

WORKSHOP MEETING MINUTES

March 21, 2017

The March 21, 2017, Workshop Meeting was called to order at 7:00 P.M. In attendance:

Kenneth E. Kroberger	President
E. Clare Edelmayr	Vice-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 W. Duffy	Police Chief
David C. Onorato	Township Solicitor
Russ Benner	Township Engineer

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

- ZHB 17-04 – 519 Shearer St. – front yard variance for garage, variance to exceed 20% building coverage
- ZHB 17-05 – 998 Jacks Lane – side yard variance to permit addition – existing lot non-conforming as to side yard
- ZHB 17-06 – 602 Shepard Dr. – rear yard variance for patio

Mr. Rieker said the above ZHB applications are residential and dimensional in nature.

- ZHB 17-07 – Provco Pinegood Wawa – variance to permit accessory building (canopy) in front of principal building

This item was deferred to executive session

- * 2. **Authorization to advertise Ordinance No. 2017-003:** To exclude UGT owned utility facilities from the provisions of the chapter.
Approval

Mr. Onorato said this is Ordinance is to make it clear that Township owned sanitary sewer or stormwater facilities do not require zoning relief. Mr. Rieker said this item is on the agenda for the UGT Planning Commission in April and a review letter from Montgomery County Planning Commission is forthcoming.

- * 3. **Authorization to advertise Ordinance No. 2017-004:** Amending Chapter 195, adding section 195-37.1 regarding merger of adjacent lots.
Approval

Mr. Onorato said due to a recent appellate court decision regarding non-conforming adjacent lots, it was recommended that this minor change to Chapter 195 be added to clarify the language of the ordinance

and it puts the burden of proof on the property owner. Mr. Rieker noted that this has been approved and recommended by the UGT Planning Commission and the Montgomery County Planning Commission.

- * 4. **Merck & Co., Inc., request for waivers from Chapter 124-5:** Noise ordinance waiver for several dates in April and May, 2017
Approval

Mr. Sands recommended that we clarify the hours for the weekend work prior to next week's meeting. Mr. Perrone to check with Merck.

- * 5. **Cardinal Hollow Wines (BCHW Holdings):** Parking Lot Development Plan
Approval

Mr. Rieker said Cardinal Hollow Wines is looking to add ten (10) or eleven (11) additional parking spaces. Mr. Onorato will put together a Resolution to present at Monday's meeting. The applicant will be present at Monday's meeting.

ENGINEERING

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

- GIS/Modeling Draft Proposal

Mr. Benner said a proposal was submitted in January as a continuation of our GIS/GPS training and data collection. There are three (3) phases; GPS Training, Sanitary Sewer System Modeling (taking data that was collected last summer to predict capacity availability and to provide analysis on that), and this year's data collection. This is the same program as last year, but there is no specific location and there is ten (10) weeks of time. Mr. Lapinski will check on budgeting between the Sewer and Public Works departments.

*Action item for Monday's meeting.

- Pennbrook Water Quality Basins / 2017 Montgomery Awards Nomination

Mr. Perrone said this award is through the Montgomery County Planning Commission. Upper Gwynedd Township will nominate the Pennbrook Water Quality Basins. Mr. Benner noted that this will be placed under the Environmental Stewardship Award. Mr. Perrone and Mr. Lapinski will work with T&M on the application.

- * 7. **2017 CFA Multi-Modal Grant Application:** Possible sidewalks in West Point Village
Approval

Mr. Perrone acknowledged that we have not been successful obtaining this grant in the past but we will try again with CFA (Commonwealth Financing Authority).

- * 8. **Authorization for Andy Heinrich, UGT Traffic Engineer,** to review the Site Access Traffic Study for the Martin Tract
Approval

Mr. Perrone said we received a traffic report for the Martin Tract. The traffic light will be utilized for this development. He went on to say that Mr. Heinrich should review the study to make sure that the traffic signal timing works property. The cost of this review will be passed on to the developer.

9. **Wissahickon Clean Water TMDL**
Status report by Mike Lapinski

Mr. Lapinski explained that this is the Partnership of multiple municipalities that have entered into agreement to study possible alternatives to a TMDL by DEP. He said Upper Gwynedd Township represents two (2) votes on this committee; the Township and Wastewater Treatment Plant. Three (3) meetings have taken place so far. The Committee structure consists of a management group, and a technical advisory group. The Committee is in the process of getting an RFP to hire an attorney for the management group and an RFP to hire an engineer. For the next three (3) years, the Temple group will be studying and monitoring the Wissahickon to come up with a plan for stormwater project implementation throughout the whole watershed. He said the data being collected will give an accurate assessment of the health of the stream. Mr. Lapinski said at the next meeting in April, we will ask the Board of Commissioners for authorization to vote for the recommended attorney.

Mr. Kroberger noted there will be no additional costs associated with the RFP. This was included in the agreement. Mr. Onorato reminded the Board that there is a “stop” associated with this committee after the plan is prepared and all municipalities that are participating can discontinue their participation after a predetermined length of time.

FINANCE/PERSONNEL/ADMINISTRATION

10. **Formation of Not-for-Profit Organization:**
Status Report

Mr. Onorato said the Articles of Incorporation need to be adopted. Once they are filed, the Board would appoint the five (5) members of the Nonprofit Organization. Following the appointment, the members will have an organizational meeting to adopt the by-laws.

Mr. Kroberger asked for questions. Mr. Santi asked what other Townships have such an organization, who typically is on the Board and where do the funds go. Mr. Onorato will research this and will get this information to the Board.

Possible action item for next week’s agenda.

PUBLIC WORKS/PARKS/RECREATION

* 11. **RFP for Professional Architectural Services:** NAC recommendation of Architectural Firm, Buell Kratzer Powell (BKP)
Approval

Mr. Perrone congratulated the NAC (Needs Assessment Committee) on the tremendous job they have done with the work associated with the possible community center from the survey responses to the review of RFP’s for architectural services. This next phase will consist of a conceptual design, size, scope and budget. Present from the NAC are Gil Silverman and Mike Zumpino.

Mr. Kaker said we received thirteen (13) proposals for the schematic design and cost estimate. We narrowed down to three (3) firms that were interview and vetted. The NAC is recommending Buell Kratzer Powell (BKP). Mr. Perrone said all of the firms interviewed had some experience with municipal recreation centers. Mr. Kaker said this firm has experience with designing new facilities through

construction with cost estimation. Mr. Perrone explained this proposal will include elevations of what it could look like with footprints and front elevations, best location and cost estimate. Mr. Silverman said BLP had the best comprehensive project approach and they included three (3) alternate designs with costs for each so the NAC can review the options and narrow it down. The subcontractors they proposed are very strong. Mr. Zumpino said the firm is aware of the priorities of the survey results. Mr. Zumpino also said this next phase will be a more thorough assessment of physical layout and flow, with improvements taken from the community priorities along with cost so that we can profile the project and get the word out about this project. The NAC is looking at some potential funding opportunities at the state level. He went on to say there is a possibility for naming rights, challenge grants and other incentives that would support this project. There is a potential for 15% – 40% of this project being funded through grants and other private sector participation. Site work will be included in this proposal. Mr. Perrone said UGT is extremely fortunate to have Mr. Silverman and Mr. Zumpino serving on these committees throughout the years as their experience and expertise has been invaluable.

12. **Pickleball Courts Project:**
Status Report by Len Perrone

Mr. Kaker said a pre-construction meeting was held a few weeks ago. Top a Court is looking to start the project possibly next week with completion expected in June or July. The grant was submitted by Triad Assoc. for the lighting and we should know sometime in May whether or not we will receive the grant money.

* 13. **Public Hearing on March 27, 2017:** Sewer Line in Open Space

Mr. Perrone said the hearing was advertised on March 2, 2017. An Open House was held in February with approximately thirty-five (35) residents in attendance. Bill Brown will give a presentation on the project on Monday. The exhibits for the hearing; proof of publication of advertisement, certificate of posting, letter and mailing list of residents invited to the Open House and a paper copy of Bill Brown's presentation.

* 14. **2017 Fireworks Display Contract:** September 8 & 9, 2017
Same price and number of shots as 2016 - \$10,750.00 for both shows
Approval

Same as last year.

* 15. **Authorization to Advertise the bid for 2017/2018 Equipment Rental Contract**
Approval

Mr. Perrone said this is for miscellaneous equipment for MS4 projects and it will include operators.

16. **Vacancy on Parks & Recreation Advisory Board:** Resignation of Susan Furlong

Mr. Perrone will circulate the resumes for a possible replacement.

17. **Snow Plowing Policy:** Dense neighborhoods
Discussion

Mr. Perrone said the snow plowing policy came up last week during the snow storm. He said there are issues in the dense neighborhoods. He noted there are things we can possibly do differently in some neighborhoods. Some cars were not cleared from the streets even though a snow emergency was

declared. In some of the denser neighborhoods, there isn't anywhere for the cars to be moved. The Board suggested that we possibly give residents an option as to where to move their cars (designated parking area) and send a notice if they don't park in the designated area.

The Board agreed that a letter should be sent to residents regarding the rules and regulations of a snow emergency.

- * 18. **WVWA Grant Application:** Letter of Support
Approval

Mr. Perrone said we have done this before and he will draft the letter of support once it is approved.

PUBLIC SAFETY

- * 19. **Broad Street Re-Run 5 Mile Race:** Saturday, May 20, 2017
Beneficiary: Penn Suburban Foundation for Literacy and Wellness in Greater Montgomery County
Approval

The beneficiary has been designated for this race.

- * 20. **Wissahickon Watershed Green Ribbon Trail, Walk the Wissahickon:**
Sunday, September 24, 2017
Approval

This is an annual race.

- 21. **Stop Sign vs. Yield Sign:** Scobee Drive
Report by Chief Duffy

Chief Duffy reported that additional police patrols have been added to the area. He added that there is no accident history to justify adding signage. Chief Duffy has been in contact with resident that sent email.

WASTEWATER TREATMENT

- * 22. **Authorization to bid for Transition Couplings Project:**
Approval

This project covers the upper part of Green Street from Rosemont Ave. to White's Road.

- * 23. **Liquid Sludge Hauling Bid Award for 2-Year Contract:** Franc Environmental, Inc. for \$674,000.00
Approval

This is a 2-year renewal – same low bidder as last contract.

24. **TMA Capital Projects Fund – Vouchers for Review:**
- A. Uninvest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (Statement Period 2/1/17 – 2/28/17)
Current Balance: \$287,762.85

 - B. Bursich Associates (1/15/17 – 2/11/17)
Engineering Fees: \$1723.58

There being no further business for public discussion, the meeting was adjourned at 7:53 pm to Executive Session for legal and personnel.

Respectfully Submitted,

Leonard T. Perrone
Secretary

Approved April 24, 2017