

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

January 11, 2021

This meeting was held virtually due to the COVID-19 pandemic. The public was notified of the meeting via an ad in The Reporter as well as our website and other social media. The public was invited to participate by calling in or by submitting questions in advance.

1. Call to order

The January 11, 2021, Public Work Session of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Liz K. McNaney at 7:00 PM. This meeting was recorded and visually taped.

Mrs. McNaney announced a new format for the meetings in 2021. The first meeting of the month will be a Work Session where there will be discussion of the items. The second meeting of the month will be a Business Session where the Commissioners will vote on the agenda items.

2. Pledge of Allegiance

Mrs. McNaney 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:

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

4. Announcement of Executive Sessions

Ms. Gallagher said the Board of Commissioners met in Executive Session on December 28, 2020 to discuss matters of collective bargaining.

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

There was no public comment.

Mrs. Zadell said tonight's meeting is to discuss the items that will be on the next agenda for consideration of approval.

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6. Service Recognitions for January

- Tim Griffiths 5 years
- Alice Piekelski 15 years
- Ed Tartar 20 years

Departmental Reports

7. Manager's Report (Sandra Zadell)

As reported by Sandra Zadell, Township Manager

Mrs. Zadell reminded residents that the Township offices are open by appointment only. She expects to be fully staffed in the office in a few weeks depending on the number of infections.

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

As reported by Van Rieker, Zoning Officer

- **ZHB 20-07** – WB Homes – use variance request to develop Jeppy Property, Sumneytown Pike.

The applicant originally presented 24 apartment units, but it was amended to 17 townhouses. This property is approximately 3 acres in size. It has been continued indefinitely but there has been action by the applicant and a February or March date is likely.

- **ZHB 21-01** – 920 S. Broad St.

This is for a variance to permit (2) apartments on the 2nd floor in the R-2 District where previously this was approved for office use by ZHB in 1988. This is scheduled to be heard by the ZHB on January 26, 2021. Mrs. Carter asked if there is off street parking. Mr. Rieker said there is adequate off-street parking.

- **180 Wissahickon Avenue** – Land development for use in the LI (Limited Industrial) District. This is scheduled for first review by Planning Commission on January 13, 2021. The applicant is proposing a land development plan for a mix of office and warehouse space. This is in the process of being reviewed by the Township Engineer and will be reviewed by the Planning Commission this week.

Dennis Abrams, 1132 Canterbury Drive, asked when he will see the plans for WB Homes. Mr. Rieker said the applicant will meet again with the neighbors prior to a hearing being held. Neighbors will be notified of the hearing. Mrs. Hull will notify residents who have expressed interest/concern of this application by email as soon as a meeting is scheduled.

James McMullen, 1163 Canterbury Drive had the same question as Mr. Abrams above.

Immanuel John Karuppumumani, 756 Newport Lane, asked what the total capacity of the apartments are for 920 S. Broad Street. Mr. Rieker replied the applicant asked for two 2BR apartments on the second floor with no external change to the building or site. The first floor will remain professional offices.

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Colleen Kwortnik, 205 W. Prospect Avenue, is concerned that her property line is not yet flagged and a silt fence wall on the Deluca property on West Prospect is going up. Mr. Rieker replied that he will call the developer about it.

David Cardamone, 1156 Canterbury Drive, asked if there are any plans for the 17 units for WB Homes. Mr. Rieker said the zoning remains unchanged and the applicant asked for a use variance from the ZHB. The applicant has stated they will meet with the residents prior to the ZHB meeting and will have a sketch to present to the residents. Mrs. Hull said she will notify the residents by email of the community meeting for WB Homes.

9. Engineering Report (Isaac Kessler)

As reported by Isaac Kessler, Township Engineer

- **Road Program**

This includes roadway work and ADA ramps. Final design elements are being completed and bid documents anticipated to be ready for advertisement by the end of January. Two major roadways included in the 2021 Roads Program are Moyer Blvd and Broad Street.

- **North Wales Road Trail Crossing Improvements**

Crosswalk and illuminated signage are planned for the North Wales Road Trail Crossing. RVE is working on the PennDOT permit for the crossing. Also coordinating with the Green Ribbon Trail for associated trail head improvements.

- **Haines Run Streambank Improvements**

Berm and streambank improvements near the gate access at the WWTP have been completed and significantly improve the protection of the plant from rising water levels at this location. Further work is being designed for upstream controls for long-term flood mitigation.

Liz K. McNaney, PRESIDENT
Finance/Personnel/Administration

10. Staff Department Reports

Mrs. Carter asked about signage for Royal Farms. Mr. Rieker said there is one canopy for Royal Farms, but they asked for three (3) signs for the canopy. The ZHB only approved one canopy sign. He said if they want pop up signs, they have to file a new application. Royal Farms indicated they would not file for the pop-up signs. Mrs. Carter also had questions about the Tesla Plan. Mr. Rieker said the applicant changed the plan and now will need a dimensional variance from the ZHB for setbacks. This may possibly need a new conditional use hearing. The plan is currently in limbo as the applicant will have to amend the plan to go back to the original plan or go back to the ZHB for the variance. Mrs. Carter asked about North Wales Station at 180 Wissahickon Avenue. Mr. Rieker said this is still in the review process and will be before the Planning Commission this week.

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11. Public Meeting Minutes of December 7, 2020

12. Public Meeting Minutes of December 21, 2020

Mrs. Zadell announced our new format of a consent agenda. Everyday business will be approved as one item by roll call vote during the monthly Business Meeting.

The meeting minutes will be placed under consent items on the Business Meeting Agenda

13. Resolution 01-2021 approving the financing by the UGT Industrial Development Authority for ACTS Management Services, Inc.

Neal Pearlstine, IDA Solicitor was present. He formed the IDA over fifteen (15) years ago as a conduit for non-profit organizations to borrow funds at a tax-free basis through a bank or a bond holder. The current project from ACTS was approved at the IDA meeting last week and will be funded by Univest. This project will fund ACTS new office building in Upper Dublin and renovations to the building on West Point Pike in Upper Gwynedd. The IDA also received approval from the Department of Community and Economic Development (DCED). The IDA makes a fee at the bond closing for this project. In the past, the IDA has contributed these funds towards projects in the Township. The fee for this project is anticipated to be in excess of \$20,000.

Denise M. Hull, VICE PRESIDENT **Zoning/Planning/Code Enforcement**

14. Merck & Co. waiver request from Chapter 113-1 & 124-5 for after-hours crane work on Building 56 High Roof Replacement Project. Sundays in February and March 2021.
15. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours for Gate 3 Utility Rack Stem Piping Cleaning Project (Weekend of January 29-31, 2021 and all Weekends in February 2021 (1 or 2 weekends needed))

The two Merck waivers will be moved to the consent agenda.

16. Approval of the Stormwater Best Management Practices Operations & Maintenance Agreement for 721 S. Broad Street.

Mrs. Zadell said this agreement is the result of a grading permit.

17. Approval of Resolution 02-2021 and revised subdivision / land development plans for Deluca Homes / W. Prospect Avenue.

Ms. Weaver said this land development application was approved in January 2020 for a 5-lot subdivision. They are currently getting documents together for recording but noticed an error in plan note #22. The applicant's intent is to have the property owners own the stormwater facilities but have the HOA maintain them. This has been reviewed by T&M Associates, our Township Solicitor and staff and all agree that this was their original intention.

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Katherine D. Carter **Public Safety**

18. Emergency Declarations dated December 28, 2020, January 4, 11 and 18, 2021.

This will be moved to the consent agenda.

19. Police Department Commendations of Officer Fred Lynch, Det. Jonathan Kelcy, Officer John Foster (NWB) and Firefighter John Brooke

20. Formal approval and swearing in of Officer Dana Hallam

Ruth S. Damsker **Public Works/Parks/Recreation**

Martha A. Simelaro **Wastewater Treatment**

21. Payment #2 (Final) to KBC Construction for the Swedesford and Britt Road Manhole Upgrades in the amount of \$8,849.90 (via roll call vote)
22. Motion to approve payment #14 to PACT One for the Pump Station & Force Main Project in the amount of \$341,786.25 (via roll call vote)
23. Motion to approve payment #21 to Blooming Glen for the Hydraulic Expansion Project in the amount of \$73,789.19 (via roll call vote)

These three items will be moved to the consent agenda.

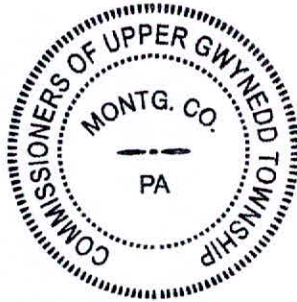
Mrs. Simelaro announced PA Rural Magazine picked our Wastewater Treatment Plant to be featured in their magazine for a four or five page spread.

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Other Business

24. Approval of January 2021 Open Invoices (via roll call vote)
25. Approval of January 2021 Paid Invoices (via roll call vote)
26. Call for Adjournment

Mrs. McNaney adjourned the meeting at 8:06 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved February 16, 2021

/djl