

**MINUTES OF PUBLIC MEETING**

December 22, 2014

**KENNETH E. KROBERGER, PRESIDENT**  
**Finance/Personnel/Administration****1. CALL TO ORDER.**

The December 22, 2014, 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
Eugene P. Ziemba	Commissioner
Thomas A. Duffy	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

**2. MOTION TO APPROVE THE MINUTES OF THE WORKSHOP MEETING HELD ON NOVEMBER 18, 2014.**

Mr. Kroberger noted that the Workshop 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 November 18, 2014, Workshop Meeting were approved with a correction changing Richard Watt to David C. Onorato as the Solicitor in attendance.

**3. MOTION TO APPROVE THE MINUTES OF THE PUBLIC MEETING HELD ON NOVEMBER 24, 2014.**

Mr. Kroberger noted that the Minutes of the Public Meeting were received with the Agenda packet. Hearing no questions or comments, upon motion of Mrs. Edelmayer, seconded by Mr. Ziemba, the Minutes of November 24, 2014, Public Meeting were unanimously approved.

**4. MOTION TO APPROVE THE DEPARTMENTAL REPORTS FILED BY TOWNSHIP STAFF.**

Mr. Kroberger noted that the Departmental Reports were sent with the Agenda and asked for comments or questions. Hearing none, upon motion of Mr. Ziemba, seconded by Mr. Duffy, the Departmental Reports were approved as submitted.

**5. PRESENTATION OF PUBLIC COMMENTS AND CONCERNS (LIMIT OF FIVE MINUTES PER INDIVIDUAL).**

There were none.

**6. MOTION TO APPROVE THE 2015 MEETING DATES AND HOLIDAY SCHEDULE.**

Mr. Kroberger stated Mrs. Caracausa has worked very hard on the 2015 Meeting Dates and Holiday Schedule working around all the conflicts, and the Calendar is now ready to be approved. Mr. Duffy asked Mrs. Caracausa whether or not the electronic invites have been sent. Mrs. Caracausa answered, "Yes." By motion of Mr. Santi, seconded by Mr. Duffy the Calendar was approved.

**7. MOTION TO APPROVE OF ORDINANCE NO. 2014-017 AN ORDINANCE FIXING THE TAX RATE FOR THE YEAR 2015.**

Mr. Kroberger stated Ordinance No. 2014-017 is the Ordinance fixing the tax rate for the year 2015. He reported that it was properly advertised. He noted he is happy to announce that the Budget was approved and there will be no tax increase this year. The tax for 2015 will be set at 2.012 Mills. He stated the average homeowner in the Township pays about \$247.00 annually for residential taxes. Mr. Kroberger reported the Township did also reauthorize the Homestead Exemption Act at the \$30,000 level. He noted the Budget also includes the same sewer tax rated for 2015 which is \$370.30 per year.

Mr. Kroberger summarized the Budget. He reported the General Fund is \$12,054,686. The Sewer Fund is \$4,405,315. The Sewer Revenue is \$1,574,098. Liquid Fuels which is money that the Township receives from the State for road improvements is \$634,000. The Sewer Expansion is \$340,000. The total Budget for 2015 is \$19,056,667. Other than the regular day-to-day activities that happen at the Township, there are also some special projects:

In the General Fund:

West Point Streetscape: \$430k - \$300k from Grant  
Police Patrol Vehicle Replacements: \$65k  
Road Milling & Overlay Projects: \$1,032k - \$634k from State  
Stormwater Drainage Projects: \$184k - \$134K Grants  
Public Works Truck Replacement: \$180k  
Playground and Trail Improvements: \$94k

In the Sewer Fund:

Continuation of Inflow & Infiltration Reduction Program: \$300k  
Vacuum Truck Replacement: \$370k  
Storage Garage: \$100k  
Service Truck Replacement: \$45k  
Algae Screen: \$340k

Mr. Kroberger thanked the Board, Mr. Perrone, Mr. Lapinski and all the Department Heads who understood what needed to be accomplished in the Budgeting and he noted it is a good feeling to announced there is no tax increase in 2015. Mr. Kroberger noted that the Township kept its reserves at a level to maintain the AA+ Bond rating so the Township is financially in good shape with the Budget and its reserves that are in place.

Mr. Duffy motioned to approve Ordinance No. 2014-017 is the Ordinance fixing the tax rate for the year 2015. Seconded by Mrs. Edelmayer, this Ordinance was approved.

**8. MOTION TO APPROVE ORDINANCE NO. 2014-018 AN ORDINANCE APPROPRIATING SPECIFIC SUMS ESTIMATED TO BE REQUIRED DURING FISCAL YEAR 2015 FOR THE SPECIFIC PURPOSES OF THE TOWNSHIP GOVERNMENT.**

Mr. Kroberger noted that he covered Item No. 8 along with Item No. 7. He asked if there were any questions or comments on this Ordinance. Hearing none.

Mr. Ziemba motioned to approve Ordinance No. 2014-018 appropriating specific sums estimated to be required during fiscal year 2015 for the specific purposes of the Township Government. Seconded by Mr. Duffy, this Ordinance was approved.

**9. MOTION TO ADOPT AN INVESTMENT POLICY STATEMENT FOR THE UPPER GWYNEDD TOWNSHIP VOLUNTEER EMPLOYEE BENEFIT ASSOCIATION (VEBA) PLAN BETWEEN UPPER GWYNEDD TOWNSHIP AND PFM ADVISORS.**

Mr. Kroberger read Item No. 9 above. He explained that PFM Advisors handles the Police Pension Plan and when the Township went through Contract negotiations with the Police Officers, they requested that some of the investment strategies be changed in the VEBA Plan. He explained that the VEBA Plan is

basically an insurance policy that helps them pay for medical coverage after retirement. He noted at this point it is being fully funded by the Police Officers contributions.

Mr. Kroberger reported that PFM Advisors met with them Police Pension Committee and they approved the investment strategy that was presented to then so now the Township is adding the VEBA Plan as another Plan that PFM manages for the Township.

Mrs. Edelmayer motioned to adopt the Investment Policy Statement (IPS) for the Township Volunteer Employee Benefit Association (VEBA) Plan between the Township and PFM Advisors. Seconded by Mr. Ziembra, this IPS was approved.

**10. MOTION TO ENTER INTO AN INVESTMENT ADVISORY AGREEMENT FOR THE UPPER GWYNEDD TOWNSHIP VOLUNTEER EMPLOYEE BENEFIT ASSOCIATION (VEBA) PLAN BETWEEN UPPER GWYNEDD TOWNSHIP AND PFM ADVISORS.**

Mr. Kroberger read Item No. 10 above. Mr. Brill noted that this is the Agreement with PFM to manage the assets in the VEBA Plan. It goes hand-in-hand with the IPS and it is similar to the Police Pension Plan.

Mr. Santi motioned to approve the Investment Advisory Agreement for the Township's VEBA Plan between the Township and PFM Advisors. Seconded by Mrs. Edelmayer, this Agreement was approved.

**11. MOTION TO ADOPT A REVISED POLICE PENSION INVESTMENT POLICY STATEMENT (IPS) BETWEEN UPPER GWYNEDD TOWNSHIP AND PFM ADVISORS.**

Mr. Kroberger read Item No. 11 above. He explained that this was an update of the Plan and mostly just adding additional legal language within the Plan itself. Mr. Ziembra motioned to adopt a revised Police Pension Investment Policy Statement between Upper Gwynedd Township and PFM Advisors. Seconded by Mr. Duffy, this revised IPS was approved.

**12. MOTION TO APPROVE THE FOLLOWING REAPPOINTMENTS:**

Mr. Kroberger reported that the following individuals need to be reappointed to the Township Boards and Committees and he read the list as follows:

NAME	COMMITTEE	LENGTH OF TERM	TERM EXPIRES
Mallie Falconiero	Township Auditor	1 Year	December 31, 2015
Code Inspections, Inc.	Building Inspector	1 Year	December 31, 2015
E. Van Rieker, AICP	Zoning Officer & Planning Coordinator	1 Year	December 31, 2015
Ken Amey, AICP	Assistant Zoning Officer & Planning Coordinator	1 Year	December 31, 2015
Gwynedd Family Practice	Police Surgeon	1 Year	December 31, 2015
Jeffrey A. Tomczak	Fire Marshal	1 Year	December 31, 2015
Julie Murphy	Police Matron	1 Year	December 31, 2015
Linda Reber	Police Matron	1 Year	December 31, 2015
Margaret Poirier	Police Matron	1 Year	December 31, 2015
William J. Bonenberger	Board of Appeals	2 Years	December 31, 2016
Robert J. Dubree	Board of Appeals	2 Years	December 31, 2016
James Moulton	Board of Appeals	2 Years	December 31, 2016
(Vacancy)	Board of Appeals	2 Years	December 31, 2016

Michael Mathey	IDA	5 Years	December 31, 2019
Virginia Oldt (Ginny)	Nor-Gwyn Pool Commission	5 Years	December 31, 2019
Christopher Carroll	Planning Commission	4 Years	December 31, 2018
Gilbert Silverman	Planning Commission	4 Years	December 31, 2018
Albert C. Bailey	Police Pension Board	2 Years	December 31, 2016
Scott C. Clark	Police Pension Board	2 Years	December 31, 2016
Raymond T. Royds	Police Pension Board	2 Years	December 31, 2016
Eugene Ziemba	Police Pension Board	2 Years	December 31, 2016
Henry V. Ratke (Kip)	Zoning Hearing	3 Years	December 31, 2017
A. Kirk Field	Zoning Hearing	3 Years	December 31, 2017
Daniel Azeff	UGTMA	3 Months	March 15, 2015

Mr. Duffy motioned to reappoint all the individuals named by Mr. Kroberger. Seconded by Mr. Santi, the reappointments were approved.

Mr. Kroberger reported the Township has approximately 60 Volunteers on its Boards and Commissions, and without these individuals the Township would not run as well as it does. He thanked all the Volunteers for the work that they do for the Township.

Mr. Santi noted that the Board of Appeals handles any appeal that is made on building, zoning, inspections, etc., and the Township is short one person. He stated if anyone knows of a Township resident with a builder's background; please have them get in touch with the Township. He noted the Township would like to have a four person Board.

## **M. CLARE EDELMAYER, VICE PRESIDENT**

### **Public Works/Parks/Recreation**

#### **13. MOTION TO APPROVE THE NOR-GWYN POOL COMMISSION'S 2015 BUDGET.**

Mrs. Edelmayer reported that the Nor-Gwyn Pool Commission is a seven member Board consisting of two members from Upper Gwynedd, two members from North Wales Borough, and three members from the North Wales Lions Club. She introduced the Township's two members Ginny Oldt and Harry Singer in the audience, and stated that the Township would like to acknowledge them for the outstanding work that they have done over the last couple years.

Mrs. Edelmayer addressed Mrs. Oldt and stated, "The quality of the pool and services has improved vastly over the past four to five years since you and Mr. Singer came onto the Board. You have done new decking on the pool. It has been made handicapped accessible. The pool has been resurfaced. Wibits have been added, and water slides were installed this year. The pool fees have been restructured to make them more attractive to resident's particular schedules and needs. There have also been improvements to the infrastructure (filters, etc.) as well as there have been great cost savings such as the Chlorine Contract that you negotiated. So, the Pool Commission is looking to be in the black this year. Attendance is growing, and next year you are planning to redo the baby pool." Mrs. Edelmayer stated Mrs. Oldt has been an incredibly hard worker. Mrs. Oldt noted that Mr. Singer mastered Facebook this year. Mrs. Edelmayer stated, "Keep up the good work, the Board made the right decision in selecting the two of you. Thank you very much."

Mrs. Edelmayer noted the Nor-Gwyn Pool Commissions income is around \$248,000 with total operating expenses around \$326,000 representing a surplus. Mrs. Oldt reported they have a surplus before they redo the baby pool. She reported that membership was up at all the area pools and whether it is a trend or the weather nobody really knows, they are just hopeful that it continues in the future. Mrs. Edelmayer stated it is the pool activities, and it is supported by the Parkside Place setting.

Mrs. Edelmayer motioned to approve the Nor-Gwyn Pool Commission's 2015 Budget. Seconded by Mr. Duffy, the Budget was approved.

**14. MOTION TO APPROVE CEDARBROOK COUNTRY CLUB GOLF OUTING 3-YEAR AGREEMENT FOR 2015, 2016, AND 2017.**

Mrs. Edelmayer motioned to approve Cedarbrook Country Club Golf Outing 3-Year Agreement for 2015, 2016, and 2017. Seconded by Mr. Ziemba, this Agreement was approved.

## **JAMES A. SANTI**

### **Zoning/Planning**

**15. MOTION TO APPROVE THE ADVERTISING OF A HEARING ON JANUARY 26, 2015, TO CONSIDER A RESOLUTION APPROVING THE TRANSFER REQUEST OF WEIS MARKETS (NORTH PENN MARKET PLACE) OF A RESTAURANT LIQUOR LICENSE NO. R-937 INTO UPPER GWYNEDD TOWNSHIP FROM UPPER MERION TOWNSHIP.**

Mr. Santi read Item No. 15 above. He explained that the Township received a letter with a brief synopsis stating that Weis Market will be opening a restaurant inside the grocery store in which it intends to sell beer referred to in the liquor code as "malt" and/or brewed beverages. They plan to sell beer from the restaurant for consumption on premises and "to go" and may at some future date sell wine on the restaurant premises. He stated that the Township is required by State Law to hold a hearing in this regard so they need to set the date of January 26<sup>th</sup> at the Public Meeting and Weis representatives will be at the meeting to make a formal presentation for any Township residents who may be interested in making comments, expressing concerns or asking questions. Mr. Kroberger noted that this hearing will be right before the Board of Commissioner's Public Meeting next month.

Mr. Santi motioned to approve the advertisement of a hearing on January 26<sup>th</sup> to consider a Resolution approving the transfer of a restaurant Liquor License No. R-937 into Upper Gwynedd Township from Upper Merion Township at the request of Weis Market. Seconded by Mrs. Edelmayer, this advertisement was approved.

**16. MOTION TO ACCEPT DEDICATION OF LANGBERG LANE IN THE GWYNEDD MEADOWS DEVELOPMENT.**

Mr. Santi read Item No. 16 above. He reported that he has a letter from the Township's Engineer Russ Benner. He stated many of the improvements were done years ago so the Maintenance Bond does not apply. The developer did recently plant street trees so the Township needs to associate a cost with them to make sure that they survive through the winter months before the Township releases any additional funds. Mr. Benner agreed.

Mr. Santi motioned to accept the dedication of Langberg Lane in the Gwynedd Meadows development conditioned on the cost of the trees in a reserve fund. Seconded by Mr. Duffy, this motion was approved.

**17. MOTION TO APPROVE ALLAN A. MYERS (TURNPIKE EXPANSION PROJECT) REQUEST FOR A WAIVER FROM CHAPTER 113-1 FOR AFTERHOURS NIGHT WORK BETWEEN 8:00 PM AND 6:00 AM TO PERFORM DEMO WORK AND INSTALL NEW BEAMS FOR THE NORTHEAST EXTENSION BRIDGE OVER VALLEY FORGE ROAD. THERE WILL BE FOUR NIGHT CLOSURES. TWO NEXT YEAR AND TWO THE FOLLOWING YEAR. ONE NIGHT FOR DEMOLITION AND ONE NIGHT FOR ERECTION OF NEW BEAMS (REPEATED). THERE ARE NO DATES PINPOINTED YET.**

Mr. Santi read Item No. 17 above. He explained that Allan A. Meyers does not have specific dates at this point in time but they will notify the Township ahead of time, they will notify the surrounding residents, and

they will put up electronic signs to notify people who travel on the route ahead of time. Mrs. Edelmayer questioned whether or not the bridge will be closed. Mr. Santi clarified the road under the bridge will be closed. Mr. Perrone stated they will be building a side-by-side bridge because they cannot shut the turnpike down.

Mr. Santi motioned to approve Allan A. Myers request for a Waiver from Chapter 113-1 for afterhours night work. Seconded by Mr. Ziembra, this motion was approved.

- 18. MOTION TO RATIFY MERCK & CO., INC. AMENDMENT TO THE ORIGINAL APPROVAL ON OCTOBER 27, 2014, FOR A WAIVER FROM CHAPTER 113-1 FOR AFTERHOURS CRANE WORK ON B38 DUE TO BAD WEATHER CONDITIONS WHICH PROHIBITED THE WORK FROM BEING DONE ON THE ORIGINALLY APPROVED DATES IN NOVEMBER. THIS WORK WILL NOW BE DONE ANY TWO WEEKENDS THROUGH JANUARY 25, 2015, WITH NOTICE TO THE TOWNSHIP THE FRIDAY PRECEDING THE WORK WEEKEND SO THAT THE POLICE DEPARTMENT CAN BE NOTIFIED. (THE TOWNSHIP REQUESTED THAT THEY AVOID CHRISTMAS WEEKEND IF AT ALL POSSIBLE.)**

Mr. Santi read Item No. 18 above. He noted this is all weather related and the weather has not been cooperating. He clarified with Mr. Landis that this building is in the center of the facility so residents should not see or hear anything.

Mr. Santi motioned to ratify Merck & Co., Inc. request for an amendment to the original approval on October 27, 2014, for afterhours crane work on B38 and allow them to do the work on any two weekends through January 25, 2015. Seconded by Mr. Ziembra, the motion was ratified.

## **EUGENE P. ZIEMBA**

### **Public Safety**

- 19. MOTION TO APPROVE THE UPPER GWYNEDD FIRE COMPANY'S 2015 BUDGET.**

Mr. Ziembra stated that the Upper Gwynedd Fire Company's 2015 projected Budget is \$198,000. He reported the year-to-date is \$208,829.93. Mr. Ziembra motioned to approve the Upper Gwynedd Fire Company 2015 Budget. Seconded by Mr. Duffy, the Budget was approved.

- 20. MOTION TO APPROVE RESOLUTION NO. 14-2014 CONFIRMING THAT MEMBER CONTRIBUTIONS TO THE UPPER GWYNEDD TOWNSHIP POLICE PENSION PLAN WILL BE 0% FOR 2014. (THIS WAS HELD OVER FROM LAST YEAR DUE TO CONTRACT NEGOTIATIONS.)**

Mr. Ziembra stated that Resolution No. 14-2014 confirms the Member contributions to the Police Pension Plan at 0% for 2014. He reported that it was held over to this year because the Township was in negotiations with the Police Department until September of 2015 on their new Agreement.

Mr. Ziembra motioned to approve Resolution No. 14-2014 confirming that Member Contributions to the Upper Gwynedd Township Police Pension Plan will be 0% for 2014. Seconded by Mr. Santi, this Resolution was approved.

- 21. Motion to approve Resolution No. 15-2014 confirming that Member Contributions to the Upper Gwynedd Township Police Pension Plan will be 0% for 2015.**

Mr. Ziembra explained that Item No. 21 is the same as Item No. 20 except it is in regard to Member Contributions for 2015. He noted the percentage is also zero.

Mr. Ziembra motioned to approve Resolution No. 15-2014 confirming that Member Contributions to the Upper Gwynedd Township Police Pension Plan will be 0% for 2015. Seconded by Mr. Duffy, this Resolution was approved.

**THOMAS A. DUFFY**  
**Upper Gwynedd Wastewater Treatment and Upper Gwynedd Towamencin**  
**Municipal Authority (UGTMA)**

**22. MOTION TO APPROVE BSI ELECTRICAL CONTRACTORS CHANGE ORDER NO. 1 IN THE AMOUNT OF A \$182,994.00 CREDIT FOR THE ELECTRICAL PROJECT "B" ON THE BIOMAG PROCESS PROJECT AT THE WASTEWATER TREATMENT PLANT.**

Mr. Duffy noted that BSI Electrical Contractors has submitted Change Order No. 1 in the amount of a \$182,994.00 credit which was for money the Township had in the Contract that was not spent on the electrical part of the BioMag Process Project.

Mr. Duffy motioned to approve BSI Electrical Contractors Change Order No. 1 in the amount of a \$182,994.00 credit for the Electrical Project "B" on the BioMag Process Project at the Wastewater Treatment Plant. Seconded by Mrs. Edelmayer, this Change Order was approved.

**23. MOTION TO AWARD THE WASTEWATER TREATMENT PLANT'S EFFLUENT SCREEN BID TO C&T ASSOCIATES, INC. IN THE AMOUNT OF \$261,300.00.**

Mr. Duffy reported that the Township received about nine Bids on the Wastewater Treatment Plant's Effluent Screen Bid, and C&T Associates, Inc. was the lowest bidder. He noted that this project was budgeted at \$340,000. He reminded this screen cleans the water before it reaches the ultra violet lights.

Mr. Duffy motioned to award the Wastewater Treatment Plant's Effluent Screen Bid to C&T Associates, Inc. in the amount of \$261,300.00. Seconded by Mr. Ziembra, the Effluent Screen Bid was awarded to C&T Associates, Inc.

**24. MOTION TO AWARD THE 2015 FERRIC CHLORIDE BID TO KEMIRA WATER SOLUTIONS IN THE AMOUNT OF \$0.079 PER WET POUND AS SPECIFIED AS 38%-40% SOLUTION.**

Mr. Duffy reported that the Township received two Bids on the 2015 Ferric Chloride Bid and Kemira Water Solutions was the lowest bidder. He reminded that Kemira is the Township's current supplier.

Mr. Duffy motioned to award the 2015 Ferric Chloride Bid to Kemira Water Solutions in the amount of \$0.079 per wet pound as specified as 38%-40% Solution. Seconded by Mrs. Edelmayer, this 2015 Ferric Chloride Bid was awarded to Kemira.

**25. MOTION TO APPROVE THE UPPER GWYNEDD-TOWAMENCIN AUTHORITY'S (UGTMA) 2015 BUDGET.**

Mr. Duffy stated that the Township needs to approve the Upper Gwynedd-Towamencin Authority's (UGTMA) 2015 Budget. He reported that the Township splits the cost with Towamencin. He noted this year Towamencin Township's contribution will be \$482,000.95 and Upper Gwynedd's contribution will be \$188,749.05. He stated that this will carry Upper Gwynedd through March 15, 2015.

Mr. Duffy motioned to approve the Upper Gwynedd-Towamencin Authority's (UGTMA) 2015 Budget. Seconded by Mr. Ziembra, the 2015 UGTMA Budget was approved.

## OTHER BUSINESS

### 26. APPROVAL OF THE DECEMBER, 2014, BILLS.

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

Mr. Kroberger advised that the Board had also received a copy of the bills from the Sewer Fund and asked for questions or comments. Hearing none, upon motion by Mr. Duffy, seconded by Mr. Ziemba, 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. Upon motion by Mr. Santi, seconded by Mr. Duffy, the Board unanimously approved these invoices as well.

Mr. Kroberger advised that there were a number of invoices that had been prepaid. Upon motion by Mr. Duffy, seconded by Mrs. Edelmayer, the Board unanimously approved the pre-paid invoices.

Mr. Kroberger thanked all the Members of the Board, Mr. Perrone, and all the employees of the Township for a very good year. He thanked all the volunteers who serve on the Township's Boards and Commissions. Mrs. Edelmayer thanked the all the faithful residents who attend the monthly Public Meetings. Mr. Duffy extended thanks to the Reporter as well.

Mr. Santi wished everyone a Merry Christmas and Happy New Year.

### 17. CALL FOR ADJOURNMENT TO EXECUTIVE.

There being no further business, upon motion by Mr. Santi, seconded by Mr. Ziemba, the meeting was adjourned at 8:10 PM.

Respectfully Submitted,

Leonard T. Perrone  
Secretary

/kmc

**Approved January 29, 2015**