

**WORKSHOP MEETING MINUTES**

June 16, 2015

The January 20, 2015, Workshop Meeting was called to order at 7:00 P.M. Those present were:

Kenneth E. Kroberger	President
M. Clare Edelmayer	Vice President
James A. Santi	Commissioner
Eugene P. Ziemba	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
E. Van Rieker	Zoning Officer & Planning Coordinator
Russ Benner	Township Engineer

**Reminder:** Employee Appreciation Event: Friday, June 19<sup>th</sup> from 12:00 to 3:00 PM.

**CONSULTANTS****PLANNING/ZONING****1. Report by E. Van Rieker (Updates):**

- Sumney Forge – Property Maintenance Issues

Mr. Rieker reported that he met with the Property Maintenance Director for WaWa and they have agreed to take care of the Sumney Forge Shopping Center until the center is sold. They put a new fence up, looked at lighting, and removed trash containers. Mr. Kroberger questioned when settlement will be made on the property. Mr. Rieker reported that he does not know. Mrs. Edelmayer stated the driveway is really bad, and questioned Mr. Rieker as to actions that the Township can take to have it repaired. Mr. Rieker reported the Property Maintenance Code and from an engineering standpoint that could be addressed. He stated they have been cooperative on the issues that have been raised. Attorney Onorato questioned whether or not all the tenants have vacated the premises. Mr. Lapinski answered, "Yes." Mr. Kroberger instructed Mr. Rieker to speak to WaWa about repairing the driveway since they are still the owners of the property.

- WaWa Plan submittal for Welsh Road – Traffic Issue

Mr. Lapinski reported that he received an email that WaWa is working with PennDOT, but he has not seen any plans yet. He noted that the Township should review the plans before they go to PennDOT.

- ZHB No. 15-09 Crest Commons, LLC (514 Washington Avenue) Variances required to rebuild an existing non-conforming single family dwelling.

Mr. Rieker stated that Crest Commons was before the Zoning Hearing Board. It is a small submission located at 514 Washington Avenue which butts up against the Borough of North Wales. The new owner will demolish the existing building and build a new single home, and he needs relief in order to modify the non-conforming yards. Mr. Rieker reported that he expects an approval next week.

**Not on the Agenda:**

Mr. Santi reminded about the condition of the Giant property. Mr. Rieker reported that the grass was cut on Sunday. He noted that the owner apologized and reported that they had a change in their management company. Mr. Rieker reported the Giant property is in the process of being sold, but he has no information on the sale yet.

Mr. Kroberger reported that 1908 S. Broad still has grass in excess of 6' high. Mr. Rieker reported that he called the mortgage company and reported to their legal representative that they need to maintain the property or they will be leined. He noted that the Public Works Department did cut the front of the yard of this property, and there are a few other repeat offenders from last year. Mr. Rieker suggested the property owners who repeatedly do not respond need to be taken to District Court. He noted the process could take six months to a year. Attorney Onorato suggested using the Property Maintenance Code as enforcement, have the Public Works Department cut the grass, and lien the properties.

2. **Enclave at Maple Green:**

Mr. Perrone stated that in regard to the Enclave at Maple Green the Township will include a \$7,800 contribution (\$1,560 per lot) to Garfield Avenue Park for the Parks and Recreation Department at the time of subdivision approval.

3. **624 South Sumneytown Pike (Robinson Trust):**

Mr. Rieker reported that 624 South Sumneytown Pike (Robinson Trust) is a two lot minor subdivision. He stated the front building required a dimensional variance which was granted for an addition. He noted a flag lot was approved for the rear lot. It has been approved by the Planning Commission and T&M Associates, and the builder has submitted a Grading Plan. He reported that no easements are needed and the Applicant just needs to tie up a few loose ends. It should be ready for approval next week.

4. **Resolution No. 14-2015:**

Mr. Lapinski reported that Resolution No. 14-2015 for Plan Revision for New Land Development (624 South Sumneytown Pike – Robinson Trust) Sewage Facilities Planning Module for PADEP needs to be approved. He noted this is just a standard Resolution that the Board has approved in the past for Applicants to get their sewer approvals from DEP.

5. **Preserve at Gwynedd (Samantha Court):**

Mr. Perrone reported that the Preserve at Gwynedd (Samantha Court) is a subdivision that the Board approved a long time ago, but it was held up by the EDU issue which is now resolved. He stated they are getting ready to build, and they are requesting a waiver to use Belgian Block curbing. Mr. Santi reported that Newbury is already having problems with Belgian Block and questioned whether or not the Township should continue to permit its use. Mr. Lapinski answered, "They have typical maintenance issues that the Township has on the Punch List to replace some pointing between the blocks but nothing to the extent that was at The Reserve." Mrs. Edelmayer questioned whether or not it is relative to the driveways. Mr. Lapinski reported they are all concrete.

Mr. Lapinski explained they are requesting a Waiver for Belgian Block curbing, and they will have a private road maintained by the Home Owners Association. Mr. Perrone noted the Township is proposing a design that is nothing like what was done at The Reserve.

6. **Rapunzel's Salon and Spa (1961 West Point Pike):**

Mr. Perrone stated that Rapunzel's Salon and Spa located at 1961 West Point Pike is a redevelopment of a commercial site between Oak Street and Morris Road. Mr. Rieker reported the new owner needs to put an addition on the rear of the existing building to provide for additional services. He noted the addition will be placed upon impervious services so the rest of the site remains unchanged. He stated it is the kind of plan that in the past has received a waiver to land development. Mr. Rieker reported the Plan itself will still be submitted and receive a full review by staff. There are no public improvements. Attorney Onorato suggested making the waiver conditional upon staff review. Mr. Rieker reported they are not going to serve more people, they are going to have more services so parking should not be a problem. Mr. Santi questioned whether or not the Township has a list of services they will provide. Mr. Rieker answered, "It is within their testimony." Mr. Santi requested a copy of the list of services be sent to the Board. Mr. Perrone clarified on the Public Meeting Agenda, this will be a motion to waive land development.

## ENGINEERING

7. **Report by T&M Associates (Updates):**

- NPSD – Pennbrook Middle School Detention Basins Status

Mr. Benner reported that T&M is proceeding with the construction plans and design. He stated that they are also working on the Grant Application that is due at the end of the month. They are putting all the supporting documentation together and the School District has been cooperating with them. Mr. Kroberger questioned the timeframe for contacting the School District for a meeting. Mr. Benner reported he still needs a few weeks because he wants to show them 30% complete of the plans.

(Also refer to Item No. 8 on this Agenda)

- GIS Development (Sugar Valley)

Mr. Benner stated there is nothing new to report on the GIS development in Sugar Valley. The purpose of the project is to develop modeling capabilities for the Inflow and Infiltration Program to monitor the sanitary flow to see how it affects the capacity of the pipes.

Mr. Benner noted that T&M just so happens to be evaluating software that will be able to do that type of modeling. He stated the Township is not paying for this service or the software.

- GPS Survey Device

Mr. Perrone reminded that the GPS Survey Device was discussed last month, and he thought that it was ok proceed with the purchase. He stated that this device locates the manhole and gives its elevation. He reported the device is approximately \$20,000 which is a significant savings over paying a surveyor. Mrs. Edelmayer questioned who will be using the device. Mr. Perrone answered, "Mostly Michael Currie and Bobby Hegedus." Mrs. Edelmayer questioned whether or not this device was in the 2015 Budget. Mr. Perrone stated it was not, but the cost will be divided between the Public Works and the Sewer Departments.

- Gwynedd Manor Road Bridge Repair

Mr. Benner reported that in reference to the Gwynedd Manor Road Bridge Repair, T&M sent recommendations to Mr. Troxel, and he is reviewing them to see if he can do some of them in-house.

- Gwynedd Manor Road Curb Line Drainage Problem

Mr. Benner reported in reference to the Gwynedd Manor Road curb line drainage problem he had detailed surveying done, and he looked a detailed profiling along the curb line on the left side. He stated, "You can see that there are ineffective slopes along the curb line. Especially as you go back up over the hill where it starts to flatten out. The water just lays there, and doesn't run. The grades substantiate that." He reported that he tried to lower the grade back about 400' off of Sumneytown Pike along the curb line and proceed down the road about  $\frac{1}{2}$  to  $\frac{3}{4}$  % which is minimal but by the time he gets down to those driveways, the road cut is about 5  $\frac{1}{2}$ " which does not work.

Mr. Benner stated by next week he will lay out one or two inlets to pick up the water and tie it into the storm pipe that comes along Sumneytown Pike and goes right across the intersection to the inlet. Set a doghouse or inlet there and that will pick up the water. There may be some minimal profiling of the curb line, but it can be done in conjunction with installing the storm line in along the curb line. Mr. Benner stated he will present a design and cost estimate, and then the Township can talk to Mr. Troxel about it.

**Not on the Agenda:**

Mr. Lapinski reminded that T&M was authorized to pursue grant money for the Township's MS-4 compliance projects. He reported that Mr. Duncan informed him today that the Township received a \$300,000 Grant from the National Fish & Wildlife Foundation (NFWF) to pay for three of the projects. Mrs. Edelmayer questioned whether or not this is for the School District projects. Mr. Lapinski stated T&M applied for the Growing Greener Grant for those projects. Mr. Benner explained the NFWF Grant is for some of the measures in the MS-4 Program. He stated they submitted the Notice of Intent, they submitted a program or design details on how they are going to accomplish the TMDL reduction which included three to four projects. This is funding to get these projects done. Mr. Santi questioned the timeframe for spending the funds. Mr. Benner answered it is two to three years out.

Mr. Kroberger questioned the status of the Conrad Avenue Project. Mr. Lapinski reported that the Township just received the bids. He reminded that this was one of the bids that had to be re-bid. He stated that Mr. Troxel along with the operator of the rented equipment will be completing the project. He noted that the Township has kept in touch with the neighbors, and they know it will be finished this season with final restoration in the fall.

8. **Resolution No. 13-2015:**

Mr. Lapinski reported that Resolution No. 13-2015 is for Upper Gwynedd Township requesting a Watershed Restoration and Protection Program (WRPP) Grant of \$300,000 from the Commonwealth Financing Authority to be used for installation of three stormwater water-quality basins within the headwaters of the Wissahickon Creek. He noted that Mr. Benner has been working on this in regard to the North Penn School District Basins at Pennbrook Middle School (Act 13). Mrs. Caracausa pointed out the supporting letters that accompany it signed by Mr. Perrone and Mr. Rieker.

## **FINANCE/PERSONNEL/ADMINISTRATION**

9. **House Bill 316:**

Mr. Perrone reported that House Bill 316 is in regard to municipal cash balance pension reform bill for public safety personnel, and PML and PSATC are requesting support.

10. **Senate Bill 755:**

Mr. Perrone stated that Senate Bill 755 is an alternative municipal pension reform proposal which would allow the creation of modern and portable Defined Contribution Pension Plans for all newly hired municipal public safety and other employees.

Mr. Perrone stated that Items No. 9 and 10 are related and the Township needs to keep monitoring them.

11. **Krista M. Caracausa:**

Mr. Perrone reported that Krista M. Caracausa will be recognized for five years of service to the Township at next week's Public Meeting.

## **PUBLIC WORKS/PARKS/RECREATION**

12. **2015 Dry Milling Re-Bid:**

Mr. Perrone reminded that two of the Township's bids needed to be re-bid due to a problem on the PennBid website. He reported that the low bidder on the 2015 Dry Milling Re-Bid was P. K. Moyer & Sons, Inc. in the amount of \$66,325. They have submitted the appropriate documentation, and they should be awarded next week.

13. **2015 Equipment Rental Re-Bid for Conrad Avenue Project:** P. K. Moyer & Sons, Inc. \$19,976 Award

Mr. Perrone reported that the low bidder on the 2015 Equipment Rental Re-Bid for Conrad Avenue Project was P. K. Moyer & Sons, Inc. in the amount of \$19,976. They have submitted the appropriate documentation for this bid, and they should be awarded next week.

14. **International Fireworks Agreement (September 11<sup>th</sup> & 12<sup>th</sup>):**

Mr. Perrone stated the International Fireworks Agreement for September 11 and 12, 2015, needs to be approved in the amount of \$10,750 for the 2015 Carnival. He noted the increase in price of \$775.00 this year which is the very first increase.

## **PUBLIC SAFETY**

15. **Fire Company:**

Mr. Perrone stated the Fire Company has selected Holtz and Henry, Inc. to do the Kitchen Sub-Floor Project after receiving numerous prices from other contractors. He noted the proposal was reviewed by Joe Del Ciotto who did the Design Plan. Mr. Perrone reported the Township is requiring a Building Permit, but the fee is being waived. Mr. Quimby is meeting with Holtz and Henry, Inc. on Thursday to review the inspection requirements. Mr. Ziemba questioned the timeframe on the project, and he expressed concern in regard to the Fire House rentals. Mr. Perrone reported the contract reads less than 30 days, and he noted that John Poirier is handling the project at the Fire Company.

16. **Police Department:**

Mr. Perrone stated that he received sketches on the new side entrance of the Police Department from Joe Del Ciotto, and they are in the Workshop packet. He noted that Mr. Del Ciotto is questioning the layout of the windows, and what the Township's preference is on the proposed designs. Mr. Santi asked Chief Duffy what he prefers. Chief Duffy stated he would like a bottom window on both sides so that employees can see whether or not traffic is coming before they step outside the building. He also noted that the square design matches the existing building better. Mr. Perrone stated that he will relay this decision to Mr. Del Ciotto.

17. **3<sup>rd</sup> Annual Friedreich's Ataxia Charity Bike Ride:**

Mr. Perrone stated the 3<sup>rd</sup> Annual Friedreich's Ataxia Charity Bike Ride is scheduled for October 11, 2015, with two routes leaving Montgomery County Community College at 8:00 AM and 9:00 AM. The ride is capped at 800 participants. Steve Gillen has reviewed the route, and he is recommending approval at next week's meeting.

## WASTEWATER TREATMENT

### 18. Kistler Pole Building Co., Inc.:

Mr. Perrone stated that Kistler Pole Building Co., Inc. will prepare a design Proposal for a pole barn type garage at the Wastewater Plant. For \$2,800. He noted that \$1,400 is due on acceptance of the Proposal on both Phase I and Phase II. If Kistler is the lowest bidder, they will credit the cost back to the Township.

Mr. Perrone reported that the new garage will be located directly in front of the new generator facility that is to the left of the Administrative Building. It is a green structure. Between that generator structure and the curb is an existing foundation of the old generator. The garage will go on top of the old foundation. He noted that the garage will not obstruct the ability to utilize or service the existing generator.

### 19. TMA Capital Projects Fund - June Vouchers for Approval:

- A. Bursich Associates: \$11,204.01  
Engineering Fees
- B. Almeida & Hudak Contractors: \$119,700.00  
Payment No. 1  
Valley Forge Road Meters

Mr. Perrone reported that Towamencin Municipal Authority (TMA) reported on two Capital Projects in June, and he is passing the numbers on to Mr. Interrante for review and Mr. Brill for Township record.

Mr. Perrone stated Item 19A is for Bursich Associates engineering fees in the amount of \$11,204.01. Item No. 19B Payment No. 1 is for the installation of meters on Valley Forge Road by Almeida & Hudak Contractors in the amount of \$119,700.

### 20. Resolution No. 15-2015:

Mr. Perrone stated Gary Pulcini recommended that the Township pass Resolution No. 15-2015 declaring the Township's intent to reimburse itself from the proceeds of debt to be issued for the Wastewater Improvement Project (WIP) for the prior expenditures made for the WIP Project.

Mr. Perrone explained that this Resolution opens the door for the Township to borrow money to reimburse itself for soft cost that relates to the capital project of the diversion. He reported if the Township does not adopt the Resolution then it is not an option later. Attorney Onorato clarified the Township is spending money now in anticipation of a future Bond issue. This allows the Township to pull back and pay the expenses for the next few years as part of that Bond issue to the extent allowed by law.

### 21. PJL Realty Advisors, Inc.:

Mr. Perrone reported that the Township needs to engage PJL Realty Advisors, Inc. (Paul Leis) to provide appraisals for properties in regard to the Wastewater Improvement Project (WIP). Mr. Santi pointed out a typo in PJL's proposal related to a \$100.00 charge per parcel that should read \$1,000 per parcel. Mr. Perrone stated he will call Mr. Leis and have the document corrected before next week's approval.

### 22. UGTMA Section Manhole Repairs Bid:

Mr. Perrone stated the Township received bids for the UGTMA Section Manhole Repairs Project and the lowest bidder was Wexcon, Inc. in the amount of \$185,200 which includes a \$20,000 allowance. He reported that this Bid needs to be awarded next week.

23. **Cured-in-Place Pipe (CIPP) Spot Repairs in Gwynedd Gardens Bid:**

Mr. Perrone reported the Township budgeted Cured-in-Place Pipe (CIPP) Spot Repairs in Gwynedd Gardens, and the Board needs to authorize the preparation and advertising of the bids. He noted this includes repairs on: Cathys Lane, Sandys Lane, Marlyns Lane, and Weber Road.

There being no further business for public discussion, the meeting was adjourned at 7:45 to Executive Session.

Respectfully submitted,

Krista M. Caracausa  
Recording Secretary

**Approved July 27, 2015**