

WORKSHOP MEETING MINUTES

May 12, 2015

The May 12, 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
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

CONSULTANTS

PLANNING/ZONING

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

- Sumney Forge – Property Maintenance Issues

Mr. Lapinski reminded that Sumney Forge is the WaWa located on the corner of Valley Forge Road and Sumneytown Pike. He reported that he received a complaint from an adjacent neighbor regarding some property maintenance issues. He stated that he and Mr. Quimby met on site with the owner and representatives from WaWa. He reported that the trash has been cleaned up, but the dumpster will likely remain until later this month. The property has been sold, but the Township does not know who bought it yet. There was a question about a light fixture. The light fixture is shoebox type so it only shines down which is appropriate for that use. Mr. Lapinski reported there is a fence issue which is still outstanding. The neighbor is requesting that it continue all the way down the property line so that depends on whether or not the new owners want to comply with the request.

- WaWa Plan submittal for Welsh Road – Traffic Issue

Mr. Lapinski reported in regard to the WaWa on Route 202, the Police Department identified a traffic issue with left turns out of one of the entrances. He reminded that they met with WaWa and asked them to put in a no left turn for that entrance. He reported that WaWa’s Engineer is almost done with the Plan, and they will submit it to the Township first looking for endorsement from the Township and the Chief of Police. They would like a letter from the Township that they can submit with the Plan to PennDOT for a Highway Occupancy Permit to make the change with the sign and striping. Mr. Perrone noted that the new Plan should contain a pork chop design. It was further noted that this is the exit closest to the old Route 202, and the one behind it is already a right turn only.

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

Mr. Lapinski stated ZHB No. 15-09 Crest Commons, LLC is a small undersized lot near the Borough. He noted there is a very small house that exists on the property that is owned by the Veterans Administration, and property maintenance issues have been identified on the building. Crest Commons, LLC has purchased the property and wants to tear down the house, abandon the on-lot septic, connect to public sewer, and build a new house. They are expanding the nonconformities substantially so they need to go before the Zoning Hearing Board. He reported the lot is undersized, and it is going to be a nonconforming use. Attorney Onorato reported they are building the front of the house the same, but they want to extend the new house further back than the original house.

2. **Ordinance No. 2015-004:**

Mr. Lapinski stated Ordinance No. 2015-004 amends Chapter 103 dealing with flood damage control and relates to the Floodplain Ordinance that the Township adopted last month. He noted that the two Ordinances cross-reference each other so if the Township changes one, then the Township has to change the other. Attorney Onorato pointed out that the Floodplain Ordinance was within the Zoning Code, but this Ordinance is stand alone.

Not on the Agenda:

Mr. Ziemba reported that he received a complaint about a pile of yard waste on the side of the road on North Wales Road at Shearer Street. Mr. Perrone stated that he will write a letter to the homeowner.

Mrs. Edelmayer reported that a resident expressed concern about a collapsing stormwater inlet on Shearer Street at North Lane. Mr. Perrone stated that he will have Mr. Troxel look into this situation.

ENGINEERING

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

- NPSD – Pennbrook Middle School Detention Basins Status

Mr. Benner reported the Pennbrook Middle School Surveys were completed and forwarded to his office last week so now they will start the design process on all three basins. He stated that as that process progresses he will be communicating with the School District at the appropriate stages. Mr. Kroberger asked Mr. Benner when the earliest meeting with the School Board could take place. He reminded that the PECO Basin will not be a problem, but the School District wants to see the Track Basin as soon as possible. Mr. Benner answered probably in July. He noted that he has the layout already done. Now he needs to look at the storm sewer, directing the water, and sizing the basin. Then, they can meet with the School District. Mr. Duffy clarified the work will be done next summer. Mr. Benner answered, "Yes, and we will talk to them about that." Mr. Perrone stated that the dialogue should be more between Mr. Benner and the School District's Engineer. Mr. Kroberger stated there should be a meeting to let the School Board know that the Township is putting the time, effort, and funding into moving this project forward. Mr. Perrone reminded, "and we assured them that they would have the opportunity to comment on the design as it was being developed." Mr. Benner noted that he wants to be careful as they work through the process because he does not want to get too far into the design and have them say they have a problem with it. He wants to have something definitive for them to look at but at the same time not be overly detailed. Mr. Kroberger reminded that the Triangle Basin across the street is the Township's. The School District is not going to have a problem with the PECO basin, it is the Track Basin that needs focus.

Mr. Santi questioned whether or not there has been any feedback to the residents downstream. Mr. Perrone reported there is one gentleman who contacts him and he gives him status updates. Mr. Santi suggested having a meeting or sending the residents a letter giving them a status report, since the Township did walk their properties. Mr. Benner noted that he will be revising his schedule so Mr. Perrone could use it to present to the residents.

- West Point Streetscape

Mr. Benner reported the PennDOT Re-Bids for the West Point Streetscape Project are due on May 21, 2015. If everything goes alright, the construction will begin September 1st and end around Thanksgiving. Mr. Lapinski asked why the construction has to wait until September. Mr. Benner reported that PennDOT works by season, and the next season begins in September.

Not on the Agenda:

Mr. Kroberger questioned Mr. Lapinski about the new Tea House in West Point and when it might open. Mr. Lapinski stated that he is not sure whether or not Mr. Rieker issued the final Use and Occupancy Permit, but he will find out. Mr. Kroberger noted how nice the building looks.

- GIS Development (Sugar Valley)
- GPS Survey Device

Mr. Benner stated that he has nothing new to report on either the GIS Development or the GPS Survey Device.

Mr. Lapinski reported that he received an email and the total cost for the GPS Device is \$23,000 with all the accessories. Mr. Benner reminded that device will gather the data into an Auto CAD format that can be easily converted to GIS format. Mr. Perrone noted and that can do location and elevation. Mr. Benner stated they need to look at GIS platforming and modeling software. He noted that he wants to evaluate infoworks software which is a cloud based modeling program.

- Gwynedd Manor Road Bridge Repair

Mr. Benner stated in regard to the Gwynedd Manor Road Bridge repair, he put a report together and forwarded it to Mr. Troxel. He stated that knows that Mr. Troxel needs more information in regard to the guiderail.

- Gwynedd Manor Road Curb Line Drainage Problem

Mr. Benner reported the survey work is complete on the Gwynedd Manor Road drainage problem so he will get together with Mr. Lapinski to review it next week. Mr. Perrone stated that Public Works may be doing some of the work with assistance from an outside contractor.

- * 4. **Growing Greener and Watershed Restoration and Protection Program (WRPP) Grant Applications:** Commitment Letter
Approval

Mr. Benner stated that he put together a memo in March outlining funding opportunities and applications for 2015. They also outlined projects that were on the list for TMDL's, and the Township can apply for two grant opportunities. One is the Commonwealth Financing Agency (CFA) Act 13 and the other is the PA DEP Growing Greener Grant. Both programs offer a maximum of \$300,000 (the Township can apply for both, but will only get one), and that requires a 15% (\$45,000) cost share. He noted that the Township was not even thinking about submitting the School District Basin Projects because of timing, but that has now changed. He reported that he would need a Letter of Commitment from the School District. Attorney Onorato reported that he already spoke with Attorney Dooley, and he forwarded him a copy of the Letter of Commitment and the Agreement that would also need to be entered into if the Grant was approved. Mr. Perrone noted you are asking them to commit when they have not seen the design. Mr. Kroberger noted the Township knows that the School Board is fully committed to the PECO Basin. Attorney Onorato stated the letter requires them to authorize us to enter on their property in order to do design and do best management practice for the purpose of improving water quality in the

Wissahickon Watershed. He noted that has already been done. It also says they understand that if the environmental stewardship and watershed protection (Growing Greener Grant) is awarded by DEP, we will be required to execute a Landowner Grantee Agreement between the District and the Township for the Operation Maintenance Plan. He noted that he sent Attorney Dooley the Agreement and stated that Upper Gwynedd would be doing the work. Attorney Onorato stated he wants to find out whether or not this is a possibility.

Mr. Benner reported if they are agreeable, then all three basins become one project, and the Township will ask for one grant allocation. Although he noted it will prevent the Township from starting any construction this year. He reported the Township could begin construction on the Triangle Basin, but no grant money will go toward the project. Mr. Duffy questioned the scope of the project. Mr. Benner answered, "\$400,000 to \$500,000, and the Township is asking for \$300,000 in grant money with a \$45,000 match." Mr. Kroberger pointed out that the Triangle Basin will not provide any improvement without the other basins. Mr. Benner concurred. Mr. Kroberger stated then the Township is not moving ahead with the Triangle Basin until the School Board makes a commitment to the Township.

FINANCE/PERSONNEL/ADMINISTRATION

5. Dave Brill:

Mr. Perrone reminded that Mr. Brill will be recognized for five years of service to the Township at the Public Meeting next week.

PUBLIC WORKS/PARKS/RECREATION

6. Playground Celebration:

Mr. Perrone reported that the invitations have been sent out for the 20th Anniversary Playground Celebration, and the Township is collecting memorabilia for the event. Mr. Kroberger stated he would like to invite Danny King who was 7 years old at the time. He came up with the Park Sci name 20 years ago. Mr. Perrone stated the Township will try to find him.

7. 2015 Dry Milling Bid:

This Item will be discussed in Executive Session.

8. 2015 Recycling Bid:

Anticipated award next week.

9. 2015 Equipment Rental for Overlays Bid:

Anticipated award next week.

10. 2015 Equipment Rental for Conrad Avenue (MS4) Project:

This Item will be discussed in Executive Session.

PUBLIC SAFETY

11. Fireworks Display Ordinance:

Mr. Perrone reported that the Township's Fire Marshal Jeff Tomczak attended a seminar where there was a big push for Fireworks Permits. He stated that Mr. Tomczak is suggesting amending Section 100-3, Part A & B, Application for Fireworks Display of the Township's Fireworks Display Ordinance. Mr. Santi noted this will affect International Fireworks. Mr. Perrone noted the Township can require the Permit but waive the fee since they are essentially working for us.

12. Burning Ordinance:

Mr. Perrone stated that Mr. Tomczak is also proposing an amendment to Section 69-2 exceptions of the Burning Ordinance to handle fire pits. He reported they will not be banned but the Ordinance needs clarification. Mr. Kroberger noted it also deals with the required distance of the pits in regard to residences and other structures.

13. Police Carport Bid:

Mr. Perrone reminded the Board that they previously authorized the preparation of a Police Carport specification. He reported it is complete, and now the Township is ready to prepare and advertise the Bid. There was discussion about the slope of the driveway and the need for a split roof design. Mr. Perrone expressed concern about the most common direction of the storms in this area and snow getting caught within the structure. Mr. Kroberger stated it will still provide additional protection to the cars.

WASTEWATER TREATMENT

14. Purchase of Manhole Cutter:

- * A. Coneqtec Universal HS-57 Saw \$22,500
- B. ERMCM Pro-Cutter Model 1160 \$28,250

Mr. Perrone stated that the Township is going to purchase a manhole cutter. This will help reduce costs from contractors when doing manhole repairs and replacements because the Township will be able to do the advance work. It will also come in handy when the Township needs to do a single manhole. He noted this will be helpful to the Inflow and Infiltration Program, and it is available through the Costars program.

15. Kistler Pole Building Co., Inc.:

Mr. Perrone stated that the Wastewater Treatment Plant budgeted a storage garage for 2015, and the Township needs to hire a contractor to do the design so that the project can be bid. He reported that Kistler Pole Building Co., Inc. is offering the Township a Proposal in the amount of \$1,400 to design the garage, and if they are the successful bidder they will credit that amount back to the Township.

16. Budgeted Garage at WWTP:

Mr. Perrone stated Item No. 16 is in regard to the same Garage Project as Item No. 15. The bid specifications need to be prepared and the advertising needs to be authorized. Mrs. Edelmayer questioned the location of the new garage. Mr. Perrone stated it will be located in front of the generator on the existing pad of the old generator.

17. **Mr. Rehab's Application for Payment No. 2 and Final:**

Mr. Perrone stated that Mr. Rehab's Application for Payment No. 2 and Final in the amount of \$24,429.55 for UGT's 2014 CIPP Lining Project needs to be approved. Mr. Santi questioned why it is not dated. Mr. Brill questioned whether or not there is any backup data to go with it. Mr. Perrone explained that this project is being inspected by Mr. Currie, and he has been preparing the paperwork. Mrs. Caracausa noted that Mr. Currie was waiting for the Maintenance Bond, and he brought it to her along with the Invoice. Mr. Perrone stated that he will contact Mr. Currie and get more information in regard to the invoice before next week's Public Meeting.

<p>Note: C & T Associates, Inc. Application for Payment No. 2 and Final: \$3,000.00 Waiting for Maintenance Bond before Approval</p>

There being no further business for public discussion, the meeting was adjourned at 8:00 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa
Recording Secretary

Approved June 22, 2015