

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

BOC BUSINESS MEETING MINUTES

December 21, 2021

This meeting will be held in person at the Township and will be live streamed on our website at www.uppergwynedd.org

1. Call to order

The December 21, 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

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 (via Zoom)
Megan Weaver	Assistant Township Manager
Michael Clarke	Township Solicitor
Nick Cross	Township Engineer
David Duffy	Chief of Police
David Brill	Finance Director

Van Rieker, Zoning Officer was absent.

4. Announcement of Executive Sessions

Mr. Clarke said the Board met in Executive Session prior to this meeting, to discuss matters of personnel and potential litigation.

5. American Red Cross Award

Roseanne March of the American Red Cross thanked the Township for their support of the Red Cross through the blood drives. The Township has donated 671 units of blood that saved 2017 lives. She said Sarah Prebis has been a great coordinator of this event. The award for the recent Battle of the Badges between the Police and Fire Department which save 108 lives was won by the Police Department.

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6. Recognition of Connor Duffy for his map donation

Mr. Duffy is a history student at Montgomery County Community College and picked up the map on a trip to England. He found this map of Caernarvonshire in an antique market in London which depicts the area in which Upper Gwynedd is named after. He donated the framed map with description to the Township.

The Board thanked him for his donation.

7. Recognition of Steve Heloskie for 35 years of service to the Township (will attend)

Mrs. McNaney said Mr. Heloskie began his career as the night shift incinerator operator and worked his way up to Wastewater Operator. He was recognized for his extraordinary dedication as a key member of the wastewater treatment team.

8. Recognition of Rebecca Mason for receiving the Daniel H. Treat Memorial Supervisory Award

Mrs. Simelaro congratulated Ms. Mason (Director of Wastewater Operations) for receiving the Daniel Treat Memorial Supervisory Award which recognizes plant managers who have exhibited excellence in the management of wastewater treatment facilities by the Eastern PA Water Pollution Control Operations Association. Mrs. Simelaro went on to say how proud the Township is of Ms. Mason for receiving this award and added she operates 83 miles of sewer lines and 7 pump stations which operates 24/7, 365 days per year. Ms. Mason is also an EMT, firefighter and rescue tech. Mrs. Simelaro is thrilled with the team of operators at the WWTP.

Mrs. Zadell said the WWTP is an emergent department and weather conditions can affect the operation at the drop of a hat. She commended Ms. Mason and her team for the great job they do.

9. Motion to proclaim December 20 – 24, 2021 as Wastewater Week

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

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

John Gannon, West Walnut Street in North Wales, asked the Board to confirm the Board is not raising property taxes for 2022 which Mrs. McNaney confirmed that there will be no tax increase for 2022. Mr. Gannon also asked if the Board was going to renew the \$30,000 Homestead exemption. Mrs. McNaney replied that was already approved last month.

Fred Hencken, 802 Clover Drive, asked each Commissioner what their top priorities are with regards to the Comprehensive Plan. Mrs. McNaney said we are all still trying to narrow it down and will have more information after our goals meeting in January. He also asked how communications will occur about any meetings. Mrs. Zadell said residents can sign up for our website posts and social media. Mrs. Damsker said our newsletter is also a source. Ms. Weaver said our social media is tracked and that information is available. Mrs. Damsker also said that Parks and Rec has had an enormous increase in event attendance because of website and social media posts.

Donald Hamme said he was reading about the Comprehensive Plan and was concerned about the Planning Commission's involvement with the Comprehensive Plan. Mrs. McNaney said several members of the Planning Commission were part of the Comp Plan committee and would report to the Planning Commission each month on the progress of the Comp Plan.

Wendy Walker, Swedesford Rd. asked if there will be any traffic studies done in conjunction with the comprehensive plan. Mrs. Hull said nothing has been decided at this time as we will prioritize our goals in January.

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Liz K. McNaney, PRESIDENT

Finance/Personnel/Administration

11. Motion to approve Consent Items A – L (via roll call vote)
- A. Staff Department Reports
 - B. Public Meeting Minutes of November 8, 2021
 - C. Public Meeting Minutes of November 16, 2021
 - D. Budget Meeting Minutes of October 14, 2021
 - E. Budget Meeting Minutes of October 21, 2021
 - F. Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours work (including crane lifts) until 1 am (Mon. – Sat) for B45 Complex. January – March 2022.
 - G. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours for site work and building construction for WP63A. Extended Hours beginning Monday, December 27, 2021 – Sunday, May 31, 2022
 - H. Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours work including Sundays until 1 am to dismantle a tower crane at B45 Complex. January – March 2022.
 - I. Approval of the final payment to Allan Myers for the 2021 Roads Program in the amount of \$15,359.19
 - J. Payment #11 to BSI Electrical Contractors for the Pump Stations Electrical Project in the amount of \$22,849
 - K. Payment #24 (final) to PACT for the Force Main and Pump Stations in the amount of \$96,188.48
 - L. Approval of the Related Party Agreement for 449 Forest Lane

Hearing no public questions or comments, upon motion by Mrs. Damsker, seconded by Mrs. Carter, 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

12. Motion to approve Ordinance 2021-07, Tax Rate for 2022

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

13. Motion to approve Ordinance 2021-08, 2022 Budget Appropriations

Mrs. Zadell said there is a carryover project from Nor-Gwyn Baseball that has been added to the budget.

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

14. Motion to approve Resolution 41-2021 to increase the budgeted General Fund Transfer to Capital Reserves by \$1,749,371 from the forecasted unappropriated supplemental funds.

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

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John Gannon asked what necessitated the change in the transfer. Mrs. Zadell said we had stronger than expected revenues and spending that did not occur in 2021, so we transferred this money to our capital reserves instead of leaving it in the General Fund.

15. Motion to approve the UGT Cafeteria Plan effective January 1, 2022

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

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

16. Motion to approve the Planning Assistance Contract with the Montgomery County Planning Commission through 2024

This will extend the contract with the Montgomery County Planning Commission.

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

Katherine D. Carter **Public Safety**

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

17. Motion to reject the bid for the 2021/2022 Snow Plow and Equipment Bid from DePaul & Co. and rebid the project

Mrs. Damsker said the bid that came in was much higher than last year.

Hearing no public questions or comments, upon motion by Mrs. Damsker, seconded by Mrs. Simelaro, the motion to reject the bid and rebid the project was unanimously approved.

18. Motion to approve Resolution 42-2021 authorizing cooperative purchasing and participation in the Regional Streetlight Procurement Program from DVRPC

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

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19. Motion to approve the revised contract with Skelly's Amusements

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

20. Motion to accept the resignation of Rosemary Rhodes from the Parks & Recreation Advisory Board and to post the vacancy for interviews.

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

Martha A. Simelaro **Wastewater Treatment**

21. Motion to approve Eastern Environmental Contractors Change Order #1 for WWTP Hydraulic Expansion Electrical – reducing the original contract price of \$428,800 by \$1,080.07 to a new contract price of \$427,719.93

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

22. BSI Change Order #1 for Pump Stations Electrical reducing the original contract price of \$777,000 by \$1,500 to a new contract price of \$775,500

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

23. PACT Change Order #1 for Force Main and Pump Stations reducing the original contract price of \$10,715,000 by \$119,347 to a new contract price of \$10,595,653

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

24. Approval of the following sole source providers of the following chemicals used at the WWTP; MasterGuard 1048 by Process Masters, DelPAC 1525 by USALCO, Endimal by Coyne Chemical and Magnetite by Evoqua Water Technologies.

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

25. Motion to approve the December 2021 Open Invoices (via roll call vote)

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

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

26. Motion to approve the December 2021 Paid Invoices (via roll call vote)

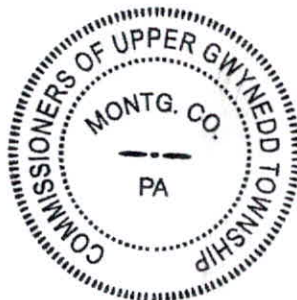
Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Damsker, the motion to approve the Paid Invoices was approved.

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

27. Call for Adjournment

Mrs. McNaney said the last meeting her microphone wasn't working when she was discussing how the Township can help residents. She said residents can call the Township and we can assist by making calls on their behalf and can direct residents to various departments in the county. We also have contacts with our County Commissioners, State Senator Collett and Rep. Hanbidge as well as many of the utility companies such as PECO.

The Board wished everyone a Merry Christmas and adjourned the meeting at 7:50 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved January 18, 2022

/djI

**UPPER GWYNEDD TOWNSHIP
RESOLUTION NO. 01-2022**

**A RESOLUTION OF UPPER GWYNEDD TOWNSHIP,
COUNTY OF MONTGOMERY, COMMONWEALTH OF PENNSYLVANIA,
APPROVING A SUPPLEMENTAL APPROPRIATION OF AVAILABLE TOWNSHIP
FUNDS FOR A CHANGE ORDER RELATING TO CONTRACT TO REMEDIATE
FLOOD DAMAGE TO WASTEWATER TREATMENT PLANT**

WHEREAS, the Township of Upper Gwynedd ("Township") is a Township of the First Class, duly organized and existing pursuant to the applicable laws of the Commonwealth of Pennsylvania; and

WHEREAS, pursuant to § 1701(c) of the First Class Township Code, 53 P.S. 56701(c), as amended, the Board of Commissioners may by resolution make supplemental appropriations for any lawful purpose from any funds on hand or estimated to be received within the fiscal year and not appropriated to any other purpose, whether or not an appropriation for that purpose was included in the original budget as adopted; and

WHEREAS, the Township experienced extensive damage to the wastewater treatment plant due to Tropical Storm Isaias, necessitating significant repairs and replacement of equipment to ensure the continuing operation of the plant in accordance with the Township's permit and to compliance with applicable regulations; and

WHEREAS, the Board of Commissioners has determined that in order to complete the existing Hydraulic Expansion Project ("Project"), relating to the upgrade of the wastewater treatment plant, it is necessary to authorize a change order (the "Change Order") to the contract for the Project to include installation of flood protection doors to guard against a similar catastrophic event threatening the operation of the plant; and

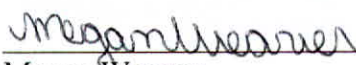
WHEREAS, the Board of Commissioners has determined that there are sufficient unappropriated funds to secure the additional work through the proposed Change Order and that it

is necessary and in the best interests of the Township to approve the Change Order as submitted by the contractor performing the Project.

NOW, THEREFORE, BE IT RESOLVED, for the reasons set forth above, the Township hereby approves the appropriation of \$173,113.00 for the installation of flood protection doors in accordance with the Change Order, attached hereto as Exhibit "A."


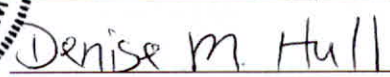
I HEREBY CERTIFY that this Resolution was adopted by Upper Gwynedd Township at its public meeting held on the 18th day of January, 2022.

ATTEST:


Megan Weaver
Asst. Township Secretary



UPPER GWYNEDD TOWNSHIP



Denise M. Hull, President
Board of Commissioners