

PUBLIC MEETING MINUTES

October 23, 2017

KENNETH E. KROBERGER, PRESIDENT
Finance/Personnel/Administration

1. Call to order.

The October 23, 2017, Public Meeting of the Board of Commissioners was called to order at 7:30 PM by President of the Board, Kenneth E. Kroberger. The following individuals were in attendance.

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

2. Motion to approve the Minutes of the Workshop Meeting held September 19, 2017

Mr. Kroberger noted that the Workshop Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Santi, seconded by Mr. Duffy, the Minutes of the September 19, 2017 Workshop Meeting were approved as presented.

3. Motion to approve the Minutes of the Public Meeting held September 25, 2017

Mr. Kroberger noted that the Public Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Duffy, seconded by Mrs. Edelmayer, the Minutes of the September 25, 2017 Public Meeting were approved as presented.

4. Motion to approve the Department Reports filed by Township Staff.

Mr. Kroberger asked for comments or questions. Hearing none, upon motion of Mrs. Edelmayer, seconded by Mr. Sands, the Departmental Reports were approved as submitted.

5. Presentation of public comments and concerns (limit of five minutes per individual).

Daren Gross, 115 Hancock. Mrs. Gross had some questions regarding the Township website. She said she found some errors. Mr. Perrone said he will get the information current on the website. Mrs. Gross also asked if information such as bills discussed at the meeting can be reviewed to which Mr. Kroberger and Mr. Perrone replied yes. Mr. Perrone added that she can download a Right to Know form on our website to submit for information.

6. Announcement of Hometown Heroes Banner Program: Information can be found soon on the Township's website.

Mr. Kroberger said we have been discussing beginning the Hometown Heroes banner program similar to those in Lansdale and we have decided to move forward with this project. He added that we have 34 poles in the Township that can be used for hanging those banners. This program is for the residents of Upper Gwynedd that have served this country in the military.

Liz McNaney, Airy St. asked about how this program fits into our zoning code regarding article 7 of the sign regulations. Mr. Kroberger said this is one of the items we will be looking at as we move forward with this project. Mr. Kroberger said this is just an announcement that we are moving forward with the program and are investigating this as to how we can get it done. Ms. McNaney asked, if some of our ordinances had to be changed for this, would that apply to all banners? Mr. Onorato said we can make an exception in the zoning code to specifically allow the Township to use the banners only and it would not open up the use for everyone. Ms. McNaney questioned the use of signs/banners that blow in the wind. Mr. Onorato added that we do have a temporary sign permit and our code enforcement officer often goes around to area businesses telling them to remove signs that are in violation or that they are in need of a permit. He also added that we are investigating the use of the Hometown Heroes banner as Township only. Mr. Kroberger added that these banners are not an advertisement as it would be for a business. Ms. McNaney stated that she would be distracted by the signs if she were driving down the road. Mr. Santi asked her if she was opposed to the signs to which she replied that she wants consistency. Mr. Santi said the signs will be appropriately placed, following all the proper procedures, and when it's completed, will fit where they belong. Mr. Perrone added that our code enforcement is done consistently and there is no selectivity about it. Mr. Kroberger said this is merely an announcement that we are moving forward with the project and will investigate how we can do it so that it is within our code and is done consistently, properly and legal.

7. Motion to approve Resolution No. 14-2017, authorizing expenditures of General Municipal Pension System State Aid

Mr. Kroberger said this was made public at the last meeting and is for the State Aid. He added that State Aid will contribute \$247,043.76 to the Police Pension and will contribute \$110,840.00 for Non-Uniform personnel.

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

8. Motion to approve Resolution No. 15-2017, authorizing the President and Secretary to sign the PennDOT Master Casting Agreement

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

M. CLARE EDELMAYER, VICE PRESIDENT

Public Works/Parks/Recreation

Mrs. Edelmayer publicly thanked Alex Kaker and Emily Croke (Parks and Rec staff) for their excellent work on the Fall Fest event and thanked Emily Croke for her efforts with the Galentine Bag Bingo.

Mrs. Edelmayer announced that the Township received the 2017 Municipal Environmental Award from the Perkiomen Watershed Conservancy for the work the Township performed on the Conrad Avenue Basin, Whitaker Park, Zacharias Creek realignment and the Streambank Restoration. Mrs. Edelmayer added that we are very proud of this acknowledgement.

Mr. Perrone said the Perkiomen Watershed is located in four (4) counties and is shared by fifty-five (55) municipalities. He added that it is significant to receive this award.

9. Motion to approve the Master Agreement for Casting Adjustments

Mrs. Edelmayer said this agreement outlines the standardized procedures for work that PennDOT requires for all municipalities with regards to castings for pipes, fittings, etc. This is a 3-year contract.

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

10. Motion to approve the 2017/2018 Snow Plow Equipment Bid award to Horgan Brothers for \$7,150.00

Mrs. Edelmayer noted this is to assist the Public Works department for plowing snow. This is the only bid we received.

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

11. Motion to approve Payment #8 to Horst Excavating for the Pennbrook Water Quality Basins in the amount of \$25,732.24

Mrs. Edelmayer said the next three (3) items deal with payments to Horst Excavating for the Pennbrook Water Quality Basins.

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

12. Motion to approve Payment #9 to Horst Excavating for the Pennbrook Water Quality Basins in the amount of \$10,038.14

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

13. Motion to approve Payment #10 to Horst Excavating for the Pennbrook Water Quality Basins in the amount of \$2,855.20

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

Mrs. Edelmayer said there is a retainage held on this project in the amount of \$23,425.07.

14. Motion to approve the appointment of Kathy Johnson of 325 Newbury Court to the Upper Gwynedd Community Association (UGCA)

Mrs. Edelmayer stated that this is a 501C3 we set up to accept donations from companies that are only allowed to donate to non-profit organizations, so this is our official non-profit.

Hearing no questions or comments, upon motion by Mrs. Edelmayer, seconded by Mr. Duffy, the motion to appoint Ms. Johnson was unanimously approved.

Mr. Onorato said the next step is to set up the first meeting of this new committee.

JAMES A. SANTI

Zoning/Planning

15. Motion to approve the Township Solicitor's attendance at the ZHB # 17-18 for the Wolf hearing for a front yard variance at 611 North Wales Road

Mr. Santi explained that this is an odd extrusion that they want to put on the front of the house.

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

16. Motion to approve Resolution 16-2017, Hartford Properties, LLC proposed 3-Lot Sub-division at 467 Sumneytown Pike.

Mr. Santi said we have a represent here from Hartford Properties.

Bernadette Kearney from Hamburg, Rubin appeared on behalf of the applicant. She said that we received a draft resolution from Mr. Garrity's office (special counsel for the Township). She noted that on Page 3 of the resolution that deals with the drainage easement, she wants to delete "restricted covenant" in section H. Mr. Sands noted that there is no paragraph 3. Mr. Perrone said this will get amended before being signed and the corrected document will be sent to Ms. Kearney's office for signature.

Mr. Santi said this property is zoned C (commercial) and this is a sub-division only into three (3) lots. He noted that we received review letters from the Upper Gwynedd Township Planning Commission, Montgomery County Planning Commission, our Township Engineer and our Township Zoning Officer, all expressing compliance.

Mr. Santi noted that the applicant is asking for a waiver from Section 168-20.D.(2)(c), from the requirement that where a sub-division fronts on an existing street, the existing paved portion of such street shall be extended to the required curblin. The waiver they are requesting is to defer the widening until such time that a plan for land development is submitted for the property.

Mr. Santi made motion to the Board to approve the waiver and asked if anyone had any questions or comments. Hearing none, seconded by Mr. Duffy, the waiver was unanimously approved.

Mr. Santi said for the record, these are the conditions of the sub-division approval;

- Applicant should comply with the provisions of the review letters of the Township Engineer
- Applicant shall use best efforts to have the legal owner of the property address the recommendation of the Upper Gwynedd Township Planning Commission to the satisfaction of the Township
- Applicant shall comply with the provisions of Montgomery County Planning Commission, with the review letter of the Township Zoning Officer
- Prior to plan recording, all proposed monuments and pins shall be installed and certified in writing by a surveyor
- Prior to plan recording, the existing building on the property shall be demolished or financial security acceptable to the Township shall be established

- Prior to plan recording, the applicant shall provide an agreement of agreements satisfactory to the Township Solicitor extending cross easements for existing utility access and parking areas
- The applicant shall provide a drainage easement satisfactory to the Township Solicitor
- All outstanding Township fees associated with the review and approval shall be paid in full
- Applicant agrees to submit a final submission sub-division plan to Upper Gwynedd Township and the Upper Gwynedd Township Engineer for approval, prior to recording
- Applicant shall submit final linens and papers to the Township for signature and recordings at Montgomery County Courthouse, two (2) linens, six (6) papers submitted and the most recent version of AutoCAD and pdf format
- Applicant shall submit 5 full sets of final sub-division plan and drawings to the Township
- Applicant shall pay final plan fees in the amount of \$500.00 and they shall pay all monies related to professional review or other fees to the Township, prior to the recording of the plan

Mr. Santi asked Ms. Kearney if she agrees with the conditions and she replied yes, she agrees.

Mr. Santi asked if anyone had any questions and said, given the waiver was granted and the conditions of sub-division were agreed upon he then made motion to approve Resolution 16-2017. Hearing no questions or comments seconded by Mr. Sands, the motion to approve Resolution 16-2017 was unanimously approved.

17. Motion to approve Merck & Co. waiver request for afterhours crane work on Building 38 for PnP Renovation Project

Mr. Santi said this is for lifting steel onto the roof on select dates in December 2017. The building is located in the center of the facility but may be visible from the road.

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

18. Motion to approve Merck & Co. waiver request for afterhours crane work on Building 38A for OMPC Renovation Project

Mr. Santi said this is for the ongoing lifting of steel on the roof on select dates in November and December 2017. Mr. Santi asked Mr. Landis if the crane will be dismantled and Mr. Landis said it will be erected and dismantled on the ground.

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

19. Motion to approve Merck & Co. waiver request for afterhours milling and paving at Entrance 2 and 3 Roadways

Mr. Santi said the Entrance 2 and 3 roadways are off South Broad Street. The hours are from 6:30 pm – 4:30 am. They will need approximately six (6) days of milling and six (6) days of paving on select dates in October and November 2017. Mr. Santi noted that every effort will be made regarding back up alarms and lights so as not to disturb the neighbors. Mr. Sands said one of the time periods is on Halloween evening and asked if they can start later so as to avoid additional truck traffic when the children will be out. Mr. Landis agreed to that request.

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

Mr. Perrone asked Mr. Landis if he needed any assistance or supervision from the Township with meshing the entrances to our publicly paved areas. Mr. Landis said he will coordinate with Mr. Troxel during the course of this project.

STEVEN C. SANDS
Public Safety

20. Motion to Approve the Hurricane Hounds Dog Walk on Saturday, December 2, 2017

Mr. Sands noted that this is a first-time event benefitting displaced pets from Hurricane Harvey in Texas. This event takes place entirely on park grounds.

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

THOMAS A. DUFFY
Wastewater Treatment

21. Motion to approve Change Order #1 for Swedesford Rd I/I Project decreasing the contract amount by \$7,850.

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

22. Motion to approve Payment #1 (final) to SWERP Inc. for the Swedesford Rd. I/I Project, Phase II in the amount of \$89,300.

Mr. Duffy said this is the first and final payment to SWERP for completion of the Swedesford Rd. I/I Project, Phase II.

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

23. Motion to approve Payment #2 (final) to Wexcon, Inc. for the 2017 Transition Couplings Project in the amount of \$1000.

Mr. Duffy said this is the final payment for Transition Couplings between the laterals and the main.

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

OTHER BUSINESS

24. Approval of the October 2017 bills.

Mr. Kroberger noted that the Board had received a copy of the General fund bills. Hearing no questions, upon motion by Mr. Duffy, seconded by Mr. Sands, the General Fund bills were approved. Mrs. Edelmayer abstained from approving the Zoning Solicitor's bill.

Mr. Kroberger said the next item are the Sewer Bills and asked for questions or comments. Hearing none, upon motion by Mr. Duffy, seconded by Mrs. Edelmayer, the Board unanimously approved the Sewer Fund bills.

Mr. Kroberger advised that the Board was also being asked to approve invoices from all other funds which include the fire tax, the Upper Gwynedd Collection System and Uniformed Police Pension Fund. Hearing no questions or comments, upon motion by Mr. Santi, seconded by Mr. Sands, the Board unanimously approved these invoices as well.

Mr. Kroberger advised that there were several invoices that had been prepaid due to timing. Hearing no questions or comments, upon motion by Mrs. Edelmayer, seconded by Mr. Santi, the Board unanimously approved the pre-paid invoices.

25. Call for Adjournment.

There being no further business, upon motion by Mr. Sands, seconded by Mr. Duffy, the meeting was adjourned to Executive Session for legal matters at 8:13 pm.

Respectfully Submitted

Leonard T. Perrone
Secretary

/djl

Approved November 20, 2017