

WORKSHOP MINUTES

August 15, 2017

* Items are scheduled to be voted on at the August 28, 2017, Public Meeting.

- 1. **Announcement:** An Executive Meeting was held on Monday, July 31, 2017 at 4:00 pm on matters of potential litigation.

Mr. Kroberger made the above announcement at the first meeting after the Executive Meeting took place.

The August 15, 2017, Workshop Meeting was called to order at 7:01 P.M. In attendance:

Table with 2 columns: Name and Title. Includes Kenneth E. Kroberger (President), E. Clare Edelmayr (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), and Russ Benner (Township Engineer).

CONSULTANTS

PLANNING/ZONING

- 2. **Report by E. Van Rieker (Updates):**

As reported by Mr. Rieker

- Newbury Phase II: The dimensional variances were approved with conditions. Newbury I residents made suggestions and the ZHB and the applicant agreed with them. There are two (2) additional steps; conditional use and preliminary final land development plans. Mr. Onorato said he would prefer to have the conditional use first so we can focus on the issues and doesn't want both of them approved at the same time. He wants them a month apart. Mr. Rieker said there is also a sub division to consider (with the church).
- Enclave at Gwynwood Farm: This is for the Caracausa 4 lot subdivision, which is currently on hold. Mr. Caracausa is working out some dimensional issues with the eyebrow driveway.
- Martin Tract: The Martin Tract will now be called Gwynedd Ridge. It is a Pulte proposal for 27 single family lots PSRD sub division. The applicant is working out the details to get ready for preliminary land development.

- ZHB # 17-12. 513 South Sumneytown Pike, Variance to permit in-law suite addition outside existing footprint;
This was approved with the conditions relative to the plan. A permit should be issued in the next week or two.
- ZHB # 17-13. Hartford Properties, LLC, Variance to permit canopy in front of principal building;
The applicant has asked for a continuance to the September ZHB meeting.
- ZHB # 17-14. Gwynedd Healthcare & Rehab Center, 773 Sumneytown Pike; Variance to allow size and height of sign to exceed permitted regulations.
The applicant requires two (2) variances for the new sign (height and signage square footage). They have agreed to move the sign outside of the legal Right of Way. They want the new sign to be 42 square ft. and 9' high. No variances are needed for the LED component.
- ZHB # 17-15. Kenneth & Meredith Long, 1826 Supplee Road; Variance to permit one-story addition to extend four feet into required side yard of 25 feet.
The Longs are looking to add a one-story, one building addition that will extend 4' into the side yard. Neighbors will have to be notified.

ENGINEERING

3. Report by T&M Associates (Updates)

As reported by Mr. Benner

- Pennbrook Basins Status
T&M met and exchanged emails with the contractor. They will complete the punch list items beginning tomorrow. The composite boards on the boardwalk have been taken off and laid flat for the reconstruction of the railings. Any warped boards will be replaced by the manufacturer. Everything should be completed by Friday (weather permitting).
- GIS Pilot Study / Trimble Training
Dan Ritter has completed his 10-week internship. The last item in the scope of the work of the proposal is modeling. We will present the project to the Board in October.
- TMDL Implementation Plan / MS-4 Status
The Township needs to sign some forms that Monica Wall is completing
- Conrad Avenue Streambank Restoration Project
PECO finished their part and the Township crew installed matting and seeded the swale. The project should be complete in a week or so. Mr. Lapinski added that once the swale is stabilized, the Conservation District will allow us to introduce water into the swale, then we can backfill the old streambank.
- Crest Rd. Streambank Restoration Project
This is a fall project for Mr. Troxel. Mr. Lapinski and Mr. Troxel met Friday with homeowners to discuss staging and access. It is a portion of Township open space that abuts a rear yard and there has been major erosion in the streambank and it is getting close to a resident's house.

- National Fish & Wildlife Federation Grant Projects
Sumneytown Pike – we received permits. It is a bio swale project. Maybe Mr. Troxel will have time in the fall to complete it.
Ivy Lane and Grannery – still need permitting, so this is a spring 2018 project.
- Providence Reserve – Township Completion
Some trees will be replaced in the fall. Mr. Lapinski is working with the HOA to get the garage lights installed.

- * 4. **Authorization to Advertise Ordinance 2017-007:** Permitting the growing, processing and dispensing of medical marijuana
Approval

Mr. Onorato said we are recommending that you allow for the growing and processing of medical marijuana in the Industrial District and the dispensing in the Commercial District. Both uses are subject to the Marijuana Act of Pennsylvania. It still has to meet the requirements of the act (local zoning applies).

- * 5. **Authorization to Advertise Ordinance 2017-008:** Adopting a new definition of family, and a new definition of dwelling unit
Approval

Mr. Onorato said we are recommending that you change the definitions in the Zoning Code relative to family and dwelling unit. We have had some cases that further define what is and what is not a family for purposes of zoning.

- * 6. **Merck West Point Substation Enclosure – Waiver of Land Development Plan Requirements:**
Approval

Mr. Lapinski said Merck is requesting a waiver of land development for a substation enclosure in the middle of their West Point Site.

7. **SEPTA Stoney Creek Bridge (crossing Sumneytown Pike) Final Inspection by PUC:**
Announcement

Mr. Lapinski announced that we finally got the PUC final inspection of the Stoney Creek Bridge crossing Sumneytown Pike

FINANCE/PERSONNEL/ADMINISTRATION

- * 8. **Recognition of Brian Sarver for 15 years of service to the Township**
(Public Meeting)

- * 9. **Upper Gwynedd Community Association (UGCA):** Appointment of Committee Members
Appointments

Mr. Lapinski said this is for the nonprofit association that the Township established to accept donations. It is the Board's decision to appoint the members to this committee.

Appointees for approval: Clare Edelmayer, Ken Kroberger, Mike Zumpino. We are waiting to hear from the two (2) at large members if they are interested in serving on this committee.

PUBLIC WORKS/PARKS/RECREATION

10. **Proposed Community Center**
Status Update

Mr. Lapinski reported that the company is surveying the complex for two (2) possible sites so BKP can further refine their plan. They will present their findings to the NAC in September. Mrs. Edelmayer added that they are also looking at traffic flow, car counts, and parking.

11. **Upper Gwynedd Township Award – Perkiomen Watershed Annual Municipal Award:**
Awards Ceremony on October 12, 2017
Announcement

Mr. Lapinski said this award was for the work done at the Conrad Avenue Basin, the Stream Realignment, the Whitaker Park Swale and Tree Planting and the Re-naturalization of Conrad Avenue Basin. Mike congratulated the Board and everyone who worked on those projects. He gave the press release to Dan Sokil of the Reporter.

- * 12. **Winter Services Agreement from PennDOT:**
Approval

Mr. Lapinski said this is for Upper Gwynedd to remove snow and provide sand and de-icing. There was discussion last year about discontinuing snowplowing of the PennDOT roads so the Township crews could get to the resident's roads more quickly. Mr. Troxel prefers to do the PennDOT roads so they get cleared right away. Mr. Onorato said the concern is that PennDOT will not get to these roads as quickly as Upper Gwynedd can clear the roads. Mr. Santi said other municipalities said PennDOT takes good care of the roads. Mr. Kroberger said to ask for an extension from PennDOT and we will move it to next month's agenda for further discussion.

- * 13. **Payment #3 to Top-a-Court for the Pickleball Courts:** In the amount of \$24,457.50
Approval

Mr. Duffy said some of the plants have died in the basin at the Pickleball Courts. Mr. Benner will address the issue.

- * 14. **Nor-Gwyn Baseball request for curfew extension through August 18, 2017:** Perkiomen Valley Twilight League
Ratification

Nor-Gwyn Baseball had weather issues with their Perky Tournament so they asked for an extension. The residents in the area were notified of the extension.

PUBLIC SAFETY

15. **Requests for Charity Runs/Walks in the Township:**
Discussion

Chief Duffy said some municipalities limit the amount of Runs/Walks they take each year. He proposed an outline in the form of a resolution as a guideline to groups coming in. Chief Duffy said we currently have 12 of these events each year. Most of the time we use on duty police, but sometimes that is not always possible. Mr. Onorato will work on the resolution.

16. **Discussion regarding Police Budget:** License Plate Reader
Discussion

Chief Duffy said in last year's budget, we had a couple capital items that were requested. One was for a training tool for use of force decisions and fire arm simulations. This item was approved, but the license plate reader was not. The sergeants got together with the training officers and put together a proposal about completing the training tool in house and going back to the Board to see if they will approve the license plate reader. The in-house training was completed using our own equipment and the officers adjusted their schedule to get this training done without overtime. Upper Gwynedd Township was one the first departments in the County to work with the Department of Public Safety and train with the dispatchers.

The cost for the license plate reader is \$18,500.00 vs \$35,000.00 for the training. We currently have one reader which was purchased through a Homeland Security grant. The Chief recommends the purchase of this second reader in lieu of the fire arms and use of force training which was completed in house. If not approved at this time, the Chief will add it to next year's budget.

WASTEWATER TREATMENT

17. **Mill Run Sanitary Sewer Main:**
Status Report

Mr. Lapinski said this in an ongoing item for discussion. The Mill Run HOA should come back with something in September

- * 18. **Gwynedd Manor Road Storm Sewer Project Change Order:** Resulting in an increase of \$3,166.20 for the project.

Mr. Lapinski noted that we entered into a joint project with the water authority to piggyback our storm sewer improvements and curb drainage improvements. This is their request for payment that we agreed to, and a change order increasing the total cost of the project. The project is now complete and the drainage works well. The paving has eliminated the water/icing issue on the sidewalk.

- * 19. **Gwynedd Manor Road Storm Sewer Project Payment:** To NWWA in the amount of \$49,510.20
Approval

See above

* 20. **CIP Point Repairs Change Order #1 reducing the price by \$11,775.00:** New contract amount is \$54,525.00
Approval

* 21. **CIP Point Repairs Payment #1 to Mobile Dredging & Video Pipe:** In the amount of \$54,525.00
Approval

First and final payment based on the change order amount.

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

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (Statement Period 7/3/17 – 7/31/17)
Current Balance: \$173,539,51

- B. Bursich Associates (6/18/17 – 7/15/17)
Engineering Fees: \$2109.97

- C. KRI Project – Payment # 2 to Joao & Bradley - \$103,389.65

Meeting was adjourned at 7:50 pm for Executive Session for legal issues.

Respectfully Submitted,

Leonard T. Perrone
Secretary

/djl

Approved September 25, 2017