

**WORKSHOP MEETING MINUTES**

April 19, 2016

The April 19, 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
Thomas A. Duffy	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

1. **Public Statement:** By the Upper Gwynedd Township Board of Commissioners and Staff regarding the death of Commissioner Eugene P. Ziembra.

Mr. Kroberger opened the Public Meeting and requested a moment of silence in memory of Commissioner Eugene P. Ziembra.

Mr. Kroberger read the following statement:

“On Wednesday, April 13, 2016, the Township of Upper Gwynedd lost a very dear and dedicated member of the Township family, Commissioner Mr. Eugene (Gene) Ziembra. Mr. Ziembra dedicated 35 years to the service of Upper Gwynedd Township. Mr. Ziembra began his service to Upper Gwynedd in July of 1981, when he became a member of the Township’s Civil Service Commission. He served on this Commission until 1985. Beginning in September of 1983, he served on the Township’s Zoning Hearing Board and served as its chairman for 3 years until he was elected as a Township Commissioner. In the fall of 1989, Mr. Ziembra ran for election and was elected as a member of the Board of Commissioners beginning in January of 1990 through to his recent passing. While on the Board, Mr. Ziembra assumed the task of being the Commissioner liaison of the Police Department and the Fire Company. Mr. Ziembra served on numerous committees including the Traffic Improvement Committee which guided various highway projects that were completed in the Township through the 1990s up to and including the replacement of the railroad bridge on Sumneytown Pike in 2010. Mr. Ziembra also served on the Township’s Police Pension Board. For many years Mr. Ziembra was active in AMBUCS (American Business Club) an organization which helps to raise funds to assist physically disabled individuals and to provide educational scholarships for students entering the physical therapy profession.

While serving on the Board, Mr. Ziembra placed a high emphasis on constituent service and demanded that the Township Staff provide the best and most thorough assistance to Township residents and taxpayers. His heart and personality will be missed.

The entire Township family including the Board, Staff, and the members of all support Committees extend to his wife Sylvia, his son Eugene, Jr., his daughter Meredith, and the entire Ziembra family our heartfelt sympathy and our appreciation for Gene’s years of service to the community.”

2. **Presentation of public comments and concerns:** (limit of five minutes per individual)  
*Due to Item Nos. 9 and 11*

There were none.

## CONSULTANTS

### PLANNING/ZONING

3. **Report by E. Van Rieker (Updates):**

- Sumney Forge (WaWa Center)
- Giant Plan (Plan Review March)
- 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
- ZHB 09-07 Appeal North Wales Water Authority, WWTP site.
- ZHB 15-22 LoPiccolo (LaCampagnola Rebuild) – Approved (Demolition Next)

Mr. Perrone briefly reviewed the above items in Mr. Rieker's absence.

- Newbury Phase II – Zoning Classification Hearing

Mr. Lapinski reported that he and Mr. Santi met with the President of the Homes Owner's Association of Newbury I as a courtesy to discuss the Punch List since the Township accepted that project, and T&M Associates has signed off on it. He noted the developer has posted a Maintenance Bond per the Developer Agreement. He reminded that the Township was waiting for Newbury I to be completed before considering the rezoning reclassification of the Sanctuary Church lot. He reported that Ed Mullin, Esquire, the Applicant's attorney has requested a hearing for May. He reminded that last March they came before the Planning Commission with a Plan and met with Staff to discuss what could be done with the rezoning approval. Attorney Onorato reported that he has been in touch with Attorney Mullin, and they will choose a hearing date and have it properly advertised.

4. **Ordinance 2015-004 Flood Damage Control:**

5. **Ordinance 2015-002 Flood Insurance:**

Mr. Perrone reported that Item Nos. 4 and 5 are related, and the Township received a letter from FEMA dated March 22, 2016, stating that were both approved. Mr. Lapinski reported that the Township will be sending notices to all residents that were affected by the Map change to let them know that it occurred and instructing them to contact FEMA. He reported that it was also published in the Township's Newsletter.

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

Mr. Perrone reported that Resolution No. 10-2016 establishing a Fee Schedule is ready for adoption. He stated the Township is simply trying to recuperate incurred costs.

7. **Gwynedd Corporate Center:**

Mr. Lapinski reported that Gwynedd Corporate Center is requesting a Waiver from Land Development for installing an electric vehicle charging station and a smoking station (covered structure) which will take up two parking spaces in the parking lot. The Board stated that they were ok with it as long as the charging station does not become available for public use.

8. **Merck & Co.:**

Mr. Perrone reported that Merck & Co. is requesting a Waiver from Chapter 113-1 for crane work on two Sunday's either May 1, 8, 15 or 22, 2016, to lift roof materials onto Building 97.

9. **James J. Garrity, Esquire:**

Mr. Perrone stated that James J. Garrity, Esquire, is being asked to represent the Township as special counsel on certain Land Development Applications. Mr. Santi motioned to appoint James J. Garrity, Esquire, as special counsel on Land Development Applications. Seconded by Mr. Duffy, Mr. Garrity was appointed.

## ENGINEERING

10. **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 submitted a GIS Pilot Program Proposal to Mr. Lapinski for review. He noted that it is two part: One is the initial GIS Assessment and the other is the Data Collection. Mr. Santi questioned whether or not this was in reference to a Summer Intern. Mr. Benner answered they incorporated that into a Proposal and outlined the Scope of Work. Mr. Perrone reported that it is in Staff Review now, and it will be on the May Agenda for discussion. Mr. Benner reported that next week they will be getting together with Bob Hegedus to introduce him to the Trimble for data collection.

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

Mr. Benner reported that he and Mr. Troxel met with representatives of NWWA at the site and reviewed the Plan. They were going to take the Plan back to the person doing the design of the water main replacement in order to incorporate it into their project. He noted they are still working on it.

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

Mr. Benner reported there is nothing new in regard to the TMDL strategy. He has not heard back from DEP.

- PennDOT Bridge(s) Inspections

Mr. Perrone stated there is nothing new on the PennDOT bridge inspections.

11. **North Penn School District Pennbrook Basins:**

Mr. Benner reported that he still has not heard anything on the Grants yet. Mr. Benner reported that he is 99% complete on planning so he has the final pricing. He noted there are a few items that need addressing with the Conservation District, and they have not heard anything back from PECO in regard to any Plan changes. He noted that the pricing includes 15% contingencies. The original estimate was approximately \$600,000 for the three basins. He stated the cost now without the contingency is close to \$900,000. He reported there are three areas where they experience increase in quantities. One is earthwork, one is site work (sidewalk, temporary paths, and costs for the boardwalk) a NPDES Permit is required for the work, and detentionary micro plant mix to address water quality requirements. Mr. Benner suggested bidding all of the basins but doing the two that provide the best value, which are the two on the school property, for quality and control at a cost of \$693,000. The Triangle basin is \$199,000. Mr. Perrone reported that he spoke to PECO in regard to the Easement. Mr. Benner noted that the Township can bid but cannot enter into a contract before hearing back about the Grants, or the Township will lose the Grant. Mr. Benner reported that Penndale Middle School will take all of the dirt from the project which will help lower the cost of the basins.

Mr. Benner reported that once the basins are complete, they will hold a 50-year storm. He reminded that the receiving pipe west of Dickerson Road needs repairs at several locations.

There was discussion on when the neighborhood meeting should take place. It was decided when the Easements are signed by both parties. Mrs. Edelmayer questioned when the Township will find out about the

grants. Mr. Benner reported the Township will hear about the CFA Grant after May 13. Mr. Lapinski reported that the Growing Greener Grant is still not known. Mr. Benner reported that the Township may be able to reapply for the Growing Greener Grant if it is not awarded.

- A. Grant of Easement Detention Basins  
1201 North Wales Road (Basins 1 and 2)

Attorney Onorato reported that the School Board is meeting tomorrow night, and the Grant of Easement Detention Basins is on their Agenda for approval. He reported that they wanted the Township to approve it first. He reported that this area is larger than the basins. He noted that they want the construction to be done during the summer and not during the school year. These dates have to be put in the bidding documents so the contractor knows they have limitations. Mr. Benner stated that it would be a good idea to have discussion in regard to the weather because a 60-day project could turn into a 90-day project.

Mr. Kroberger stated there will be two Easements on the Pennbrook Middle School property. Mr. Santi motioned to approve the Easements for the Detention Basins. Seconded by Mr. Duffy, the Easements were approved.

- B. Temporary Easement for Construction Purposes  
1201 North Wales Road

Attorney Onorato stated the Temporary Easement will be smaller than the Basin Easement.

Mrs. Edelmayer motioned to approve the Temporary Easement for construction purposes. Seconded by Mr. Santi, this Temporary Easement was approved.

## FINANCE/PERSONNEL/ADMINISTRATION

12. **2016 Annual PSATC Conference:**

Mr. Perrone stated that the 2016 Annual PSATC Conference is being held at the Crowne Plaza in King of Prussia from Thursday, June 23 through Sunday, June 26, 2016. It was decided to approve this for the entire Board.

13. **Jonathan C. Kelcy:**

Mr. Perrone reported that Jonathan C. Kelcy will be recognized for 5 years of service to the Township.

14. **Earned Income Tax Collection Committee Appointment:**

Mr. Perrone reported that in regard to the Earned Income Tax Collection Committee, the Township appointed two individuals to represent the Township at the quarterly meetings. He noted that Sally Slook was never replaced so the Board should appoint Michael Lapinski in her place.

## PUBLIC WORKS/PARKS/RECREATION

15. **Creation of 501(c)3 for Parks & Recreation:**

Mr. Perrone reported that when requesting donations, the Parks and Recreation Department realized that some corporations will not contribute to entities that are not set up as a 501(c)3. Mr. Perrone questioned Attorney Onorato as to whether or not the Township can set up a 501(c)3 entity for fundraising. Attorney Onorato stated that he will look into this possibility and report back to the Board.

16. **Willard W. Troxel:**

Mr. Perrone reported that Willard W. Troxel was recently recognized by the Montgomery County Public Works Department and received the Bill Steward Award.

17. **Safe Routes to School:**

Mr. Perrone reminded that at one time the Township was part of the Safe Walks to School Project. He reported that North Wales Borough is still administering the Grant to connect the area behind St. Rose out to Sumneytown Pike to get to the North Wales Elementary School. There is a right-of-way that needs to be acquired in the back of St. Rose of Lima School, and they need the Township to endorse the Plan. Mr. Kroberger questioned whether or not the land belongs to the Township. Mr. Perrone reported that it belongs to the archdiocese. Mr. Lapinski stated the Plan just requires a signature. Mr. Kroberger stated that he would like Mr. Rieker to review the Plan and make sure that everything meets with his approval. Attorney Onorato noted North Wales Borough may need an Easement from the Township.

## PUBLIC SAFETY

18. **Davaunte Minor and Evan James:**

Police Chief Duffy reported that two North Penn High School students assisted the Police on an emergency call on a school bus where they helped a fellow student in a situation that could have resulted in injuries. He reported that the boys were doing very well helping a friend who was in need, so they did not intervene and the situation ended up with a safe resolution. It was noted that Davaunte Minor and Evan James will receive an Official Commendation at the Public Meeting from Chief Duffy and Deputy Chief Poirier.

19. **David W. Duffy:**

Mr. Perrone reported that Police Chief Duffy will receive congratulations on the Presidents chair on the Montgomery County Police Chiefs Association at the Public Meeting on Monday. Chief Duffy stated that Sylvia and Commissioner Ziemba attended the ceremony. He noted that he was very grateful to have them present and to have them hear the comments that he made about Mr. Ziemba.

20. **Police Department Side Entrance:**

Mr. Perrone reported that the Township bid the Police Department Side Entrance Project, and the lowest bid from Nobel Roofing & Sheet Metal, Inc. in the amount of \$97,500 was approximately \$20,000 over the architect's estimate. He directed everyone to the pictures of a permanent awning structure that was constructed at the Cannoneers Building in Lansdale. He noted that the estimate for this type of structure at the Police Side Entrance is \$6,846, and it is UV protected so it will not fade. Chief Duffy noted that the structure pictured survived the blizzard in January. It was also noted that awning quote is under the bidding threshold. The Board unanimously agreed that it is a good alternative.

21. **2<sup>nd</sup> Annual Home at Last Dog Rescue 5k Run, Dog Walk and Fall Pet Fair:**

Mr. Perrone reported that the 2<sup>nd</sup> Annual Home at Last Dog Rescue 5k Run, Dog Walk and Fall Pet Fair needs to be approved for October 29, 2016 at 9:00 AM. The event includes a Fall Fest type pet fair to take place at Park Side Place. There was discussion in regard to limiting these events to residents of the Township or limiting the number of events per year.

## WASTEWATER TREATMENT

22. **TMA Capital Projects Fund – Vouchers for Review:**

- A. Univest Bank and Trust Co.  
Upper Gwynedd Towamencin Municipal (Statement Period 02/01/16 – 02/29/16)  
Current Balance: \$339,122.25
- B. Bursich Associates (1/17/16 to 2/25/16): \$1,271.48  
Engineering Fees
- C. Bursich Associates (2/14/16 to 3/19/16): \$ 769.47  
Engineering Fees

Mr. Perrone stated that Item Nos. 22A, 22B, and 22C are for Mr. Interrante's review, and he just wants the Board to be aware of them.

There being no further business for public discussion, the meeting was adjourned at 8:34 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa  
Recording Secretary

**Approved May 23, 2016**