorney Dooley will be preparing the Easement Agreements for the basins. Mr. Benner reported that he is waiting for PECO's approval on a swale which is going through 8 engineering groups for review. Mr. Perrone noted that Suzanne Ryan is helping to shepherd the process along.

- PennDOT Bridge(s) Inspections

Mr. Perrone reported that PennDOT is doing its two year review (scour inspections) of the Township bridges.

Mr. Lapinski reported that the County is working on the bridge near Weis Market.

Mrs. Edelmayer questioned why Sumneytown Pike is being left in such a bumpy condition in front of the new development near Broad Street. Mr. Lapinski noted there was a water main break at that location. Mr. Perrone reminded that the break was in December or January and the Water Authority does not do final restoration during

the winter months. Mr. Lapinski reported that the County plans to pave Sumneytown Pike this year from the Presbyterian Church all the way up to Towamencin.

## **FINANCE/PERSONNEL/ADMINISTRATION**

7. **Township Safety Committee Recertified by State:**

Mr. Perrone announced that the Township Safety Committee was reappointed by the State.

8. **Employee Appreciation Picnic:**

Mr. Perrone reported that June 10, 2016, from 1:00 to 3:00 PM is being suggested for the Employee Appreciation Picnic.

9. **Victoria K. Finley (419 West Prospect Avenue):**

Mr. Perrone reported that the Township received a letter from the Girl Scouts of Eastern Pennsylvania in regard to Victoria Finley of 419 W. Prospect Avenue. She has completed the requirements for the Girl Scout Gold Award which is the highest award she can receive, and the Township will recognize her at next week's Public Meeting.

10. **Resolution No. 07-2016:**

Mr. Perrone stated there are some old files that are ready for disposal and the Township needs to follow the rules in the current Municipal Records Manual. He reported that Resolution No. 07-2016 declares the Township's intent to follow the schedule and procedure for disposition of records as set forth in the Municipal Records Manual approved on December 16, 2008, and this Resolution needs to be approved at the Public Meeting.

11. **Resolution No. 08-2016:**

Mr. Perrone stated that Resolution No. 08-2016 concerning the disposition of specific Township records needs to be approved. He noted this Resolution goes with Item No. 10 (above) and lists the documents that are being destroyed. There was discussion in regard to some of the records which are payroll records containing social security numbers that need to be shredded rather than incinerated. The Board instructed Mr. Brill to get prices on shredding by the hour.

## **PUBLIC WORKS/PARKS/RECREATION**

12. **2016 Chevy Pickup Truck:**

Mr. Perrone reported that Mr. Troxel wants to purchase the 2016 Chevy Pickup Truck in the amount of \$39,000 from Manheim Auto Sales through the COSTARS Program. He noted this was an approved capital purchase in the Public Works 2016 Budget.

**PUBLIC SAFETY****13. Penn Suburban Chamber of Commerce Broad Street Re-Run:**

Mr. Perrone reported that the Penn Suburban Chamber of Commerce Broad Street Re-Run scheduled for May 4, 2016, has been cancelled.

**14. Proposed Purchase of Dare /Crime Prevention Vehicle:**

Mr. Perrone stated the purchase of the Dare/Crime Prevention vehicle from Franconia Township in the amount of \$3,000 will come out of the Police Donation Account. He noted that he would like Mr. Smith to inspect the vehicle prior to the purchase and provide him with a written report on its condition. The Board agreed to the purchase as long as Mr. Smith can provide a favorable report.

**15. 2<sup>nd</sup> Annual Miracle Milk Stroll:**

Mr. Perrone reported the 2<sup>nd</sup> Annual Miracle Milk Stroll is scheduled to be held on May 14, 2016, from 3:00 to 5:00 PM. It is a fundraiser and informational event to draw attention to the importance of breast feeding. It is a small event consisting of less than 20 participants. The walk will take place on the walking path within Parkside Place and the Pavilion will be used. If needed, the Police Dept. will coordinate cones or barricades with Mr. Troxel.

It was noted that the Township has been inundated with races and walks and that the Board should consider instituting a Policy in order to scale down the number of these events being held within the Township.

**16. Ordinance No. 2016-010:**

Mr. Perrone stated that Ordinance No. 2016-010 amending Chapter 185 of the Code of Ordinances to add provisions for the placement of a stop sign on the southwest corner of Sumneytown Pike at the intersection of Swedesford Road and Sumneytown Pike needs to be approved next week. Mr. Santi pointed out that the Ordinance reads that it becomes effective five days after its enactment. Attorney Onorato stated Upper Gwynedd and Lower Gwynedd must put their stop signs up at the same time. He also asked who is determining what signage needs to be posted. Mr. Perrone answered, "Andy Heinrich will be handling this along with the stop bar placement." There was discussion in regard to flashing lights on the stop sign and the possibility of painting "Stop" on the road. Chief Duffy noted the flashing lights are required and painting "Stop" on the road would be helpful. Mr. Kroberger suggested waiting to see what Mr. Heinrich recommends.

**17. Resolution 11-2016:**

Mr. Perrone stated Resolution No. 11-2016 acknowledges the update of the official Township Emergency Operations Plan which needs to be approved along with the Emergency Management Plan Promulgation (Item No. 18 below) adopting the Emergency Management Plan under this Resolution. He noted that both items were submitted by Fire Marshal Jeff Tomczak.

**18. Emergency Management Plan Promulgation:**

See Item No. 17 above.

## WASTEWATER TREATMENT

19. **Resolution No. 09-2016:**

Mr. Perrone stated that Resolution No. 09-2016 adopting a fee pursuant to Section 155-70(A) of the Code of Ordinances establishing a fee for operating the Township's Pre-Treatment Program during calendar year 2015 needs to be approved at the Public Meeting. It was noted that these charges work retroactively.

There being no further business for public discussion, the meeting was adjourned at 8:10 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa  
Recording Secretary

**Approved April 25, 2016**