

**WORKSHOP MEETING MINUTES**

January 17, 2017

The January 17, 2017, Workshop Meeting was called to order at 7:00 P.M. In attendance:

Kenneth E. Kroberger	President
James A. Santi	Commissioner
Thomas A. Duffy	Commissioner
Steven C. Sands	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
Russ Benner	Township Engineer

**CONSULTANTS**

**PLANNING/ZONING**

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

- ZHB – 345 Britt Road, side yard variance for a carport (6' from property line)

The applicant has withdrawn the request.

2. **Martin Property Presentation**

Mr. Perrone explained the Martin Property design has 27 single homes and includes the original Manor House. There is a potential for a sidewalk connection into White's Road Park. UGT asked the developer to contact Lansdale Borough regarding the connection and the Borough responded that there is no issue with the connection but it will have to be approved by the Borough Council. This current plan does not include the storm water basins as open space. Next step is an engineer plan to be submitted to the Planning Commission for review. The neighbors would be notified at the land development stage.

\* 3. **Merck - Upper Gwynedd Parking Lot Expansion**

Resolution of Approval

A resolution will be prepared by Dave Onorato's office. There were several conditions that have been placed on the plan due to the fact that they have requested deferrals from some zoning relief & waivers since the plan is on an approved building expansion.

**ENGINEERING**4. **Report by T&M Associates (Updates):**

- Pennbrook Water Quality Basins - Updates

Mr. Perrone reported the project is complete but there is seeding to be done in the spring. All plantings are in and the elevated walkway over the basin is complete.

- Gwynedd Manor Road – Storm Sewer and Water Main Replacement Project. NTP 11.3.16

Mr. Benner reported they want to get temporary paving done so water does not get into the inlets, but because of weather, that has not been completed. There have been no problems, but T&M will continue to monitor it.

- CFA / PennDOT – MTF Grant Applications – Updates

The Multi-Modal Grant Application was submitted for the railroad crossing and for filling in the gap on the northern side of West Point Pike.

- Conrad Avenue Project permit

DEP permit has been issued for Zacharias Creek. The work will be done in the spring. Mr. Perrone said the neighbors have been notified.

\* 5. **Pennbrook Water Quality Basins:** Payment #3 to Horst Excavating for \$196,196.23  
Approval

Mr. Perrone stated that we will submit for both of the grants at the same time (CFA and Growing Greener Grants) to include payments 1, 2, 3 and 4.

\* 6. **Pennbrook Water Quality Basins:** Payment #4 to Horst Excavating for \$88,585.43  
Approval

Mr. Lapinski noted a change order that will need to be approved for approximately \$40,000 for the landscaping that was added at Basin 3, the extra sidewalk, and rock excavation at Basins 1 & 2 and at the piers for the Boardwalk.

\* 7. **Proposal to obtain a Letter of Map Revision (LOMR) for the Danner Property**  
Approval

Mr. Perrone said we received a proposal for adjusting the flood plain location on the Danner Property on Valley Forge Road. This is to see (through engineering survey) that the 100-year flood plain is not where FEMA thinks it is.

Mr. Kroberger asked, why do we need to do a delineation of the flood plain if we know where the pump station will be located? Mr. Onorato stated that our sewer engineer has indicated that there is rock in that location and there is concern about the depth of the dig and the rock excavation. If we can show that the flood plain is further down, there would be less excavation through rock. It was discussed at the last WIP meeting that EEMA would provide a cost estimate of the rock excavation to see if it was less than the cost to change the flood plain location. Mr. Perrone will speak with John Interrante before we proceed. Mr. Onorato stated that it may take six to twelve months to get approval from FEMA. Mr. Santi said we have to figure out what it will cost us not to build that plant for twelve months vs going through the rock. Mr. Perrone surmised that we should build the pump station where we want to build it and if we hit rock, we hit rock. There was agreement amongst those present that the project should not be delayed.

**FINANCE/PERSONNEL/ADMINISTRATION**

8. **Recognition of Zach Blanchard:** for obtaining the rank of Eagle Scout  
Alex Kaker will make presentation at the Public Meeting

Zach Blanchard completed his project for the Parks and Rec Dept.

9. **Recognition of Matt Krise:** for obtaining the rank of Eagle Scout  
Alex Kaker will make presentation at the Public Meeting

Matt Krise completed his project with the Pool Commission.

10. **Recognition of John Bogert:** for obtaining the rank of Eagle Scout

Alex Kaker will make the presentation for all three at the Public Meeting.

- \* 11. **Hearing to adopt Ordinance No. 2017-001:** Adopting a new code book  
Approval

Mr. Onorato stated that this Ordinance needs to be reviewed by the UGT Planning Commission and the Montgomery County Planning Commission because there are some changes to the zoning code and land development. Mr. Onorato recommends that we hold the hearing next week, but the Ordinance will not be adopted until February.

- \* 12. **Appointment to the Planning Commission:** Kathryn Carlson, 305 Britt Road, North Wales.  
Term will expire on December 31, 2020  
Approval

- \* 13. **Appointment to the Planning Commission:** Scott Bachman, 947 Patriot Drive, Lansdale.  
Term will expire on December 31, 2020  
Approval

Mr. Perrone will notify both appointees of their appointment on Monday so they can attend.

14. **Finalization of documents related to setting up a non-profit organization**  
Status Report

Mr. Onorato asked if the Board of Commissioners want to proceed with setting up a non-profit organization. Mr. Kroberger said we have talked about this and we should proceed, but we need to decide whether it is just to be for Parks and Recreation or be Township wide. Mr. Onorato said we can limit its charter to just Parks and Rec or keep it broad so it can be used for other fundraising efforts. Mr. Perrone stated we can open this to other departments within the Township and keep the funds completely separate so there would be no co-mingling with other funds for other departments. It was noted that many companies want to make donations, but may only be permitted to donate to a 501C non-profit organization. There are grants available only to a 501C-3. Mr. Onorato said there is a list of 6 or 7 decisions for the Board to make regarding official name, appointments, etc. Mr. Onorato will send the list to Mr. Perrone to circulate to the Board of Commissioners.

- \* 15. **North Penn School District Assessment Appeal Settlement:** From tax years 2012 – 2016 resulting in a refund to UGT for \$16,699.00.  
Approval

Mr. Onorato said this is for the CVS property. It is not a refund, but additional tax monies coming to the Township. Mr. Brill requested that in the future, Mr. Onorato change the municipality payment to Upper Gwynedd Township instead of Jane Murray (tax collector) since she only collects current taxes and not arrears.

## PUBLIC WORKS/PARKS/RECREATION

16. **RFP for possible Community Center:** Proposals accepted through January 24, 2017.  
Update

Mr. Perrone said the architectural proposals for the Phase II process for the possible community center are due by January 24, 2017. This phase will include architectural renderings of what this building could look like, both interior and exterior space, parking layout, location, and budget so we can decide if we want to move forward. The firms that are bidding on the project have been given the findings and the responses from the Needs Assessment survey so they know what we are looking for.

- \* 17. **Pickleball Court Bid Award:** to Top-a-Court for \$147,500.00. This excludes alternates 1 & 2  
Approval

Mr. Perrone reminded everyone that this was bid last year and the bids were rejected as they were too high. He reported that the numbers improved from last year's bids. T&M thought the bid was in reason. This was not the lowest bid, but the low bid by Sportsedge was not a responsible bidder. Mr. Lapinski said the number from Sportsedge was to act as a sub-contractor and they are just advertising their services.

\*Add to motion – Sportsedge was not a responsible bidder.

18. **Transfer of Personnel from Public Works:** To Parks & Recreation with priority understandings.

Mr. Perrone is deferring this to the Executive Committee.

- \* 19. **Authorization to Advertise the bid for a Vehicle Mounted Line Painting Machine**  
Approval

The line painting machine was included in the budget.

- \* 20. **Authorization to Advertise the bid for a 1-Ton Dump Truck:** Via COSTARS  
Approval

This was also included in the budget.

**PUBLIC SAFETY**

- \* 21. **Temporary suspension of parking prohibition, Dickerson Road:** Friday, February 10, 2017  
between 8:00 am and 5:00 pm  
Approval

Mr. Perrone noted that we have approved this before.

**WASTEWATER TREATMENT**

- \* 22. **Resolution No. 01-2017:** UGT 2016 Act 537 Plan Revision  
Approval

Towamencin and Upper Gwynedd Township will be acting on the 537 plan this month that helps to facilitate the diversion project.

- \* 23. **Ordinance No. 2017-002:** Changing the name of Upper Gwynedd-Towamencin Municipal Authority to Towamencin Municipal Authority. The Ordinance also changes several discharge limits mandated by the PADEP.  
Approval

This ordinance eliminates the Upper Gwynedd-Towamencin Municipal Authority name as well as changes some of the discharge limits so they are consistent with Towamencin Municipal Authority.

- \* 24. **Authorization to advertise the hiring of an Operator/Laborer for the WWTP**  
Approval

This position is for an employee replacement.

- \* 25. **Authorization to advertise the hiring of a Deputy Chief Operator for the WWTP**  
Approval

This position is open as a result of a restructure.

- \* 26. **Authorization of Payment #1 of \$80,750.00 to Wexcon, Inc.:** Swedesford Road I/I Project  
Approval

Project is near completion.

- \* 27. **Authorization to Advertise the bid for Sludge Hauling:** 2-year contract – current contract expires on April 30, 2017  
Approval

Mr. Perrone said we talked about stretching the contract to 3 years to perhaps get a better price, but it is not conducive with this type of work because of related fuel costs. The current contract is through Potty Queen.

28. **TMA Capital Projects Fund – Vouchers for Review:**
- A. Uninvest Bank and Trust Co.  
Upper Gwynedd Towamencin Municipal (Statement Period 12/1/16 – 12/31/16)  
Current Balance: \$292,883.24
  
  - B. Bursich Associates (11/13/16 – 12/17/16)  
Engineering Fees: \$3,834.57

There being no further business for public discussion, the meeting was adjourned at 7:36 pm to Executive Session.

Respectfully submitted,

Leonard T. Perrone  
Secretary

**Approved February 27, 2017**