

PUBLIC MEETING MINUTES

December 17, 2018

KENNETH E. KROBERGER, PRESIDENT
Finance/Personnel/Administration

1. Call to order.

The December 17, 2018, Public Meeting of the Board of Commissioners was called to order at 7:30 PM by President of the Board, Kenneth E. Kroberger. The following individuals were in attendance.

Kenneth E. Kroberger	President
James A. Santi	Vice President
Thomas A. Duffy	Commissioner
Denise M. Hull	Commissioner
Liz K. McNaney	Commissioner
Alex J. Kaker	Assistant Township Manager
David W. Duffy	Police Chief
Russ Benner	Township Engineer
David Onorato	Township Solicitor

2. Pledge of Allegiance

Following the pledge of allegiance, Mr. Kroberger changed the order of the agenda and proceeded to the recognition section, numbers 9, 10, 11 and 12.

Mr. Kroberger announced that Mr. Lapinski left his position in November and staff has joined together to keep the Township running smoothly. He thanked the staff for their hard work.

Mr. Kroberger added, Larry Comunale has joined the staff as a consultant. He has been a Township Manager for the past 37 years and knows Upper Gwynedd Township well. His title is Assistant to the Township Manager.

Mr. Kroberger also said we are going through a search process for a new Township Manager. Mr. Kaker will assume the position as Interim Manager.

3. Motion to approve the Minutes of the Workshop Meeting held November 13, 2018

Mr. Kroberger noted that everyone received copies of the Workshop Meeting Minutes with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Santi, seconded by Mr. Duffy, the Minutes of the November 13, 2018 Workshop Meeting were approved as presented.

4. Motion to approve the Minutes of the Public Meeting held November 19, 2018

Mr. Kroberger also noted that the Public Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Duffy seconded by Mrs. Hull the Minutes of the November 19, 2018 Public Meeting were approved as presented.

5. ~~Motion to approve the Minutes of the Special Budget Meeting held November 5, 2018~~

Items 5 and 6 will be approved in January.

6. ~~Motion to approve the Minutes of the Special Budget Meeting held November 13, 2018~~

7. Motion to approve the Department Reports filed by Township Staff.

Mr. Kroberger asked for comments or questions. Hearing none, upon motion of Mrs. McNaney, seconded by Mrs. Hull, the Departmental Reports were approved as submitted.

8. Presentation of public comments and concerns (limit of five minutes per individual).

There were none.

9. Recognition of Peg Poirier for 15 years of service to the Township

Mr. Kroberger said it is privilege to recognize employees each month that have reached certain milestones with employment in the Township. He added, Mrs. Poirier was unable to attend. Chief Duffy said Peg has a very good work ethic and is an asset to the team.

10. Recognition of Lee Honeywell for 40 years of service to the Township

Mr. Kroberger said Mr. Honeywell is our Wastewater Treatment Plant Superintendent and has been with the Township 40 years. Mr. Kroberger invited Mr. Honeywell to shake hands with the Board as they offered their congratulations.

11. Proclamation for State Senator Stewart Greenleaf

Mr. Santi thanked the Board of Commissioners for the opportunity to make this presentation and said it is a great honor.

He read the proclamation recognizing Stewart Greenleaf for his 40 years of service to the State Senate.

Senator Greenleaf said it was a privilege and honor to represent this Township in the Senate and to work with the Board of Commissioners of Upper Gwynedd Township through the years on numerous projects.

12. Proclamation for State Representative Kate Harper

Mr. Santi said the Board of Commissioners has called upon Senator Greenleaf and Representative Harper for help on many issues throughout the years.

Mr. Santi proceeded and read the proclamation recognizing Kate Harper for her many years of service as State Representative.

Representative Harper said she is happy to be honored with Senator Greenleaf and is most proud of the grant to combine the Upper Gwynedd and North Wales Borough sewer systems which is very important to the health of the Wissahickon Creek and both communities. She added it was a pleasure working with the Board to complete projects.

13. Motion to approve the 2019 Holiday & Meeting Schedule

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

14. Motion to approve Ordinance No. 2018-013: 2019 Tax Rate

Mr. Kroberger announced there is no tax increase for 2019. Total tax rate is 2.041.

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

15. Motion to approve Ordinance No. 2018-014: 2019 Budget Appropriations

Mr. Kroberger stated the following appropriations. In the General Fund - \$13,858,186, Liquid Fuels Tax Fund - \$523,000, Sanitary Sewer Fund - \$7,471,561 for a total of \$21,852,747 for 2019.

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

16. Motion to approve the 2019 Nor-Gwyn Pool Budget

Mr. Kroberger stated the Pool Commission has \$416,398 in Revenue and expenses of \$446,193. They will be using \$29,795 from their Capital Fund for improvements.

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

17. Motion to approve Resolution 32-2018: Supplemental Revenue Appropriations in the amount of \$714,000.

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

17A. Motion to approve the proposed agreement with Meyner Center for professional services.

Mr. Kroberger said we are entering into an agreement with David Woglom to assist in the search for a new Township Manager. He will assist during the entire process with the cost not to exceed \$6000.00

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

18. Motion to approve the 2019 Appointments

NAME	COMMITTEE	LENGTH OF TERM	TERM EXPIRES
VACANCY	Secretary	1 Year	December 31, 2019
Alex Kaker	Assistant Secretary	1 Year	December 31, 2019
Mallie Falconiero	Township Auditor	1 Year	December 31, 2019
Code Inspections, Inc.	Building Inspector	1 Year	December 31, 2019
E. Van Rieker, AICP	Zoning Officer & Planning Coordinator	1 Year	December 31, 2019
Ken Amey, AICP	Assistant Zoning Officer & Planning Coordinator	1 Year	December 31, 2019
David C. Onorato (Hladik, Onorato & Federman, LLP)	Solicitor	1 Year	December 31, 2019

Russ Benner (T&M Associates)	Township Engineer	1 Year	December 31, 2019
Dr. Brett Fissel Dr. Mario Napoletano (Gwynedd Family Practice)	Police Surgeon	1 Year	December 31, 2019
Jeffrey A. Tomczak	Fire Marshal	1 Year	December 31, 2019
Jeffrey Mullaly	Assistant Fire Marshal	1 Year	December 31, 2019
Julie Murphy	Police Matron	1 Year	December 31, 2019
Susan McKnight	Police Matron	1 Year	December 31, 2019
Margaret Poirier	Police Matron	1 Year	December 31, 2019
William Boneberger	Board of Appeals	2 Years	December 31, 2020
Robert Dubree	Board of Appeals	2 Years	December 31, 2020
James Moulton	Board of Appeals	2 Years	December 31, 2020
Raj Patel	Civil Service Commission	6 Years	December 31, 2024
John Kinast	IDA	5 Years	December 31, 2023
Missy Krise	Nor-Gwyn Pool	5 years	December 31, 2023
Christopher Carroll	Planning Commission	4 Years	December 31, 2022
Gilbert Silverman	Planning Commission	4 Years	December 31, 2022
Vacancy	Planning Commission	Term Ends	December 31, 2021
Albert Bailey	Police Pension Board	2 Years	December 31, 2020
Steve Gillen	Police Pension Board	2 Years	December 31, 2020
Raymond Royds	Police Pension Board	2 Years	December 31, 2020
John Murray	Vacancy Board	1 Year	December 31, 2019
Kirk Field	Zoning Hearing Board	3 Years	December 31, 2021
Vacancy (Alternate)	Zoning Hearing Board	Term Ends	December 31, 2020

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

JAMES A. SANTI, VICE PRESIDENT

Public Safety

19. Motion to authorize the advertisement of Ordinance 2019-01: Do Not Knock List and Regulations

Mr. Santi said this will give residents the option to sign up for the Do Not Knock list that they register with the Police Department. Solicitors will be given this list when they apply for a permit. If they violate the Do Not Knock list, they can be cited, and their permits revoked. This list does not pertain to religious, not for profit and political groups.

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

20. Motion to authorize the advertisement of Ordinance 2019-02: Prohibiting the use of Brake Retarders on Sumneytown Pike between Prospect Avenue and Swedesford Road

Mr. Santi said large dump trucks that use brake retarders make a loud banging noise and this Ordinance will prohibit that. The Township currently has several areas where brake retarders are prohibited.

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

21. Motion to approve the Security Service Agreement with Schneider Electric in the amount of \$4,763.00

Mr. Santi stated the Township has 24 badge readers, a work station, 12 door controllers, 1 access to the file server, 25 door contacts and 24 motion requests to exit, which are all electronically monitored and controlled by Schneider Electric.

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

THOMAS A. DUFFY

Public Works/Parks/Recreation

22. Motion to approve payment #4 (Final) to Harris Blacktopping for the 2018 Mill & Overlay Project in the amount of \$79,956.29

Mr. Duffy said this request for payment has been approved by our engineer.

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

23. Motion to authorize the advertisement of Ordinance No. 2019-03: Bamboo regulations

Mr. Duffy said this is something we have talked about for a number of years in an attempt to contain the growth and planting of bamboo on property. Bamboo is very aggressive and spreads rapidly. Those that currently have bamboo will be grandfathered by this ordinance. Mr. Santi noted there are specific types of bamboo that are recognized in this ordinance.

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

DENISE M. HULL

Zoning/Planning/Code Enforcement

24. Motion to approve Ordinance No. 2018-012: Sumneytown Pike In-fill and Traffic Management Overlay District

Mrs. Hull said this creates a new district in our Township. We will determine the boundaries very soon. It allows for multi uses by conditional use. Mr. Kroberger said the Planning Commission recommended approval and comments from the Montgomery County Planning Commission have been incorporated into the Ordinance. This is in concert with our Comprehensive Plan.

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

25. Motion to approve Resolution No. 33-2018, Colorcon Preliminary/Final Land Development Approval

Waivers. Applicant is requesting the following waivers from the provisions of the Upper Gwynedd Township Subdivision and Land Development Ordinance:

- a. Section 168-13.A: Given the limited scope of the proposed improvements, a waiver is requested for Upper Gwynedd Township to consider combined Preliminary and Final land development approval for the current submission.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, the waiver was granted.

- b. Section 168-20.D: A waiver is requested to allow Moyer Boulevard, a feeder street, to remain at its current 30' width (15' half-width) whereas a 46' width (23' half width) is otherwise required. We believe the extra width will result in unnecessary impervious surface and be detrimental to traffic calming.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Santi, the waiver was granted.

- c. Section 168-21.I: A waiver is requested to allow the from row of 11 spaces to remain uncurbed in order to protect the adjacent existing vegetation from excavation. Concrete wheel stops will be provided in this area.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mrs. McNaney, the waiver was granted.

- d. Section 168-21.L: A waiver is requested of the requirement for a landscaped island for every 9 parking spaces. The plan proposed removal of existing excess parking spaces around the perimeter of the parking lot to increase vegetated buffering of adjacent watercourses while still providing shading and buffering of the parking lot which we believe meets the parking lot landscaping performance requirements of Section 195-9.O (5) of the Zoning Ordinance.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, the waiver was granted.

- e. Section 168.21.M: A waiver is requested to allow the existing parking lot lighting to remain. The proposed parking lot renovation utilizes the same general footprint as the existing lot.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mrs. McNaney, the waiver was granted.

- f. Section 168-21.O: A waiver is requested to allow the existing driveway along the west corner of the existing building to remain in its existing location with the edge closer than six (6) feet of the rear property line. This driveway is required for truck movements to the proposed loading dock. We note that this is an existing non-conforming condition.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mrs. McNaney, the waiver was granted.

- g. Section 162-12.B: A waiver is requested to utilize 12" and 15" diameter storm drainage pipes in the vicinity of the loading dock in lieu of the 18" diameter required. These reduced pipe diameters are compatible with the trench drain while addressing constraints of minimum cover, clearance with existing utilities and hydraulic capacity.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Santi, the waiver was granted.

- h. Section 168-23: To the extent that a minimum width of grass strip is required between curb and sidewalk, a waiver is requested to allow less than the 7" requirement noted in the referenced T&M review letter. The available distance between the existing street curb and top of existing swale is approximately 8 feet. The existing swale slope adjacent to this relatively flat area is approximately 2:1 (an approximate 2' length of horizontal distance for every 1' of elevation change). The proposed sidewalk location was chosen to minimize the proximity of the sidewalk to this relatively steep swale slope.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, the waiver was granted.

Hearing no questions or comments, upon motion by Mrs. Hull, seconded by Mr. Duffy, the Colorcon Preliminary/Final Land Development Plan was unanimously approved with acceptance of the Conditions by representatives of Colorcon.

- 26. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on Building 12 Chilled Water Project. (Sundays, December 23 & 30 2018)

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

- 27. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on Building 60 for Roof Replacement Project. (Sundays in January & February 2019)

Hearing no questions or comments, upon motion by Mrs. Hull for the next 4 waiver requests, seconded by Mr. Duffy, the 4 motions were unanimously approved.

- 28. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on Building 38 PnP for Roof Replacement Project. (Sundays in January & February 2019)

See item 27

- 29. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on Building 56 for Roof Replacement Project. (Sundays in January & February 2019)

See item 27

- 30. Motion to approve Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on WP Building 16 for Renovation Project. (Sundays in January 2019)

See item 27

LIZ K. MCNANEY

Wastewater Treatment

No Report

OTHER BUSINESS

31. Approval of the December 2018 bills.

Mr. Kroberger noted that the Board had received a copy of the General fund bills. Hearing no questions, upon motion by Mr. Duffy, seconded by Mrs. McNaney, the General Fund bills were approved.

Mr. Kroberger said the next item is the Wastewater Bills and asked for questions or comments. Hearing none, upon motion by Mrs. McNaney, seconded by Mrs. Hull, the Board unanimously approved the Sewer Fund bills.

Mr. Kroberger advised that the Board was also being asked to approve invoices from all other funds which include the VEBA. Hearing no questions or comments, upon motion by Mr. Duffy, seconded by Mrs. Hull, the Board unanimously approved these invoices as well.

Mr. Kroberger said that there were several invoices that had been prepaid due to timing. Hearing no questions or comments, upon motion by Mrs. Hull seconded by Mrs. McNaney, the Board unanimously approved the pre-paid invoices.

32. Call for Adjournment.

Mrs. McNaney asked the Department Heads for any updates:

Chief Duffy said there were positive changes in the department this past year. NPPAL Jr. Police Academy was a success. He added he is looking forward to a productive year in 2019.

Mr. Brill said we are closing out the year and expenses were less than anticipated. He added, we are enthused about the new accounting software that will be launched in 2019.

Mr. Honeywell said we have a crane at the Wastewater Treatment Plant completing concrete demolition at the former tertiary treatment tanks.

Mr. Kaker gave a shout out to Mr. Nagele and the staff on the excellent job with the Holiday Lighting event.

Mr. Kroberger announced the Board will be going into Executive Session for legal.

Mr. Kroberger offered Merry Christmas and Happy Holidays to all the residents.

There being no further business, upon motion by Mr. Duffy, seconded by Mrs. Hull the meeting was adjourned at 8:20 pm.

Respectfully Submitted,

Larry Comunale
Assistant Secretary

/djl

Approved January 28, 2019