

WORKSHOP MEETING MINUTES

November 14, 2017

* Items are scheduled to be voted on at the November 20, 2017, Public Meeting.

The November 14, 2017, Workshop Meeting was called to order at 7:00 P.M. In attendance:

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|----------------------|----------------------------|
| Kenneth E. Kroberger | President |
| M. Clare Edelmayer | Vice-President |
| James A. Santi Tom | Commissioner |
| 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 |

Announcement: Jeff Tomczak (Fire Marshal) has returned home safely.

Mr. Kroberger said we had the honor of welcoming home Jeff Tomczak at our budget meeting last Thursday night. We congratulate him on his safe return from deployment and we thank him for his service to the country.

He said there are two items on the agenda that we need to have motions on. Both deal with advertising the ordinances for the Tax Rate and Budget Appropriations.

1. **Presentation of Public Comments and Concerns:** (Limit of five minutes per individual)
Due to Items #2 and #3

Mr. Perrone said we are in budget season and need to advertise the budget. In order to be cautious of the time line (under the 1st class Township Code) for advertising the budget, the Board is being asked to authorize the advertisement of both Ordinances dealing with the 2018 budget. There is another budget meeting on Thursday night (November 16, 2017 at 7 pm) to further refine the budget. It is intended to approve the budget at the December 18, 2017 Public Meeting.

There were no comments

- * 2. **Ordinance No. 2017-009:** Tax Rate for 2018
(Being approved at Public Workshop due to the 30-day public notification required by law)
Authorization to Advertise

Hearing no questions or comments, upon motion by Mr. Santi, seconded by Mr. Duffy, the motion to advertise Ordinance No 2017-009 was approved.

- * 3. **Ordinance No. 2017-010:** Budget Appropriations for 2018
(Being approved at Public Workshop due to the 30-day public notification required by law)
Authorization to Advertise

Hearing no questions or comments, upon motion by Mrs. Edelmayer, seconded by Mr. Sands, the motion to advertise Ordinance No 2017-010 was approved.

CONSULTANTS

PLANNING/ZONING

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

As reported by Mike Lapinski in Mr. Rieker's absence:

- Newbury Phase II – Conditional use set for 11/20/17

It is still in the sub-division and land development process. The next step is a Conditional Use Hearing that will be held at the Public Meeting on November 20, 2017. If the applicant gets the approval, then they will go back to the Planning Commission in December.

- Enclave at Gwynwood Farm – resubmit ZHB #17-20 - Variance to permit reduction in lot width and side yards for 4 lots

Mr. Caracausa needs to go back to the Zoning Hearing Board because of a revision to the plan. He is removing the eyebrow driveway and now is presenting two (2) entrances with four (4) driveways.

- Martin Tract (Gwynedd Ridge) – Scheduled for PRC 11/16/17

This is in sub-division and land development. They need to return to the Planning Commission in December.

- ZHB # 17-14. Gwynedd Healthcare & Rehab Center, 773 Sumneytown Pike; Variance to allow size and height of sign to exceed permitted regulations

This was approved

- ZHB # 17-18 – Wolf – front yard variance for addition, 611 North Wales Rd.

This has been continued to November 28, 2017 because the homeowner was not prepared. They may return if they want to proceed with the project.

- ZHB # 17-19 – Kelley – rear yard patio variance

This was approved

ENGINEERING

5. **Report by T&M Associates (Updates)**

As reported by Russ Benner

- Pennbrook Basins Status – Update

We are waiting for closeout documents and an 18-month maintenance bond from Horst. We are still holding retainage.

- Stormwater System Modeling Proposal

This is for the Sugar Valley area. We will revise the proposal for sanitary sewer system modeling and include the stormwater system modeling in that area. This proposal will be completed next week.

- Crest Rd. Streambank Restoration Project – Completed except plantings

Plantings began today and once they are installed, the project will be complete.

- Providence Reserve – Township Completion

Mr. Lapinski said trees went in last week, which was the last item on the punch list and the garage lights are being handled by the Homeowners Association and WB Homes.

- Swedesford Rd. SEPTA Bridge Inspection – Status

Mr. Benner said we resubmitted the Right of Entry Application to SEPTA on November 1, 2017. Once we receive permission, we will begin the inspection. The inspection has to be completed at night. Two (2) days have been budgeted for the process. Mr. Perrone said that in the mid to late 1980's, the courts assigned the Swedesford Road Bridge to the municipalities (Upper Gwynedd & Lower Gwynedd). Mr. Benner added that the bridge was inspected by PennDOT and the purpose of this inspection is to take measurements and look at the areas that PennDOT identified as needing repair.

- Sumneytown Pike Bio-Swale Project – Status

This project should be completed in 2 weeks.

- Conrad Avenue Stream Realignment – Final Update

This project is complete.

6. **Gwynedd Ridge - Access to Green Street:** Martin Tract Discussion

Mr. Santi said we saw what they proposed and that was after we told them to go to the residents to resolve the issues. Andy Heinrich made a comment that he doesn't think it will stop anyone from making a left-hand turn onto Green Street. Mr. Santi recommends that we tell the developer to get with the residents and let the residents know their plan and make sure that it meets the residents needs and concerns. The developer will be at the PRC meeting on November 16, 2017.

- * 7. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 38 for the ongoing OMPC Renovation Project. Sundays, January 7, 14 and 21, 2018
Approval

Mr. Perrone reported the next three (3) agenda items concern ongoing projects from Merck, items 7, 8 and 9.

- * 8. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 45/45A for the Steam Supply Rack Project. Sundays, December 3 and 10, 2017, and January 7, and 14, 2018
Approval
- * 9. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours milling/paving at Entrance 2 & 3 Roadways – Extension to December 15, 2017
Approval
- * 10. **Conditional Use Hearing for 30 single-family twin homes on Hancock Rd. and Prospect Ave:** Newbury Phase II
Hearing before Public Meeting

Mr. Perrone said this will be the beginning item for the Public Meeting. Mr. Onorato said this is not an action item for next week and will prepare documents to be adopted at the December meeting.

- * 11. **Motion to adopt a Resolution relative to the Provco Pinegood Wawa Land Development Plan:** Resubmission
708 Sumneytown Pike / 1610 West Point Pike

Mr. Perrone said the Provco Pinegood Wawa land development plan was recommended for approval by the Planning Commission last week. The review period expires next week so there needs to be action by the Board, either approval or denial of the plan. Mr. Lapinski will email the revised plans to the Board of Commissioners. Mr. Heinrich submitted a second review of the traffic plan.

- * 11A. **Related Party Agreement:** Frank & Mary Ann Smith – 513 Sumneytown Pike
Approval

We received a related party agreement today for the Board's consideration at next week's meeting.

FINANCE/PERSONNEL/ADMINISTRATION

- 12. **2018 Budget**
Status Report

Mr. Perrone said the next budget meeting is November 16, 2017 at 7pm and is a public meeting that has been properly advertised.

- * 13. **Authorization to advertise the 2018 Township Meeting & Holiday Schedule**
Approval

- * 14. **Resolution No. 17-2017:** Authorizing the auditors to conduct an audit.
Approval

- * 15. **Resolution No. 18-2017:** Homestead exemption for 2018
Approval

Mr. Perrone said the Township has maintained the Homestead exemption for a number of years. It is a \$30,000 discount off the assessed property. For example, a house assessed at \$200,000 would be taxed for \$170,000 after the Homestead exemption. This is for municipal taxes only.

- * 16. **Revised MMO:** Uniform Pension Plan
Approval

Mr. Brill said there are new assumptions that the actuary is using and an updated mortality table. This has been integrated into the 2018 MMO, which will increase our contribution by \$43,000

- * 17. **Final Payment #4 to Top a Court for the Pickleball Courts:** in the amount of \$14,720.25 (including retainage). We have a 24-month maintenance bond.
Approval

Mr. Perrone said we are currently working on getting the lights installed.

18. **Proposed amendment to Resolution 10-2016:** Establishing a fee schedule / Flat fee permitting
Discussion

Mr. Perrone said we are looking to consider flat fees for certain types of home improvements. Mr. Kroberger said we need to separate the residential fees from the commercial fees. He added our fees are very appropriate for commercial activities, but we need to distinguish between commercial and residential. Mr. Lapinski and Mr. Quimby are examining the fee structure and will make recommendations to the Board.

PUBLIC WORKS/PARKS/RECREATION

19. **Hometown Heroes Banners**
Update

Mr. Perrone reported that we are getting applications for this program.

- * 20. **UGT Concession Stand Lease Agreement:** Boston Style Pizza
Approval

This is the same as last year.

- * 21. **Residential & Commercial Recycling Data Collection:** Renewal of 3 Year Contract with Hough Associates.
Approval

This is a renewal contract for data collection relative to the recycling program.

22. **Township received the 1-ton dump truck and the line painting machine**

Announcement

Mr. Perrone announced that we received both of these pieces of equipment for the Public Works Department.

- * 22A. **Revised Winter Services Agreement with PennDOT**
Approval

Mr. Perrone said the state has agreed to take over all the state roads in the Township with the exception of Allentown Road. They will pay us \$5800 for the season. He requested a meeting with PennDOT maintenance staff and Willard Troxel. Mr. Duffy asked if they brine the roads? Mr. Perrone said he will find out. If approved, we will announce this on our website, etc.

PUBLIC SAFETY

- 23. **Announcement by Chief Duffy regarding lifesaving incident**

Chief Duffy said Officer Colcher and Officer Toro were recognized recently at the VMSC. On October 11, 2017, they responded to a report of an unresponsive male slumped over the steering wheel of his car. Officer Toro used the push bumper of his car to stop the rolling vehicle that was in Drive with the driver unconscious. QRS and Officer Toro broke the window of the vehicle, extracted the victim and performed CPR and saved his life.

- * 24. **Letter to Senators asking for support of SB 251:** Local use of radar
Ratification

Mr. Perrone reported that we wrote a letter that went to every state senator in the Commonwealth asking for their support of the local use of Radar bill.

- * 25. **Inaugural Ainsley's Angels 6K & 12K Run:** May 12, 2018 at 8:30 am
Approval

Mr. Sands questioned whether the protocol was followed for new events according to our newly passed Resolution #11-2017. Follow-up with Officer Gillen is necessary in order to continue event this to the Public Meeting.

- 26. **EMS Municipal Briefing:** Township presence at meeting on 12/8/17
Discussion

Mr. Perrone said this is a reminder of an EMS training event at the County Fire Training Center. Jeff Tomczak and Brian Sarver are attending. The information was sent it to Volunteer Medical Corps.

- 27. **Blood Drive at Upper Gwynedd Fire Department:** November 26, 2017
Announcement

WASTEWATER TREATMENT

- 28. **Mill Run Sanitary Sewer Main:**
Status Report

No update.

- * 29. **2018 DelPAC Aluminum Chloride Basic Bid:** Award to USALCO, LLC
Approval

Mr. Perrone said this is a chemical used to treat for phosphorus at the Wastewater Treatment Plant.

- * 30. **2018 Dense Soda Ash Bid:** Award to Brenntag Northeast Inc.
Approval

Mr. Perrone said this is another chemical used to treat for phosphorus at the Wastewater Treatment Plant.

- * 31. **2018 Magnetite Bid Award:** Bid Opening on November 16, 2017
Approval

This is related to the bio-mag system.

- * 32. **Payment #3 to Floyd Hersh for Equipment Rental:** In the amount of \$29,736 (Stormwater Improvement Projects)
Approval

Mr. Perrone said this is for a number of projects that Floyd Hersh has provided equipment and labor. This will be moved to the Public Works section of the agenda for the Public Meeting.

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

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (10/02/17 – 10/31/17)
Current Balance: \$3,142.52
- B. Bursich Associates (9/17/17 – 10/14/17)
Engineering Fees: \$2,142.52

Mr. Onorato reported that the recently passed gaming law requires a Resolution by the municipality before the end of the year if we don't want gaming in the Township. He will prepare the Resolution.

Mr. Perrone said we received an email this afternoon that North Penn Water Authority will be doing a major project on White's Road. They are asking for the ability to close White's Rd and they will give access to local residents and business owners. They want to do this methodically and keep traffic to a minimum. They are looking to do a block at a time. The time frame has not been finalized, but should begin in the next few months. Township residents will need to be notified and possible police presence may be necessary. We will discuss this with the Lansdale Police Department. This is Lansdale's sewer line. We need a cooperative effort to get this done. Mr. Lapinski added they are still in the design phase. We will need to have a pre-construction meeting for this project with the Police Department and Public Works Department present.

Meeting was adjourned at 7:55 pm to Executive session for personnel and legal matters.

Respectfully Submitted,

Leonard T. Perrone
Secretary

Approved December 18, 2017