

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

BOC BUSINESS MEETING MINUTES

January 18, 2022

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

1. Call to order

The January 18, 2022, Public Meeting of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Denise M. Hull at 7:00 PM. This meeting was recorded and visually taped.

2. Pledge of Allegiance

Assistant Township Manager, Megan Weaver 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:

Denise M. Hull	President
Katherine D. Carter	Vice-President
Martha A. Simelaro	Commissioner
Liz K. McNaney	Commissioner
Ruth S. Damsker	Commissioner
Megan Weaver	Assistant Township Manager
Lauren Gallagher	Township Solicitor
Isaac Kessler	Township Engineer via remote access
David Duffy	Chief of Police
David Brill	Finance Director via remote access
E. Van Rieker	Zoning Officer via remote access

Sandra Zadell, Township Manager was absent

4. Announcement of Executive Sessions

Ms. Gallagher said the Board met in Executive Session prior to this meeting to discuss matters of personnel and potential litigation.

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

Chief of Police David Duffy introduced the new first time paid Chief of the Volunteer Medical Service Corps, Shane Wheeler from West Virginia. Mr. Wheeler stated he is looking forward to working with the municipalities the VMSC serves. He is impressed with how welcoming and how well organized the North Penn area communities are. He spent 17 years as a fire chief and has over 30 years' experience with VMS and fire services.

Fred Hencken, 802 Clover Drive. Asked if he has to file a Right to Know for grant information to which Ms. Gallagher replied yes.

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Departmental Reports

6. Planning and Zoning Report (E. Van Rieker)

As reported by Van Rieker, Zoning Officer

- **Subdivision/Land Development Plan for 17 Townhomes** (former Jeppy property renamed Wheatley Walk)
Preliminary/Final Land development plans approved by the Planning Commission on September 8, 2021. The applicant resubmitted Final Plans for potential action in February or March 2022
- **ZHB 22-01, 309 Sumneytown Pike** - Parking variance.
This is the Del Ciotto Architects Building. This is a request to provide fewer spaces than required by Zoning. Sixty are required, but they are looking to provide 23. Scheduled for ZHB on January 25, 2022. Mr. Rieker added the solicitor should attend this hearing to represent the Township's interest.
- **Proposed Zoning Map Amendment, 375 Morris Road**
The property is presently zoned: LI – Limited Industrial. Proposed zoning: IN Institutional. (Former ACTS Corp. Offices). They are looking to use it for a special needs school by the MC Intermediate Unit for North Penn Area students. This was reviewed and approved by the MCPC. It will be in front of the UGT PC in February. This map amendment is a legislative action that will be heard by the BOC. This will include classrooms and offices.

7. Engineering Report (Isaac Kessler)

As reported by Isaac Kessler, Township Engineer

- **WWTP Storm Protection Improvements**
Coordination has been completed with Merck for the transfer of soil (DEP approved) to the berm between the WWTP and Haines Run. This will allow the berm to build up close to another foot in height for protection during high-water events. Logistics for the transfer of the soil is being coordinated and the project is anticipated to be completed within the next few weeks.
- **Grant Funded Projects**
The grants awarded in 2021 are moving into work being scheduled with construction in 2022. This includes the Montco2040 grant for the traffic and pedestrian safety improvements at seven intersections, the grants for field survey and H&H analysis of Haines Run for streambank and flood mitigation improvements, and the Sumneytown Pike Bridge Replacement project design phase.
- **Drainage Infrastructure Improvements**
The field survey has been completed for two areas focused on drainage improvement projects: Dickerson Road and Meadowbrook Road neighborhoods. Engineering design is progressing with the goal of these projects moving to construction later this year.

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Denise M. Hull, PRESIDENT **Finance/Personnel/Administration**

8. Motion to approve the Staff Department Reports

Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Damsker, the motion to approve the Staff Department Reports was unanimously approved.

9. Motion to approve the Public Meeting Minutes of December 13, 2021

Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Simelaro, the motion to approve the December 13, 2021 minutes was unanimously approved.

10. Motion to approve the Public Meeting Minutes of December 21, 2021

Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Damsker, the motion to approve the December 21, 2021 minutes was unanimously approved.

11. Motion to approve the three-year Master Services Agreement with IntegraOne for IT services, beginning February 1, 2022.

Mrs. Hull explained we will receive the same IT services at a cost that will save us over \$1300 per month. This company currently handles the IT for the Police Department.

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

Katherine D. Carter, VICE PRESIDENT **Public Safety**

Mrs. Carter thanked Chief Duffy for sending a memo regarding Officer Fahem. Officer Fahem was notified about a student having some issues. During the course of helping him, Officer Fahem learned he is a basketball fan, so he bought him a basketball hoop with his own money and worked with Parks & Rec in getting him a free week of basketball camp. Mrs. Carter said we are very proud of Officer Fahem as this is a wonderful example of his compassion and what an asset he is to the community.

Ruth S. Damsker **Zoning/Planning/Code Enforcement**

12. Motion to approve the Agreement for Encroachment onto Storm Sewer Easement for 1954 Armstrong Drive

Mrs. Damsker said this is for a fence that is on a Township easement. It spells out the conditions of the fence.

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

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13. Motion to approve the attendance of the Township Solicitor at the January 25, 2022 ZHB meeting to represent the interest of the Township for ZHB 22-01, 309 Sumneytown Pike

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

14. Motion to approve Escrow Release #2 for the Enclave at Gwynwood Farms in the amount of \$81,290.13

This was recommended for approval by our Township Engineer.

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

15. Motion to approve the Escrow Release for 2131 Bethel Rd. in the amount of \$1,485.46

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

Liz McNaney

Public Works/Parks/Recreation

16. Motion to approve the bid for the 2022 Snow Plow and Equipment Bid to Horgan Bros. in the amount of \$8,750

Mrs. McNaney said this was bid before, but the bid came in too high and was rejected.

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

17. Motion to approve the 2022 Golf Outing Contract with Cedarbrook Country Club

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

Martha A. Simelaro

Wastewater Treatment

18. Motion to approve the installation of twelve removeable flood doors at the WWTP in the amount of \$173,113, increasing the Hydraulic Expansion Contract from \$4,999,997 to \$5,173,090 and approval of Resolution 01-2022, authorizing the supplemental appropriation authorizing the expenditure. (via roll call vote)

Mrs. Simelaro said the WWTP was flooded during Tropical Storm Isaias, so it was recommended that we install flood doors to help prevent this from happening again.

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

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

19. Motion to approve the purchase of a Lateral Camera & Computer for the WWTP via CoStars in the amount of \$70,000 (via roll call vote)

This was approved in the 2022 budget.

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

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

20. Motion to approve the purchase of a Mechanism for Clarifier 3 Rebuild at the WWTP via CoStars (via roll call vote)

Mrs. Simelaro said this will be paid for through the American Rescue Act.

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

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

21. Motion to approve the purchase of Bio Mag Variable Frequency Drives (VFD) for the WWTP via CoStars in the amount of \$80,000 (via roll call vote)

This was approved in the 2022 budget.

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

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

22. Motion to approve the purchase of Ford F-150 and Skid Steer from Costars in the amount of \$140,000 (via roll call vote)

Mrs. Simelaro said this purchase is a replacement for the budgeted crane truck which is unavailable for at least two years due to supply chain issues. The truck with skid steer was scheduled for a future budget, so it was moved into this budget.

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

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

Other Business

23. Approval of January 2022 Open Invoices (via roll call vote)

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

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

24. Approval of January 2022 Paid Invoices (via roll call vote)

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

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

25. Call for Adjournment

Mrs. McNaney mentioned to everyone that plowing snow is a tedious job and many long hours for our Public Works Department. She asked residents to maybe offer the staff a warm beverage or a thank you.

Mrs. Hull adjourned the meeting at 7:40 pm.



Respectfully Submitted,

Megan Weaver

Megan Weaver
Assistant Secretary

Approved February 15, 2022