

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

July 12, 2021

This meeting was held in person at the Township Building and was live streamed on our website.

PLEASE NOTE: The Board of Commissioners made decisions on the following agenda items. Items 23, 26, 27 and 28. The decisions are included in these minutes.

1. Call to order

The July 12, 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 7:03 PM. This meeting was recorded and visually taped.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken by Deanna Logan, Administrative Assistant to the Township Manager. The individuals in attendance were:

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|------------------------|----------------------------|
| 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 |
| E. Van Rieker | Zoning Officer |

David Brill, Finance Director was absent.

4. Announcement of Executive Sessions

Ms. Gallagher said the Board of Commissioners met in Executive Session earlier tonight on July 12, 2021 to discuss matters of personnel, potential litigation, labor relations and public safety.

Mrs. McNaney said the work session meetings are an informal way for us to discuss items, ask questions and get clarification on items that will be included on the agenda for the Business Meeting.

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

There were no public comments

6. Employee Service Recognitions (for July 20, 2021)

- Howard 'Peanut' Quinn – 30 years
- Raymond Royds – 20 years
- William Smith – 35 years

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

7. Public Hearing – Ordinance 2021-02 – To be held on July 20, 2021

The purpose of this hearing is to hear comment pursuant to the consideration of Ordinance 2021-02, amending the code of Upper Gwynedd Township at Chapter 174 – “Taxation,” at Article VI – “Volunteer Service Tax Credit,” at Sections 43 – “Earned Income Tax Credit,” 44 – “Real Estate Tax Credit” and 46 – “Certification of Qualifying Volunteers”

Brief explanation by Lauren Gallagher, Township Solicitor

Exhibits:

T1: Ordinance 2021-02

T2: Proof of Publication of Legal Advertisement – June 16 and June 30, 2021

8. Request for public comment

9. Close of Public Hearing

10. Approval of Ordinance 2021-02, Volunteer Tax Credits

Mrs. Zadell said this ordinance will enable volunteers for the North Penn Fire Company that live in Upper Gwynedd Township receive tax credits.

Departmental Reports

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

As reported by Van Rieker, Zoning Officer

- **Subdivision/Land Development Plan for 17 Townhomes** (former Jeppy property)
The concept plan was presented to the Planning Commission on May 12, 2021. Land development plans are tentatively scheduled for July 14, 2021. The developer is still working on a name for this development. We are also waiting for the EAC and MCPC review letters
- **Shoppes at Upper Gwynedd** – Public Hearing to consider conditional use for multiple uses (a child daycare) in C-Commercial District. Hearing closed May 10, 2021.
The BOC decision is pending and will be rendered on July 20, 2021
- **Roosevelt Court, 9-lot subdivision along State Street.**
This was approved by the Planning Commission on April 14, 2021. This is an action item for the meeting on July 20, 2021
- **2816 Morris Road, Worcester Twp. ZHB**, Special Exception request for Group Home, 4 to 6 individuals in a Sober House. Neighbors across Morris Road around Blue Fox Drive will be notified by Worcester Twp. The hearing was concluded June 7, 2021.
A decision of approval was rendered by the Worcester ZHB subject to certain conditions.
- **ZHB 21-08, 831 Ridgeview Drive** – Rear yard variance to permit deck.
This was granted June 22, 2021
- **ZHB 21-09, 208 Croft Road** – Side yard variance to permit garage addition with 2nd floor bedroom.
This was granted June 22, 2021. The grading plans will be submitted soon.

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

- **ZHB 21-10, 1601 Clearview Road** – Variance to permit shed in front yard and in front of principal dwelling.
This is scheduled on July 27, 2021. The owners are looking for an accessory structure in front of a principal building on a non-conforming lot.
- **ZHB 21-11, 676 Gage Lane** - variance to permit a shed in front of a principal building on the corner of a residential property.
This is scheduled to be heard on July 27, 2021. The owner is looking to place the shed forward of the principal building.

12. Engineering Report (Isaac Kessler)

As reported by Isaac Kessler, Township Engineer

- **2021 Road Program**
The construction of ADA curb ramps is reaching completion. Paving of Moyer and Broad to follow storm pipe repair work this summer.
- **Annual Road Program**
RVE has created mapping of past and present paving programs to use as a resource for planning. This will help with planning the future roads program.
- **MS4 Program**
We will compile all of this year's information into an annual report, which is due to the DEP by September.
- **Grants**
We continue to pursue grants for the stormwater and infrastructure projects. The Township was successful with its Montco2040 Grant for pedestrian and safety improvements and the PennDOT MTF Grant for the Sumneytown Pike Bridge Replacement. Mr. Kessler said we will apply for the County Transportation Program (CTP) grant to help offset the costs for the Sumneytown Pike Bridge Project.

Mrs. Zadell said RVE created a spreadsheet to help us track all the grants we applied for and received for various projects.

Liz K. McNaney, PRESIDENT
Finance/Personnel/Administration

13. Staff Department Reports

| | | | | |
|-------------|--------------|--------|--------|-------------|
| Parks & Rec | Public Works | Police | Zoning | Code Report |
| Eng. – EEMA | Eng. – RVE | UGFD | NPFD | |

This will be placed on the consent agenda.

14. Public Meeting Minutes of June 7, 2021

This will be placed on the consent agenda.

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

15. Public Meeting Minutes of June 15, 2021

This will be placed on the consent agenda.

16. Advertisement of Ordinance 2021-01 – HRC amended ordinance

Mrs. Zadell said the ordinance will be ready before July 20th for the Board to review. Mr. Summerson of the PAHRC recommended these changes to our ordinance which were reviewed and accepted by our HRC.

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

17. Merck & Co. waiver request from Chapter 113-1 & 124-5 for afterhours work to perform crane lifts on Building 2J Roof Replacement Project. Sundays beginning August 22 – November 28, 2021

This will be placed on the consent agenda.

18. Hartford Conditional Use Hearing Decision

19. Acceptance of Deed of Dedication for Gwynedd Walk

Mrs. Zadell explained this is when a land development is completely finished and we are ready to take ownership of the public components. This is the last step before the maintenance period begins. The developer then enters into an 18-month maintenance period.

- 19A. Authorization of Township Manager to execute the Maintenance Agreement and release the performance bond.

Mrs. Zadell added the performance bond is for the construction phase of the project which has now been completed for Gwynedd Walk.

20. Advertisement of Ordinance 2021-03, amending the Zoning Code at Chapter 195, section 12 to add subsection C, side and rear yard exceptions for non-conforming lots

Mr. Rieker said this was initiated by staff and two (2) Board members. We observed many neighborhoods that were approved prior to having an R2 district. This will permit the Township to approve some accessory additions for undersized, non-conforming lots.

Mrs. Damsker asked how many non-conforming lots this affects. Mr. Rieker said approximately two hundred (200) undersized lots will benefit from this.

21. Resolution 27-2021 – approval of Roosevelt Court/111 State Street Subdivision-Land Development subject to the conditions set forth within the resolution

Mrs. Zadell said the applicant will be here on the 20th to present the land development plan.

22. Shoppes at Upper Gwynedd Escrow Release #7 in the amount of \$12,477.65

This will be placed on the consent agenda.

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

23. **DECISION:** Motion to ratify the Assignment Agreement dated June 15, 2021 between UGT, Arna UG Associates, LLC and EELI, LLC for the Jay Subdivision

Ms. Gallagher said this was an old land development approval from several years back. There was a new developer coming in to finish the project and have the rights for the land development signed over to the new company (EELI, LLC). Upon review, we discovered changes were made to some ordinances to zoning and stormwater which went into effect between the time the land development was approved and today. We worked with the existing developer and new developer to come up with a stormwater plan and some zoning solutions regarding the side yard setbacks. This agreement allows the existing developer to assign its rights in the land development over to the new developer. The new developer will develop it for 3 new single family homes.

Mrs. Hull said the Township was adamant that the developer communicates with the affected residents and they be very transparent to the residents. She added the developer did a great job communicating with residents and they got signed statements from all residents affected by the development stating that they were in support of the 3 additional homes that will be constructed.

Hearing no questions or comments, upon motion by Mrs. Damsker and seconded by Mrs. Carter, the motion was unanimously approved.

Katherine D. Carter Public Safety

24. Discussion of an ordinance amending the current traffic ordinance allowing "no blocking intersection" signage to be placed at Oakland Place

Chief Duffy said this is as a result of a meeting with residents regarding some of the traffic issues in the Oakland Place area. The residents would like to see signs placed for not blocking the intersection as they have difficulty getting out. This is an effort to help make the intersection safer, help with the flow of traffic and to make people be mindful of the signs. Chief Duffy would like the signs to be advisory to motorists rather than enforceable.

Mrs. Zadell asked if the Board was ok to move forward with this and have the solicitor prepare the ordinance. The Board agreed to move forward with amending the traffic ordinance.

25. Approval to purchase "no parking or standing" signs to be placed on North Wales Road

Chief Duffy said this is already in the ordinance. We want to purchase these signs and place them at the entrance to the trail at Moyer Blvd. and North Wales Road. There are sight distance issues at this intersection and the sign will be enforceable by the police. This is to improve pedestrian safety in the area.

Mrs. Zadell added we receive a lot of comments and complaints from motorists regarding sight blockages at that intersection. The Commissioners gave approval to purchase the signs.

26. **DECISION:** Motion to approve the sale of the Deputy Fire Marshal equipment

Mrs. Zadell said we have a potential buyer for the equipment.

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

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

Ruth S. Damsker Public Works/Parks/Recreation

27. **DECISION:** Motion to approve Resolution 26-2021 recognizing July as Parks & Recreation month

Mrs. Zadell said July is jam packed with Parks and Rec events including Night Sky Campout, Summer Concerts, Arts in the Park, Summer Camp and more.

Mrs. Damsker said kudos go to Mrs. Prebis and her staff as many of the events have had more participation than ever.

Hearing no questions or comments, upon motion by Mrs. Carter and seconded by Mrs. Damsker, the motion was unanimously approved.

28. **DECISION:** Motion to approve the purchase of a Scag Cheetah II, 61" 37BURFI zero turn mower for the Parks & Recreation Department in the amount of \$11,000 (via roll call vote)

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

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|-----------------------|-----|
| President McNaney | Aye |
| Vice President Hull | Aye |
| Commissioner Simelaro | Aye |
| Commissioner Carter | Aye |
| Commissioner Damsker | Aye |

29. Bid award for Heating Oil as part of the consortium to Tioga Fuel Company, Inc. in the amount of \$2.3560 per gallon

Mrs. Zadell said we received one bid for heating oil at \$2.3560 per gallon

30. Advertisement of the bid for the removal and replacement of underground gas and diesel tanks

Mrs. Zadell said this is a budgeted item from the capital budget

31. Resolution 22-2021, piggybacking with Whitpain Township for Microsurfacing

Mrs. Zadell said RVE reviewed everything with Mr. Troxel to make sure the specs were correct for what we need.

Martha A. Simelaro Wastewater Treatment

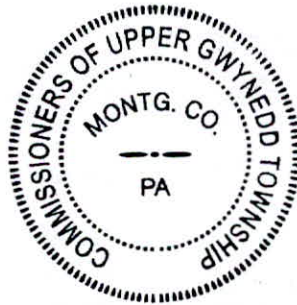
32. Purchase of two Raw Sewage Pump VFDs

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

Other Business

33. Approval of July 2021 Open Invoices (via roll call vote)
34. Approval of July 2021 Paid Invoices (via roll call vote)
35. Call for Adjournment

Mrs. McNaney commented on how exciting it is to be back live then adjourned the meeting at 7:43 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved August 17, 2021

/djl