

# UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

## BOC BUSINESS MEETING MINUTES

November 21, 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)

### 1. Call to order

The November 21, 2023, Public Meeting of the Upper Gwynedd Township Board of Commissioners was called to order by President of the Board, Denise M. Hull at 7:00 PM. This meeting was recorded and visually taped.

### 2. Pledge of Allegiance

The Pledge of Allegiance was led by Public Works Employee, Dave Richard.

### 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

Commissioner Ruth Damsker and Zoning Officer Van Rieker were absent.

### 4. Announcement of Executive Sessions

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

### 5. Recognition of John Chabala for 40 years of service to the Township (unable to attend)

Mrs. McNaney said Sarah Prebis had this to say about Parks & Recreation Foreman, John Chabala.

John Chabala's vast knowledge is a tremendous asset to our township and his dedication is like no other! After all these years, John still comes to work every day with a smile and has not slowed down. John is one of the most dedicated employees at Upper Gwynedd Township. He has thrown his heart and soul into these 40 years, and we are so lucky to have his knowledge, his compassion, and his dedication. We want to express our personal appreciation for his achievement of this 40-year milestone. Loyal and dedicated employees like John are the foundation of our township.

### 6. Proclamation recognizing Dave Richard for 50 years of service to the Township (will attend)

Mrs. Hull read the proclamation honoring Dave Richard for his 50 years of service. The Board of Commissioners offered their thanks and congratulations on this milestone.

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### 7. Police Life Saving Commendations

Chief Duffy said they are recognizing ten people for their life saving efforts of a resident in full cardiac arrest. He stood with Fire Chief Eric Geiger and VMSC Chief Shane Wheeler as members of their departments are being recognized as well as member of the North Penn Fire Department including Chief Matthew Traynor. An adult male was unconscious and in full cardiac arrest when first responders arrived on the scene. The lifesaving efforts from the following individuals let to the successful treatment and recovery of a person who was in cardiac arrest.

The individual being recognized

- Officer John Brinkmann
- Officer Mike Romanowicz
- UG Fire Fighter Amanda Hoade
- UG Fire Fighter Ryan Meehan
- UG Fire Fighter David Infusino
- UG Fire Fighter Shawn Cottee
- UG Fire Fighter Jeff Golf
- NPFD Chief Matt Traynor
- Paramedic Moyiyah Cox
- EMT Aubrey Wilcox

The victim sent a letter thanking his wife for calling 911 and providing chest compressions and he thanked and praised all the first responders for saving his life. He noted only 11% of people that suffer cardiac arrest outside of a hospital survive.

### 8. Bike Lane Advisory Committee & Member Appreciation Plaque

Jacqui Baxter-Rollins of the Partnership TMA and the Bike Lane Advisory Committee said they want to put Bike Lanes on Broad Street and it is a complicated endeavor as it involves Lansdale Borough, Upper Gwynedd Township, PennDOT, and Montgomery County. Ms. Baxter-Rollins noted there was overwhelming support for this project at recent meetings. She presented a plaque to the Township recognizing their support since 1995.

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

Fred Hencken said he attended the zero waste presentation last week and said we have an ordinance that requires waste haulers to pick up yard waste twice a year. Ms. Weaver said we notify all trash haulers that do business in the Township of our ordinance for them to notify their customers of yard waste pick up dates.

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

### 10. Motion to approve Consent Items A-D (via roll call vote)

- A. Staff Department Reports
- B. Public Meeting Minutes of October 9, 2023
- C. Public Meeting Minutes of October 17, 2023
- D. Merck waiver request from Chapter 113-1 & 124-5 for Sunday work hours on WP53 for a Roof Replacement Project. Sunday between December 18, 2023 and January 28, 2024

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

Roll call vote:	President Hull	Aye
	Vice President Carter	Aye
	Commissioner McNaney	Aye
	Commissioner Simelaro	Aye



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11. Motion to approve Resolution 24-2023: Authorizing the auditors to conduct an audit

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

12. Motion to approve Resolution 25-2023: Homestead Exemption for 2024

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

13. Motion to approve the proposal from Corporate Interiors for the Building Renovations Project in the amount of \$81,562.54 via Costars

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**

14. Approval of the Memorandum of Understanding with BusPatrol America

Mrs. Carter said this if for BusPatrol to provide the equipment necessary to increase safety for school buses and to catch and fine any violators who pass buses without stopping when they have their red flashing lights on.

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

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

15. Motion to approve Resolution 26-2023: Preliminary/Final Land Development Approval for Wawa at Valley Forge Road

Christen Pionzio from HRMML is here to answer any questions and concerns regarding the land development of the Wawa at Valley Forge Road. The center is about 21,000 square feet and the current wawa is 4830 sf and the proposed wawa is 5330 sf. The impervious surface will be reduced from its current state. There will be 8 pumps with 16 fueling stations. There is no rear entrance to the Wawa. The rear portion of the property is significantly green with stormwater management facilities. There are sidewalks along Sumneytown Pike, and they will expand the crosswalks into the site. Ms. Pionzio noted they are adding a bike rack onto the property based on last week's comments. They have agreed to do away with the Norway Spruce and only use native species but requested they use the required 2.5" caliper tree instead of the recommended 3.5" caliper tree.

Mrs. Simelaro asked if there are certain times the fuel trucks make their deliveries. Mr. Hammond said the fuel trucks tend to avoid peak hours. She asked if there are mitigation efforts during peak hours to lessen the traffic on the cutoff streets. Mr. Hammond said they are working with Montgomery County, PennDOT and the Township about putting signage on Clearview and Jacks Lane. Traffic movements are right in/right out onto Valley Forge Road and right and left in/ right out onto Sumneytown Pike.

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David Kratz asked if there will be sidewalks on Sumneytown pike. Mr. Hammond said there are sidewalks on the front of Sumneytown Pike and the frontage of Valley Forge Road.

Mr. Hammond gave a summary of the traffic report that was done in June 2023. The AM peak hour for traffic is between 7 - 9 am, the pm peak hour is 4 - 6 pm and the Saturday midday peak is from 11 am – 1 pm. Mrs.

Simelaro asked about the margin of error in the traffic study. Mr. Hammond said the traffic study is performed conservatively across the board of what is studied based on peak traffic times.

Jacqui Baxter-Rollins asked if William Jackson can have input on the type of bike rack that will be installed to which Ms. Pionzio answered yes.

Ms. Gallagher said the resolution will have to be adjusted with the addition of signage at Jacks and Clearview, the addition of a bike rack and pedestrian crosswalks and the caliper of the tree.

Hearing no public questions or comments, upon motion by Mrs. Carter, seconded by Mrs. Simelaro, the motion to approve Resolution 26-2023 as described by the Solicitor was unanimously approved.

Mrs. Simelaro said she wrestled with this project because of the increased traffic and safety at the intersection. She said when she ran for office four years ago, one of the campaign promises was to improve the blight at that site. She hopes when this project comes to fruition that it is a benefit to the Township.

16. Motion to approve Resolution 27-2023: Preliminary Land Development Approval for 212 Church Road

Ms. Gallagher said the resolution has been amended to reflect it is for preliminary approval only.

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**

17. Motion to authorize the advertisement of the 2024 Roads Program

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

18. Motion to approve Resolution 28-2023: Grant application to PECO Green Region Open Space Program for the Hartley Drive Meadow Conversion Project in the amount of \$10,000

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

19. Motion to approve Resolution 29-2023: Grant application to Local Share Account (LSA) for the Sumneytown Pike Pedestrian Bridge Relocation Project in the amount of \$528,208.64

This grant application is for moving the pedestrian bridge that is near Boston Style further up Sumneytown Pike to a location near Weis Market.

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



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### Martha A. Simelaro Wastewater Treatment

20. Motion to authorize the advertisement of Ordinance 2023-06: Sewer Rates for 2024

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

21. Motion to approve Change order #1 to the Geiger Invoice for additional electrical work for SCADA in the amount of \$7,147.25

The SCADA system is a distributive computer system that is used by operations at the WWTP for managing process monitoring and automation.

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

22. Motion to approve Change order #2 to the Geiger Invoice for the removal of malfunctioning gates in the amount of \$8,050

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

23. Motion to approve the Final Payment to Geiger for Clarifier #3 including Changeorders #1 and #2 in the amount of \$313,197.25 (via roll call vote)

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

Roll call vote:	President Hull	Aye
	Vice President Carter	Aye
	Commissioner McNaney	Aye
	Commissioner Simelaro	Aye

24. Motion to approve the purchase of two new stainless steel gates from Sherwood Logan in the amount of \$21,765 (via roll call vote)

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

Roll call vote:	President Hull	Aye
	Vice President Carter	Aye
	Commissioner McNaney	Aye
	Commissioner Simelaro	Aye

25. Motion to approve PACT TWO's Costars proposal for Influent Screen and Pipe Work in the amount of \$16,983.

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

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26. Motion to approve BSI Electrical Contractors Costars proposal for Influent Screens Upgrade Project in the amount of \$24,940

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

27. Motion to approve BSI Electrical Contractors Costars proposal for the Influent Distribution Box Upgrades in the amount of \$8,485

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

### Other Business

28. Motion to approve the November 2023 Open Invoices (via roll call vote)

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

Roll call vote:	President Hull	Aye
	Vice President Carter	Aye
	Commissioner McNaney	Aye
	Commissioner Simelaro	Aye

29. Motion to approve the November 2023 Paid Invoices (via roll call vote)

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

Roll call vote:	President Hull	Aye
	Vice President Carter	Aye
	Commissioner McNaney	Aye
	Commissioner Simelaro	Aye

30. Call for Adjournment

Mrs. McNaney said there will be a Park & Recreation Master Plan meeting on November 29th at 6:30 pm in the Public Meeting Room.

December 1<sup>st</sup> is the Holiday Lights event beginning at 6 pm.

Mrs. Carter wished everyone a Happy Thanksgiving.

Mrs. Hull adjourned the meeting at 8:11 pm.



Respectfully Submitted,

Sandra Brookley Zadell  
Secretary