

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

May 9, 2022

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

PLEASE NOTE: The Commissioners made decisions on the following items: #17, #21 and #22. The decisions are included in these minutes.

1. Call to order

The May 9, 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 Dave Onorato.

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
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
Isaac Kessler	Township Engineer
David Duffy	Chief of Police
Nathan Crittendon	Finance Director
E. Van Rieker	Zoning Officer

4. Commendation of Dave Onorato by the UGT Police Department (May 9)

Chief Duffy said we are recognizing Dave Onorato for his service and assistance to the VMSC. Presenting the commendation to Mr. Onorato was Chief Duffy, VMSC Chief Shane Wheeler and Commissioner Katherine Carter. Chief Duffy said Mr. Onorato has served the VMSC for many years and was instrumental in the restructuring of the VMSC to ensure its continued success. Mr. Onorato said the VMSC was struggling for a long time and some changes were implemented and now it is being run as a professional organization with five ambulances running at all times and 24/7 coverage. He thanked the Chief and the Board for the recognition. Mrs. Hull thanked the VMSC Board and said Mr. Onorato was the Township Solicitor for many years and did a lot for the Township. She thanked him for going above and beyond for the community.

5. Recognition of Officer Harrison Colcher for 20 years of service to the Township

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.

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

Mike Fellmuth, 112 Cardinal Way said his comments are toward meeting decorum. He said at the last public meeting there were comments made by a member of the public that were directed at him and he made comments that were directed at Ms. Weaver. He said that all public comments should be directed toward the Board which keeps everything civil. He asked if Roberts Rules of Order direct the meetings? Ms. Gallagher said Roberts Rules have never been formally adopted by the board. She said the procedures that we follow are loosely based on Robert's Rules, but the Board establishes its own procedures.

Fred Hencken, 802 Clover Dr. commented about the cost of broadcasting meetings. He said a recent Planning Commission meeting which was attended by numerous residents was not broadcast. He said the equipment cost \$22,600 and \$400 to broadcast a 2-hour meeting and asked why the Board can't be more transparent and broadcast all the meetings. Mrs. Hull said it is this Board's opinion that meeting broadcasts in addition to the Worksession and Business Meetings would not be viewed by enough to merit spending the additional money. This is based on the feedback we get from how many people attend/view our meetings. Mrs. Zadell said the ZHB meetings that were broadcast was during COVID pandemic while the Emergency Declaration was in place. She again offered assistance with clarification of any information including open record requests.

Departmental Reports

8. Engineering Report (Isaac Kessler)

As reported by Isaac Kessler, Township Engineer

- **WWTP Berm Presentation**

Mr. Kessler said the project was a collaboration with Merck, led by Doug Chubb. We had severe flooding last year at the WWTP which impacted critical infrastructure. We looked at ways to mitigate flooding. We built up a berm, then through our joint MS-4 meetings with Merck, we identified that Merck had leftover soil from some of their projects. They brought over several tons of soil that fully built up the berm so it will keep flood waters at bay. Mrs. Zadell said we are thankful for the collaboration with Merck that was beneficial to both of us.

- **Road Program**

We are recommending the bid award this month. This year's program will maintain our goals of repaving roadways as well as improving pedestrian safety with ADA curb ramps including those part of our illuminated signed pedestrian crossings with our Montco 2040 grant funded project. A preconstruction meeting will be scheduled in the upcoming weeks with work to be done through the summer months. As we have done in the past, the contract specifies the work to be completed before the end of August and the start of the next school year.

- **Sumneytown Pike SEPTA Bridge Landscaping**

We have had the pleasure working with Sarah Prebis and the Parks and Recreation Department to fully landscape the embankments of the SEPTA overpass on Sumneytown Pike, which is a major gateway into the Township. We provided some supporting services, but credit goes to Mrs. Prebis and her department with their coordination with SEPTA and their vision to make this project happen.

9. 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.
Approved by the BOC in February and demolition is complete.

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- **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. The BOC hearing is scheduled for June 7, 2022 at 6:00 pm.
- **Proposed Zoning Map & Text Amendment, 1500 Pennbrook Parkway**, Walters Group – Proposal for approximately 44 dwelling units in Transit Overlay District (per Comprehensive Plan). A draft ordinance has been prepared in response to an applicant who has filed a plan commensurate to the Comprehensive Plan.
- **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 has been continued to May 31, 2022. Previously the Board has sent the Solicitor on behalf of the Township.
- **ZHB 22-06, 736 Pineview Dr.** – variances to permit the construction of a porch roof in the required front yard setback and variance to permit the construction of a separate living area not having kitchen or cooking facilities outside of the existing floor area of the existing dwelling. This was approved on April 26, 2022 with conditions.
- **ZHB 22-07, 1708 Supplee Road** – variance to permit porch in front yard and accessory garage to exceed 14 ft. height.
This is scheduled for May 31, 2022.
- **ZHB 22-08, Lot 2, 211 Gwynedd Ave.** – variance to permit the construction of a single-family home
This is scheduled for 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 is scheduled for May 31, 2022.

10. Finance Report (Nate Crittendon)

The Finance Report compared the 1st quarter of 2021 to the 1st quarter of 2022. Mrs. Zadell said we are keeping pace with last year except for the timing of items that will work its way out in the next quarter.

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

11. Staff Department Reports

This will be placed on the consent agenda

12. Special Meeting Minutes of April 6, 2022

This will be placed on the consent agenda

13. Public Meeting Minutes of April 11, 2022

This will be placed on the consent agenda

14. Public Meeting Minutes of April 19, 2022

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This will be placed on the consent agenda

15. Approval of the Proclamation declaring June 19th as Juneteenth Day in Upper Gwynedd Township
16. Approval of the Phone System upgrade for the Administration Building

Mrs. Zadell said the upgrades will add caller ID and other upgrades to the phone system. There is significant savings associated with the upgrades as further discounts for equipment and service were negotiated with Verizon. This was budgeted at \$25,000 but it will come in at less than half of the budgeted number.

Katherine D. Carter, Vice President Public Safety

17. **DECISION:** Motion to approve the Proclamation designating May 15 – May 21, 2022 as National Emergency Services Week

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

18. Approval of Resolution 15-2022, authorizing the sale of the old fire apparatus to Upper Gwynedd Fire Department

Mrs. Zadell said we will be taking ownership of the new firetrucks in the near future, but we need to sell the old equipment to make room for the new. The money will offset some of the cost of the new trucks.

Ruth S. Damsker Zoning/Planning/Code Enforcement

19. Authorization to advertise Ordinance 2022-03, amending the Zoning Map Classification for 375 Morris Road from LI to IN and to set the hearing date for Tuesday, June 7, 2022 at 6:00 pm

Mrs. Zadell said this special meeting is outside of our normally scheduled meetings.

20. Approval of Escrow Release #1 for 111 State Street, Roosevelt Court in the amount of \$97,530.75

This will be placed on the consent agenda

Liz K. McNaney Public Works/Parks/Recreation

21. **DECISION:** Motion to approve award of the Base Bid, Alternate Bid No. 1, Alternate Bid No. 2, Alternate Bid No. 3, and Alternate Bid No. 4 in the total amount of \$1,015,593.00 to James D. Morrissey, Inc.

Mrs. Zadell said we originally had Broad Street on the roads list, but we had to remove and reschedule it for 2023 it as it will bring the bid over budget.

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

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22. **DECISION:** Motion to advertise the selling of 5 pieces of parks and recreation equipment on Municibid

Mrs. McNaney commented that many of the pieces are quite old and said the staff takes very good care of maintaining the equipment.

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

23. Approval of the Bid for Equipment Rental for Stormwater Projects to Floyd G. Hersh Inc. in the amount of \$309,800

Mrs. Zadell said this covers multiple stormwater projects in the Township.

24. Approval of Resolution 16-2022, piggybacking with Whitpain Township for the 2022 Microsurfacing Project

Mrs. Zadell said we have seven roads scheduled to be microsurfaced which will lengthen the life span of a road.

25. Approval of the 2022 Concession Stand Lease Agreement with Boston Style Pizza

This will be placed on the consent agenda

Martha A. Simelaro Wastewater Treatment

26. Ratification of the contract with Riordan Materials Corporation for the BioMag System Upgrades in the amount of \$1,667,500.00 through COSTARS contract # 016-104

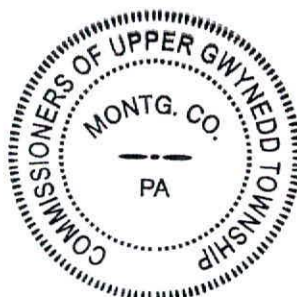
Mrs. Zadell said this was a time sensitive agreement and this contract came in under budget.

Other Business

27. Approval of May 2022 Open Invoices (via roll call vote)
28. Approval of May 2022 Paid Invoices (via roll call vote)
29. Call for Adjournment

Mrs. Hull gave a shout out to the team for putting together a beautiful newsletter that is full of information and feels the aesthetic is beautiful and she is very proud of it. She thanked the following people for their contributions to the newsletter; Susan McKnight PD, Suzanne Stanley Admin., Sarah Prebis and Leigha Getty Parks & Rec, Van Rieker and Dan Quimby Codes & Zoning, Eric Geiger FD, Joanne Walker EAC, Deb Stone HRC, Mike Zumpino UGCA, Harry Singer NG Pool. She also thanked Deanna Logan for putting it all together.

Mrs. Hull adjourned the meeting at 7:54 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved June 21, 2022