

WORKSHOP MEETING MINUTES

October 20, 2015

The October 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
Russ Benner	Township Engineer

CONSULTANTS

PLANNING/ZONING

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

- Sumney Forge (WaWa Center)

Mr. Perrone stated there is nothing new to report on the Sumney Forge center.

- Giant Plan

Mr. Perrone stated there is nothing new to report on the Giant Plan.

- Amendment to Zoning Ordinance (proposed text amendment OC (Office Center) District (to add medical or dental offices as a permitted use. See Ordinance 2015-10) Sent to County.

Attorney Onorato reported that he and Mr. Rieker revised the language in accordance with last month's discussion and Ordinance 2015-010 was prepared and sent to the County for review. He noted that the language adds an extra section to allow for medical offices. Mrs. Edelmayer noted that she is now ok with it. Mr. Lapinski recommended moving the item to authorization to advertise at the Public Meeting.

- ZH Appeal 15-16 BTV Brookview LP - Variance to permit Medical Office for Gastroenterological Exams and Scoping. Will be heard 10/27/15.

Attorney Onorato stated that ZH Appeal 15-16 BTV Brookview LP is requesting a Variance to permit Medical Office in the OC District for Gastroenterological Exams and Scoping. He noted that this is what is being added to Ordinance 2015-010, but BTV did not want to wait so they applied for relief from the Zoning Hearing Board (ZHB). The ZHB believes it is a good use, so they do not recommend opposition.

2. **Ordinance No. 2015-009:**

Mr. Perrone stated Ordinance No. 2015-009 amends Section 195-25 of the Township Code of Ordinances to add parks consisting of the preservation of environmentally sensitive open space as a permitted use within the LI-Limited Industrial. He reminded that the Public Hearing was held at last month's meeting on September 28,

2015, but the Township had not received the County's comments back yet. Attorney Onorato noted that the only comment the County made was that they would recommend is they would like more active use, but they are not opposed to it. He stated this is now ready for approval.

3. **Merck & Co., Inc.:**

Mr. Perrone reported that Merck has made a Request for a Waiver from Chapter 113-1 for Sunday Hours Crane Work November 8, 15, 22, and 29, 2015, as a backup to the Saturday dates due to the anticipation of weather impacts. The work is to lift roofing materials, equipment and tools to the roof of B38. This work will allow for new roofing material during Monday through Friday normal working hours. He noted that Merck likes to do the lifts when the buildings are not occupied.

4. **PPG 937 Morris, LLC (Gwynedd Chase formerly Dion Tract):**

Mr. Perrone stated that the PPG 937 Morris, LLC, is requesting a 12 month extension of the Developers Agreement for Gwynedd Chase formerly the Dion Tract. He noted the new expiration date will be October 26, 2016. Attorney Onorato reported that he will prepare a one-page document once it is authorized.

ENGINEERING

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

- GIS Development (Sugar Valley)

Mr. Lapinski reported that the survey instrument is being configured by the dealer, and he should be receiving it this week. Then he will formulate a plan for collecting the data for the GIS. Mr. Benner stated T&M will help by creating a form to record the information as well as a process to follow. They will put a proposal together and discuss modeling Sugar Valley and look at add-on modules for asset management for the sanitary and stormwater in the area. Mr. Perrone reminded that in regard to the sanitary sewer, the form should cover rim elevations and the invert of the manholes. Mr. Benner explained the information goes into the device by a set format.

- Gwynedd Manor Road Curb Line Drainage Problem

Mr. Perrone reported that the Gwynedd Manor Road Curb Line Drainage Problem is being worked on. He noted that he met with the property owner a couple weeks ago and explained the situation with the water line. He reported that Mr. Troxel is doing a section of milling to get the water to run better to help the situation over the winter. Mr. Benner noted that he received the County review letter for the "Y" on Sumneytown Pike.

- West Point Streetscape

Mr. Lapinski stated that the West Point Streetscape Project is substantially complete. He reported that last week the sod installation was completed so the landscaping is almost done. T&M has developed a punch list and transmitted it to the contractor. He noted that he, Mr. Perrone, and Mr. Grigoruk are going to meet to review the punch list items. Mr. Lapinski reported that the street lights should be delivered mid to late October. He noted they have the fixtures but not the poles. He stated the traffic will be alternated by Public Works flaggers during the pole installation so the road will not be closed. Once the street lights are installed PECO will energize and the punch list will be complete. Mr. Kroberger questioned the size of the punch list. Mr. Lapinski answered there is nothing major but it is very comprehensive and it contains about 45 items. Mrs. Edelmayer questioned the timeframe on installing the light fixtures. Mr. Lapinski stated the schedule indicated about a week because the wiring is done at the same time. Mr. Santi questioned the number of poles. Mr. Lapinski answered, "23." Mr. Perrone reminded that part of the approval involved lighting arch's for each fixture to make sure there were no dark spots.

- Review DEP/County Wissahickon Stormwater Management Plan

Mr. Benner stated that DEP has approved the ACT 167 Stormwater Management Plan for the Wissahickon Creek. He reminded that earlier in the year they approved the Neshaminy Creek 167 and it was adopted as a standalone Ordinance. Mr. Benner reported that he will compare this to the existing Ordinance that the Township has in place now to make sure that there are no conflicts. He noted things like properties or activities that are exempt they define that by impervious coverage anything less than 5,000 sq. ft. requires no stormwater management at all which is in conflict with the Township grading and stormwater Ordinance. He noted the Township can adopt more restrictive requirements, but it cannot loosen the requirements. Attorney Onorato noted that Attorney Watt is reviewing the Ordinances so he wants to set up a meeting with him and T&M. He reminded that at some point in time the same review will be done for the Skippack Creek.

- MS-4 Update

Mr. Benner reported that when the Township adopts the Wissahickon Ordinance the MS-4 Ordinance will be placed in it. Attorney Onorato noted the MS-4 is the Township's municipal responsibility for stormwater management, and the ACT 167 is Watershed wide responsibility for stormwater management. He noted that the MS-4 applies to all property in the Township (i.e. grading and land development).

6. **Draft TMDL Design Details Re-Submission:**

Mr. Benner reported that as part of the settlement with PennFutures, DEP generated a review letter on the Township's Notice of Intent and all TMDL Detail Plans. T&M has made all of the revisions which has generated a Draft TMDL Design Detail Plan and that Plan is part of a DEP review letter that states the Township has to hold a public comment period and a Public Hearing. He stated that T&M came up with a schedule and he needs the Board to authorize an advertisement for a 30 day comment period. T&M will provide a copy of the Draft TMDL Design Plan which has been approved by DEP available for viewing at the Township Building. The Township will need to take comments and answer all questions within the 30 days, and then there needs to be a Public Hearing. Mr. Perrone questioned whether or not this hearing should be at the Board's November or December Public Meeting or it should be a standalone Public Hearing. It was agreed that it should be a standalone Public Hearing. Mr. Benner noted that the review letter stipulated that this all needs to be submitted back to DEP by the end of December.

FINANCE/PERSONNEL/ADMINISTRATION

7. **Karen M. Buzby:**

Mr. Perrone stated that Karen M. Buzby will be recognized for 10 years of service to the Township at the Public Meeting.

8. **Lori Hammell:**

Mr. Perrone stated that Lori Hammell will be recognized for 15 years of service to the Township at the Public Meeting.

9. **Resolution 19-2015:**

Mr. Perrone reminded that last month the Board presented the 2016 Minimum Municipal Obligation for the Uniform and Non-Uniform Pension Plans. He stated that this month the Board needs to approve Resolution 19-2015 authorizing the distribution of State Aid for the Uniform and Non-Uniform Pension Plans for 2016.

PUBLIC WORKS/PARKS/RECREATION

10. Status of West Point Streetscape Project:

Mr. Perrone stated that Mr. Lapinski will report on the status of the West Point Streetscape Project at the Public Meeting next week.

11. Conrad Avenue Basin Project:

Mr. Perrone reminded that the Conrad Avenue Basin Project involves a grant and it is the redo of the influent channel and the culvert that leads into the basin. He reported that the basin was built as part of the subdivision, and it has a chain link fence around it that is in very bad shape. He questioned whether or not this basin needs to have a fence around it. He reported that he had T&M look at the design of the drainage area and the size of the influent and effluent pipe structure to try to come up with an idea of how much water the basin will really hold.

Mr. Benner stated for the 100 year storm, the center of the basin will hold about 6 ft. of water and at the edges about 3 ft. of water. He noted the side slopes on the basin are not that steep. The only steep sections are around the culvert headwall. He stated his thought is put the fence around the culvert, the end walls, and the headwalls. He stated it more or less functions as a floodplain as opposed to a detention basin. He noted once the meadow mix comes up; it will look like floodplain area not a detention basin. Attorney Onorato questioned the amount of time that the 3 to 6 ft. of water will remain in the basin. Mr. Benner answered, "Less than 12 hours." Mr. Kroberger expressed concern about the height of the vegetation growing in the basin, and stated that his opinion is to put up a new fence. The rest of the Board was in agreement.

Mr. Benner reported that he is still waiting for the DEP Permit in order to redirect the stream. He noted that last week he received comments from them. Mr. Kroberger questioned the timeframe to do the relocation once the permit is received. Mr. Benner reported about 45 days. The Board asked Mr. Benner to push for the DEP Permit so that the work can be done this year. Mr. Benner stated that T&M has been doing their best to obtain the permit. Mr. Lapinski noted that one of the primary concerns of the neighbors who live along the stream is removing the culvert because they felt the culvert was backing the water up. Mr. Perrone noted the culvert is being removed this week.

12. 2014 PA DEP 904 Recycling Grant Application:

Mr. Perrone reported that he received the estimate and filing of the 2014 PA DEP 904 Recycling Grant Application. He stated that he expects the Township to receive \$48,838.00.

13. PennDOT Winter Traffic Services 5 Year Agreement 2015-2020:

Mr. Perrone reminded that a couple months ago the Board discussed switching to a PennDOT Winter Traffic Services "Cost and Maintenance Basis" Agreement vs. "Flat Fee Type" Agreement. He reported that Attorney Watt did a legal review of the "Cost and Maintenance Basis" Agreement, and he had a number of questions about it, so he is now recommending staying with the "Flat Fee Type" Agreement until 2020. The amount for 2015-2016 is \$21,698.63.

14. Equipment Rental Winter Snow Removal (Snow Plow) Bid:

Mr. Perrone stated the Township just received Bids for the Equipment Rental Winter Snow Removal or Snow Plow Bid and Horgan Brothers, Inc. was the low bidder at \$7,150.00. He noted that the price is based on an estimated number of hours, and he suggested putting the hourly rate on the Public Meeting Agenda for approval.

15. County Snow and Ice Agreement 2015-2016, 2016-2017, and 2017-2018:

Mr. Perrone stated the County Snow and Ice Agreement for three years needs to be approved in the amount of \$12,760.00 per year. He noted that last year's price was \$7,686.56. Mrs. Caracausa reminded Mr. Perrone that this is the second Contract that the County sent this year. The first one was a one-year Contract and was

approved by the Board at the August 24, 2015, Public Meeting in the amount of \$7,693.31, and then the Township received this three-year Contract as a replacement.

16. **Montgomery County:**

Mr. Perrone stated that Montgomery County Roads and Bridges Department is paving Sumneytown Pike from Swedesford Road to the North Wales Borough line. He reported that they requested a Waiver from Chapter 124-5 to work from 7:00 PM until 6:00 AM in between meetings, and it was approved so this needs to be ratified at the Public Meeting next week.

17. **Scott Contracting, Inc.'s Application for Payment No. 3:**

Mr. Perrone stated Scott Contracting, Inc. Application for Payment No. 3 in the amount of \$69,045.22 for the West Point Streetscape Project needs to be approved.

PUBLIC SAFETY

18. **Gwynedd Gardens:**

Mr. Perrone stated Item No. 18 (Gwynedd Gardens) is authorization to prepare and advertise an Ordinance to remove prohibition of right turn onto Weber Road from southbound Sandy's Lane between 3:00 PM and 6:00 PM except school buses, and Marlins Lane northbound from Hancock Road do not enter between 7:00 AM and 9:00 AM except school buses. Attorney Onorato clarified that he will be preparing a new Ordinance amending the current code sections.

19. **Wissahickon Watershed Green Ribbon 5 Mile Trail Race:**

Mr. Perrone reported the Wissahickon Watershed Green Ribbon 5 Mile Trail Race scheduled for November 7, 2015, from 9:00 to 10:30 AM needs to be approved. He noted this is a charity event to raise money and awareness for open space preservation. It begins and ends on Parkside Place, continues onto the Green Ribbon Trail crosses North Wales Road onto Swedesford Road across the bridge next to the Evans Mumbauer Mill and then up Evergreen Drive before returning to Parkside Place. There may be a brief road closing of Swedesford Road at the bridge and North Wales Road as runners cross. (There has been no need to stop traffic in the past.) Race Directors will notify residents along the course. The Police Department will coordinate with the Public Works for any needed cones, barricades, or lawn signs.

WASTEWATER TREATMENT

20. **Announcement:**

The Township will be hosting the 2015 Eastern Pennsylvania Water Pollution Control Operators Association, Inc. Trade Show on November 20, 2015, at the Township's Wastewater Treatment Plant. Upper Gwynedd was selected to host this event due to the innovative technology that has been added to the facility in recent years.

21. **TMA Capital Projects Fund - September Vouchers for Review:**

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (Statement Period 09/01/15 – 10/30/15)
Current Balance: \$ 358,025.48
- B. Bursich Associates: \$ 11,548.52
Engineering Fees

- C. Almeida & Hudak: \$0.00
Payment No.
Valley Forge Road Meters

Mr. Perrone reminded that Item No. 21 is a listing of projects that Towamencin is working on and Mr. Interrante reviews.

22. **Wexcon, Inc. Application for Payment No. 1:**

Mr. Perrone stated that Wexcon, Inc. Application for Payment No. 1 in the amount of \$162,260 for the UGTMA Manhole Repairs Project needs to be approved. He noted that these repairs are in the Sugar Valley neighborhood, and they did approximately 200 manholes.

23. **C & T Associates, Inc. Application for Payment No. 5 and Final:**

Mr. Perrone stated that C & T Associates, Inc. Application for Payment No. 5 and Final in the amount of \$21,732.12 needs to be approved for the Effluent Screen Replacement Project. He noted that it keeps the algae from growing on the Ultra Violet System.

24. **DeIPAC 1525 Polyaluminum Chloride Formulation Bid:**

Mr. Perrone stated that the DeIPAC 1525 Polyaluminum Chloride Formulation Bid for phosphorus removal at the Plant needs to be authorized for preparation and advertising.

25. **Dense Soda Ash Bid:**

Mr. Perrone stated that the Dense Soda Ash Bid for neutralizing alkalinity needs to be authorized for preparation and advertising.

There being no further business for public discussion, the meeting was adjourned at 7:36 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa
Recording Secretary

Approved November 23, 2015