

# UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

## PUBLIC MEETING WORK SESSION MINUTES

February 13, 2023

This meeting will be held in person at the Township and will be live streamed on our website at [www.uppergwynedd.org](http://www.uppergwynedd.org)

**PLEASE NOTE:** The Commissioners made decisions on the following items: #19, #21 #22 and #32 and those decisions are included in these minutes.

1. Call to order

The February 13, 2023, Public Work Session of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Denise Hull at 7:00 PM. This meeting was recorded and visually taped.

2. Pledge of Allegiance

The Pledge of Allegiance was led by resident Beth Miller.

3. Roll Call

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

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

Commissioner Katherine Carter arrived at 7:06 pm and Commissioner Ruth Damsker was absent.

4. Announcement of Executive Sessions

Ms. Gallagher said the Board met in Executive Session prior to tonight's meeting to discuss matters of personnel.

5. Valley Forge Tourism Presentation (2/13/23)

Samantha Cole made a presentation on behalf of Valley Forge Tourism which promotes Montgomery County.

6. Police Commendations (2/21/23)

- Officers Harry Colcher and Montana Lighthart
- Detectives Bob Pro and Jon Gill
- Officers Fred Lynch and Montana Lighthart

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7. Recognition of Detective Bob Pro for 15 years of service to the Township (2/21/23)
8. Black History Month Presentation (2/21/23)
  - Presentation by Sgt. Timothy Greene and Lt. William Slaton of the PA State Police
9. Water Quality Improvement Plan (WQIP) Presentation (2/21/23)
10. Public comments and concerns (limit of five minutes per individual)

There were no comments.

### Departmental Reports

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

As reported by Van Rieker, Zoning Officer

- **ZHB 22-21, 1601 Valley Forge Road (Wawa).** Special Exception to permit the sale of gas and other motor fuels and variances to permit additional signage [and less than 10% of the parking lot to be devoted to landscaping.] This variance has been withdrawn.

This application started December 21, 2022, 2<sup>nd</sup> hearing held on January 24, 2023; continued to February 28, 2023. There is a special meeting scheduled on March 1, 2023 devoted to the Wawa application.

- **ZHB 22-22, 1237 Dickerson Road.** Variances to permit a detached garage in front yard.

The height variance was withdrawn. This was approved on January 24, 2023.

- **ZHB 23-01, 817 Ridgeview Drive** for a variance to permit a rear yard setback of 30 feet where 50 feet is required for the construction of an unroofed deck.

- **ZHB 23-02: 929 General Nash Drive** to permit an existing shed: (1) a variance from Section 195-12.B (3) to permit a 12 foot front yard setback where 50 feet is required; and (2) a variance from Section 195-9.G.(1) to permit a 12 foot setback from the street right-of-way where 50 feet is required.

- **ZHB 23-03: D&I Development, LLC** for property located at **645 Sumneytown Pike**, to permit the subdivision of the existing property into two lots with Lot 1 to contain all three existing separate dwelling units on the same lot.

- **Land Development Plan for development of 10 twin dwelling units (5 buildings) at Moyer Blvd. and West Point Pike.**

The UGT Planning Commission recommended approval with conditions on January 11, 2023.

- **Subdivision Plan for 2 lots, 645 Sumneytown Pike.**

The UGT Planning Commission recommended approval with conditions on January 11, 2023.



## UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

### 12. Engineering Report (Isaac Kessler)

As reported by Isaac Kessler, Township Engineer

- **2023 Road Program** – the bid opening for this year's Road Program is scheduled for February 16<sup>th</sup> and we look forward to having a recommendation to award at next month's Board meeting. This will position the Township to proceed with this year's work and be completed before the fall.
- **Haines Run Streambank Improvements** – the permit package for this project has been submitted to the PADEP. Field analysis and engineering calculations have been completed to prepare the design plans for proposed streambank improvements and flood management along this segment of the stream where it merges with the Wissahickon Creek. We look forward to providing the latest design plans to schedule a meeting with the public to discuss the proposed work and identify the current design as compared to some conceptual exhibits that were prepared in the early stages of the project.

### Denise M. Hull, PRESIDENT Finance/Personnel/Administration

### 13. Staff Department Reports

Parks & Rec	Public Works	Police	Zoning	Code Report
Eng. – G&A	Eng. – RVE	UGFD	NPFD	VMSC

This will be placed on the consent agenda.

### 14. Public Meeting Minutes of January 9, 2023

This will be placed on the consent agenda.

### 15. Public Meeting Minutes of January 17, 2023

This will be placed on the consent agenda.

### 16. Approval of Resolution 04-2023: Volunteer Tax Credits

Mrs. Zadell said this allows our residents who volunteer with the Fire Departments and/or VMSC to received tax credits for their volunteer service.

### 17. Approval to Appoint Sherry Chen to the Environmental Advisory Council (EAC)

This will be placed on the consent agenda.

### 18. Approval to spend \$76,390 for the relocation and refresh of the Township's Server Network as proposed by IntegraOne

Mrs. Zadell said this is included in the 2023 budget. The servers will be moved to the police side and all equipment will be housed in the same location.

## UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

19. **DECISION:** Motion to appoint Suzan Leonard to the North Wales Area Library Board as the Upper Gwynedd Township Representative

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

### **Katherine D. Carter, Vice President** **Public Safety**

20. Approval of the purchase of two patrol vehicles to replace older vehicles in the fleet as per the capital plan and as approved in the 2023 budget. Each vehicle will be a Hybrid and purchased from Co-Stars vendor New Holland Ford.

Mrs. Zadell said this is for the purchase of 2 police vehicles from a Co-Stars vendor and is part of the 2023 budget.

### **Ruth S. Damsker** **Zoning/Planning/Code Enforcement**

21. **DECISION:** Motion to approve the Haines Run Contract with Remington & Vernick Engineers in the amount of \$180,000.

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

22. **DECISION:** Motion to approve the Sanitary Sewer Easement Agreement between Kevin J. Bradley & Margaret Bradley, 475 W. Prospect Ave and Upper Gwynedd Township.

Ms. Weaver said this was an approved subdivision project from several years ago and this is an access agreement for the replacement of a sanitary sewer line in order for us to take dedication.

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

### **Liz K. McNaney** **Public Works/Parks/Recreation**

23. Approval of the Laurel House 5K Race

This will be placed on the consent agenda.

24. Authorization to advertise the bid for Equipment Rental for various Stormwater Projects

This will be placed on the consent agenda.



## UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

25. Approval of Resolution 06-2023: Construction of the Power Line Trail

Mrs. Zadell said this grant resolution will allow us to widen our sidewalks along Parkside Place and Sumneytown Pike to make them a multi-use trail that will connect to the Wissahickon Creek.

26. Motion to approve Change Order #3 for the 2022 Liquid Fuels Road Program to final contract amount of \$831,580.31.

Mr. Kessler said this change order reduces the cost of the project by an additional \$26,132.50.

This will be placed on the consent agenda.

27. Motion to approve Payment #4, Final Payment for the 2022 Road Program to James D. Morrissey, Inc. in the amount of \$16,631.61.

This will be placed on the consent agenda.

28. Motion to approve Payment #2 for the Dickerson Road Drainage Improvements to KBC Construction in the amount of \$137,697.87.

Mr. Kessler said this includes some paving work at Allentown and Sumneytown Roads. There is a meeting next week with the utility companies to move some lines and it should be completed in the next month or two.

This will be placed on the consent agenda.

### Martha A. Simelaro Wastewater Treatment

29. Approval of the final payment to BSI for the flow diversion pump station in the amount of \$38,650.00

Mrs. Zadell said items 29 and 30 are related to the WIP project.

This will be placed on the consent agenda.

30. Approval of payment to BGC for the WWTP Hydraulic Expansion in the amount of \$19,149.20

This will be placed on the consent agenda.

31. Approval of Resolution 05-2023: Extending the WQIP Intergovernmental Agreement as an alternative to the EPA Phosphorus TMDL

Mrs. Zadell said this is a joint municipal agreement involving 13 other municipalities and 4 wastewater treatment plants to work together with the PADEP and EPA on an alternative to phosphorus TMDL plan for the Wissahickon Creek. This resolution extends the current agreement. There will be a presentation on February 21, 2023 from the WQIP.

32. **DECISION:** Motion to authorize the advertisement of the Sludge Hauling Bid for 2023-2025

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

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### Other Business

33. Approval of February 2023 Open Invoices (via roll call vote)
34. Approval February 2023 Paid Invoices (via roll call vote)
35. Call for Adjournment

Mrs. McNaney asked when the streetlight project will begin. Ms. Weaver said construction will begin in March and we will advertise the start dates on the website, on social media and in the Gazette. The project should take approximately 13 working days to complete.

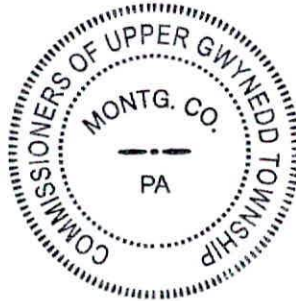
Mrs. Hull thanked Christine DiPippo and Megan Weaver for compiling the Worksession Agenda in Mrs. Logan's absence.

Mrs. Hull adjourned the meeting at 7:33 pm.

Respectfully Submitted,

Sandra Brookley Zadell  
Secretary

**Approval March 21, 2023**



/djl