

WORKSHOP MINUTES

October 16, 2018

* Items are scheduled to be voted on at the October 22, 2018, Public Meeting.

The October 16, 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	Township Manager
Alex J. Kaker	Assistant Township Manager
David Brill	Finance Director
David W. Duffy	Police Chief
David C. Onorato	Township Solicitor
Russ Benner	Township Engineer

CONSULTANTS

PLANNING/ZONING/CODE ENFORCEMENT

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

As Reported by Mike Lapinski

- Newbury Phase I Punchlist (PRDC Letter)
The punchlist is now complete. The maintenance bond should be released per the recommendation of T&M Associates. A discussion ensued regarding the location of some of the homeowner's sump pump discharges. Mr. Lapinski said we are responsible for maintaining the dam. T&M identified three (3) issues during the inspection of the dam and those issues should be corrected by the end of November.
- ZHB #18-07 – LoPiccolo, 700 S. Broad St. – To be decided 10/23/18
This is for a parking proposal which will be before the Zoning Hearing Board this month.
- ZHB #18-10 – Norwitz – Rear Deck Variance - To be decided 10/23/18
This will be before the Zoning Hearing Board in October.
- ZHB #18-11 – Bradley, rear yard addition variance – Approved
This variance has been approved.
- ZHB #18-12 – Fabo, rear yard patio variance - To be heard 10/23/18
This will be heard by the Zoning Hearing Board on October 23, 2018.
- Colorcon – 420 Moyer Blvd. Parking lot modification
This is an expansion of their site on Moyer Blvd.

2. **Code Enforcement Activity Report**3. **Hartford Properties Conditional Use Application**

Update

Mr. Lapinski reported that additional testimony was heard on October 15, 2018 and closing statements were made. A decision should be made by the Board of Commissioners in November pending discussions.

- * 4. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 28 for Roof Replacement Project. Sundays in November & December 2018
Decision

The following four waiver requests are for ongoing roof replacement work.

- * 5. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 56 for Roof Replacement Project. Sundays in November & December 2018
Decision

See above

- * 6. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 38 PnP Roof Replacement Project. Sundays in November & December 2018
Decision

See above

- * 7. **Merck & Co. waiver request from Chapter 113-1 & 124-5:** After hours crane work on Building 60 for Roof Replacement Project. Sundays in November & December 2018
Decision

See above

- * 8. **Resolution 28-2018:** Merck – Consolidation Plan
Decision

This Consolidation Plan is for Merck's Upper Gwynedd site.

- * 9. **Newbury Phase I:** Release of Maintenance Bond
Decision

Mr. Lapinski said this is for the consideration of the release of the maintenance bond per T&M's recommendation.

10. **Comprehensive Plan Steering Committee:**
Update

Mr. Lapinski stated a meeting was held at the staff level with the County. The core group meets on Thursday for the first meeting. The first public open house is to be held in January 2019.

11. **Bamboo Ordinance**
Discussion

A bamboo ordinance was considered by the Township several years ago. Mrs. Hull said there is a resident in Gwynedale that has bamboo and it is very invasive and has spread to other neighbor's yards. She said it shouldn't be allowed because of the invasiveness of the bamboo. She said there are two (2) townships in Bucks County that recently passed ordinances regard bamboo and the requirements of certain planting methods. Mr. Lapinski said we occasional get complaints from residents regarding bamboo. Mr. Brill mentioned that we had a workman's comprehension claim that had to do with an employee's injury from bamboo. Mr. Onorato will look at our past draft ordinance proposal and the Northampton County and Lower Makefield ordinances.

ENGINEERING

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

As reported by Russ Benner

- Ivy / Grannery MS-4 Project – Update
A sketch plan has been completed and reviewed with the resident at 149 Hancock. We are getting pricing for the plan, so the Board of Commissioners can review it. Mr. Benner also said the NFWF grant is reviewing the transfer of funds from Ivy/Grannery to the Sweetbriar Basin Project and we should receive an answer soon.
- Pennbrook Basins Status – Update
All dead landscaping has been replaced. Some additional care to the trees was completed.
- Swedesford Rd. SEPTA Bridge Inspection – Status
The inspection is to be completed tonight. An estimate to repair the bridge will be completed and presented to the Board. We cost share this bridge maintenance with Lower Gwynedd Township.
- West Prospect Avenue Bridge
T&M will present proposals for the bridge work soon.
- Sumneytown Pike Bridge
T&M will present proposals for the bridge work soon.
- Sweetbriar Basin Restoration and Retrofit
We are working on the restoration plan for the dam part now. Once we receive the grant fund transfer from NFWF, we will complete the water quality part of the project.
- Newbury Dam Inspection
Three issues were identified by T&M during a recent inspection of the dam. Those issues should be corrected by the end of November.
- GIS Database Project
Mr. Benner said this project will begin once Sweetbriar Basin is complete.

A discussion ensued regarding an MS-4 meeting with the state regarding our TMDL plan. Our plan should be approved by the state, shortly for 2018-2023.

FINANCE/PERSONNEL/ADMINISTRATION**13. Communications Initiatives Committee
Update**

Mr. Kaker said there was a presentation for website design recently. The committee will meet again next week for further discussion about updating our website. Mr. Kaker will have a future presentation of possible website designs.

**14. House Bills 914, 915 and 916: Bill package authorizing storm water fees as an alternative option to help pay for storm water mandates.
Discussion**

Mr. Lapinski said this is to provide a means for municipalities to collect fees for use with storm water projects. Mr. Onorato said the bills have been approved by the House but are pending in the Senate. He added, there is a financial analysis done to assess future costs of storm water projects and it gets divided by the number of residents to come up with the fee. Mr. Benner said a typical charge is \$3-\$5 per month that gets assessed to each resident. Mr. Benner also said this fee can only be used for the storm water projects.

*** 15. Resolution 27-2018: Authorizing expenditures of General Municipal Pension System State Aid
Decision**

Mr. Lapinski reported this is an annual resolution to allocate state aid for the uniform and non-uniform pension plans. Mr. Brill said we are allocating \$365,382.30.

**16. Upcoming Committee Vacancies: ZHB and Planning Commission
Discussions**

Mr. Lapinski stated Eric Bones is moving out of the Township so there will be a vacancy on the Zoning Hearing Board. Mrs. Hull suggested that we advertise any opening on our website and look through our current resumes on file. Mr. Kroberger said there is an alternate on the Zoning Hearing Board (Kirk Field) and he should be offered the position.

Mr. Lapinski will also confirm a resignation from a volunteer on the Planning Commission.

PUBLIC SAFETY**17. Civil Service Commission: Change to Civil Service Rules
Discussion**

Chief Duffy said the Civil Service Commission recommended the rules be updated to allow us to hire someone that doesn't have the academy requirement, so it is more inclusive of those with social/economic disadvantages and to broaden the pool of applicants. Language has to be cleaned up in the contract so that the time spent at the academy will not count toward their probationary period. Chief Duffy added we also want to advertise via social media rather than newspapers to reach more people and be more cost effective. This would need to be done with a resolution. Mr. Onorato said we should discuss this with the collective bargaining unit.

18. **Cost Recovery for Fire Services**
Discussion

There have been discussions with the fire company regarding cost recovery and for the fire company to enter into an agreement with a cost recovery company to collect the expenses for those that are at fault for motor vehicle accidents and collect from the insurance companies the amount it costs the fire company to respond to those accidents. Mr. Onorato will research the fire recovery insurance companies. Mr. Onorato added that this is something for the fire company's Board to decide on. He will pass along his comments to Mr. Lapinski and Mr. Santi.

PUBLIC WORKS/PARKS/RECREATION

19. **Dickerson Road request for name change**
Discussion

Mr. Lapinski said we received information from the Dickinson family requesting that Dickerson Road be changed to Dickinson Road. Mr. Onorato said they have to petition the post office and have at least fifty percent of the people on the street agree to the change.

**Upper Gwynedd staff will find out what the process is and give the Dickinson's the information on how to proceed.

- * 20. **Snow Plow & Equipment Bid Award:** Horgan Bros. in the amount of \$7,150. (Same as last year)
Decision

This is for additional help with snow plowing.

- * 21. **Golf Outing Contract with Cedarbrook Country Club**
Decision

We have a multi-year contract with Cedarbrook County Club, but they always require a yearly signature.

WASTEWATER TREATMENT

- * 22. **Resolution No. 26-2018:** Act 537 Plan Special Study Update Revision
Decision

Mr. Lapinski stated that this relates to our diversion project. We received Act 537 approval from the state, but there are revisions related to the diversion. The forty-five (45) day comment period has now passed.

- * 23. **Acceptant of Preliminary/Final Land Development Resolutions:** Valley Forge South Pump Station Decision

This related to the pump station that is located in Towamencin Township.

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

- A. Univest Bank and Trust Co.
Upper Gwynedd Towamencin Municipal (9/1/18 – 9/30/18)
Current Balance: \$1000.00 (minimum required)
- B. Bursich Associates (9/1/18 – 9/30/18)
Engineering Fees: \$ No invoice submitted

There was no activity with the TMA Capital Projects Fund. We will remove this item from future agendas.

Mr. Onorato reported the Upper Gwynedd Community Association (UGCA) met last night. They will reach out to Mr. Kaker regarding some future projects. They will also reach out to Mr. Brill regarding their budget. The 501(C)3 process is almost complete. The next meeting of the UGCA will be held on January 14, 2019.

Mr. Lapinski said the 2018 paving project will be completed tomorrow. A discussion ensued regarding the Township's line striping machine replacement. We are using Guide Mark to paint our lines. Mr. Santi said we should send the machine back and get our money returned. Lines were eradicated on several roads to correct the issues we had with the Township's line striping machine.

The Workshop Meeting was adjourned at 8:18 pm to Executive Session for legal and personnel issues.

Respectfully Submitted,

Alex J. Kaker
Assistant Secretary

/djl

Approved November 19, 2018