

WORKSHOP MINUTES

September 19, 2017

* Items are scheduled to be voted on at the September 25, 2017, Public Meeting.

The September 19, 2017, Workshop Meeting was called to order at 7:00 P.M. In attendance:

Kenneth E. Kroberger	President
E. Clare Edelmayer	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 Brill	Finance Director
David W. Duffy	Police Chief
David C. Onorato	Township Solicitor
Russ Benner	Township Engineer

Mr. Perrone announced the Perkiomen Watershed Awards "Night for Conservation" Gala will be held on Thursday, October 12, 2017 at which the Township is receiving the Municipality of the Year Award for the work on the Zacharias Creek Project.

CONSULTANTS

PLANNING/ZONING

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

As reported by Van Rieker

- Newbury Phase II
This is for 30 units in the plan review phase for subdivision land development. A conditional use is necessary. The final documents are expected by the end of the year.
- Enclave at Gwynwood Farm
Nothing to report
- Martin Tract (Gwynedd Ridge)
Preliminary plans were filed and are being reviewed by the Planning Commission. Some neighbors made comments at the Planning Commission Meeting on September 6, 2017. Most of the issues were endemic of the neighborhood than of the Martin Tract. Traffic and stormwater management will be reviewed separately to see if the development of the Martin Tract can help with the issues.
- ZHB # 17-12. 513 South Sumneytown Pike, Variance to permit in-law suite addition outside existing footprint.
This was approved last month. A building permit will be issued in the next day or two.
- ZHB # 17-13. Hartford Properties, LLC, Variance to permit canopy in front of principal building; Withdrawn
This has been withdrawn at the applicant's request

- ZHB # 17-14. Gwynedd Healthcare & Rehab Center, 773 Sumneytown Pike; Variance to allow size and height of sign to exceed permitted regulations. This has been continued to September 26, 2017.
- 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. This was approved last month
- ZHB # 17-16 – James – shed variance, front yard
This is a corner lot and the shed will need to be in front yard.
- ZHB # 17-17 – Perun – variance to permit patio in rear yard
The patio will extend 3' into the rear yard

ENGINEERING

2. Report by T&M Associates (Updates)

As reported by Russ Benner

- Pennbrook Basins Status
We are working on Basin 3, regrading the basin and the work is going well. The lower pool has been dried out. We will be seeding and matting the basin on Thursday and the work should be completed at that time. All the final paperwork for the project will be processed after completion. The basins are becoming wildlife habitats with dragonflies, frogs, and swallows. Water fowl and birds are expected to come in. Mr. Santi asked if we heard from any of the residents that live downstream that precipitated these basins to know if we met the initial goals that were intended. Mr. Perrone said one resident contacted him and indicated that there was still water in the creek behind the house. Mr. Perrone added that it wasn't the intent of the project to dewater the creek behind the houses but to slow the water down and to remove the worst-case conditions that people were seeing.
- Stormwater System Modeling Proposal
This project hasn't begun yet but is expected to start in the next couple of weeks.
- TMDL Implementation Plan Status
This is the renewal of the 5-year MS-4 permitting process. The NOI was submitted to DEP.
- Conrad Avenue Streambank Restoration Project
We are still trying to get the Conservation District in and give their consent in order for us to fill the old creek. After this is finished, the Sumneytown Pike bioretention swale project will get under way. The Township crew has been clearing the area. We received the NFWF (National Fish and Wildlife Federation) grant from the State for this project.
- Crest Rd. Streambank Restoration Project
There is nothing new to report. Mr. Lapinski added that we met with homeowners. This is an area of Township open space where the streambank is beginning to erode close to the residents at Crest Rd. T&M drew up a plan for us to stabilize the bank and stop the erosion. We need some drier conditions to work on this project.
- Providence Reserve – Township Completion
The major work has been finished. Some landscaping needs to be done.

- * 3. **Ordinance No. 2017-007:** Permitting the growing, processing and dispensing of medical marijuana. Advertised September 5 & 13, 2017
Public Hearing to be held at the Public Meeting on Monday, September 25, 2017
Approval

This is a zoning matter and a public hearing will be held next week. Mr. Onorato said the state approved a medical marijuana statute that allows the sale of medical marijuana by certain licensed facilities by the state. There are licenses available so we created the ordinance to permit them in certain areas only. The growing and processing is limited to the industrial district and the dispensing is permitted in the commercial district. No licenses have been issued in Upper Gwynedd Township at this time. Mr. Perrone indicated there will be a number of exhibits pertaining to this ordinance.

- * 4. **Ordinance No. 2017-008:** Adopting a new definition of family, and a new definition of dwelling unit. Advertised September 5 & 13, 2017
Public Hearing to be held at the Public Meeting on Monday, September 25, 2017
Approval

Mr. Perrone said this is another zoning related ordinance and a hearing will be held next week. Mr. Onorato said as a result of recent case law, the family definition changed to include those that live together as a family, but are not related by blood, marriage or adoption. This will make our definition of family consistent with case law. This has been changed several times throughout the years.

- * 5. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on 62F for roof replacement projects. Consecutive Sundays in October & November 2017 (if needed).
Approval

Mr. Perrone reported that Merck continues to improve their buildings and this is a continuation of their roof replacement projects. Sunday work is requested in case of inclement weather.

- * 6. **Mother-in-Law Agreement between Mansour Afshar & UGT:** 345 Britt Road
Approval

Mr. Onorato indicated that this should be referred to as a related party's agreement. He said there may be a property with a separate apartment with cooking facilities and is allowed as long as the person is related to the family that lives in the main structure. The cooking facilities must be removed if the related party moves out. This document gets recorded.

- * 7. **Resolution No. 12-2017:** Accepting dedication of Wagner Court
Approval

Mr. Perrone said the 18-month maintenance period has expired and we now take dedication.

- * 8. **Resolution No. 13-2017:** Accepting dedication of Providence Lane
Approval

Same as above.

- * 8a. **Memorandum between BCHW Holdings LLC & UGT & UGT Zoning Hearing Board:**
Condominium Development

Mr. Onorato reported this is Cardinal Hollow Winery in West Point. They received zoning approval for a condominium development. They decided not to condo their properties and leave all their buildings as one parcel. That condition is being removed from the requirement.

FINANCE/PERSONNEL/ADMINISTRATION

- * 9. **Recognition of John Maguire for 30 years of service to the Township:** (Will attend)
(Public Meeting)

- * 10. **2018 MMO:** Presentation by Dave Brill
Approval

Mr. Brill said this is the annual requirement of the contribution to fund our pension plans to be put into budget. This precedes state aid.

11. **Resolution Relating to Rights and Liberty:**
Discussion

Mr. Kroberger said we are in discussions about this. Throughout the Township, we have different items that can be considered a mission statement. The Police department has something and we have a code of conduct related to employees in the manual. We are looking at consolidating a lot of the information and make sure that whatever we come up is not contrary to what we have already said. The process is ongoing.

- * 12. **Moment of silence for the death of David Smith, a Franconia Township Public Works Employee and an expression of well wishes to Jeffrey Moyer and family**

Mr. Perrone said this is in recognition of the recent tragedy that Franconia Township regarding two Public Works employees.

- * 13. **Resolution No. 10-2017:** Disposition Township Records (see attached list)
Approval

Mr. Perrone said this is for records that are eligible for destruction as permitted under the Pennsylvania Record Retention Schedule. These are all paper documents for destruction.

PUBLIC WORKS/PARKS/RECREATION

- * 14. **Statement by Mrs. Edelmayer:** Carnival Recognitions

Mrs. Edelmayer noted that everyone on the Parks & Recreation Committee was very happy with the outcome of the Carnival. She said they sold \$105,000.00 in ticket sales. 30% of the ticket sales go directly to the township for Parks and Rec programs.

15. **Winter Services Agreement from PennDOT:**
County Snow & Ice Agreement expires in September 2018
Discussion

Nothing to discuss.

- * 16. **Authorization to Prepare and Advertise Snow Plow Equipment Rental Bid:**
Approval

Mr. Perrone said this is for supplemental help with snow plowing.

- * 17. **Authorization to Prepare and Advertise for the 2018 Roadway Bid with Equipment, Materials and Labor:**
Approval

Mr. Perrone said this is for rollers, paving machines, etc. for work that we will do early next year. He thanked Mr. Lapinski for getting the process through early and getting the work completed prior to June.

PUBLIC SAFETY

- * 18. **Resolution No. 09-2017:** Designating October 8th – October 14th, 2017 as Fire Prevention Week
Approval

- * 19. **Resolution No. 11-2017:** Policies and Procedures regarding Charity Walks/Runs in the Township

Chief Duffy said this was proposed at a previous workshop meeting. This clarifies the process of having a charity walk/run within the Township. Mr. Sands suggested a minimum amount of time prior to an event rather than having information in to the Township by April 1 of each year (suggested - no later than 60 days prior).

WASTEWATER TREATMENT

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

Nothing new to report

- * 21. **Authorization to Prepare and Advertise for the DelPAC 1525 Bid:** Phosphorus Removal Approval

Mr. Perrone said this is a chemical used at the Wastewater Treatment Plant to precipitate phosphorus. This is a yearly contract.

- * 22. **Authorization to Prepare and Advertise for the Dense Soda Ash Bid:** Used to naturalize Alkalinity Approval

Mr. Perrone indicated that this is also a chemical used at the Wastewater Treatment Plant and is a yearly contract.

- * 23. **Payment #1 to SWERP – Swedesford Rd. I/I Project, Phase 2:** TBD – under review Approval

Mr. Perrone said this is under review and may be deferred until next month

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

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (Statement Period 8/01/17 – 8/31/17)
Current Balance: \$68,044.65
- B. Bursich Associates (7/16/17 – 8/19/17)
Engineering Fees: \$1636.10
- C. KRI Project – Payment #3 to Joao & Bradley - \$59,508.01

The Meeting was adjourned at 7:40 pm for Executive Session for legal issues.

Respectfully Submitted,

Leonard T. Perrone
Secretary

/djl

Approved October 23, 2017