

WORKSHOP MEETING MINUTES

March 17, 2015

The March 17, 2015, Workshop Meeting was called to order at 7:00 P.M. Those present were:

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
E. Van Rieker	Zoning Officer & Planning Coordinator
Russ Benner	Township Engineer

Mr. Perrone announced that Mr. Kroberger will not be in attendance tonight.

CONSULTANTS

PLANNING/ZONING

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

- Enclave at Maple Green (Four Maples Farm)

Mr. Rieker reminded that the Enclave at Maple Green is the five lot subdivision on Broad Street. He reported that it was before the Planning Commission last month, staff made comments, and it will likely be approved with conditions. Mrs. Edelmayer questioned whether or not this is a cul-de-sac. Mr. Rieker stated it is a private street and driveways. There will be a Homeowners Agreement which will be reviewed and approved by Attorney Onorato's office.

- Regulation of recreation vehicles/boat and POD storage on private property

Mr. Rieker noted there has been discussion on recreation vehicles and POD type storage units on front yards. He stated the plan is to continue to gather information and make a presentation to the Board in a month or two to see if an Ordinance is required in this regard. Within the Building Code regarding the mobile type units, residents are required to obtain a permit after the unit has been on site for 30 days. The resident gets a notice that they have 30 days to obtain the permit, and so far the units have all been removed. Mr. Rieker stated that the concern is if a temporary structure is going to be used on a semi-permanent basis, then it should comply with zoning in reference to dimensions, setbacks, etc. Mr. Perrone noted that the reference to POD should be reworded to "mobile storage unit" in the future because POD is a company, and the Township is referring in general to all mobile storage units.

2. **PRDC Properties, LLC:** Newbury II Development proposed Zoning Change R-2 to R-4 Discussion

Mr. Rieker reported that PRDC Properties, LLC Newbury II development is the proposed rezoning from R-2 to R4 to permit approximately 28 to 32 twin homes behind Sanctuary Methodist Church. He stated after a number of

Planning Commission presentations and meetings, they are recommending approval subject to the Applicants perfecting the Plan and answering questions in anticipation of the Public Hearing. This would include the Township's evaluation of a Traffic Report of the area. He stated that staff, engineering and the Planning Commission has looked at the Plan, and they are stating that more information is required. He reported that some but not all neighbors who attended the last meeting were pleased with the new neighboring concept Plan. Mr. Perrone reported that he and the Board have been receiving letters expressing concern from residents in the development.

Mr. Santi explained to Mr. Benner that he has two concerns. One, the Applicant has added four more units taking some parking away from the Church, and the Church is planning to expand. He asked, "Will the Church still have adequate parking?" Mr. Benner stated that he will look into the parking situation. Two, Chief Duffy was asked to look into the records on automobile accidents at the corner of Hancock Road and E. Prospect Avenue. He expressed his concern about straightening out the road and making it wide open, and then questioned Chief Duffy about the accidents in the area. Chief Duffy reported that they were all relatively nominal and most were considered driver error. He reminded the Board that the Township just lowered the speed limit on that section of Hancock Road which was a good idea with the school and the sports activities that take place there. Mr. Santi questioned whether or not Chief Duffy conducted a traffic count in the area. Chief Duffy reported they did one a few years ago and there was high volume, but there was not a speeding problem. He stated they have not done one recently. Mr. Perrone stated that is the purpose of the next item (Item 2A).

2A. Heinrich & Klein Associates, Inc.:

Mr. Perrone stated the purpose of Item 2A is to have the Township's Traffic Engineers Heinrich & Klein Associates, Inc. look at the impact the Newbury II development will have on the surrounding streets and the neighborhoods. He requested the Board give him a "go ahead" tonight so that Mr. Heinrich can get started with formal approval at next week's Public Meeting. He noted that he wants to meet a Staff Meeting deadline and this approval would be helpful.

He stated the Proposal for Traffic Engineering Services for Newbury II will not exceed \$1,100. The Board gave Mr. Perrone their "go ahead" to begin the Study. Mr. Santi reminded that the cost of the Study should be reimbursed to the Township by the developer. Mr. Perrone agreed. Mr. Perrone stated that he will tell Mr. Heinrich to get started and to touch base with Chief Duffy in regard to the information on accidents that occurred at the intersection. Mr. Rieker noted the possibility of pole relocation. Mr. Santi reminded that there was previous discussion about street lights at the intersection. He also noted that the new driveway will be near the hill and the parking lot.

Mr. Rieker reported that the Applicants have been asked to show a Plan that complies with zoning for the remainder of the property in the event that Newbury II goes forward. This is about 5 ½ acres which will be the Church property, and the Planning Commission has asked the developer to indicate that the parking, open space, and whatever else the property will become be planned now. He clarified, "Indicate how the Church is fully compliant with its needs and the Township's Ordinance with the Church expansion and the 9 ½ acres divided off for Newbury II."

Mr. Perrone noted that Mr. Heinrich also needs to take the Church expansion into consideration when doing his Traffic Study. Mr. Rieker answered, "Yes." Mr. Santi stated that he believes the building will be a Community Center/Multi-Purpose type room, but that information should be obtained directly from the Church.

3. Merck Sharp & Dohme Corp:

Mr. Lapinski reported that Merck Sharp & Dohme Corp's subdivision Plan for 500 Dickerson Road is ready for approval with a Waiver and conditions. He reported it is a three lot subdivision consisting of the existing Day Care lot, a smaller utility lot (which received a Variance for an undersized lot), and a vacant lot. He reported he has received Zoning Hearing Board approval, Planning Commission approval, and County approval. Mrs. Edelmayer questioned what will be visible from the road. Mr. Lapinski reported he is unaware of any changes at this point.

4. **Ordinance No. 2015-001:**

Mr. Perrone stated that Ordinance No. 2015-001 repeals and deletes Chapter 87 – electrical systems from the Township Code of Ordinances. He noted that it relates to the fact that the Township began doing electrical inspections and added new language. Now, Chapter 87 needs to be repealed because it conflicts with the new language which has now been put in place. Mr. Perrone reported it has been advertised and it is ready to be adopted next week.

ENGINEERING

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

- NPSD – Pennbrook Middle School Detention Basins Status

Mr. Benner reported that in regard to the detention basins at Pennbrook Middle School, the surveyors have now been cleared (four separate clearances were needed) to do the surveying work, and the snow has melted so the work should begin next week.

- West Point Streetscape (Letting Date)

Mr. Benner stated the West Point Streetscape bids are due on March 26, 2015. T&M has been monitoring the questions on the Bid since it is all being handled by PennDOT. He noted that construction Notice to Proceed is anticipated for June for completion in August.

- GIS Development (Sugar Valley)

Mr. Benner stated the GIS Committee walked through Sugar Valley and discussed storm drain issues and how it affected inflow and infiltration and identified all the areas of concern. He reported the group took all of Tim Carrigan's information and converted it to GIS. Now they will take what they learned from the site meeting and combine it with the GIS and formulate a plan. Mr. Duffy questioned, "What levels are being done now, stormwater and sewer?" Mr. Benner answered, "Yes, right now. It will show us how one effects the other. Then once the information is in from the field visit, they will look at the applications and do the demonstration."

- NFWF Grant Application (deadline 3/18/15)

Mr. Benner reported that T&M is working on the National Fish and Wildlife Federation Grant Application which is due tomorrow (March 18, 2015). He stated that he believes there is a very good chance they will get a \$300,000 Grant to assist with some of the projects in the 5-Year TMDL Reduction Plan as part of the MS4 Permit. He noted they are putting project profiles together and when they know what Grant funds are available, they will choose the order in which they will do the projects.

Mr. Benner noted that this does not include the Basin Project with the School District. He reported they qualify for the Growing Greener Grant and the Commonwealth Financing Authority Grants which will be due in June or July. He noted the good news is if the Township begins work on one of the basins in the fall and the Township's match is the engineering, there is a one year look back. Mr. Santi questioned the timeframe for submission. Mr. Benner answered two years.

Gwynedd Manor Road Bridge Repair

Mr. Benner stated in regard to the Gwynedd Manor Road Bridge repair, Mr. Troxel will be meeting Justin Coil (a bridge specialist) from T&M's Bethlehem office this week. Mr. Perrone reminded that this repair came from the request of a neighborhood resident.

- Gwynedd Manor Road Curb Line Drainage Problem

Mr. Benner reminded that T&M looked at the Gwynedd Manor Road Curb Line Drainage Problem last year. Mr. Troxel took some elevations and concluded that the problem cannot be solved by milling. He explained they

were planning to mill along the gutter line to try to keep the water moving but the curb and apron sunk so much that if it is milled the grate around the elevation now will make it worse.

Mr. Benner reported it appears that an inlet or inlet(s) will be needed. We looked at the grades 400' up from Sumneytown Pike. Any new inlets will have to connect to the County stormwater pipes in Sumneytown Pike. Mrs. Edelmayer questioned which side of the stream it is on. Mr. Perrone stated east of the stream. Mr. Perrone gave a description of the location of the water and noted it was freezing up during the winter months and causing problems for three or four residents in that area. Mr. Benner assured the Board that he is working on a solution to the problem.

FINANCE/PERSONNEL/ADMINISTRATION

6. Letter from Senator Greenleaf:

Mr. Perrone stated that the letter from Senator Greenleaf in regard to SB4 the bill which amends the PA Constitution to allow the General Assembly to define which institutions are charities deserving tax-exempt status is just an FYI item.

PUBLIC WORKS/PARKS/RECREATION

7. Emily Croke:

Mr. Perrone explained that when the Township promoted Alex Kaker to the position of Parks and Recreation Director, it left his former position open. Mr. Kaker conducted interviews and brought the decision down to two very good candidates. Mr. Perrone stated that he interviewed both candidates and with the guidance of Mrs. Edelmayer, Emily Croke was chosen. He reported that Ms. Croke has some incredible experience which includes working with Temple University's athletic teams, the Flyers, the 76ers, and other public relations and community activities.

8. PennDOT 3 Year Master Casting Agreement (2014-2017):

Mr. Perrone stated the Board needs to adopt PennDOT's 3 Year Master Casting Agreement for 2014-2017. He reported this relates to the types of concrete structures that are put in roads that belong to facilities of the Township that are located in State roads (i.e. manholes, frames around inlets, etc.). He noted that the Township has to use PennDOT specifications along the State roads.

Mr. Perrone reported that this came about because PennDOT is finally going to repave North Wales Road and the Township needs to adjust some manholes in that area.

9. Resolution No. 08-2015:

Mr. Perrone stated that Resolution No. 08-2015 authorizes Township Staff to sign the PennDOT's 3 Year Master Casting Agreement for 2014-2017.

PUBLIC SAFETY

10. Del Ciotto Architectural Design Proposal:

Mr. Perrone stated Joe Del Ciotto has submitted an Architectural Design Proposal for enclosing the Police side entrance of the building. He noted that he wants something simple but architecturally consistent with the rest of

the building.

11. **5th Annual Corpus Christi 5k Run:**

Mr. Perrone stated the 5th Annual Corpus Christi 5k Run needs to be approved for April 11, 2015, at 8:00 AM. The race starts and finishes at Corpus Christi School. There will be approximately 50 runners. The event is being organized by James McGovern an 8th grade teacher who uses the race as a fund raiser and organizational experience for his students.

12. **Laurel Houses' 16th Annual 5k Dash against Domestic Violence:**

Mr. Perrone stated the Laurel Houses' 16th Annual 5k Dash against Domestic Violence needs to be approved for October 18, 2015, at 8:30 AM instead of 9:00 AM and run in reverse of last year. This permits the runners to enter and exit Clover Crest in a much tighter group reducing impact on the neighborhood. The event is being organized by Jenny Boyer. The Township Pavilion and Parking areas will be used as its start and finish. The event size is typically 200-300 runners.

Not on the Agenda:

Mrs. Edelmayer questioned Chief Duffy in regard to a race that the Police Department runs annually. She noted it was a topic of discussion at the last Parks and Recreation Board meeting. Chief Duffy stated there was a 5k run last year and the Police Department's DARE Program was a partial beneficiary, but it was not organized by the Police Department. He reported he does not know whether or not the organization will hold the race again this year.

WASTEWATER TREATMENT

13. **Resolution(s):**

Attorney Onorato explained that Item 13 and Item 13A are in regard to Upper Gwynedd withdrawing from the Upper Gwynedd Towamencin Municipal Authority (UGTMA), and he drew the Boards attention to an email dated March 11, 2015, from Attorney Watt which lays out the four step process.

Mr. Onorato noted the first step is to adopt a Resolution indicated the desire to withdraw. Then, UGTMA has to adopt a similar Resolution accepting the withdrawal. It then gets published in The Reporter and the Montgomery County Law Reporter. Three days after the notice of publication, the application can be filed with the Pennsylvania Department of State for processing.

13A. **Resolution 07-2015:**

Mr. Perrone stated Resolution No. 07-2015 signifying the desire by Upper Gwynedd to withdraw from and as a member of the UGTMA effective as of April 30, 2015 is the action the Township will take at the Public Meeting. The noted this is the first step in the process that Attorney Onorato explained in Item 13 above.

14. **Resolution No. 09-2015:**

Mr. Perrone stated Resolution No. 09-2015 establishes a fee for operating the Township's Pre-Treatment Program during the calendar year 2014, and it needs to be approved.

It was noted that North Wales MIPP Program needs to be activated. Mrs. Edelmayer questioned who is handling the project. Mr. Perrone stated the Township is working with North Wales on putting together a list of commercial and industrial users.

15. **Richard C. Mast Associates, P.C.:**

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| A. UGT Route Survey Record Research PECO Right-of-Way: | \$ 4,875 |
| B. UGT Route Survey along Valley Forge Road (S.R. 363): | \$10,100 |
| C. UGT Route Survey Aerial Photography Routes 1, 2, 3, 4 and 5: | \$ 4,600 |

Mr. Perrone stated Richard C. Mast Associates, P.C. Survey Proposals need to be approved for the UGTMA Flow Diversion Project. He reported these Surveys are needed to determine the route of the diversion. He noted that Item 15A. UGT Route Survey Record Research PECO Right-of-Way is being put on hold for now.

Mr. Perrone stated 15B. UGT Route Survey along Valley Forge Road (S.R. 363) and 15C. UGT Route Survey Aerial Photography Routes 1, 2, 3, 4 and 5 need to be approved. He noted this is a force main not a gravity line project so a lot more can be done using aerials. He stated getting this work done is very important because choosing the route is the first step in moving forward on the Diversion Project.

16. **Manhole Repairs:**

Mr. Perrone stated that 103 manhole repairs are needed in the Sugar Valley development, and the cost will be \$213,300. He reported 15 manhole repairs are needed in the Gwyneddeer development, and the cost will be \$31,063. He noted that these repairs are in the 2015 Budget, but all capital expenditures still require Board approval.

Attorney Onorato questioned the reason for the manhole repairs. Mr. Duffy answered, "They are worn. They leak around the edges, so any surface water gets right in." Mr. Perrone noted it is all about old installation versus new installation methods. Mr. Duffy noted that is why the Township is going to purchase a Manhole Cutter.

17. **C & T Associates, Inc. Application for Payment No. 1:**

Mr. Perrone reported that C & T Associates, Inc. submitted their Application for Payment No. 1 in the amount of \$2,880.00 for the Effluent Screen Replacement Project and this payment needs to be approved at next weeks meeting. Mr. Duffy noted that they are working on the installation, and he clarified that this is the Algae Screen for the UV System.

Not on the Agenda:

Mr. Duffy reported that the Wissahickon Valley Watershed Association is reapplying for the Grant for the Haines Run Project.

There being no further business for public discussion, the meeting was adjourned at 7:38 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa
Recording Secretary

Approved April 27, 2015