

WORKSHOP MEETING MINUTES

June 19, 2018

* Items are scheduled to be voted on at the June 25, 2018, Public Meeting.

The June 19, 2018, Workshop Meeting was called to order at 7:00 P.M. In attendance:

Kenneth E. Kroberger	President
James A. Santi	Vice-President
Thomas A. Duffy	Commissioner
Denise M. Hull	Commissioner
Liz K. McNaney	Commissioner
Michael J. Lapinski	Acting Township Manager
David Brill	Finance Director
David W. Duffy	Police Chief
David C. Onorato	Township Solicitor
Russ Benner	Township Engineer

1. **Presentation of Public Comments and Concerns:** (Limit of five minutes per individual)
Due to Items 2 and 3

Mr. Kroberger called for any public comments or concerns. There were none.

- * 2. **Cottage Avenue Amended Conditional Use Approval**

Mr. Kroberger said the next item is the amended Conditional Use for Cottage Avenue and asked for questions and comments. Mr. Santi said the documents presented at last month's meeting by the applicant differ from the Conditional Use document that is presented tonight. He added the applicant requested to amend and install an eight-foot (8') board on board fence but the document reflects the installation of a split rail fence. Mr. Onorato will revise the Conditional Use Agreement to reflect the board on board fencing.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy and based on a revision to the Conditional Use document to include an eight-foot (8') board on board fence from the split rail fence, the motion was unanimously approved.

- * 3. **Resolution No. 18-2018:** Amended Final Plan Approval for Cottage Avenue

Hearing no questions or comments, upon motion by Mr. Duffy, seconded by Mr. Santi, the motion was unanimously approved.

CONSULTANTS**PLANNING/ZONING/CODE ENFORCEMENT**

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

As Reported by Van Rieker

- Sumneytown Pike Overlay District – Draft sent to MCPC

The Overlay District addresses approximately seven (7) properties (between Kiefer's Appliances and the Cemetery). It encompasses about 10 acres on the north side of Sumneytown Pike. A draft was sent to the County for their review and comments.

- 209 Morris Rd. (2 lot subdivision) – scheduled for Planning Commission on 7/2/18

The plan is in progress. This 2-lot plan is complicated with access and surveying issues. Some issues have been raised by a neighbor including inaccurate survey and right of way. It is in its third (3rd) iteration and review by T&M Associates and is scheduled for consideration at the July Planning Commission meeting. This will be discussed at the PRC meeting on Thursday. A discussion ensued regarding the surveyor report.

- Newbury Phase I Punchlist (PRDC Letter)

Mr. Lapinski reported the gate has been installed and only some minor items still have to be completed. The lights at the baseball field are being addressed. The contractor is working on a revised estimate for the lighting project.

- ZHB #18-4 – 314 Highland Ave. – Variance to permit a detached garage less than 6' from the property line

Mr. Rieker said this is an unusual project as it is on the property line. The applicant's reason is the original sub-division plan included an alley in the rear of the lot. Behind the alley is the SEPTA line. Mr. Rieker reported the alley serves no purpose and has never been used as an alley. The Township suggested to the applicant, if he wants to occupy the alley and use that extra land, he would need to have it vacated. Because of costs, the applicant has elected not to vacate. He is now proposing a garage, stating that the alley will never be used. The issue for the ZHB is to grant a variance for an accessory structure less than 6' from the property line. Applicant is removing the shed that is in the alley.

Add to the Public Meeting Agenda – Motion to have Township Solicitor, David Onorato appear at the ZHB meeting on Tuesday, June 26, 2018 to oppose ZHB #18-4.

5. **Code Enforcement Activity Report**

Mr. Lapinski noted this is monthly code enforcement report from Dan Quimby.

- * 6. **Ordinance No. 2018-002:** LED sign amendments
Hearing scheduled for June 25, 2018

Mr. Lapinski said this Ordinance allows for LED signs in the R-2 Residential District under certain conditions. There will be a hearing at the June Public Meeting regarding this proposed Ordinance.

- * 7. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 28 for Roof Replacement. Sundays, July 7, 14, 21 and 28, August 4, 11, 18 and 25, 2018
Approval

Mr. Lapinski said the next three (3) items are typical Merck waiver requests for ongoing projects.

- * 8. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building B60 AHU Replacement Project. Sundays, July 14, 21, 28 and August 4, 2018
Approval
- * 9. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 45 Steam Line Project. Sundays, July 7, 14, 21 and 28, 2018
Approval

10. **Gwynedd Ridge (Martin Tract):** Proposed street names Discussion

Mr. Lapinski stated this concerns the naming of 2 roads at Gwynedd Ridge (formerly the Martin Tract). The proposed names are Keating Drive and Ridgeview Drive. Jeff Tomczak, our Fire Marshal will make sure we don't have any duplicate named roads. Mr. Lapinski noted that we have a Keats Court in the Township. The Commissioners had no objections to the proposed names.

ENGINEERING

11. **Report by T&M Associates (Updates)**

As Reported by Russ Benner

- Ivy / Grannery MS-4 Project – Update

Mr. Benner reported we are tying the Wheaton basin to the Ivy/Grannery Project. We have to see if the funding we have can be applied to the Wheaton Basin which is breeched and in need of repair. Mr. Benner said we are meeting with a contractor on Thursday to get pricing. We met with the property owner at 249 Hancock about what can be done in the area to help with her ongoing issues. T&M will have a surveyor go out and get a sketch plan together. He added, we are looking at doing something between the driveway and the fence to help her with her drainage issues. She will still have additional work to do on her property. Mr. Lapinski said we are shifting gears with Ivy/Grannery with regards to the comments made at the recent meeting held with neighboring residents. Mr. Lapinski said hopefully we can shift the NFWF funding to the Wheaton Basin and have some funds left over to possibly allocate some money to a project the WVWA is planning late this summer. Mr. Benner also said the proposed three (3) infiltration basins at Ivy/Grannery would remove 17 tons of sediment per year. The Wheaton Basin will remove 5 tons so there will be much less sediment removed with this project. The Watershed Streambank Restoration Project will remove 365 tons of sediment per year. A discussion ensued regarding the WVWA project partnership with UGT and Merck. The WVWA asked for the Township's help in funding this project. UGT and Merck agree that it is most important that the WVWA complete the Streambank Restoration Project as it provides a lot of sediment reduction. Mr. Lapinski added, that although the WVWA is taking the lead, the Township is ultimately responsible for the sediment reduction.

Mr. Benner announced that there will be a presentation of the proposed Wheaton Basin Project at the July Public Meeting.

- Pennbrook Basins Status – Update

Basin 1 is complete and looks the way all the basins should look. Basins 2 and 3 need additional side slope seeding. Mr. Benner said we have a maintenance contract with Horst and will get together with the contractor to discuss the issues. He also said we have a tree revitalization grant for all the basins and additional plugs/plantings will be installed in Basins 2 and 3 in the fall which is the best time to plant. Mr. Santi and Mr. Kroberger expressed concerns about waiting until fall to install the plugs. Mr. Benner will discuss the additional plantings further with Mr. Lapinski and Mr. Kaker and get the time frame for planting moved up.

- GIS & Geospatial Database Services Proposal

Mr. Benner said we discussed managing the collected Township data that is currently in two (2) different forms and putting it all together in a form that can be used in the future to build GIS applications. This proposal includes purchasing an ARC GIS online subscription. There is \$30,000 budgeted for this project in 2018.

- Swedesford Rd. SEPTA Bridge Inspection – Status

The T&M staff will undergo the required training on Monday for the completion of this project.

- West Prospect Avenue Bridge

PennDOT identified items that need to be corrected and identified them with a coding system. T&M will provide an estimate of the costs for the repairs, so it can be included in the 2019 budget.

- Sumneytown Pike Bridge

Same as above.

- WVWA Streambank Restoration Project Funding

See discussion above under Ivy/Grannery.

FINANCE/PERSONNEL/ADMINISTRATION

12. **Communications Initiatives**
Update

Mr. Lapinski said the Communication Committee had a kick off meeting right before the Workshop Meeting. Mr. Duffy questioned why he wasn't a part of it as he was on the original Committee. There was a discussion regarding what Commissioners will be on the Committee.

* 13. **HVAC Contract Renewal:** Postler & Jaeckle
Approval

Mr. Lapinski said this is an HVAC renewal for the Administration Building. He noted we did have a major repair outside of our contract and P&J have been very responsive. This renewal reflects an increase of \$596 dollars from last year's price.

* 14. **HVAC Preventive Maintenance Contract:** PW Garages, TAC, Community Center & WWTP
with Postler & Jaeckle
Approval

Mr. Lapinski said this proposal is for a basic preventive maintenance contract to cover some additional areas. Mr. Kroberger will further review this contract and will make a recommendation to the Board to proceed or revise.

PUBLIC SAFETY

- * 15. **Ordinance 2018-006:** Volunteer Fire Company & VMSC Tax Relief Plan
Approval

Mr. Lapinski said this Ordinance is based on Act 172 by the Commonwealth of PA. The classification system included in the Ordinance will work for both the Fire Co. and VMSC.

- * 16. **Ordinance 2018-009:** Amending the speed limit on Hancock Road between E. Prospect and Dekalb Pike
Approval

Mr. Lapinski stated this Ordinance raises the speed limit on Hancock Road from 25 MPH to 35 MPH.

- * 17. **Wissahickon Watershed Green Ribbon Trail:** Walk the Wissahickon – Sunday, September 30, 2018 at 7:00 am
Approval

Mr. Lapinski confirmed with Chief Duffy that all of the events presented have been held in Upper Gwynedd during prior years.

- * 18. **Wissahickon Watershed Green Ribbon 5-mile Trail Race:** Saturday, November 3, 2018 at 9:00 am
Approval

- * 19. **4th Annual Home at Last Dog Rescue 5K Run:** Saturday, October 27, 2018 at 9:00 am
Approval

PUBLIC WORKS/PARKS/RECREATION

20. **UGT Annual Golf Outing:** Event Recap

Mr. Lapinski reported the Golf Outing held at Cedarbrook Country Club was well attended. Only positive feedback regarding the event was received.

21. **Summer Projects Activity Update**

Mr. Lapinski said a pre-construction meeting for the Mill and Overlay Project will be held on Wednesday. We will pave the Garfield Avenue parking lot as well as Whites Road. The water main has been replaced on Whites Road. The contractor will provide a schedule for the roads and residents will be notified. Mr. Lapinski went on to say that Pickleball Lighting will be installed soon, and Township staff is currently replacing manhole lids.

22. **Dog Park Discussion**

Mr. Kaker said some residents attended a recent Parks and Recreation meeting to discuss the possibility of a dog park in the Township. He said the Parks & Recreation Committee recommended that a sub-committee be formed to see if there is a need/desire for a dog park and the sub-committee will present their findings to the Parks & Recreation Board in September. Mr. Kaker asked if there were any concerns from the Board. Mr. Santi asked about liability. Mr. Kaker said he spoke with our current insurance provider and nothing will change. Mr. Duffy said it should be controlled with a fob entry system to ensure controls. Mr. Duffy also said the area has to be big enough to handle a lot of use and added it is costly to maintain. Mr. Kaker said a survey will be conducted in the next few weeks.

WASTEWATER TREATMENT

- * 23. **WVWA Permanent Easement:** Proposed sewer diversion project
Approval

Mr. Lapinski noted this is for the permanent easement. The WVWA is working on granting our request for a temporary easement.

- * 24. **Resolution 19-2018:** Releasing 707, 708, 714 Stoler Avenue from UGT's Act 537 Plan to Lansdale Borough's Act 537 Plan
Approval

Mr. Lapinski said there are approximately twenty to twenty-five (20 – 25) homes that are serviced by Lansdale's WWTP. There are three (3) homes on Stoler Avenue on lot systems and they have decided to connect to Lansdale's force main that goes to their plant. This Resolution starts the process to release them from our sewer service area and connect them to Lansdale's sewer service area. There will be a follow-up inter municipal agreement with Lansdale for consistency.

25. **TMA Capital Projects Fund – Vouchers for Review:**

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (5/1/18 – 5/31/18)
Current Balance: \$1000.00 (minimum required)
- B. Bursich Associates (5/1/18 – 5/31/18)
Engineering Fees: \$ No invoice submitted

Mr. Lapinski reported no activity with the TMA vouchers

The Workshop Meeting was adjourned at 8:28 pm to Executive Session for personnel issues.

Respectfully Submitted,

Michael J. Lapinski
Acting Secretary