

**PUBLIC MEETING MINUTES**

December 16, 2019

**KENNETH E. KROBERGER, PRESIDENT**  
**Finance/Personnel/Administration**

1. Call to order.

The December 16, 2019, 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
Denise M. Hull	Commissioner
Liz K. McNaney	Commissioner
Sandra Brookley Zadell	Township Manager
Megan Weaver	Assistant Township Manager
David W. Duffy	Police Chief
Russell Benner	Township Engineer
David Onorato	Township Solicitor

2. Pledge of Allegiance

3. Motion to approve the Special Budget Meeting Minutes held November 12, 2019

Mr. Kroberger said the Special Budget Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Santi seconded by Mrs. McNaney the Minutes of the November 12, 2019 Special Budget Meeting were approved as presented.

4. Motion to approve the Special Budget Meeting Minutes held November 21, 2019

Mr. Kroberger also said the second Special Budget Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mr. Santi seconded by Mrs. Hull the Minutes of the November 21, 2019 Special Budget Meeting were approved as presented.

5. Motion to approve the Minutes of the Workshop Meeting held November 19, 2019

Mr. Kroberger noted that everyone received copies of the Workshop Meeting Minutes with the Agenda packet. Hearing no questions or comments, upon motion of Mrs. McNaney, seconded by Mr. Santi, the Minutes of the November 19, 2019 Workshop Meeting were approved as presented.

6. Motion to approve the Minutes of the Public Meeting held November 25, 2019

Mr. Kroberger also noted that the Public Meeting Minutes were received with the Agenda packet. Hearing no questions or comments, upon motion of Mrs. Hull seconded by Mrs. McNaney the Minutes of the November 25, 2019 Public Meeting were approved as presented.



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

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

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

Greg Landis, 606 Lawn Ave. Sellersville, thanked the Board on behalf of his 28 years of appearing here regarding Merck projects and said they have done a marvelous job for the Township.

Dan Wallace, 848 Girard Ave. publicly commended the commissioners who are leaving the Board, Ken Kroberger, Jim Santi and Tom Duffy for their years of dedicated service to the Township. He also congratulated the new Commissioners and hope they keep the same fiscal responsibility with low taxes and good service.

9. Motion to approve Resolution 25-2019, authorizing 2019 appropriation of unappropriated supplemental funds and transfer of unencumbered balances in accordance with 1<sup>st</sup> Class Township Code

Mr. Kroberger said this is a resolution pursuant to section 1701 of the First-Class Township Code authorizing appropriation of unappropriated supplemental funds and transfer of unencumbered balances. At the end of 2019, there is an estimated surplus of \$1.6 M. This surplus will be part of the capital fund and the fire tax fund for a new future fire house. The fire tax fund will receive \$812,710 in supplemental appropriations and \$600,000 will go to the capital reserves for a total of \$1,412,710. These are monies that are set aside for future expenses to avoid raising taxes.

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

10. Motion to approve Ordinance 2019-14: Fixing the Tax Rate for 2020

Mr. Kroberger thanked staff, Dave Brill, Sandra Zadell and all Department Heads for doing their part to make sure we don't have any tax increases this year. All taxes will remain the same in 2020. The tax rate for general Township purposes is a millage of 1.874. The tax rate for fire tax purposes is .139 mills, for fire hydrant is .028 mills. He said there are also very small taxes for street lighting for a total millage of 2.041 which equates to \$0.20 for hundred dollars of assessed value. Mr. Kroberger added that we will also continue with the \$30,000 Homestead exemption for real estate assessments. Mr. Santi said the staff did a great job and kept expenses realistic, giving credit to the new management. He thanked the department heads for their hard work during the budget process.

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

11. Motion to approve Ordinance 2019-15: Budget Appropriations for 2020 with revisions in accordance with 1<sup>st</sup> Class Township Code Section 1701(b)

Mr. Kroberger said this ordinance appropriates specific sums estimated to be required during fiscal year 2020 for the specific purposes of the Township government. The revenue for the general fund is \$13,909,690 with expenses the same. Liquid fuels is revenue we receive from the state for road work improvements; revenue is \$473,000. The revenue for Sanitary Sewer \$7,244,418 with expenses the same. The Sanitary Capital fund revenue is \$11,378,262 with expenses the same. Mrs. Zadell pointed out that we did make 2 revisions as a result of the project scopes coming in higher than anticipated equal to \$128,725 going into the Public Works budget from the general fund capital reserves.





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

12. Motion to authorize David Onorato, Township Solicitor to sign on behalf of the Township, the assessment appeal stipulation agreement between North Penn School District and Weis Markets

Mr. Kroberger said Weis Markets filed an appeal over taxes and the Township will owe Weis a refund of \$7,761 for years 2014 – 2019.

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

13. Motion to authorize the advertisement of the Reorganization Meeting on January 6, 2020 and the Planning Commission Meeting on January 8, 2020.

The reorganization meeting is necessary as a result of the election.

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

Mrs. Zadell added the remainder of the meeting dates will be advertised after the reorganization meeting.

### **JAMES A. SANTI, VICE PRESIDENT**

#### **Public Safety**

No Report

### **THOMAS A. DUFFY**

#### **Public Works/Parks/Recreation**

14. Motion to approve final payment to Harris Blacktopping for the 2019 Roads Program in the amount of \$92,599.82

Mr. Benner said Harris Blacktopping completed all the punchlist items and are now in a two (2) year maintenance period.

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

15. Motion to approve Resolution 24-2019; Renewing the intergovernmental agreement for the completion of an Alternative TMDL plan for the Wissahickon Creek

Ms. Weaver said the Board of Commissioners originally approved being a part of this agreement in 2016, extending for an additional year in 2018. This resolution will extend the agreement until March 31, 2021.

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

16. Motion to approve the municipal request to incorporate bicycle facilities into resurfacing project

This was a request from the Montgomery County Planning Commission to add bike lanes on Morris Road. Worcester Township has approved the bike lane on their side of Morris Road. PennDOT and DVRPC conducted a study on the road safety and determined Morris Rd. to be acceptable.

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

17. Motion to approve the 2020 Concession Stand Lease Agreement with Boston Style Pizza

Mrs. Zadell said this is an annual lease agreement and the terms are similar to last year.

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

## **DENISE M. HULL**

### **Zoning/Planning/Code Enforcement**

18. Motion to approve the Merck & Co. waiver request from Chapter 113-1 &124-5 for afterhours crane work on Building 16 Renovation Project. Sundays in January 2020

Mrs. Hull said all four waiver requests are for Sunday crane work (if needed) in addition to the already approved Saturdays. They are for various renovation projects around the Merck site. This is work that cannot be completed during normal business hours.

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

19. Motion to approve the Merck & Co. waiver request from Chapter 113-1 &124-5 for afterhours crane work on Building 16 Renovation Project. Sundays in February 2020

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

20. Motion to approve the Merck & Co. waiver request from Chapter 113-1 &124-5 for afterhours crane work on B38B Manufacturing Building Project. Sundays in January, February & March 2020

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





21. Motion to approve the Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours crane work on B63 Vaccine Manufacturing Project. Sundays in January and February 2020

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

22. Motion to approve the Bid Award for the Sumneytown Pike Bridge Project to Bi State Construction Co. in the amount of \$118,725

Mr. Benner said the project is a minor repair based on a bi-yearly inspection by PennDOT. There will be lane closures during the repair that should take about 45 days to complete.

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

### **LIZ K. MCNANEY**

#### **Wastewater Treatment**

23. Motion to approve Payment #11 to Blooming Glen Contractors for WWTP Hydraulic Expansion Project in the amount of \$87,565.49

Mrs. McNaney said the next four payments deal with our expansion project.

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

24. Motion to approve Payment #4 to Eastern Environmental Contractors for the WWTP Hydraulic Expansion Project in the amount of \$33,705

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

25. Motion to approve Payment #1 to PACT One Construction for the Pump Stations & Force Main Contract in the amount of \$81,000

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

26. Motion to approve the Merck Sewage Facilities Contribution Agreement

This is an agreement with Merck regarding their contribution to our diversion project.

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





27. Flow Diversion Project Update

Mrs. Zadell said Pact ONE has completed the work through the Flintlock open space area. They have mobilized at Garfield St. Park. They will not be working during Christmas and New Year's. After the holidays, they will continue down on the frontage of Garfield Park before moving into Phase 2.

## **OTHER BUSINESS**

28. Approval of the December 2019 bills.

Mr. Kroberger noted that the Board had received a copy of the Open Invoices which include the general fund, sewer fund, VEBA, etc. Hearing no questions, upon motion by Mrs. Hull, seconded by Mrs. McNaney, the bills were approved.

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

29. Call for Adjournment.

Mr. Kroberger announced there will be an Executive Session to discuss personnel issues.

Mr. Kroberger wished everyone Happy Holidays and a very Happy New Year. He also thanked the employees and consultants for their years of service.

Mr. Onorato thanked the three (3) Commissioners for their many years of service and all they have done for the Township on behalf of the residents. He went on to say that UGT has a certain feel about it that is different from its neighbors because of the leadership the three (3) of you have shown over the years. He added that taxes are low, we are fiscally responsible with an expanded park system and state of the art wastewater treatment facility. Mr. Onorato stated he is proud to have served with the Commissioners and wished them all the best in their retirements from public service.

John Lancaster thanked the Commissioners and said it has been an honor and privilege to serve as a member of the planning commission for 32 years under your command. He hopes to continue to serve the community.

Mrs. Hull said the 3 Commissioners requested no fanfare. She thanked them for the significant amount of your lives that you've given to the Township. Tom Duffy has been on committees and boards at the Township for the past 27 years, Ken Kroberger has been volunteering with the Township on the Zoning Hearing Board and the Board of Commissioners for the last 32 years and Jim Santi has been volunteering as a Commissioner for the last 40 years. She added, Upper Gwynedd is a wonderful place to live and it has everything to do with the 3 of them and all the efforts they put into making it a wonderful community. She thanked the Commissioners on behalf of the residents for their commitment, dedication and leadership to the Township.

Mrs. McNaney said she believes that people make a difference and Jim, Ken and Tom have made a difference in this community and to the residents and we appreciate and thank you for your time and effort.

Mr. Kroberger wished Mrs. McNaney, Mrs. Hull and the new Board Members all the best in the future. He hopes they will continue to move the Township forward for the benefit of the residents.

Mrs. Zadell said she appreciated this Board that hired her and has loved working with them the past 8 months. She added that it is quite significant that Mr. Santi has been in public service during her entire life and that is quite an accomplishment and very impressive to serve residents for so long.

Mr. Santi added he is proud of the way the Township has turned out and wouldn't have done anything different. He said it was fun and rewarding.

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



/djl

Respectfully Submitted,

Sandra Brookley Zadell  
Township Manager

**Approved January 27, 2020**



