

PUBLIC MEETING MINUTES

February 26, 2018

KENNETH E. KROBERGER, PRESIDENT
Finance/Personnel/Administration

1. Call to order.

The February 26, 2018, 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
James A. Santi	Vice President
Thomas A. Duffy	Commissioner
Denise M. Hull	Commissioner
Liz K. McNaney	Commissioner
Michael J. Lapinski	Acting 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 January 16, 2018

Mr. Kroberger noted that everyone received copies of the Workshop Meeting Minutes with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Santi, seconded by Mr. Duffy, the Minutes of the January 16, 2018 Workshop Meeting were approved as presented.

3. Motion to approve the Minutes of the Public Meeting held January 22, 2018

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. Hull, the Minutes of the January 22, 2018 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 Mr. Duffy, seconded by Mrs. McNaney, the Departmental Reports were approved as submitted.

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

Mike Felmuth – 112 Cardinal Way. He feels that the public comments should come first, and the people should be higher on the list than approving some motions. He added that public comments come first in the borough of North Wales and the school board meetings. Mr. Kroberger said when the minutes are being approved, the public is entitled to make comments pertaining to that item.

6. Recognition of Robert Pro for 10 years of service to the Township (will attend)

Mr. Kroberger said every month we have the privilege of recognizing employees that met certain milestones of employment with the Township. Tonight, we have the pleasure of recognizing Officer Pro for ten (10) years in our Police Department. Chief Duffy said, Officer Pro is a certified bicycle patrol officer, accident reconstructionist, and M.C.S.A.P (truck inspection) officer. He serves as the Department's Traffic Safety Officer and regularly conducts traffic studies and provides recommendations on traffic safety improvements.

Mr. Kroberger thanked him for his accomplishments then invited Robert Pro, a 10-year employee in our Police Department to come up and shake hands with the Commissioners as they offered their congratulations.

7. Announcement: Sgt. Steve Gillen received Officer of the Year award

Mr. Kroberger announced that Sgt. Gillen received a House Citation at the Workshop Meeting this past Tuesday. The Citation was presented by Representatives Kate Harper and Todd Stephens and was awarded to Sgt. Gillen for Officer of the Year. He said the Board congratulates Steve Gillen. Mr. Santi said Mr. Gillen has contributed well to the department and thanked him for his service.

8. Motion to approve Resolution No. 09-2018, Adoption of Township Mission Statement

Mr. Kroberger said this was a joint effort with staff and the Board. Commissioner McNaney brought this to the Board at a meeting last year. Mr. Kroberger read the mission statement;

"Upper Gwynedd Township's elected officials and staff shall provide innovative, safe, transparent, fiscally responsible services, and respond to the needs of all residents, businesses, and visitors of the Township in a timely, respectful manner."

Mr. Kroberger said this statement will guide the Board and staff in providing services to residents, businesses and visitors. This is similar to what is included in the non-uniform employee manual. He went on to say, as Commissioners, it is our job to make sure that the employees of the Township provide the necessary services to the residents. Mrs. Hull thanked Mr. Kaker and Commissioner McNaney for their work on the Mission Statement.

Hearing no questions or comments, upon motion by Mrs. McNaney, seconded by Mrs. Hull the motion was unanimously approved.

9. Motion to approve Resolution No. 04-2018 – disposition of specific Township records.

Mr. Kroberger said this is to destroy certain records that are past the required retention policy determined by the state.

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

10. Motion to approve the American Tower Lease Agreement

Mr. Kroberger said we entered into this agreement in 1998 and it runs through 2024. Due to the hard work of Mr. Brill, he negotiated an agreement with Unisite in which they will pay us a lump sum of \$125,000 and will extend the lease for 30 years (six (6), five-year renewals). Mr. Kroberger added, we get 25% of the current sub-leases on the tower, and any new sub-leases will net 30%.

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

JAMES A. SANTI, VICE PRESIDENT
Public Safety

11. Motion to approve the Laurel House 5K Dash Against Domestic Violence on October 21, 2018

Mr. Santi said this race has approximately 350 participants. We will take care of it with our Police Department, Highway Department and we will work with the Lansdale Police Department.

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

12. Motion to approve the Wish Them Well Walk on September 23, 2018

Mr. Santi said these races are scheduled so far out because we have been inundated with requests for walks/runs. This organization held this walk here last year with 100-200 participants.

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

THOMAS A. DUFFY
Public Works/Parks/Recreation

13. Motion to approve the Pennbrook Water Quality Basins Final Payment to Horst Excavating for \$22,425.07

Mr. Duffy said this is the final payment. The total cost for the project was \$920,967. Mr. Benner said all paperwork was submitted and we are in the maintenance period.

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

14. Motion to approve the purchase of a Pick-up Truck with Plow for the Public Works Department

Mr. Duffy said this to replace a 1999 pickup truck. The amount budgeted is \$55,000.

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

15. Motion to approve the purchase of a Tar Machine for the Public Works Department

Mr. Duffy said this is to replace a 23-year-old tar machine, so material will no longer have to be carried in a bucket. The amount budgeted is \$47,000.

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

16. Motion to approve the purchase of a Skid Steer Machine for the Public Works Department

Mr. Duffy said this piece of equipment is used to cut manholes. The amount budgeted is \$65,000.

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

Mr. Duffy noted that all these purchases have been approved in the current budget.

17. Motion to approve the purchase of a Message Board for the Public Works Department

Mr. Duffy said this message board can be used by other departments. It is on a trailer and can be moved around. The amount budgeted is \$25,000.

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

18. Motion to appoint Amy Juarez to the Parks and Recreation Advisory Board

Mr. Duffy said Mr. Kaker and Mr. Lapinski interviewed several candidates for the Advisory Board to fill the vacancy.

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

19. Motion to approve the 2018 Mill and Overlay Bid Award: Harris Blacktopping, Inc. in the amount of \$772,236.

Mr. Duffy said fourteen (14) contractors submitted bids with Harris Blacktopping coming in as low bidder. Mr. Lapinski added, this bid was reviewed by our solicitor, references were checked by Mr. Troxel and everything came back as satisfactory.

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

20. Motion to authorize the advertisement for Pickleball Court Lighting

Mr. Duffy said this is to add lighting at the Pickleball Courts. We received a \$27,000 grant for this project.

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

21. Motion to approve the Golf Outing Contract with Cedarbrook Country Club

Mr. Duffy said the Golf Outing is on Monday, June 4, 2018. We currently have a 3-year contract with Cedarbrook County Club. We have good participation at this event with over 130 players.

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

DENISE M. HULL
Zoning/Planning

22. Motion to approve Resolution No. 07-2018, Valley Forge Road North Pump Station Land Development Approval

Mrs. Hull said this is related to our diversion project. She said we have a wastewater treatment plant but some of our residents use the Towamencin plant. Upper Gwynedd is no longer a partner at the Towamencin plant, but we remain a customer. This pump station is next to the Wawa on Valley Forge Road. Mr. Kroberger said our Planning Commission recommended approval. Mr. Lapinski said the Montgomery County Planning Commission review letter has not been received. Mr. Onorato said we will remove the last whereas on page 1 and 3B on page 2 to revise the current resolution. Mr. Onorato said the plan was submitted to the County for review and they have thirty (30) days to respond. He added that there are several waivers that require approval from the Board.

Waivers. Applicant is requesting the following waivers:

- A. Section 168-13.B - A waiver is requested from this provision to allow consideration of Preliminary and Final Plans concurrently.

Mr. Onorato said our ordinance requires that submitted plans be approved preliminarily and then for final approval. We are putting the two plans together and this requires a waiver in order to do so. Mr. Santi added, this is a waiver that is common to developers also and not something we are doing strictly for the Township.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, Waiver A was granted.

- B. Section 168-20.D(2)(c) – A waiver is requested from this section which requires paving to extend to the required curb line. This waiver is requested since the existing paved width of South Valley Forge Road is thirty-nine feet (39') and the required paved width for an arterial street is sixty-two feet (62'). No pavement widening is proposed.

Mr. Benner said there is no widening required to accommodate any traffic and the driveway will have a minor use.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, Waiver B was granted.

- C. Section 168-21.O – A waiver is requested from this section to allow a proposed driveway five feet (5') from the property line. This section requires driveways to be no closer than six feet (6') to the property line.

Mr. Benner said this is minor waiver. Because it is a narrow lot, there is an encroachment on the side yard which requires a waiver.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Santi, Waiver C was granted.

- D. Section 168-23.A – A waiver is requested from this section that requires a sidewalk along the frontage of the property. A waiver is requested because there are no adjoining sidewalks.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mrs. McNaney, Waiver D was granted.

- E. Section 162-12.B(1) – A waiver is requested from this section of the Stormwater Management Ordinance to permit a twelve inch (12”) pipe rather than the minimum pipe size of eighteen inches (18”) so as to minimize encroachment into the floodplain.

Mr. Benner said if we go with the 18” pipe, in order to get the cover the ordinance requires, we would have to extend approximately 25’ into the floodplain. He noted the 12” pipe is adequate, and it minimizes encroachment in the flood plain.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Santi, Waiver E was granted.

- F. Section 162-12.B(13) – A waiver is requested from this section of the Stormwater Management Ordinance which requires that minimum coverage over pipes shall be eighteen inches (18”) from finish grade to outside of the pipe bell. A minimum cover of nine inches (9”) is proposed in the paved areas and six inches (6”) in the lawn areas. Reduction in cover will minimize encroachment to the floodplain. Concrete pipe is proposed instead of plastic pipe to compensate for any reduction in cover.

Mr. Benner said we want to be careful with the areas where we minimize the amount of cover, so we have adequate structural capabilities in the pipe. Mr. Kroberger said there is a Merck pump station on Broad street and all you see is the canopy. This will look similar to that. Mr. Santi asked if the life of the concrete pipe was as good as the plastic. Mr. Benner replied yes and probably a little longer.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, Waiver F was granted.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, the motion to approve Resolution No. 07-2018, Valley Forge Road North Pump Station Land Development was unanimously approved.

- 23. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on Building 36A for lifting of electrical equipment through a roof hatch. Sundays, March 4, 11 and 18, 2018

Mrs. Hull said Merck is hard at work with various projects.

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

LIZ K. MCNANEY

Wastewater Treatment

- 24. Motion to approve the SEPTA License Agreement for Stoney Creek Railroad Utility Crossing at Cottage Avenue in West Point

Mr. Onorato said this is part of the anticipated diversion project. The interceptor line would pass under the railroad line and in anticipation of that, we have to enter into an easement agreement with SEPTA to allow our pipe to tunnel underneath it. Mr. Onorato added this grants us a license to permit our work in that area and for us to install a pipe underneath the tract which is owned by SEPTA.

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

OTHER BUSINESS

25. Approval of the February 2018 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 Mrs. McNaney, the General Fund bills were approved.

Mr. Kroberger said the next item are the Sewer Bills and asked for questions or comments. Hearing none, upon motion by Mr. Santi, seconded by Mr. Duffy, 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 Upper Gwynedd Collection System, Uniformed Police Pension Fund and VEBA. Hearing no questions or comments, upon motion by Mr. Duffy, seconded by Mrs. McNaney, 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. Hull, seconded by Mr. Duffy, the Board unanimously approved the pre-paid invoices.

26. Call for Adjournment.

There being no further business, upon motion by Mr. Duffy, seconded by Mr. Santi, the meeting was adjourned at 8:15 pm to Executive Session for litigation regarding the Giant property.

Respectfully Submitted

Michael J. Lapinski
Secretary

/djl

Approved March 26, 2018