

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: DECEMBER 6, 2011**

BOARD MEMBERS PRESENT: Richard Kratz, Chairman
Gordon MacElhenney, Vice-Chairman
William Patterson, Member
Dean Becker, Member
Janet Heacock, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Chuck Frantz, Township Engineer
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage: Road Master

Richard Kratz called the December 6, 2011 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m.

MINUTES: The minutes of the November 1, 2011 Board of Supervisors meeting were amended under the Manager's Report. Under Section #1, the year was corrected to 2012 Budget and the third sentence under this section was amended to read as follows: The proposed Perkiomen Township Budget is \$3,376,367.00 and represents no increase in "*taxes for*" any portion of the proposed budget. With this correction, Dean Becker made a motion seconded by William Patterson to approve the November 1, 2011 meeting minutes as amended. There were no public comments on the motion. The motion was carried by a vote of 5-0.

POLICE REPORT: The Board reviewed the written State Police Report for November. Also, due to an incident in the Township, Lieutenant Buckley, from the Skippack Barracks of the PA State Police, was present to inform the Board of the incident details that took place during the event at the 300 block of Gravel Pike.

CORRESPONDENCE:

1. **TRAPPE AMBULANCE & LOWER FREDERICK REGIONAL AMBULANCE CORPS:** Reports
2. **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING COMMISSION:** Meeting minutes for November. Mr. Becker mentioned the letter that the Board received from John Cover of the Montgomery County Planning Commission. The reason for this letter was to inform that Board of the budget cuts being proposed by the Montgomery County Commissioners. One of the proposed cuts is to eliminate the Montgomery County Planning Commission. This proposed cut would affect the Planning Assistance Grant that Perkiomen Township has with the Montgomery County Planning Commission.

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The Board discussed the issue and directed that Cecile Daniel write a letter to the Montgomery County Commissioners in support of keeping the Montgomery County Planning Commission and the continuation of the Planning Assistance Grants.

3. **PSATS BULLETIN:** Report for November.

SOLICITOR'S REPORT: Kenneth Picardi discussed the following:

1. Gambone (Conservancy) – The Developer is preparing to move toward dedication of the public improvements. Mr. Picardi is waiting for the developer to provide him with the Deed of Dedication for the roads and other public improvements.
2. T-Mobile (Calabretta) – At this time, the attorneys are waiting for a court date in this matter.
3. Zoning Matters – SWARR (Doggie Day Care) – The Zoning Hearing denied Mr. Swarr's application for a doggy day care.
4. HYK Matter – Mr. Picardi informed the Board that he and John Moran Jr. had a meeting earlier this day with representatives of HYK to discuss the noise issues regarding Rahns Construction.
5. Executive Session: Mr. Picardi informed the Board that he is requesting an Executive Session to discuss a real estate matter. Richard Kratz informed the public that there would also be an Executive Session following the public meeting to discuss a personnel matter.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board the Road Master's Report dated December 1, 2011 for activities taking place during the month of November.

FIRE MARSHALL'S REPORT: William Patterson submitted to the Board the Fire Marshall's Report dated December 1, 2011 for activities taking place during the month of November.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board the Code Enforcement Report dated December 1, 2011 for activities taking place during the month of November.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission meeting scheduled for November 15, 2011 was canceled.

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MANAGER’S REPORT: Cecile Daniel informed the Board as to the following:

1. 2011 Township Audit: Ms. Daniel presented the proposal from Dreslin and Company to complete the 2011 Township Audit. The fee to complete this audit will be \$14,815.00. As part of the reorganization meeting in January, the Board will consider, by Resolution, its intent to use Dreslin and Company in place of the elected auditors to complete the 2011 audit. In anticipation of that decision, Ms. Daniel asked the Board whether they were okay with the proposal so that the necessary Resolution for consideration at the January meeting can be prepared. After discussion of the proposal received from Dreslin and Company, Janet Heacock made a motion seconded by Dean Becker to accept the proposal from Dreslin and Company to complete the 2011 Township Audit conditioned upon approval of the Resolution to be considered at the January Reorganization Meeting authorizing Dreslin and Company to complete the 2011 Township Audit. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. 2012 Budget: At the November Monthly Meeting, Ms. Daniel reviewed the proposed 2012 Budget with the Board. The proposed budget was advertised and is before the Board for consideration. Ms. Daniel informed the Board that there are two Resolutions for the Board’s consideration. The first is Resolution 2011-16 and sets forth the 2012 Tax Rate Levy for Perkiomen Township. As discussed at the November Meeting, the proposed Perkiomen Township Budget is \$3,376,367.00 and represents no increase in any portion of the proposed budget. As a result, the 2012 Tax Rate Levy Resolution shows the same rates that were levied in 2011. After review of the Resolution, William Patterson made a motion seconded by Dean Becker to approve Resolution 2011-16 and set the 2012 Tax Rate Levy for Perkiomen Township as follows:

Tax rate for General Purposes, the sum of.....	.35 mills
For Fire Tax purposes, the sum of.....	.27 mills
For Street Light purposes - Rahns, the sum of.....	.30 per front foot
For Street Light purposes - Graterford, the sum of.....	.30 per front foot
For Street Light purposes - Maple Hill Community, the sum of.....	3.16 per front foot
For Street Light purposes - Cranberry Development, the sum of....	30.23 per unit
For Street Light purposes - Stephanie Lane Development, the sum of	32.61 per unit
For Street Light purposes - Perkiomen Greene Development, the sum of	23.00 per unit
For Street Light purposes - Exmoor Road, the sum of.....	94.58 per unit
For Street Light purposes – Barrington Estates, the sum of	50.09 per unit
For Street Light purposes – Mayfield Estates, the sum of	39.00 per unit
For Street Light purposes – Eagle View Estates, the sum of	48.18 per unit
For Street Light purposes – Heritage Woods Development, the sum of	52.62 per unit

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For Hydrant Tax purposes – Aqua of Pennsylvania, the sum of..... 31.13 per unit
For Hydrant Tax purposes - PA American Water Co., the sum of.... 12.00 per unit
There were no public comments on the motion. The motion was carried by a vote of 5-0.

The second resolution is Resolution 2011-17 and is adoption of the proposed 2012 Perkiomen Township Budget. The proposed Perkiomen Township Budget includes the following:

General Fund: \$2,317,906.00;
Street Light Fund: \$103,099.00;
Fire Tax: \$403,200.00;
Liquid Fuels: \$487,867.00;
Hydrant Account: \$64,295.00.

Ms. Daniel explained that the proposed budget reflects the impact of the economy in that the revenues have been reduced or remained the same in such areas as the Real Estate Tax, the Real Estate Transfer Tax, and the Earned Income Tax. Upon review of the proposed Resolution and the proposed 2012 Perkiomen Township Budget, Dean Becker made a motion seconded by Gordon MacElhenney to approve Resolution 2011-17 and adopt the 2012 Perkiomen Township Budget as follows:

Total All Funds: \$ 3,376,367.00;
General Fund: \$ 2,317,906.00;
Street Light Fund: \$ 103,099.00;
Fire Tax Fund: \$ 403,200.00
Liquid Fuels Fund: \$ 487,867.00;
Hydrant Tax Fund: \$ 64,295.00

There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Planning Assistance Grant: Perkiomen Township has a 3 year Planning Assistance Grant with Montgomery County Planning Commission and Montgomery County. The present agreement with Montgomery County Planning Commission and Montgomery County is set to expire on December 31, 2011. Although the Board, in an earlier meeting, approved continuing the Planning Assistance Grant with Montgomery County Planning Commission and Montgomery County, the County requires that this approval being completed by Resolution. William Patterson made a motion seconded by Dean Becker to approve Resolution 2011-18 approving the 3 year Planning Assistance Grant between Perkiomen Township and Montgomery County Planning Commission and Montgomery County for the term of January 1, 2012 through December 31, 2014. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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4. Security: Ms. Daniel informed the Board that there was a security issue that arose over the last month. In trying to evaluate the safety risk at the Township Building, Lieutenant Buckley of the state police recommended that a contact be made with Harrisburg to see whether or not a safety evaluation can be completed by the PA State Police. The information that was given to Ms. Daniel indicated that a team will complete a risk and vulnerability assessment. Once that assessment is completed, it is up to the Board to decide what they wish to do with the information. Before completing this assessment, the state police require that a Waiver of Liability be signed by the Township. Before signing the waiver, Ms. Daniel wanted to make sure that the Board was alright with having the state police complete this assessment and Ms. Daniel signing the waiver. The Board informed Ms. Daniel that they were okay with the assessment being completed and directed Ms. Daniel to sign the Waiver of Liability which was reviewed and approved by Solicitor Picardi.

ENGINEERS REPORT: Chuck Frantz was present to review the following items:

1. Liberty Alley Drainage Complaint: At the November Meeting, the Board directed that Mr. Frantz prepare an engineering cost estimate based upon his description of Plan A. This task was completed by Mr. Frantz and at this meeting Mr. Frantz presented to the Board his estimate. For Plan A, the estimated cost would be somewhere between \$25,000.00 to \$30,000.00 dollars. The Board discussed Plan A and associated cost. During this discussion, there were other ideas mentioned in trying to develop a solution that would address the drainage problem behind 374 Centennial Street. In discussing these ideas, Mr. Frantz informed the Board that the solution to this drainage problem probably would involve the abutting property owners. Other than the property owner at 376 Centennial Street, Mr. Frantz has not spoken with any of the abutting property owners. It was the suggestion of Mr. Frantz that there be a meeting with these abutting property owners to discuss this situation and possible ideas and assistance in resolving this drainage problem. The Board agreed and directed Mr. Frantz to communicate with the abutting property owners for the purpose of setting up a meeting. That meeting will include Mr. Picardi and Ms. Daniel.
2. 2011 Road Project: Mr. Frantz informed the Board that Kehoe Construction has substantially completed the work for the 2011 Road Project. Mr. Frantz noted that Kehoe had not properly address the required milling along the southwest corner of the Raintree Circle / Seitz Road intersection. This particular item was included in the contract to address water flowing within the travel lane of Seitz Road. Due to the mild winter a deadline of December 15, 2011 has been established for Kehoe to address this issue within the regulations set forth in Publication 408 regarding weather conditions for placement of material. If Kehoe does not successfully correct this issue prior to December 15, 2011, they will need to return in the spring of 2012 to address this outstanding issue. Mr. Frantz

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informed the Board that he is in receipt of Application for Payment No. 1 from Kehoe Construction as well as Change Order No. 2. Mr. Frantz explained that reason for Change Order No. 2. The change was a revision to include metal riser rings in lieu of infra-risers. The change reduced the contract price by \$750.00. Mr. Frantz recommended the Board approve Change Order No. 2. Gordon MacElhenney made a motion seconded by William Patterson to approve Change Order No. 2 in the amount of \$750.00. There were no public comments on the motion. The motion was carried by a vote of 5-0. Mr. Frantz recommended Application for Payment No. 1. The amount being recommended is \$189,633.18. Mr. Frantz explained that this recommendation does not include the money necessary to cover the work needed to correct the drainage issue in Seitz Road. With the recommendation of Mr. Frantz, Gordon MacElhenney made a motion seconded by Dean Becker to approve Application for Payment No. 1 in the amount of \$189,633.18. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Godshall Road Bridge Replacement: Mr. Frantz explained that Flyway Excavating has completed all work associated with the installation of the Godshall Road Bridge and have addressed all outstanding punch list items. Mr. Frantz informed the Board that he has received an Application for Payment No. 4 (Final) for the project as well as Change Order No. 2 for the project. Mr. Frantz explained that Change Order No. 2 represented a decrease in the contract price based on a combination of credits and reimbursements. These deducts include reimbursement of Township consulting fees to address damage to the parapet wall, lack of Xypex additive in the precast concrete, and deduct of unused line item quantities. The total amount of Change Order No. 2 is \$10,469.85. The amount of the Application for Payment No. 4 is \$98,681.09. It was the recommendation of Mr. Frantz to approve Application for Payment No. 4 and Change Order No. 2. With the recommendation of Mr. Frantz, Dean Becker made a motion seconded by Gordon MacElhenney to approve Change Order No. 2 for deductions in the contract in the amount of \$10,469.85. There were no public comments on the motion. The motion was carried by a vote of 5-0. Next, with the recommendation of Mr. Frantz, William Patterson made a motion seconded by Gordon MacElhenney to approve Application for Payment No. 4 in the amount of \$98,681.09. There were no public comments on the motion. The motion was carried by a vote of 5-0.
4. Seitz Road Ferrogard Application: Mr. Frantz informed the Board that he obtained an estimate from Flyway Excavating for application of Ferrogard on the Seitz Road Bridge. The amount of the estimate was for \$5,525.00. Mr. Frantz informed the Board that although Seitz Road has already been stained on the inside face of the parapet wall, the Ferrogard can still be applied to the structure without impacting the existing stain. The Board discussed adding this to Seitz Road. The Board also discussed adding the stone facade to the Seitz Road Bridge similar to what was completed on the Godshall Road Bridge. Mr. Frantz was directed to have Flyway update their cost estimate for the

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Ferrogard and the provide a cost estimate to install a drip cap and the stone façade to the Seitz Road Bridge similar to what was installed on the Godshall Road Bridge. Mr. Frantz hopes to have this information for the January meeting.

RECEIPTS AND EXPENDITURES: The treasurer read the receipts and expenditures for the month of November. After review of same, Janet Heacock made a motion seconded by William Patterson to authorize payment of the November bills. There were no public comments on the motion. The motion was passed by a vote of 5-0.

NEW BUSINESS:

1. 2012 Meeting Schedule: The Board reviewed the proposed Public Meeting schedule for the year 2012. After reviewing the dates, Dean Becker made a motion seconded by William Patterson to authorize advertisement of the 2012 Meeting Schedule Dates. There were no public comments on the motion. The motion was carried by a vote of 5-0.

There being no further business, the meeting was adjourned upon a motion made by Dean Becker and Janet Heacock.