

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

June 13, 2022

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

PLEASE NOTE: The Commissioners decided on item # 18. The decision is included in these minutes.

1. Call to order

The June 13, 2022, 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 Township Engineer, Nick Cross.

3. Roll Call

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

Denise M. Hull	President
Liz K. McNaney	Commissioner
Martha A. Simelaro	Commissioner
Sandra Zadell	Township Manager
Megan Weaver	Assistant Township Manager
Lauren Gallagher	Township Solicitor
Nicolas Cross	Township Engineer
David Duffy	Chief of Police
E. Van Rieker	Zoning Officer

Commissioners Ruth Damsker & Katherine Carter were absent as well as Finance Director Nate Crittendon.

4. Commendation of Crossing Guard, Raymond Winter (June 21st)

5. Recognition of Susan McKnight for 5 years of service to the Township (June 21st)

6. Announcement of Executive Sessions

Ms. Gallagher said the Board met in Executive Session prior to this meeting to discuss matters of personnel and potential litigation.

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

Fred Hencken, 802 Clover Dr. asked when the minutes of June 7th will be published. Mrs. Zadell said they will be ready for approval at the July meeting.

Glen Hatfield, 1468 Cathy's Lane wants the Commissioners' thoughts on 1500 Pennbrook Parkway as he feels this is high density housing and the Township is already built out. Mrs. Hull said we are at the beginning

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process with regards to the noted property. She added that Mr. Rieker will be making a presentation next month. Mrs. McNaney gave Mr. Hatfield a printout of our zoning code section 195 to help him understand the process. Mrs. McNaney added that most of the development that has occurred in the Township since 2020 was started by the prior Board.

Departmental Reports

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

As reported by Van Rieker, Zoning Officer

- **Proposed Zoning Map Amendment, 375 Morris Road** – Presently zoned: LI – Limited Industrial. Proposed zoning: IN Institutional. (Former ACTS Corp. Offices). The UGT Planning Commission recommended approval on April 13, 2022. This was approved by the BOC on June 7, 2022.
- **Proposed Zoning Map & Text Amendment, 1500 Pennbrook Parkway**, Walters Group – Proposal for approximately 44 dwelling units in Transit Overlay District (per Comprehensive Plan). The applicant will need a conditional use approval and falls within access to public transportation. This property was identified in the Comprehensive Plan as having the potential for rezoning for higher density residential because of the close proximity to transit which is a key indicator. This property is in an industrial district and can easily handle additional traffic. The draft being reviewed.

Mrs. Zadell said plans are proposed by developers, the Township does not solicit for proposals. The Comprehensive Plan dictates a framework of what is acceptable per the planning principles. Mr. Rieker added that once a plan is submitted, it goes through the review process and hearing process that leads to a decision; fully approved, approved in part or denied. Mrs. Zadell reminded everyone that this process is a public process, but there are parts that are held at a staff level. This text amendment is currently at the staff level which gets reviewed by the Zoning Officer, Township Solicitor and Township Engineers before moving forward toward the hearing process.

- **ZHB 22-03, 1346 E. Prospect Avenue**, Sanctuary United Methodist Church. Variances to permit a 36 sf. sign where a 24-sf. sign is permitted and a one-foot higher sign of 8 ft; and variances from LED regulations to permit multiple colors and flip rate of 2 minutes where 4 hours is required. This was heard on May 31st but continued with a decision expected on June 28, 2022. The applicant has withdrawn its request to change the rapidity of the flip rate.
- **ZHB 22-07, 1708 Supplee Road** – variance to permit porch in front yard and accessory garage to exceed 14 ft. height. This was approved on May 31, 2022.
- **ZHB 22-08, Lot 2, 211 Gwynedd Ave.** – variance to permit the construction of a single-family home. This was approved on May 31, 2022
- **ZHB 22-09, 7 Maple St.** – variance to permit a proposed building addition consisting of a pool enclosure in the minimum required rear yard which will encroach 27.2 ft. into the required 50 ft. rear yard. This was approved on May 31, 2022

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- **ZHB 22-10, 1042 Dickerson Road** – variance to permit driveway turnaround 2 feet from property line where 6 feet is required.
This will be heard on June 28, 2022
- **ZHB 22-11, 201 Church Rd.** – Special exception to use portion of premises for Day Care
This will be heard on June 28, 2022
- **ZHB 22-12, 1975 Blue Fox Drive** – Variance to permit shed and sunroom in from yard
This will be heard on June 28, 2022
- **ZHB 22-13, 1192 Dickerson Rd.** – variance to permit shed in front yard of corner lot.
This will be heard on June 28, 2022

9. Engineering Report (Nick Cross)

As reported by Nick Cross, Township Engineer

- **Dickerson Road Drainage Improvements Project**
This project is currently out to bid with the Bid Opening scheduled for June 28th. It focuses on stormwater infrastructure improvements on Dickerson Road in the area of Belfast Drive and Lenape Drive. We will review the bids once opened and this will position us to have a recommendation at the July Board meeting. There is a pre bid meeting on Wednesday.
- **Haines Run Flood Mitigation Project**
The Township was awarded a Montco2040 Grant in May to the amount of \$200,000 for the Phase 1 construction which is the third grant that we have received for this project totaling \$330,000. We have received grant funding for the survey and design phase for this project and this grant now provides funding to offset our cost estimate for when the project moves into the construction phase next year.

Denise M. Hull, PRESIDENT Finance/Personnel/Administration

10. Staff Department Reports

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

This will be placed on the consent agenda

11. Public Meeting Minutes of May 9, 2022

This will be placed on the consent agenda

12. Public Meeting Minutes of May 24, 2022

This will be placed on the consent agenda

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13. Advertisement of 2 vacancies on the Board of Appeals

Mrs. Zadell announced two (2) vacancies on the Board of Appeals. She added that members require specific experience to sit on this Board.

This will be placed on the consent agenda

Katherine D. Carter, Vice President Public Safety

14. Approval to adopt the amended Civil Service rules to accommodate changes in the law as recommended by the UGT Civil Service Commission

Mrs. Zadell said the Civil Service rules were amended in 2019 and were recently reviewed again. The only minor changes made were to match those with the rules of the first-class township code.

Ruth S. Damsker Zoning/Planning/Code Enforcement

15. Authorization to advertise Ordinance 2022-02, amending Chapter 195 "Zoning" to repeal section 10.2

Mr. Rieker said we are looking to repeal the Sumneytown Pike Traffic Management & Overlay District. This was created about five years ago in the hopes it be applicable to several properties along Sumneytown Pike. This is a text amendment only as the properties were never mapped. This will undo the text of the overlay district.

16. Merck & Co. wavier request from Chapter 113-1 & 124-5 for extended daily work hours and Sunday hours for B75A Renovation Project – July 22 through August 7, 2022

This will be placed on the consent agenda

17. Approval of escrow release #2 for Roosevelt Court in the amount of \$117,485.10

This will be placed on the consent agenda

Liz K. McNaney Public Works/Parks/Recreation

18. **DECISION:** Motion to ratify the advertisement of the bid for the Dickerson Road Drainage Project

Mrs. Zadell authorized the advertisement to move this project forward.

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

19. Approval of the Ride Ataxia Bike Race on Saturday, September 24, 2022 from 8 am – 1:30 pm

This will be placed on the consent agenda

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Mr. Hencken asked for more information regarding the race. Mrs. Zadell said it is a 21-mile race that runs through the Township on Morris Rd. between Berks Rd. and Valley Forge Rd. Mrs. Hull said it is a charity bike ride.

20. Approval of the Proclamation for Parks & Recreation Month in July

Mrs. Zadell said Parks and Rec department gets a whole month of recognition. She said there is a new event held for a week called "unplugged week" filled with tons of activities to encourage families to get together and put away their electronic devices.

21. Approval of the fireworks contract with International Fireworks Manufacturing Co. for a 2-night total of \$13,200

This will be placed on the consent agenda

22. Approval of Change Order #1 to TTI Environmental Inc. for the Underground Storage Tank Removal Project in the amount of \$24,509.84 bringing the new contract total to \$264,707.73

Mrs. Zadell report when the storage tank was dug up recently, they found a lot of ground water which required an additional tank installed to deal with the ground water.

This will be placed on the consent agenda

23. Approval of Payment #1 to TTI Environmental Inc. for the Underground Storage Tank Removal Project in the amount of \$246,799.03 (via roll call vote)

This will be placed on the consent agenda

Martha A. Simelaro **Wastewater Treatment**

24. Approval of Change order #16 to Blooming Glen Contractors for the WWTP Hydraulic Expansion Contract for Bio-Mag Piping and Valve Upgrade in the amount of \$171,500.00

This is an upgrade to the WWTP bio mag piping.

This will be placed on the consent agenda

25. Approval of Payment Application #26 to Blooming Glen Contractors for the WWTP Hydraulic Expansion Project in the amount of \$171,500.01 (via roll call vote)

This will be placed on the consent agenda

26. Approval of Changeorder #2 to BSI for the WIP Pump Stations Electrical Contract in the amount of \$15,800.

This will be placed on the consent agenda

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27. Approval of Resolution 17-2022, Merck's updated 537 Plan

Mrs. Zadell said this is still under staff review and may be changed to authorization to advertise the resolution.

28. Approval of Resolution 18-2022, Addendum #1 to the Intergovernmental Agreement with Lansdale Borough for Merck capacity

This addendum adds an option for Merck to either send their flow to Lansdale or UGT.

29. Approval of Resolution 19-2022 authorizing emergency purchasing action at the Wastewater Treatment Plant

Mrs. Zadell said the emergency purchasing is to correct several sections of influent/effluent at the WWTP as a result of recent SSOs.

Other Business

30. Approval of June 2022 Open Invoices (via roll call vote)

31. Approval of June 2022 Paid Invoices (via roll call vote)

32. Call for Adjournment

Mrs. Hull reminded everyone about the Juneteenth weekend. The library is having an event called Jazzy Juneteenth on June 17th from 5:30 – 7:30.

Mrs. Hull adjourned the meeting at 7:40 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved July 19, 2022

/djl