

UPPER GWYNEDD TOWNSHIP BOARD OF COMMISSIONERS

PUBLIC MEETING WORK SESSION MINUTES

January 9, 2023

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 #15 and #23 and those decisions are included in these minutes.

1. Call to order

The January 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 Police Chief David Duffy.

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
Nicole Feight	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. Feight said the Board met in Executive Session prior to tonight's meeting to discuss matters of personnel.

5. Police Commendations (1/9/23)

Chief Duffy said these are annual commendations and recognized the following officers.

- Sergeant Steve Gillen was awarded Top Gun for 2022 for having the best overall score in firearms qualifications and Officer of the Year. He is one of only two officers to earn the recognition of Officer of the Year twice. Sgt. Gillen is retiring after 33 years of service.
- Officer Ed Tartar and Officer Toro are recognized for their outstanding work with the canine unit as they are the first handlers. They went above and beyond regarding the training and especially the community relations aspect of the unit.
- Officer Matt Toro was recognized and given an official commendation for his contributions to public safety as he made the most DUI arrests in 2022. He is a drug recognition officer.

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(1/17/23)

- Officer Brant Whisler
- Officer Mike Romanowicz
- Officer Minjoo Kim

6. Recognition of Officer Matt Toro for 10 years of service to the Township (1/17/23)

7. Swearing in Ceremony (1/17/23)

New officers: Andrew Profit
 Alisa Buonanno
 Andrew Cikanovich

Promotion to Sergeant: Harrison Colcher
 William Moriarty
 Robert Pro

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

There were no public comments.

Departmental Reports

9. Manager's Report (Sandra Zadell)

As reported by Sandra Zadell, Township Manager

Mrs. Zadell gave an update on the status of Fire Dept. building and said the study is complete and should be issued in a few weeks. She also reviewed the success of the weekly Gazette. We send 1436 emails each week which is up 4% with a high open rate. Staff raised over \$1200 for the canine unit through the "Wednesday Dance" video.

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

As reported by Van Rieker, Zoning Officer

- **ZHB 22-20, 1010 Church Road.** Special Exception to permit a Day Care Facility and variances to permit reduced parking setback and two (2) additional façade signs. This was approved December 21, 2022.
- **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 started on December 21, 2022, with additional testimony scheduled for January 24, 2023.
- **ZHB 22-22, 1237 Dickerson Road.** Variances to permit a detached garage in front yard and to permit height greater than 14 feet. This is scheduled January 24, 2023.
- **ZHB 22-23, 1180 Church Road, Suite 20.** Special Exception to permit Spirit Gymnastics. This was approved December 21, 2022.

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- **Land Development Plan for development of 10 twin dwelling units (5 buildings) at Moyer Blvd. and West Point Pike.**

This is in the land development process and is scheduled for UGT Planning Commission January 11, 2023.

- **Subdivision Plan for 2 lots, 645 Sumneytown Pike.**

This is scheduled for UGT Planning Commission January 11, 2023

Dan Wallace referenced the blue & white house on S. Broad St. and asked for an update. Mr. Rieker stated he has met with the property owner about the maintenance issues. The owner indicated that he would clean up the property and is addressing the maintenance issues. The second issue is how the property is being occupied. The owner was unaware of Township regulations regarding housing and indicated that those living in the house currently will be vacating in the next 6 months and his family will be joining him at the property. Mr. Rieker said if he doesn't comply with the violation notices, the next step would be to take him to district court.

Mrs. Zadell said the Sumney Tavern and Country Bride will be demolished soon.

11. Engineering Report (Isaac Kessler)

As reported by Nick Cross, Township Engineer

- **Dickerson Road Drainage Improvement Project** – coordination is ongoing with underground utility companies progressing to then complete the final portion of pipe installation.
- **2023 Road Program** – this year's Road Program is being prepared for public bid advertisements by the end of January. This will position the Township to proceed with this year's work as early as possible this year and be completed before 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 December 12, 2022

This will be placed on the consent agenda.

14. Public Meeting Minutes of December 20, 2022

This will be placed on the consent agenda.

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15. **DECISION:** Motion to approve the reappointment of Jon West as chair of the Environmental Advisory Council (EAC)

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

Mrs. Hull commended Mr. West for his amazing leadership and progression of the EAC.

16. Approval of the Proclamation designating the month of February as Black History Month in Upper Gwynedd
17. Approval to authorize the EAC to submit a grant application for the WeConservePA 2023 Regional Trails Workshop Grant

This grant is for educational purposes geared to families for trail education.

Katherine D. Carter, Vice President
Public Safety

Ruth S. Damsker
Zoning/Planning/Code Enforcement

18. Approval of Resolution 01-2023 – Updated Fee Schedule

Ms. Weaver said this was updated in April 2022, but language was added for escrow and police fees were reduced for reports to be consistent.

19. Approval of Resolution 02-2023 – Updating the Escrow Fee Schedule for SALDO

Ms. Weaver said this is to update the rates from our consulting professionals for their 2023 fees.

20. Approval of the escrow release for the Shoppes at Upper Gwynedd in the amount of \$19,566.66

This will be placed on the consent agenda.

Liz K. McNaney
Public Works/Parks/Recreation

21. Approval of new Parks & Recreation Advisory Board member, Robert Morse

This will be added to the consent agenda.

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22. Approval of the amended contract for Skelly's Amusements for 2023.

Mrs. Zadell reported that Skelly's suggested some changes to the tickets and they are extending a pre-sale of the mega bands at a discounted rate. This will help with the lines for ticket sales. Mrs. Prebis is looking to expand the footprint of the carnival.

This will be placed on the consent agenda.

Martha A. Simelaro Wastewater Treatment

23. **DECISION:** Motion to approve the cleaning and televising of the sanitary sewer mains and laterals in the North Pump Station Basin by CoStars Vendor, Utility Services Group in the amount of \$382,000.

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

Mrs. Simelaro said this was approved in the 2023 budget for I/I flow.

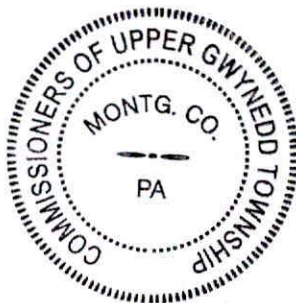
24. Approval of Full Spray of Chimney Seal Linings and Manholes by CoStars Vendor, Advanced Rehabilitation Technology in the amount of \$137,950.

This will be placed on the consent agenda.

Other Business

25. Approval of January 2023 Open Invoices (via roll call vote)
26. Approval of January 2023 Paid Invoices (via roll call vote)
27. Call for Adjournment

Mrs. Hull adjourned the meeting at 7:43 pm.



Respectfully Submitted,

Sandra Brookley Zadell
Secretary

Approved February 21, 2023

/djl