

**WORKSHOP MEETING MINUTES**

October 18, 2016

The October 18, 2016, Workshop Meeting was called to order at 7:00 P.M. Present were:

Kenneth E. Kroberger	President
M. Clare Edelmayer	Vice President
James A. Santi	Commissioner
Thomas A. Duffy	Commissioner
Steven C. Sands	Commissioner
Michael J. Lapinski	Assistant Township Manager
David Brill	Finance Director
David W. Duffy	Police Chief
David C. Onorato	Township Solicitor
Russ Benner	Township Engineer

- 1. **Presentation of Public Comments and Concerns:** (Limit of five minutes per individual)  
Due to Items #2 and #3

Mr. Kroberger asked for public comments concerning the two items that will be voted on this evening. There were no comments.

- \* 2. **Motion to approve Partnership Program with North Wales Water Authority:**  
Gwynedd Manor Road Storm Sewer Alternate Bid in the amount of \$46, 344.00

Hearing no questions or comments, upon motion of Mr. Sands, seconded by Mr. Duffy, the motion was unanimously approved.

- \* 3. **Motion to approve Lane Restrictions:** Monday, October 17 through Friday, October 21, 2016 from 9:00 am – 3:00 pm, Allentown Road will be restricted between South Valley Forge Road and Broad Street for milling and paving.

Hearing no questions or comments, upon motion of Mrs. Edelmayer, seconded by Mr. Santi, the motion was unanimously approved.

- 4. **Presentation of the Needs Assessment Committee (NAC):**  
Parks and Recreation Center by T&M Associates

Presentation by Evan Stone of T&M Associates. Also present from the NAC were Gil Silverman, Alex Kaker and Rob Nagele. The committee has been working on the project for the past 9 months. The project overview included the feasibility of using the existing Community Center Building (Scout building). T&M found the site was surrounded by wooded wetlands. Environmental scientists viewed the property and also found it to be surrounded by environmentally sensitive lands and that expansion of the existing community center was unlikely. Accessibility, visibility and ADA access were also reviewed by T&M and found to be unsatisfactory. T&M next reviewed the Graves House as a potential location for a new facility. A sketch plan of the facility with parking showed that it would fit in this area and be in close proximity to the pool, basketball courts, etc. The site plan is @30,000 sq. ft. of space. The next step was for the NAC to identify what was important, what is a want vs. what is a need. The Committee looked at demographics, public outreach and other public facilities in the area, economics, and possible funding options. Mr. Stone reported an anticipated 8% growth in population over next 30 years and identified an aging in place trend. The Committee conducted 13 "key person" interviews to gauge their interest in building a community center and found all but 2 were in favor. The Committee conducted a

survey and had 745 responses. The results of survey endorsed the concept of a community center. The Committee looked at the “competition”, YMCA, community centers, fitness facilities, private enterprises, etc. within a 10 – 15-minute drive time. 77% of respondents did not have memberships to other non-fitness facilities. 67% of respondents said activities and classes for adults as the #1 preferred activity. 53% said of respondents cited indoor court sports as the #2 preferred activity. The research suggested that the new Community Center would be supported by the residents and there is also support for user fees. Mr. Stone reported that the preferred baseline building size to be 24,000 sq. ft. He stated the need for gymnasiums (2), classrooms, bathrooms, kitchen, offices, reception area. Based on the preferred baseline building, program revenue could generate 3 times more revenue than the current program revenue. Program expenses vs. program revenue would generate a profit. Mr. Stone estimates a 7% increase in present operational cost. Further architectural design is needed to get a better financial picture of the true building costs. Mr. Stone reported on funding and found that borrowing is likely to fund the facility but that 15 – 40 % could be funded by third party funding sources, such as state & federal grants, charitable donations, naming rights, etc. The next step is to get an RFP for qualified architects to advance schematic building design.

Mrs. Edelmayer said we are budgeted for schematic design, @\$20,000.00 for 2016. Mrs. Edelmayer thanked the Committee, Alex and Emily for their help, input, information and experience. Mr. Kroberger asked, in going forward, was the objective to provide a facility for Upper Gwynedd Parks & Rec program enhancements or was there an outreach component to get other activities? He is concerned that it may conflict with the Fire department for functions and banquets. Mrs. Edelmayer and Mr. Kaker said there is need for an indoor children’s party facility and it shouldn’t interfere with fire department functions. Mr. Santi suggested we discuss possible plans with the Fire Department and get their feedback.

\*Add motion to authorize preparation and advertising of RFP for Public Meeting

## CONSULTANTS

### PLANNING/ZONING

#### 5. Report by E. Van Rieker (Updates):

- Martin Property Sketch Plan Application to be reviewed by Plan Review Committee October @28 single family units from Pulte – 6- 8 homes are PSRD lots and the rest are @35,000 sq ft. lots
- West Point Parking Assessment Review

The assessment identified potential locations for additional parking such as Grace United Church, The Committee suggested leasing land to add @ 50 additional parking spots. Mr. Onorato suggested getting a long term lease from the church before any zoning is discussed, as the current zoning has limited used as noncommercial. Mrs. Edelmayer and Mr. Benner discussed possible grants for revitalization to include parking lots and sidewalks to create business. A discussion ensued regarding Cardinal Hollow Winery recent building purchase and its future uses. Mr. Lapinski and Committee will meet with business owners about leasing the church parking lot. Another spot for a public lot may be at Jones and Chestnut. Mr. Santi suggested Sam Miller (Planning Commission) be part of the parking discussion.

- ZHB Ely 16-14 – Front Yard Variance

2 story addition on Supplee and Flintlock

- Retail Sites Update – new plan is expected

Plan B is retail uses with Royal farms, no hotel.

- ZHB 16-11 (Wawa) – Continued to October 25, 2016

- \* 6. **Merck & Co., Inc.**: Request for a Waiver from Chapter 124-5 for Building 29 Tank Replacement Project on Sundays, November 13 & November 20, 2016.  
Approval
- \* 7. **Merck & Co., Inc.**: Request for a Waiver from Chapter 124-5 and Chapter 113-1 for a Crane Lift to Lift Roofing Materials on Buildings 62 & 76 on Rain Dates, Sundays, November 6 & November 20, 2016 if needed.  
Approval

## ENGINEERING

- 8. **Report by T&M Associates (Updates)**:
  - Pennbrook Water Quality Basins: Status Update

Mr. Benner said the boardwalk will begin tomorrow at Basin. Progression has been going well. Composite decking will be low maintenance. Seeding will be completed on #2 this week and #3 will begin next week. Horst Excavating has been excellent to work with and are doing a great job. Mr. Benner reported that the PennDOT grant was turned down, but we can reapply for next year. CFA grant has not been decided yet.

## PUBLIC WORKS/PARKS/RECREATION

- \* 9. **Pennbrook Water Quality Basins**: Payment #1 to Horst Construction for \$160,128.32.  
Approval
- \* 10. **Merck & Co., Inc.**: Cost Sharing Agreement for TMDL Implementation Plan  
Approval
- 11. **Abandonment of Church Street**: Between Farm Lane and 11<sup>th</sup>.

Mr. Lapinski reported that there is a request from residents to take dedication and maintenance of a portion of Church Street between Farm Lane and 11<sup>th</sup> Street. It is currently owned by PennDOT and is not maintained by the Township. When Phase II of the Farm Lane development was completed, the developer agreement required the developer to make improvements on 11<sup>th</sup> Street, which he did but it was never offered to Upper Gwynedd Township for dedication. Mr. Lapinski and Mr. Onorato will work together and contact PennDOT. There was a discussion on the possible addition of ramps to sidewalks if UGT takes dedication. Mr. Benner will look into these improvements based on dedication.

## FINANCE/PERSONNEL/ADMINISTRATION

12. **Budget Preparation:** Status Report  
Dave Brill

Mr. Brill reported that liaison meetings will conclude this week. A Special Meeting is scheduled on November 2, 2016 at 5 pm to discuss the proposed Budget.

- \* 13. **Revised non-uniform Personnel Policy Handbook**  
Approval

Mr. Lapinski said there will be a staff meeting after the approval. Everyone has to sign new handbook.

- \* 14. **Verizon CATV Compliance Review and Investigation:** Cohen Law Group  
\$2475.00 Review Fee  
Approval (in association with Montgomery County Consortium)

Mr. Brill suggested holding off on this review. We should to see if Verizon did everything they said they were going to do and check the map to see where FiOS service is available to residents. Cohen suggested this review since we received money back from the Comcast review. – **NO VOTE**

## PUBLIC SAFETY

15. **Jack's Lane:** Traffic Safety and Speeding Concerns  
Update

Chief Duffy reported on some possible improvements to curtail the safety and speeding concerns on Jacks Lane. The Chief suggests adding some 25 MPH signs, line painting. A pedestrian crossing sign was installed, but stolen. Two more have been ordered. Drive slowly signs have been given to residents of Jack's Lane. Chief ordered 2 more speed timing devices and digital speed display. It was decided that the road cannot be closed to nonresidents.

16. **Pedestrian Crosswalk at Beaver & Wissahickon**  
Discussion

Chief met with Greg Landis and the crosswalk will be across from Merck.

17. **Swedesford / Sumneytown Intersection**  
Discussion

Mr. Lapinski stated the 4-way stop sign is working. The Committee agreed that no changes are needed at this time, but there was new communication between Kate Harper and Mr. Perrone.

- \* 18. **Penn Suburban Chamber of Commerce & the YMCA Run:** May 17, 2017  
Approval

## WASTEWATER TREATMENT

- \* 19. **Appointment of Upper Gwynedd representative to the County TMDL Management Committee.**

Mr. Lapinski reported the need to appoint two members to the committee. Mr. Kroberger suggested Mr. Lapinski with Mr. Perrone as an alternate.

- \* 20. **2017 DeIPAC Aluminum Chloride Basic Bid:** Award to USALCO, LLC  
Approval

Amount is less than last year (same supplier as last year)

- \* 21. **2017 Dense Soda Ash Bid:** Award to Brenntag Northeast Inc.  
Approval

Same supplier as last year.

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

- A. Uninvest Bank and Trust Co.  
Upper Gwynedd Towamencin Municipal (Statement Period 08-01-16 – 08/31/16)  
Current Balance: \$299,511.32
- B. Bursich Associates (7/17/16 – 8/13/16)  
Engineering Fees: \$2458.50

Mr. Onorato reported that the 537 has been completed by Mr. Interrante and will be distributed next week. Attorney Dooley will get a copy a week in advance.

There being no further business for public discussion, the meeting was adjourned at 8:46 to Executive Session.

Respectfully submitted,

Leonard T. Perrone  
Secretary

**Approved November 21, 2016**