

WORKSHOP MEETING MINUTES

July 21, 2015

The July 21, 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
Russ Benner	Township Engineer

CONSULTANTS

PLANNING/ZONING

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

- Sumney Forge (WaWa Center)

Mr. Lapinski reported that the Township asked WaWa to do some maintenance improvements at Sumney Forge, and they replaced the fence on the side of the property. Mrs. Edelmayer noted that all other tenants have vacated the building.

- 1280 North Wales Road (Raj Patel)

Mr. Perrone stated that 1280 North Wales Road is subject to a Zoning Hearing next month. Mr. Lapinski reported that it is the Carson Valley School Home where Mr. Rieker has instructed the owner to either apply for a special exception to keep the use or to vacate the Lease when it expires in November. He noted that the Township received a letter from Mr. Patel’s attorney stating they need a little more time to make that decision because they are having an issue getting an answer from Carson Valley School on whether or not they are going to stay in that location. He reported that he expects to have an answer by the end of the week.

- Cottage Avenue Settlement Plan

Mr. Perrone stated this item needs to be moved to the Executive Agenda.

- Giant Plan

Mr. Perrone reported that Giant has submitted a Plan for Staff Review. He noted that the Plan does not show the back or side use. They are just showing the square footage and building space. The only thing that is labeled is the gas and convenience outlet. Mrs. Edelmayer questioned how it meets zoning? Attorney Onorato stated when they come in for the Staff Review, the Township will need to get more information on zoning. Mr. Santi noted what they are proposing right now does not fit the zoning. Attorney Onorato noted it is more than one use, but that does not mean that they cannot request a zoning change.

Not on the Agenda:

Mr. Duffy questioned Mr. Lapinski as to when the Park Place Diner will receive their Use & Occupancy Permit. Mr. Lapinski noted there are a few outstanding items that they need to fulfil for the Township, and then they will be ready to go in a few weeks.

2. Robert A. Schunke:

Mr. Perrone stated that the Township regrets the loss of Robert A Schunke, and that he served the Township for a very long time. He noted that he will need to be replaced on the Planning Commission until the end of the year (term expires 2015), and he will provide Resumes to the Board for review.

3. Enclave at Maple Green:

Mr. Perrone stated the Enclave at Maple Green Land Development Plan is ready to be approved with conditions. Mr. Lapinski showed the Plan that received Planning Commission approval as well as Montgomery County Planning Commissions approval along with comments. He noted that T&M Associates has completed their technical review.

Mr. Lapinski reminded that it is a five lot subdivision served by a private shared driveway with a Home Owners Association (HOA) and a privately maintained stormwater management system in the back corner. Mrs. Edelmayer questioned whether or not the driveway is considered a roadway. Mr. Lapinski answered, "It does not need roadway criteria. It is just a two-way driveway." Attorney Onorato questioned whether or not the Township determined who is going to maintain the storm water management facilities. Mr. Lapinski stated there is note on the Plan indicating clearly that the individual lot owners will maintain whatever swale or feature is on their lot. Attorney Onorato questioned whether or not the Township will need individual Operating and Maintenance (O&M) Agreements or just one ultimate Agreement. Mr. Lapinski stated one Agreement because all the swales are technically BMPs and each homeowner will maintain their own BMP and they cannot alter the grading of the grass swales without Township approval. Mrs. Edelmayer questioned whether or not there will be a retention area. Mr. Benner pointed out a bio-retention area on the one lot. He pointed out a cross-culvert that feeds into the basin and noted that it is a HOA feature. Mrs. Edelmayer questioned whether or not the Township will get any MS4 credits. Mr. Benner answered, "No, but it meets the MS4 Ordinance requirements for all new construction and does not require public comment like the MS4 Plan." Mr. Lapinski stated the Applicant will be present on Monday night to answer any questions from the Board. Attorney Onorato noted that the O&M Agreement needs to be added to the condition list so that it can be recorded with the necessary Lots.

4. Merck/Dickerson Road Park:

Mr. Perrone reported that Merck's Dickerson Road Park Land Development Plan is ready for approval with conditions. Mr. Lapinski reported that they are ready to award a contract to install a walking path and parking, and they will provide some landscape and grading. He noted that Montgomery County Planning Commission has provided some good comments regarding the park. They think it is an admirable project and they are happy to see it. Attorney Onorato noted they were concerned about the parking and the direction in which the sign faced. Mr. Lapinski noted there will be a lot of pedestrian traffic from Merck employees.

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

- NPSD – Pennbrook Middle School Detention Basins Status

Mr. Benner reported that T&M completed on site evaluations digging holes to see the depth of rock, checking infiltration of all the soils, and checking for wetlands. He noted that Mr. Troxel did all the excavation work for them. He stated they are about 40% done with the design so by next week they should be ready to do an initial review with Township staff and the Commissioners. After that, he will be ready to meet with the School District. Mrs. Edelmayer questioned whether Mr. Benner thought rock will cause any problems with the excavation. Mr.

Benner reported all the basins are designed above the rock. He reminded that the basin that is up by the Track is a fill to create the dam.

- GIS Development (Sugar Valley)

Mr. Benner reported that he is planning to meet with Mr. Lapinski and Mr. Currie next week to discuss the scope of work in regard to Sugar Valley and the GIS Development.

- GPS Survey Device

Mr. Lapinski stated the Township received pricing on a GPS Survey Device by Trimble. He reported that Mr. Currie and Mr. Hegedus can take it on the truck with them to take inverts and rim elevations for sanitary's and storm sewers. He noted that this device will soon be available for purchase through Costars.

- Gwynedd Manor Road Bridge Repair

Mr. Benner stated he has nothing new to report on the Gwynedd Manor Road Bridge Repair. He noted that Mr. Troxel has the design and he knows what needs to be done. Mrs. Edelmayer questioned whether or not the Township is doing all the work. Mr. Perrone stated that Mr. Troxel is doing the pointing work, but he may hire a contractor to do the structural work under the bridge.

- Gwynedd Manor Road Curb Line Drainage Problem

Mr. Benner stated the water line was marked along the curb and now he would like to do test holes to determine the depth. He then needs to decide whether he wants to push the storm sewer a little bit out into the road to miss the water line. He noted he did get the sewer lateral information from Mr. Currie and there were no conflicts. However, there is one with the sewer line and the gas line. Mr. Perrone noted that Mr. Troxel might bring in an excavator for this project because the West Point Streetscape project will also be underway.

- West Point Streetscape (Contract, NTP, and Schedule)

Mr. Perrone reported that there was a preconstruction meeting with Scott Construction. He stated the project will start in mid-August with completion scheduled the Wednesday before Thanksgiving. Mr. Lapinski noted most of the work will be done promptly, but the Township will have to wait for the lights to be delivered. Mr. Benner reported that he just approved shop drawings for the lights today so that they can be ordered.

Mr. Perrone stated the Township invited approximately 80 residents for a Presentation Meeting next Tuesday, July 28, 2015, at 7:00 PM at the West Point Fire House. He reported he along with Scott Construction, Mr. Benner and Mr. Lapinski will show them the project design and talk about the road detours that will be involved.

Mr. Perrone also noted that a curb line adjustment will have to be made at Jones Avenue to correct a stormwater ponding problem as part of this project.

FINANCE/PERSONNEL/ADMINISTRATION

6. PennDOT:

Mr. Perrone announced that PennDOT Winter Services for the 2014/2015 Winter Season indicated that the Township qualified for a \$13,959.04 reimbursement for a severe winter adjustment. He noted this is to help with the added cost of snow removal for the past winter.

7. Tucker Burg:

Mr. Perrone stated that the Township will recognize Eagle Scout Tucker Burg at the Public Meeting next week. He noted that he will telephone Mrs. Burg tomorrow to get more information on his project.

8. **Robert S. Hegedus:**

Mr. Perrone stated that Robert S. Hegedus will be recognized for 15 years of service to the Township.

9. **Capital Markets Management, LLC:**

Mr. Perrone stated the Township needs to approve an engagement letter for Capital Markets Management, LLC to provide professional services to assist in refinancing of the 2010 General Obligation Debt (Gary Pulcini).

10. **McNees Wallace & Nurick, LLC:**

Mr. Perrone stated the Township needs to approve an engagement letter for McNees Wallace & Nurick, LLC to provide legal services to assist in refinancing of the 2010 General Obligation Debt (David Unkovic).

Mr. Perrone reported that refinancing the General Obligation Debt will reduce the interest rate to a point that it is in the Township's best interest to do it.

11. **Woodrow & Associates:**

Mr. Perrone stated Woodrow & Associates should be appointed as the Township's Conflict Engineering Service for engineering with Merck and any other conflicts that may occur.

PUBLIC WORKS/PARKS/RECREATION

12. **Merck Sharp & Dohme:**

Mr. Perrone stated that the annual Merck Sharp & Dohme Parking Lot Agreement for the Township Carnival scheduled for September 10 through 13, 2015, needs to be approved.

13. **Nor-Gwyn Baseball and Softball Association:**

Mr. Perrone reminded that the Township did approve Nor-Gwyn Baseball and Softball Associations request for field lighting time extension to midnight Wednesday, July 15th through Sunday, July 19th for the Bux-Mont Connie Mack Tournament and Monday, August 3rd through Friday, August 7th for the Perkiomen Valley Twilight League Championship Series, and this approval needs to be ratified.

Mr. Perrone stated that he did speak to the Association in regard to submitting these requests earlier. The Township did notify the surrounding property owners of the events. He noted that he received two negative feedbacks from Newbury Court residents that the lights stay on longer than they should after the games, and he will also address this with the Association.

Mr. Santi stated it is his understanding that the lights can be adjusted. Mr. Perrone noted the contractor who installed the lights should make the adjustment. He stated that he will talk to the Association about shielding or refocusing the lights as well.

Not on the Agenda:

Mrs. Edelmayer questioned whether or not the Water Authority was done working in the Merrybrook Development. Mr. Perrone reported the Water Authority project is complete and so is PECO gas. He noted that PECO does need to complete a couple of front yard restorations. He stated that the Township is moving ahead with the recycling project.

PUBLIC SAFETY

14. Ordinance No. 2015-005:

Mr. Perrone stated Ordinance No. 2015-005 amends Chapter 69, Section 69-2 of the Township Code adding recreational fires and burning devices as an exception to the prohibition of outdoor burning. Attorney Onorato noted it also deals with barbeque pits, grills and other devices that are meant to cook food which are permitted. It defines recreational fires and burning devices that are allowed but are permitted only under certain conditions.

15. Ordinance No. 2015-006:

Mr. Perrone stated that Ordinance No. 2015-006 amends Chapter 100, Section 3 of the Township Code adding requirements for Applications and Permits concerning fireworks displays. Attorney Onorato noted this Ordinance also deals with special events and parades.

16. Montgomery County Emergency Radio Purchase:

Mr. Perrone reminded that there has been discussion over the last year in regard to the purchase of new emergency radios through the County. He stated that the total count (combined Police Department and Fire Department) needs to be submitted to the County by August 1, 2015. Mr. Santi questioned whether or not every individual in the Departments get a radio. Mr. Tomczak replied on behalf of the Fire Department, the Incident Commander, Officers, and Chief Officers have two radios because one is trunked and one is non-trunked (digital vs. analog systems). He explained a person operating inside a building needs to be on the analog system or non-trunked system. Communications with the County has to be on a trunked system (same radio but different frequency). Chief Duffy reported that every Officer has a radio and there is one for the station. He noted that is how they are currently set up. The only difference is they are only going to have portables. They are not going to have multiple radios. The Officer's radio will be on their hip or on the charger in the car. He reported the technology will support it (battery wise), and it is more cost effective. They do not need mobiles. Mr. Perrone stated this is being done through the County on a multi-year interest-free financing program.

17. Penn-Suburban Chamber of Commerce 5k Run:

Mr. Perrone stated Penn-Suburban Chamber of Commerce 5k Run is being held on December 5, 2015, at 9:00 AM, starting and ending at Penndale Middle School going through the Township. They are anticipating 200-250 runners on same course as last year. Public Works will provide cones and barricades at key points to assist with traffic control. One regularly scheduled officer will be used to cross runners at the intersection of Jackson Street and State Street. There will be no road closures.

WASTEWATER TREATMENT

18. TMA Capital Projects Fund - June Vouchers for Review:

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (Statement Period 06/01/15 – 06/30/15)
Current Balance: \$426,893.58
- B. Almeida & Hudak Contractors: \$180,975.00
Payment No. 2
Valley Forge Road Meters

Mr. Perrone reported that Items 18A and 18B are in reference to Towamencin Municipal Authority. The work needs to be reviewed by John Interrante to make sure that the Township funds remaining are being used appropriately.

19. **Resolution No. 16-2015:**

Mr. Perrone stated that Resolution No. 16-2015 approves and accepts various assignments by the Towamencin Municipal Authority to the Township of certain Agreements, Easements, Sewer Lines and Permits. He explained that the Township is taking over these Agreements, Easements, Sewer Lines, and Permits since the Upper Gwynedd Towamencin Municipal Authority has been dissolved. Attorney Onorato noted that the Easements, pipes and facilities all need to be assigned to the Township. He noted this also includes the trunk line that runs down Valley Forge Road into Towamencin Township and the Turnpike to Manhole 30 that the Township has to maintain, and includes associated DEP Permits.

Mr. Duffy questioned who is maintaining the four meters. Attorney Onorato stated, "It is my understanding that everything on the Upper Gwynedd side is ours and everything on the Towamencin side is theirs, but we should check with Mr. Interrante to confirm that." Mr. Perrone noted the center line of Valley Forge Road. Attorney Onorato noted, "The only exception to that is the trunk line to the Turnpike." Mr. Lapinski questioned who is responsible for the meter on the trunk line. Attorney Onorato stated he believes it is Towamencin because they are maintaining the flow.

Attorney Onorato also noted the Merck Capacity Agreement needs to be reassigned to Upper Gwynedd. He noted that the Merck payments should now be made to Upper Gwynedd.

20. **Hall & Associates:**

Mr. Perrone stated that the Board needs to ratify the hiring of John Hall, Esquire to handle the TMDL deadline imposed by EPA

21. **C & T Associates, Inc. Application for Payment No. 2:**

Mr. Perrone stated that C&T Associates, Inc. Application for Payment No. 2 in the amount of \$159,798.00 for the Effluent Screen Replacement needs to be approved. He noted that the majority of this payment is for the equipment that has been delivered.

There being no further business for public discussion, the meeting was adjourned at 7:42 PM to Executive Session.

Respectfully submitted,

Krista M. Caracausa
Recording Secretary

Approved August 24, 2015