

# UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

## PUBLIC MEETING WORK SESSION MINUTES

May 9, 2023

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

**PLEASE NOTE:** The Commissioners made decisions on the following items: #15, #17, #20, #26, #27 and #28 and those decisions are included in these minutes.

1. Call to order

The May 9, 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 Linda Smith.

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
Ruth S. Damsker	Commissioner
Sandra Zadell	Township Manager
Megan Weaver	Assistant Township Manager
Lauren Gallagher	Township Solicitor
Nicholas Cross	Township Engineer
David Duffy	Chief of Police
Nathan Crittendon	Finance Director
E. Van Rieker	Zoning Officer

4. Announcement of Executive Sessions

Ms. Gallagher said the Board met in Executive Session on May 4, 2023 to discuss matters of personnel.

5. Recognition of Chief David Duffy for 15 years of service to the Township (5/22)

6. Recognition of Alicia Simrak for receiving the Girl Scout Gold Award (5/22)

7. Presentation by George Cho of the Jaisohn Center (5/22)

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

Carl Smith gave his thoughts and opinions regarding the Martin Tract, Walters Group and the national agenda.

Linda Smith expressed her opinion about why we shouldn't move forward with the Walters Group Project.

Mark Connelly offered his insight on urbanization, population densities, impervious space, street parking and train access in relation to the Walters Group Project

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BJ Breish, Lansdale resident, said he lives near the proposed Walters Group Project and spoke about the importance of affordable housing.

Sheldon Good, Lansdale resident, said he agrees with everything Mr. Breish said about affordable housing.

### Departmental Reports

#### 9. Manager's Report (Sandra Zadell)

Mrs. Zadell complimented the WWTP staff for reducing the cost of sludge hauling by \$37,000 for the first quarter of 2023 and recognized the staff, Director Dan Farris and Bill Smith for all their efforts.

#### 10. 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. Started December 2022, testimony concluded April 4, 2023.

A decision is tentatively scheduled for May 23, 2023.

- **ZHB 23-06, North Penn Auto Service, 1605 Valley Forge Road.** Appeal of Zoning violation for parking and storage of vehicles on 1601 Valley Forge Rd.

This was continued to June 27, 2023.

- **ZHB 23-08, 201 Church Road, Unit C** – special exception to permit the cutting and polishing of granite. Zoned L-I (Limited Industrial).

This was approved with conditions on April 25, 2023.

- **ZHB 23-09, 983 Allentown Road, Bridge Community Church** – Variance to permit a shed to be located within the 100 ft setback, 25.9 feet proposed.

This was approved with conditions on April 25, 2023.

- **ZHB 23-10, 1238 Dickerson Road** – variances to permit roof over patio in side yard and gazebo in front yard.

This was approved with conditions on April 25, 2023.

- **ZHB 23-11, Upper Gwynedd Township** – Variance/Interpretation to replace LED panel and variances to permit more than three lines of LED text and more than one color per message.

This was approved on April 25, 2023.

- **ZHB 23-12, 402 Swedesford Road** – variance to permit the height to mid-point of garage roof of 15 ft. 10 inches where 14 ft. is the maximum permitted.

This was approved on April 25, 2023



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- **1500 Pennbrook Parkway, Walters Group** – TOD residential development. Proposed zoning map overly amendment. (60 DU on 5.7 acres)

The text amendment is tentatively scheduled for the June 14, 2023 Planning Commission Meeting.

- **ZHB 23-13 – 712 S. Towamencin Avenue** – Variance to permit a height of 17ft. 7in. to the roof midpoint where a maximum of 14 ft. is permitted for the construction of a detached garage.

This is scheduled to be heard on May 23, 2023.

- **ZHB 23-14 – 212 Church Rd.** – Special exception to permit the construction of an additional building for self-storage use or, in the alternative, a use variance to permit the same.

This is scheduled to be heard on May 23, 2023.

- **ZHB 23-15 – 1249 Scobee Drive** – Variance to permit a rear yard setback of 44 ft. where 50 ft. is required for an elevated deck.

This is scheduled to be heard on May 23, 2023.

- **ZHB 23-16 – 203 Church Rd.** – zoning relief for the construction of two warehouse buildings with a total of 166,625 sq. ft. (1) – a variance to permit the building setback from a residential district of 167 ft. where a minimum of 200 ft. is required. (2) – a variance to allow a driveway setback from a residential district to be 54 ft. where a minimum of 100 ft. is required and (3) – a variance to allow 185 parking spaces where a minimum of 667 parking spaces are required. Property is zoned LI (Limited Industrial).

This is scheduled to be heard on May 23, 2023.

- **ZHB 23-17 – 1258 Jarvis Lane** – Variance to permit a rear yard setback of 34 ft. where 50 ft. is required for a screened and roofed porch.

This is scheduled to be heard on May 23, 2023.

Mrs. McNaney asked if the Walters Group leaves the property after so many years, what happens. Kim Krauter (Walters Group) said if the Walters Group leaves the management aspect after the project is developed, they would be replaced with another management group. There are deed restrictions on the property for 35 years.

Mrs. McNaney also clarified that the median income in Montgomery County is \$105,000. Ms. Krauter said the income level is based on the number of incomes in the home. She added that in the last 24 months, rental prices and home values have increased significantly. Mrs. McNaney said many residents have asked questions about the project. She said most of those residents she spoke with are for the affordable housing project.

### 11. Engineering Report (Nick Cross)

As reported by Nick Cross, Township Engineer

- **Stormwater Projects** – as projects for stormwater management and mitigation are constructed, there are a few stages for their completion. The design, construction, and verification of its proper function that addresses the intended stormwater improvements. We appreciate the patience of residents and nearby properties during the construction stage, and we work with contractors to keep the project site as tidy as possible. The final function

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of stormwater projects, especially basin projects, typically involves some final adjustments to ensure it functions as designed at the end of its construction. A project is not closed out until it is functioning as designed and is observed to be doing so.

- **2023 Road Program** – the scheduled start date for this year's program is May 22<sup>nd</sup>. It will begin with the ADA curb ramp work in the contract and then follow with the milling and paving this summer. The road program should be completed before school begins in the fall.

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

#### 12. 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

#### 13. Public Meeting Minutes of April 10, 2023

This will be placed on the consent agenda

#### 14. Public Meeting Minutes of April 18, 2023

This will be placed on the consent agenda

15. **DECISION:** Motion to Approve Authorization for Township Staff to enter into a 24-month agreement with iSolved in the amount of \$22,444.80 per year for payroll and workforce management services and spending in the amount of \$6,852.40 for initial implementation.

Mr. Crittendon said this software manages the payroll operation which takes up approximately 1500 man-hours per year. This software also includes a centralized HR system. He said we can get out of the contract with no fees attached if the system isn't right for us.

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

16. Approval of the second amendment to the standard lease agreement between Upper Gwynedd Township and Unisite, LLC subject to final approval by the Township solicitor

Ms. Weaver said Unisite leases a portion of our property for a communications tower. They are looking to add additional infrastructure and would have to dig up property, so we are looking to add to the easement to avoid disruption to our property.

17. **DECISION:** Motion to approve the Proclamation for Asian American Pacific Islander Heritage Month

Mrs. Hull read the Proclamation for Asian American Pacific Islander Heritage Month.

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



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18. Approval of the Proclamation for Pride Month
19. Approval of the Proclamation for Juneteenth Day

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

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

20. **DECISION:** Motion to ratify the Merck waiver request from Chapter 113-1 & 124-5 for Sunday work hours to install a replacement fire water line for the campus. Sunday work beginning April 16 – May 28, 2023, 8 am – 6 pm

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

21. Final Escrow Release to the Green Tree Group for the Jay Subdivision

Mrs. Zadell said we are finalizing the information for the escrow release.

22. Approval of the Encroachment Agreement for 524 Sumneytown Pike Ultimate Right of Way

This will be placed on the consent agenda

23. Approval of Escrow Release #5 (final) for 111 State Street; Roosevelt Court

This will be placed on the consent agenda

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

24. Approval of the Lansdale YMCA 5K race on Saturday, September 23 from 5 pm – 9 pm.

This will be placed on the consent agenda

25. Approval of Resolution 11-2023: Micro surfacing with Whitpain Township

Mrs. Zadell said we are still finalizing information for microsurfacing. We are researching the Nova chip application instead of Ralumac for a smoother surface.

26. **DECISION:** Motion to approve the advertisement of the bid for #2 Heating Oil for the participating members of the Montgomery County Municipal Manager's Consortium

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

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27. **DECISION:** Motion to approve the Grant Agreement authorizing the Local Share Assessment grant of \$580,852.00 from the Commonwealth Financing Authority for the Haines Run Project

This grant does not require matching funds.

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

28. **DECISION:** Consensus of the Board of Commissioners to begin the project engineering for the Pedestrian Bridge Location Project

Mrs. Zadell said we have 2 bridges on Sumneytown Pike. One which crosses the Towamencin Creek (below Weis Shopping Center) and the other near Boston Style over the Wissahickon with a pedestrian bridge. The Sumneytown/Wissahickon is being replaced due to wear and tear on the scour. The bridge replacement project includes a wider bridge with sidewalks on each side of it so the pedestrian bridge at that area can be moved to the Towamencin Creek location recycling the use of the bridge instead of demolishing the pedestrian bridge. The cost estimate is \$655,000 including engineering but there are grant opportunities to assist with the cost of the project. We are looking to move forward with just the engineering of the pedestrian bridge which is estimated at \$168,762. We budgeted money for the Haines Run Project, but received another grant, so that money will go towards this project.

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

29. Approval of Payment #2 for the Newport Lane Basin Retrofit Project in the amount of \$42,637.35

This will be placed on the consent agenda

30. Approval of the purchase of a Zero Turn Mower from Turf Equipment in the amount of \$15,590.53

31. Approval of the purchase of the 2023 LED Marquee Board from Stewart Signs

32. Approval of Resolution 12-2023 authorizing the application to the CFA Greenways, Trails and Recreation Program in the amount of \$250,000 for the Castle Refurbishment Project

The wooden castle has some safety issues and needs some upgrades and refurbishment to keep it compliant with safety regulations. The cost of the project is estimated at \$580,000.

33. Approval of Resolution 13-2023 authorizing application to the CFA Flood Mitigation Program in the amount of \$63,699 for the Jacks Lane Streambank Restoration Project

When doing a cleanup at Jacks Lane, we noticed the streambank had eroded and needs restoration. This project is a great opportunity for an MS4 project that will reduce sediment in the Skippack Creek. This grant will be used for planning and engineering.

This will be placed on the consent agenda

34. Approval of Resolution 14-2023 authorizing application to the CFA Watershed Restoration & Protection Program in the amount of \$300,000 for the Jacks Lane Streambank Restoration Project

This grant will be used for the design and construction for the Jacks Lane Project.

This will be placed on the consent agenda



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### Martha A. Simelaro Wastewater Treatment

35. Approval of Addendum #1 to the Sewage Facilities Construction, Operation, Maintenance and Reimbursement Agreement with Merck.

This agreement is to update the previous 10 year agreement for sewage facilities for an additional 10 years with an updated cost schedule.

36. Approval to purchase wiper cylinders and sensor assemblies from Trojan Technologies in the amount of \$23,505.

This purchase is for parts needed for the WWTP Ultra Violet system.

### Other Business

37. Approval of May 2023 Open Invoices (via roll call vote)  
38. Approval May 2023 Paid Invoices (via roll call vote)  
39. Call for Adjournment

Mrs. McNaney asked Ms. Krauter about the layout of the buildings. Ms. Krauter said the units are two stories, but the three bedroom units are two and a half stories because of the pitched roof.

Mrs. Carter announced 2 fundraising events for the Upper Gwynedd Fire Department: Quizzo Night on May 19th and their Golf Outing on July 17<sup>th</sup>.

Mrs. Hull adjourned the meeting at 8:27 pm.



Respectfully Submitted,

Sandra Brookley Zadell  
Secretary

Approved June 20, 2023

/djl