

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

BOC BUSINESS MEETING MINUTES

February 16, 2021

This meeting was held virtually due to the COVID-19 pandemic. The public was notified of the meeting via an ad in The Reporter as well as our website and other social media. The public was invited to participate by calling in or by submitting questions in advance.

1. Call to order

The February 16, 2021, Public Meeting of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Liz K. McNaney at 7:00 PM. This meeting was recorded and visually taped.

2. Pledge of Allegiance

Mrs. McNaney led the Pledge of Allegiance.

3. Roll Call

Roll call was taken by Deanna Logan, Administrative Assistant to the Township Manager. The individuals in attendance were:

Liz K. McNaney	President
Denise M. Hull	Vice-President
Martha A. Simelaro	Commissioner
Katherine D. Carter	Commissioner
Ruth S. Damsker	Commissioner
Sandra Brookley Zadell	Township Manager
Megan Weaver	Assistant Township Manager
Lauren Gallagher	Township Solicitor
Owen Hyne	Township Engineer
David W. Duffy	Chief of Police
David Brill	Finance Director
E. Van Rieker	Zoning Officer

4. Announcement of Executive Sessions

Ms. Gallagher said the Board of Commissioners did not meet in executive session since the last meeting.

5. Public comments and concerns (limit of five minutes per individual)

There were no public comments.

6. Upper Gwynedd Police Department 70th Year Anniversary

Mrs. Carter acknowledged the 70th Anniversary of the Police Department on behalf of the Board of Commissioners of Upper Gwynedd Township. She congratulated Chief Duffy and the entire police department on their accomplishments.

There was a presentation video of the Police Department's past 70 years.

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7. Service Recognitions for February

- Jonathan Kelcy - 20 years (unable to attend)

Chief Duffy said Detective Kelcy spent his first 10 years in patrol, where he served as a Field Training Officer and as the Traffic Safety Officer. The past 10 years have been as a detective. He serves on the County Drug Task Force and assists in the management of our Uniform Crime Reporting. Detective Kelcy does perform patrol duties periodically and is on our Bicycle Unit.

8. Motion to approve Consent Items A – J (via roll call vote)

- A. Staff Department Reports
- B. Public Meeting Minutes of January 11, 2021
- C. Public Meeting Minutes of January 19, 2021
- D. Merck & Co. waiver request from Chapter 113-1 & 124-5 for after-hours work on West Point Building 45 to install & operate a tower crane and excavator. Sundays March – October 2021.
- E. Merck & Co. waiver request from Chapter 113-1 & 124-5 for after-hours crane work for West Point Building 81 Renovation Project – Sundays April – June 2021
- F. Escrow release #4 for the Shoppes at Upper Gwynedd in the amount of \$73,771.72
- G. Emergency Declarations dated January 25, February 1, 8, & 15, 2021
- H. Payment #15 to PACT One for the Pump Station & Force Main Project in the amount of \$102,131.25
- I. Payment #14 to Eastern Environmental Contractors for the WWTP Hydraulic Expansion Project (Electrical) in the amount of \$12,096.00
- J. Payment #7 to BSI for the Pump Stations Electrical Contract in the amount of \$174,230.00

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Damsker, the motion to approve the Consent Items was unanimously approved.

Roll call vote:	President McNaney	Aye
	Vice President Hull	Aye
	Commissioner Carter	Aye
	Commissioner Simelaro	Aye
	Commissioner Damsker	Aye

Liz K. McNaney, PRESIDENT
Finance/Personnel/Administration

9. Motion to appoint Ginger Jarrett to the North Wales Area Library Board of Directors

Mrs. McNaney said the Township is able to appoint up to two people to the North Wales Library Board of Directors.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Carter, the motion was unanimously approved.

10. Motion to appoint Duncan Reed and Deborah Stone with terms ending December 31, 2023, Janki Patel and Jessica Curran with initial terms ending on December 31, 2022 and Ray Kulbeda with an initial term ending on December 31, 2021 to the Upper Gwynedd Township Human Relations Commission

Commissioners Damsker and Carter interviewed all the applicants and selected these candidates as members of the HRC.

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Hearing no public questions or comments, upon motion by Mrs. Damsker, seconded by Mrs. Carter, the motion was unanimously approved.

Denise M. Hull, VICE PRESIDENT **Zoning/Planning/Code Enforcement**

11. Motion to approve Resolution 04-2020, Preliminary/Final Land Development Plan for Merck B50 subject to the conditions set forth in the resolution

Presentation by Merck representatives, Greg Landis, Tom Alvarez and Mark Fisher.

Mr. Landis stated this is a 3-story manufacturing facility with loading docks and site parking. The building has a footprint of 34,300 sf and total space will be 101,595 sf. The required NPDES permit is underway. The building location is 1000 feet from Garfield Ave. Merck is requesting 8 waivers for this land development. There will be 184 employees on a 3-shift basis, most of the employees will come from other parts of Merck. The Planning Commission recommended approval. All requirements have been satisfied.

Mr. Hyne gave an overview of the waiver requests. Mrs. Hull said all consultants recommended approval of the plan.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Simelaro, the motion was unanimously approved.

Mike Fellmeth, 112 Cardinal Way asked if there be an increase of train traffic on the CSX line because of the tanks. Merck personnel quickly emailed a response to the question and said they do not use the rail traffic but use trucks for deliveries.

12. Motion to approve the Merck Stormwater Best Management Practices Operations and Maintenance Agreement

Mrs. Hull said this is a Merck master stormwater plan for all land development. Mrs. Simelaro asked if the O&M agreement is reviewed on a yearly basis, so it remains current. Ms. Gallagher replied, anytime they have a new project, Merck will have to certify that it complies with all stormwater and they are not exceeding any limitations and if any changes are made to the existing stormwater facilities, the plan will need to be revised and a new agreement will be drawn up.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Carter, the motion was unanimously approved.

13. Motion to approve the Deed of Abandonment for 804 Keating Drive

Mrs. Hull said the owner of 804 Keating applied for a fence permit. Township staff reviewed the application and discovered the fence placement was over an easement. The easement was no longer needed so the owners agreed to release the easement.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Damsker, the motion was unanimously approved.

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14. Motion to approve the Encroachment onto Storm Sewer Easement for 814 Ridgeview Drive

Mrs. Hull explained this agreement minimizes the amount of space the fence encroaches on the easement and sets forth the requirements for the fence.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Carter, the motion was unanimously approved.

15. Motion to approve the Stormwater Best Management Practices Operations and Maintenance Agreement for 1231 Dickerson Road

Mrs. Hull said this is for the construction of a single-family home. This agreement gives regulates how the stormwater facilities will be maintained by the owners and gives the Township the ability to inspect the stormwater facility.

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Simelaro, the motion was unanimously approved.

Katherine D. Carter **Public Safety**

16. Motion to approve the Volunteer Tax Credits for the Fire Department

Mrs. Carter said Ordinance 2018-06 (approved in 2018) provides an annual tax credit for the Fire Department and the VMSC if the staff meets certain criteria to qualify for the credit.

Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Damsker, the motion was unanimously approved.

Mrs. McNaney thanked Mr. Brill and Fire Chief Geiger for their work with the tax credit.

Ruth S. Damsker **Public Works/Parks/Recreation**

17. Motion to approve Resolution 05-2021, North Wales Road Trail Head & Crossing

Mr. Hyne said this will provide safe crosswalks and additional parking at the trail head if Wissahickon Trails agrees to partner with the Township on the trail head portion of the project. The work is estimated at \$100,000, and this resolution is a grant application to cover 80% and the Township provides 20% of the cost.

Hearing no public questions or comments, upon motion by Mrs. Damsker, seconded by Mrs. Carter, the motion was unanimously approved.

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18. Motion to appoint Michael Baker, Inc. as consultant for the Liberty Bell Trail Feasibility Study

Hearing no public questions or comments, upon motion by Mrs. Damsker, seconded by Mrs. Hull, the motion was unanimously approved.

Martha A. Simelaro **Wastewater Treatment**

19. Motion to approve the Advertisement of the bid for Sludge Hauling

Mrs. Simelaro said this is a two-year contract for sludge hauling.

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Damsker, the motion was unanimously approved.

20. Motion to approve the ratification of the advertisement of the bid for the RAS Pumps at the WWTP

Mrs. Simelaro said this is a result of Tropical Storm Isaias.

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Hull, the motion was unanimously approved.

21. Motion to approve the bid for the RAS Pumps at the WWTP to Derstine Co. LLC in the amount of \$85,000

Mrs. Simelaro explained, the cost of this contract will be submitted to our insurance carrier for reimbursement as this is a result of Tropical Storm Isaias.

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Carter, the motion was unanimously approved.

22. Motion to approve Resolution 03-2021 affirming and approving emergency procurement of electrical equipment at the wastewater treatment plant.

Mrs. Simelaro stated the transformers and transfer switches at the WWTP blew on December 24, 2020 and this is for the emergency repair.

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Damsker, the motion was unanimously approved.

23. Motion to approve Resolution 06-2021 affirming and approving emergency procurement of various equipment at the wastewater treatment plan related to Tropical Storm Isaias.

Mrs. Simelaro said all costs will be submitted to our insurance carrier.

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Hull, the motion was unanimously approved.

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Other Business

24. Motion to approve the February 2021 Open Invoices (via roll call vote)

Hearing no public questions or comments, upon motion by Mrs. Simelaro, seconded by Mrs. Carter, the motion to approve the Open Invoices was unanimously approved.

Roll call vote:	President McNaney	Aye
	Vice President Hull	Aye
	Commissioner Carter	Aye
	Commissioner Simelaro	Aye
	Commissioner Damsker	Aye

25. Motion to approve the February 2021 Paid Invoices (via roll call vote)

Hearing no public questions or comments, upon motion by Mrs. Hull, seconded by Mrs. Carter, the motion to approve the Paid Invoices was unanimously approved.

Roll call vote:	President McNaney	Aye
	Vice President Hull	Aye
	Commissioner Carter	Aye
	Commissioner Simelaro	Aye
	Commissioner Damsker	Aye

26. Call for Adjournment

Mrs. McNaney said Senator Collett and Representative. Hanbidge are actively working to better organize the distribution of the COVID vaccine. She mentioned a website, www.vaccinatepa.org where you can find locations that are taking appointments for the vaccine.

Mrs. Zadell thanked the Public Works Department for their exceptional work on the roads during the recent storms.

Mrs. McNaney adjourned the meeting at 7:58 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved March 16, 2021

/djl