

WORKSHOP MEETING MINUTES

December 12, 2017

\* Items are scheduled to be voted on at the December 18, 2017, Public Meeting.

The December 12, 2017, Workshop Meeting was called to order at 7:00 P.M. In attendance:

|                      |                    |
|----------------------|--------------------|
| 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   |
| David Brill          | Finance Director   |
| David C. Onorato     | Township Solicitor |
| Russ Benner          | Township Engineer  |

CONSULTANTS

PLANNING/ZONING

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

As reported by E. Van Rieker

- Newbury Phase II – Conditional use – decision forthcoming in January 2018  
The applicant asked to continue to January, so the final plan and conditional use can occur at one hearing
- Martin Tract (Gwynedd Ridge) – Scheduled for PRC 12/21/17  
The developer is working on a cul de sac design and it is scheduled for the Plan Review Committee on December 21, 2017
- ZHB # 17-18 – Wolf – front yard variance for addition, 611 North Wales Rd.  
Decision is pending for Tuesday, December 19, 2017
- ZHB #17-20 – Variance to permit reduction in lot width and side yards for 4 lots (Enclave at Gwynwood Farm)  
The plan changed and a decision is pending for Tuesday, December 19, 2017
- ZHB #17-21 – Shubert rear yard addition  
A hearing is scheduled for December 19, 2017

Mr. Rieker announced that there is a busy PRC agenda for December 21, 2017. Mr. Perrone said there will be discussion on the Danner pump station site and the PECO parking lot expansion at their substation.

**ENGINEERING****2. Report by T&M Associates (Updates)**

As reported by Russ Benner

- **Pennbrook Basins Status – Update**  
We are trying to get closeout documents from the contractor to put the project into the maintenance period. We have retainage for this project
- **Stormwater System Modeling Proposal**  
This was submitted last week. As a recap, we submitted a proposal in January to continue with the development of the GIS system and that work was completed this summer. It included training on use of the GPS equipment with Sanitary Sewer staff. The proposal changed slightly to be stormwater modeling in Sugar Valley instead of Sanitary Sewer modeling. It will be done similarly but is more complex and takes more time to complete. A map will be generated with calculations of flows so it can help manage the capacity of the system. It will help identify bottlenecks and other potential issues so the Board can make decisions for capital improvements. The proposal was sent to Mr. Duffy for comment, then it will be sent to the Board for action in January.
- **Crest Rd. Streambank Restoration Project**  
Additional plantings will be done in the Spring.
- **Swedesford Rd. SEPTA Bridge Inspection – Status**  
We are still waiting to hear from Enjoli Edwards of SEPTA. Mr. Benner will call Monday for follow-up. We need the Right of Entry approval to complete this project.
- **Sumneytown Pike Bio-Swale Project – Status**  
This project is done for the winter. It needs seeding in the spring for completion. Mr. Benner asked if Mr. Troxel is putting up permanent fencing along the sidewalk. He will follow-up with Willard. He has safety fencing installed at the moment. This bio-swale project takes the run-off and diverts it into the swale which uses an amended soil (sand/compost mix with plantings) which will encourage infiltration and the wetland plantings will help take the sediment out of the water before it enters the creek. We get MS-4 credit for the project and it is funded by a grant from the National Fish & Wildlife Foundation.

**3. Merck & Co. minor operating permit modification application  
Information**

Mr. Perrone reported that this is a notice from Merck of modification to their onset generating facility.

**\* 4. Resolution No. 24-2017: Prohibiting gaming in Upper Gwynedd Township  
Approval**

Mr. Onorato said under the Gaming Law Act, they are allowing Category 4 licensed facilities which are slot machine facilities and if you do not want these facilities in the Township, then a Resolution has to be adopted before the end of the year. Mr. Santi reported that Wilkes-Barre Township cut their taxes dramatically by having the Mohegan Sun facility in the municipality and received revenue based on a percentage of the money generated by the casino. Mr. Onorato will conduct further research on gaming. He said the resolution can be revoked if we decide to allow this type of facility in the future.

**FINANCE/PERSONNEL/ADMINISTRATION**

5. **Multimodal Transportation Fund Program:** Grant request denial  
Information

Mr. Perrone said this is a third attempt to get grant money for sidewalks in West Point that was denied. There is still a pending PennDOT grant. Mr. Onorato asked if the project was connected to parking would that help the application. Mr. Benner said having it connected to economic development always helps.

- \* 6. **2018 Township Meeting & Holiday Schedule**  
Approval

- \* 7. **Resolution No. 22-2017:** Supplemental Revenue Appropriations increasing the Capital Reserve  
Approval

This is a proposed resolution from Dave Brill that adds supplemental appropriations as a result of a real estate sale. We received an additional \$300,000 from the sale to go into the capital reserve and this will increase the capital reserve to \$600,000. This will allow the fund to grow substantially so if we have a large equipment purchase, the fund won't be drained completely. This resolution is to make that change in this years' current budget (2017). A discussion ensued as to which fund the money should go.

- \* 8. **Ordinance No. 2017-009:** 2018 Tax Rate  
Approval

Mr. Perrone reported that this ordinance has been advertised and made available for public review. There is no increase in the tax rate for 2018

- \* 9. **Ordinance No. 2017-010:** 2018 Budget Appropriations  
Approval

Mr. Perrone reported that this ordinance has been advertised and made available for public review.

- \* 10. **2018 Security Service Agreement:** Schneider Electric  
Approval

Mr. Perrone said Schneider Electric handles the electrical aspects of our security system.

- \* 11. **Draft Resolution No. 23-2017:** Revised Fee Schedule  
Approval

Mr. Lapinski and Mr. Quimby went through the fee schedule for commercial and residential. The fees are now based on the inspection rate and not the cost of installation/replacement of the equipment being installed for residential only. It remains equipment cost based for commercial properties.

12. **PA House Bill 1620:** Wireless Broadband – possible resolution  
Discussion

Mr. Onorato said we passed an ordinance a few years ago to deal with the issue of towers. He added that a year ago they (wireless contractors) tried to go to the PUC and say they were a public utility and therefore not subject to zoning. The PUC found against them and they have appealed that decision. While the case is on appeal, the wireless contractors are trying to get legislation passed that exempts them from zoning. Mr. Onorato suggested to the Board that a resolution be adopted opposing HB 1620. This will be added to the agenda for the Public Meeting on December 18, 2017.

13. **2018 Tentative Reappointments:** To be done at the January 2, 2018 Reorganization Meeting

| <b>NAME</b>   | <b>COMMITTEE</b>                                   | <b>LENGTH OF TERM</b> | <b>NEW TERM WILL EXPIRE</b> |
|---|--|-----------------------|-----------------------------|
| Leonard T. Perrone  | Township Manager/Secretary                         | 1 Year                | December 31, 2018           |
| Michael J. Lapinski   | Assistant Township Manager/<br>Assistant Secretary | 1 Year                | December 31, 2018           |
| Mallie Falconiero   | Township Auditor                                   | 1 Year                | December 31, 2018           |
| Code Inspections, Inc.  | Building Inspector                                 | 1 Year                | December 31, 2018           |
| E. Van Rieker, AICP   | Zoning Officer &<br>Planning Coordinator           | 1 Year                | December 31, 2018           |
| Ken Amey, AICP  | Assistant Zoning Officer &<br>Planning Coordinator | 1 Year                | December 31, 2018           |
| David C. Onorato<br>(Hladik, Onorato & Federman, LLP)                 | Solicitor  | 1 Year                | December 31, 2018           |
| Russ Benner<br>(T&M Associates)                                       | Township Engineer                                  | 1 Year                | December 31, 2018           |
| Dr. Brett Fissel<br>Dr. Mario Napoletano<br>(Gwynedd Family Practice) | Police Surgeon                                     | 1 Year                | December 31, 2018           |
| Jeffrey A. Tomczak  | Fire Marshal                                       | 1 Year                | December 31, 2018           |
| Jeffrey Mullaly   | Assistant Fire Marshal                             | 1 Year                | December 31, 2018           |
| Julie Murphy  | Police Matron                                      | 1 Year                | December 31, 2018           |
| Margaret Poirier  | Police Matron                                      | 1 Year                | December 31, 2018           |
| Susan McKnight  | Police Matron                                      | 1 Year                | December 31, 2018           |
| David Brill   | Treasurer  | 2 Years               | December 31, 2019           |
| Remesh Desai  | Civil Service Commission                           | 6 Years               | December 31, 2023           |
| Frederick Hencken   | IDA  | 5 Years               | December 31, 2022           |
| Eric Hanson   | Nor-Gwyn Pool Commission                           | 5 Years               | December 31, 2022           |
| John Murray   | Parks & Recreation                                 | 4 Years               | December 31, 2021           |
| <b>Vacancy</b>  | <b>Parks &amp; Recreation</b>                      | <b>4 Years</b>        | <b>December 31, 2021</b>    |
| Mike Zumpino  | Parks & Recreation                                 | 4 Years               | December 31, 2021           |
| Kathleen K. Johnson   | Parks & Recreation                                 | 4 Years               | December 31, 2021           |
| Meredith Ziemba   | Parks & Recreation                                 | 4 Years               | December 31, 2021           |
| John Klein  | Planning Commission                                | 4 Years               | December 31, 2021           |
| Kenneth Weirman   | Planning Commission                                | 4 Years               | December 31, 2021           |
| <b>Vacancy</b>  | <b>Vacancy Board</b>                               | <b>1 Year</b>         | <b>December 31, 2018</b>    |
| Henry Ratke   | Zoning Hearing Board                               | 3 Years               | December 31, 2020           |
| A. Kirk Field   | Zoning Hearing Board                               | 3 Years               | December 31, 2020           |

**PUBLIC WORKS/PARKS/RECREATION**

- \* 14. **Carnival Contract – 3 Year Renewal:** Skelly's Amusement  
Approval

Mr. Perrone said a question was raised by our insurance agent regarding a \$1M umbrella policy (in excess liability). We are looking into asking Skelly's for additional insurance. He suggested holding the contract until January 2018 when we receive clarification on the insurance issue.

- \* 15. **2018 Nor-Gwyn Pool Budget**  
Approval

Mr. Santi asked if there are any increases? Mr. Perrone said he doesn't believe there are any increases by would ask Ginny Oldt and report back.

- \* 16. **Montgomery County Roads and Bridges – nighttime work:** Sumneytown Pike  
Ratification

Mr. Perrone said the work has been completed, both milling and overlay. This item just needs to be ratified.

- \* 17. **Payment #4 to Floyd Hersh:** For equipment rental for stormwater projects in the amount of \$29,958.25  
Approval

- \* 17A. **Class related research study examining Zacharias Creek Projects** - Patrick Hurley, Ursinus College  
Discussion

Mr. Perrone said Patrick Hurley is a student at Ursinus and wants to do a case study for a class project on the Zacharias Creek. He will need information from the Township, Russ Benner and the Perkiomen Watershed.

**PUBLIC SAFETY**

- \* 18. **Broad Street Rerun 5 Mile Race:** Saturday, May 19, 2018 at 8:30 am  
Approval

Mr. Perrone reported that this has been vetted by the Police Department and is ready for approval.

**WASTEWATER TREATMENT**

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

Nothing new – REMOVE FROM AGENDA

- \* 20. **2018 Magnetite Bid Award:** Bid Opening 12/11/17  
Approval

Mr. Perrone said Magnetite is the metallic element in our bio-mag system at the Wastewater Treatment Plant.

- \* 21. **Tapping and Connection Fee Agreement:** Normandy Farms Estates (Acts, Inc.), 22 new Carriage Homes  
Approval

Mr. Perrone stated that Whitpain approved twenty-two (22) new Carriage Homes at the Normandy Farms Estates on Morris Road and we prepared a new Tapping and Connection Fee Agreement with Acts, Inc.

22. **TMA Capital Projects Fund – Vouchers for Review:**
- A. Univest Bank and Trust Co.  
Upper Gwynedd Towamencin Municipal (11/1/17 – 11/30/17)  
Current Balance: \$1000.00 (minimum required)
  - B. Bursich Associates (11/1/17 – 11/30/17)  
Engineering Fees: \$ No invoice submitted

The Workshop Meeting was adjourned at 7:45 pm to Executive Session for legal and personnel matters.

Respectfully Submitted,

Michael J. Lapinski  
Acting Secretary

**Approved January 22, 2018**

/djl