

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

November 8, 2021

This meeting will be held in person at the Township and will be live streamed on our website at www.uppergwynedd.org

1. Call to order

The November 8, 2021, Public Work Session of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Liz McNaney at 7:00 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:

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
Michael Clarke	Township Solicitor
Erik Gruenes	Township Engineer
David W. Duffy	Chief of Police
E. Van Rieker	Zoning Officer

David Brill, Finance Director was absent

4. Announcement of Executive Sessions

Mr. Clarke said the Board met in Executive Session on November 8, 2021 to discuss a matter of potential litigation and several matters of personnel.

5. Police Commendation

Chief Duffy will be giving commendations to our first responders.

6. Recognition of Deanna Logan for 5 years of service to the Township

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

There were no public comments

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Departmental Reports

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

As reported by Van Rieker, Zoning Officer

- **Subdivision/Land Development Plan for 17 Townhomes** (former Jeppy property renamed Wheatley Walk) Preliminary/Final Land development plans approved by the Planning Commission on September 8, 2021.
Potential action item for December
- **Lot Line Adjustment Subdivision.** Karamis, 894 & 896 Sumneytown Pike. Tentatively scheduled for BOC in October.
Potential action item for December subject to some remaining reviews
- **Merck Building WP63A.** Preliminary/Final Plans recommended approval by Planning Commission on October 13, 2021.
Scheduled for BOC action in November.
- **ZHB 21-17, 831 Ridgeview Dr.** – construction of a roof over an elevated deck and patio. This was approved October 26, 2021.
- **ZHB 21-18, 1417 Sandys Lane** – Dimensional side yard variance to permit two-story addition to be 14 ft. 6 in. from property line where 25 ft. is required.
The applicants have amended the application to 13'

9. Engineering Report (Erik Gruenes)

As reported by Erik Gruenes, Township Engineer

- **Open Space and Stream Assessments** – we are working with Township staff to establish a more robust assessment of open space and streams throughout the Township. This will focus on areas of debris and maintenance that may be needed after large storm events when these open space areas can experience a change in their landscape. These storms can move and shift large debris that may not be noticed in areas further back from the normal maintenance already conducted by the Township.

Liz K. McNaney, PRESIDENT Finance/Personnel/Administration

10. 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

11. Public Meeting Minutes of October 11, 2021

This will be placed on the consent agenda

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12. Public Meeting Minutes of October 19, 2021

This will be placed on the consent agenda

13. Advertisement of the 2022 Holiday & Meeting Calendar

This will be placed on the consent agenda

14. Proposed reading of the 2022 budget (November 16th)

- Budget Presentation by Sandra Zadell, Township Manager

Mrs. Zadell announced there is no tax increase for the 2022 budget.

15. Authorization to advertise Ordinance 2021-07, Tax Rate for 2022

16. Authorization to advertise Ordinance 2021-08, 2022 Budget Appropriations

17. Resolution 37-2021, authorizing the auditors to conduct an audit

18. Resolution 38-2021, the Homestead Exemption for 2022

19. **DECISION:** Motion to accept the Agreement and authorize the BOC President to endorse the Grant Agreement for civil unrest.

Mrs. Zadell said this grant is for cost incurred due to civil disturbances May 31, 2020 – June 5, 2020 in the amount of \$5,888.85

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

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

20. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours to complete the exterior work for B60A Modular Facility Addition. Sundays in December 2021.

This will be placed on the consent agenda

21. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours to revise the fenced perimeter for WP63A. Extended Hours beginning Monday, November 22 – Friday, December 31, 2021.

This will be placed on the consent agenda

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22. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours to perform crane lifts for WP50 Manufacturing Facility beginning Sunday, November 21 – Sunday, February 27, 2022.

This will be placed on the consent agenda

23. Merck & Co. waiver request from Chapter 113-1 & 124-5 for extended work hours to pressure clean newly installed piping to remove internal piping debris, Weekends of December 11 & 12, December 18 & 19, 2021 and January 29 – 31, 2022.

This will be placed on the consent agenda

24. Approval of Resolution 40-2021 granting Preliminary/Final approval of Merck Building 63A land development plan, subject to the conditions set forth in the resolution.

- Presentation by Greg Landis, IPE

25. Acceptance and recording of the Deed of Dedication dated May 27, 2020 from Upper Gwynedd Equities offering Sumneytown Pike & Church Road Right of Ways

This is the Royal Farms development for public right of ways.

26. Approval of the Maintenance Agreement with Upper Gwynedd Equities for the Shoppes at Upper Gwynedd

Katherine D. Carter **Public Safety**

27. Approval of the MOU between UGT and the UG Police Association regarding compensation for off duty care and training of assigned police canines.

This is for off duty compensation for our canine unit handlers.

28. Approval of the MOU between UGT, UG Police Association and Employee 0025.

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

29. Rejection of the bid for the 2021/2022 Snow Plow and Equipment Bid

Mrs. Zadell said this bid came in much higher than in previous years. It is recommended that we rebid the project to attract additional bidders.

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30. Delaware Valley Regional Planning Commission Streetlight Procurement Program

Mrs. Zadell stated this program is to help municipalities upgrade to LED street lighting.

- Presentation by DVRPC – Mike Fuller, Keystone Lighting Solutions

This was a no cost feasibility study to the Township. The only decision is whether the Township wants to move to the next step. LED streetlights lower operating costs and improve the lighting capabilities. The LED is much more controllable. This project gives you a return on investment and the savings will exceed the project cost. This is the third and last round for this program. During round 2, there was over \$15M in savings over 20 years for the participating municipalities. All the pricing has been negotiated through DVRPC so no bidding is necessary. Phase 2 is project development with 10 – 12 municipalities participating and requires a resolution being passed then auditors will come in to assess the municipalities needs. Phase 3 is the actual construction of the project. The completed feasibility study was presented to the Township. The project replaces the 120 cobra head lights with LED, there are options for controls, retrofit kits for the decorative lights at West Point Pike are optional. Currently, the Township doesn't own any of the fixtures and we pay for the maintenance of the fixture. We can purchase the fixtures from PECO and have a third-party maintenance contract at a lower cost than what we currently have. Financing is offered and liquid fuel funds may be used. With depreciation the cobra head light fixtures are zero, so there would be no cost to purchase them. The net value of this project over 20 years is \$345,000. There is a 10-year warranty on all LED products.

Mrs. Zadell said this program will plug into our Traisr GIS system. Ms. Weaver said we are recommending the advanced option to be placed in the 2022 budget. The cost is \$60,000 for the cobra heads and to include the retrofits, the total is \$105,000.

Martha A. Simelaro **Wastewater Treatment**

31. Payment #24 to Blooming Glen Contractors for the WWTP Hydraulic Expansion Project in the amount of \$223,011.16 (via roll call vote)

This will be placed on the consent agenda.

32. Payment #18 to Eastern Environmental Contractors for the WWTP Hydraulic Expansion Project in the amount of \$23,876.48 (via roll call vote)

This will be placed on the consent agenda.

33. Payment #23 to PACT for the Force Main and Pump Stations in the amount of \$71,934.01 (via roll call vote)

This will be placed on the consent agenda.

34. Authorization to advertise Ordinance 2021-06 UCC amendment for Sanitary Sewers

Ms. Weaver said the Department of Labor & Industry needs to approve this ordinance before we can proceed.

35. Approval of the 2022 Dense Soda Ash bid to Thatcher Company of New York, Inc. in the amount of \$18.50 per 50 lb. bag.

Mrs. Zadell said there was an increase in price for this chemical from last year, but Ms. Mason has changed to a liquid chemical, so we won't be using as much of the Dense Soda Ash.

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36. Approval of the Bid Award for WWTP gallery painting to JP Smith Contractors in the amount of \$32,635.

Other Business

37. Approval of November 2021 Open Invoices (via roll call vote)
38. Approval of November 2021 Paid Invoices (via roll call vote)
39. Call for Adjournment

Mrs. McNaney adjourned the meeting at 7:50 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved December 21, 2021

/djl