



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 5, 2015

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

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Mark Stabolepszy, Township Engineer was in
attendance in place of Kevin Conrad
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage, Road Master

Dean Becker called the January 5, 2015 Reorganization Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m. The first item of business was the Reorganization Meeting.

REORGANIZATION MEETING:

The reorganization meeting was conducted by Richard Kratz who acted as temporary chairman. Mr. Kratz called for nominations for the position of Chairman. Janet Heacock nominated Dean Becker as Chairman. Mr. Kratz asked if there were any other nominations for Chairman. There being none, the nominations were closed and the Secretary was directed to let the Minutes show that Dean Becker was elected as Chairman by a vote of 5-0. Mr. Kratz then turned the reorganization meeting over to Chairman Becker. Mr. Becker asked for nominations for Vice-Chairman. Richard Kratz nominated William Patterson as Vice-Chairman. Mr. Becker asked if there were any other nominations for Vice-Chairman. There being none, the nominations were closed and the Secretary was directed to let the Minutes show that William Patterson was elected as Vice-Chairman by a vote of 5-0.

Holiday Schedule: The Board reviewed the proposed 2015 Holiday Schedule for the paid full time employees. The 2015 Holiday Schedule was approved upon a motion made by William Patterson and seconded by Janet Heacock. There were no public comments on the motion. The motion was approved by a vote of 5-0.



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Dean Becker read the staff reappointment for the year 2015. Janet Heacock made a motion seconded by Richard Kratz to approve the following 2015 staff appointments:

Township Road Liaison:	William Patterson
Township Treasurer:	Cecile M. Daniel
Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi
Township Engineer:	SSM Group, Inc.
Township Fire Marshall:	John Moran Sr.
Zoning Hearing Board Solicitor:	McGrory & Wentz LLP
Chairman of Vacancy Board:	Nancy Gaugler

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

Next, Cecile Daniel recommended that the Treasurer's Bond remain at the current amount of \$3,000,000.00. William Patterson made a motion seconded by Richard Kratz to set the Treasurer's Bond at \$3,000,000.00 for the year 2015. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Dean Becker read the committee appointments for the year 2015. William Patterson made a motion seconded by Richard Kratz to approve the following committee appointment:

- Zoning Hearing Board: Robert J. O'Donnell – Three year appointment – Term will run from January 1, 2015 through December 31, 2017.
- Municipal Authority: Janet Heacock – Five Year appointment – Term will run from January 2015 through December 31, 2019.
- Planning Commission: Charles Everhart – Four year appointment – Term will run from January 1, 2015 through December 31, 2018.
- Park & Recreation: Thomas Blomstrom – Five year appointment – Term will run from January 1, 2015 through December 31, 2019.



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

The 2015 Reorganization meeting was closed upon a motion made by Gordon MacElhenney and seconded by Richard Kratz.

BOARD MEETING:

Dean Becker then called the regular meeting of the Perkiomen Township Supervisors to order. Mr. Becker informed the public that the Board held an Executive Session prior to this meeting to discuss a personnel matter.

CONDITIONAL USE APPLICATIONS: The Board held two public hearings on the following two Conditional Use Applications:

Conditional Use Application 2014-04 – Robert & Alexis Mariana – Mr. & Mrs. Mariana filed a Conditional Use Application to permit the installation of a 14' x 16' shed and a fence in the 15% to less than 25%, and in the 10 foot buffer area of the steep slopes. The public hearing was conducted by Kenneth Picardi. During the public hearing the applicant explained their reasons for this request. The Township Engineer, SSM Group, reviewed the application. The Perkiomen Township Planning Commission reviewed this application at its meeting on December 16, 2014. Neither the Township Engineer nor the Township Planning Commission had any issue with the request and recommended that the Board approve Conditional Use Application 2014-14. The Board listened to the applicant, reviewed the recommendation of the Township Engineer and Township Planning Commission. William Patterson then made a motion, seconded by Richard Kratz, to approve Conditional Use Application 2014-04 of Robert & Alexis Mariana. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Conditional Use Application 2014-05 – Joseph A. Horgan – Joseph A. Horgan filed a Conditional Use Application to allow the regrading of Lot 7 & Lot 8 in steep slope areas of the 15% to less than 25%, and, the encroachment of a deck on Lot 8 in the 10 foot buffer area of the steep slopes. The public hearing was conducted by Kenneth Picardi. Both Lot 7 & Lot 8 are located in the development known as the Conservancy @ Perkiomen. The Township Engineer, SSM Group, reviewed the application and the attached plan. The Perkiomen Township Planning Commission reviewed the proposed application and attached plan at its meeting on December 16, 2014. During the public



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hearing, there were residents from the Conservancy in attendance. These residents were concerned about the cutting of trees and clearing of vegetation on the two lots. The residents asked about the restrictions on the clearing/cutting and whether the applicant was able to clear these lots beyond what was already cleared when Gambone Development developed the other lots. After listening to the residents, the Board decided that they would go out to the site and get an understanding as to exactly what the applicant is proposing to clear. In order to better understand the location of the proposed area to be cleared and regraded, the applicant agreed to have its engineer stake out the limit of the proposed area to be cleared as well as the area that was previously approved by the Board to be cleared. By providing this information, the Board will have a better understanding of what is encompassed in this Conditional Use Application. It was agreed by the applicant and the Board to recess this public hearing until Tuesday, February 3, 2015 at 7:00 P.M.

MINUTES: The minutes of the December 2, 2014 Board of Supervisors meeting were approved upon motion of Richard Kratz and seconded by Janet Heacock. 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 & December.

CORRESPONDENCE:

- **TRAPPE AMBULANCE** – October & November Reports.
- **PSATS BULLETIN** – November & December Report

SOLICITOR'S REPORT: In the Executive Session, Kenneth Picardi updated the Board regarding an ongoing personnel matter. As to some of the other issues that Mr. Picardi has been working on, they will be discussed under the agenda items later in the meeting.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated January 1, 2015 for activities taking place during the month of December. In addition, Mr. Motsavage informed the Board that he was moving forward with the purchase of the skid steer and milling machine as was approved in the 2015 Budget. Mr. Motsavage wanted to make sure that the Board was okay with moving forward on these purchases before he contacted the vendors. The Board did not express



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any concerns with Mr. Motsavage moving forward on this. Also, Mr. Motsavage informed the Board that the new truck, which was authorized in 2014, should be delivered to the Township by the end of January.

FIRE MARSHALL'S REPORT: John Moran Sr. submitted to the Board his Fire Marshall's Report dated January 1, 2015 for activities taking place during the month of December.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board his Code Enforcement Report dated January 1, 2015 for activities taking place during the month of December. In addition to his report, Mr. Moran informed the Board that the Zoning Hearing Board continued the Williamson's public hearing to Wednesday, January 28th. Mr. Moran also informed the Board that he was in receipt of a subpoena before District Judge Augustine for the matter filed by the Williamsons in District Justice Court.

Mr. Moran also informed the Board that he and Cecile Daniel met with three companies regarding their ability to provide third party UCC Services to Perkiomen Township. These UCC services would supplement those services provided by the Township. Mr. Moran was in the process of reviewing the information received from these companies before making a recommendation to the Board.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on December 16, 2014. At that meeting the Planning Commission discussed the two Conditional Use Applications (2014-04 and 2014-05) which were conducted at the beginning of this meeting.

The Planning Commission completed its work on the Flood Plain Ordinance so that the draft Ordinance can be discussed with the Board at the joint meeting in January, 2015.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz informed the Board that there were no critical issues discussed at the December meeting of the LPVRS.



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ENGINEERS REPORT: Mark Stabolepszy reviewed the following item:

1. 2015 Road Projects: Mr. Stabolepszy informed the Board that the field work for this project will begin this week. At the present time, Mr. Stabolepszy expects to have the preliminary contract documents ready for the February Monthly Meeting.

MANAGER'S REPORT:

1. Agreements: In order to update the Trust Agreements with PSATS, the agreements must be adopted under the Pennsylvania Intergovernmental Cooperation Law. This law requires adoption of an Ordinance with the agreements as an attachment. Ordinance No. 221 is the Ordinance authorizing the participation of Perkiomen Township in the PSATS Unemployment Compensation Group Trust Program pursuant to the PA Intergovernmental Cooperation Law. This proposed Ordinance addresses the conditions that must be met to participate in and withdraw from the Trust and references the Trust Agreement that governs the operations of the Unemployment Compensation Trust.

Ordinance No. 222 authorizes the participation of Perkiomen Township in the PSATS Health Insurance Cooperative Trust pursuant to the PA Intergovernmental Cooperation Law. The proposed Ordinance addresses the conditions that must be met to participate in and withdraw from the Trust and references the Trust Agreements that governs the operations of the Health Insurance Cooperative Trust.

The Board reviewed the information and Gordon MacElhenney made a motion seconded by Janet Heacock to adopt Ordinance No. 221 – PSATS Unemployment Compensation Trust and Ordinance No. 222 – PSATS Health Insurance Cooperative Trust. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. Ordinance No. 223: The Board reviewed the final draft of Ordinance No. 223. This Ordinance would prohibit the parking of certain large vehicles; repeal the existing Ordinance No. 159; enact new prohibitions on the abandonment of vehicles on public or private property; and prohibit the leaving of unattended sports equipment on any street or right-of-way. In order to consider the Ordinance for adoption, the Board was asked to authorize advertisement of same. William Patterson made a motion



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seconded by Richard Kratz authorizing the advertisement of Ordinance No. 223 for consideration for adoption at the February Monthly Meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Haldeman Road: Shawn Motsavage and Mark Stabolepszy went out and inspected Haldeman Road to develop a list of repairs that they felt the Board should consider when discussing with PennDOT the turnback of Haldeman Road to Perkiomen Township. Mr. Stabolepszy prepared a cost estimate to those repairs. One item that was on Mr. Stabolepszy's list was the large concrete storm sewer junction box structure at Route 73 and the 48" diameter concrete pipe that extends from this box to the Perkiomen Creek. It was Mr. Stabolepszy's opinion that the Board should discuss whether this should be a part of the turnback. Ms. Daniel informed the Board that the information that was prepared by Mr. Stabolepszy was sent to PennDOT for comment. To date, Ms. Daniel informed the Board that she has not heard from PennDOT. The Board decided that they would discuss this after receiving comments from PennDOT on Mr. Stabolepszy's list of repairs.
4. Credit Cards: Ms. Daniel informed the Board that she had been investigating the ability for Township residents to use debit and credit cards for such items as permits, purchase of documents as well as investigating the selling of discount tickets to such events as ski tickets, amusements parks, etc. In order to make this process easier, it was Ms. Daniel's suggestion that the Township allow residents to use their debit and credit cards to make these purchases. In order to do this, the Township would have to enter into a Merchant Transaction Processing Agreement. This agreement sets forth the debit and credit card fees that would be charged to the Township for debit and credit card transactions. The Board discussed allowing Township Residents to use their debt and credit cards. In this discussion, the Board felt that the debit and credit card fees should be borne by the person using their debit or credit card. With that, William Patterson made a motion seconded by Richard Kratz authorizing the Township Manager to sign the Merchant Transaction Processing Agreement with TSYS Merchant Solutions and Uninvest Bank. There were no public comments on the motion. The motion was carried by a vote of 5-0.
5. School Bus Stop Sign: At the December Monthly Meeting, the Board discussed the request from a resident on Seitz Road regarding the installation of a "School Bus Stop Ahead Sign". Based upon that discussion, the Board table the decision pending a request made by Mr. Patterson regarding the type of bus used in picking up these



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students. Mr. Patterson indicated that he discovered the type of school bus that is transporting these children and felt that this was no longer a safety issue. With resolution of Mr. Patterson's question and recommendation of SSM Group that a "School Bus Stop Ahead Sign" was not warranted, the Board decided that no "School Bus Ahead Sign" would be installed.

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

NEW BUSINESS:

1. Resolution 2015-1 through Resolution 2015-7: In consideration of adoption of these resolutions in one motion, Dean Becker read the following: (1) Resolution 2015-1: Depositories 2015 shall be the Univest National Bank and Trust Company, with the main office in Souderton, Pennsylvania, and the Pennsylvania Local Government Investment Trust (PLIGIT), with the main office in Valley Forge, Pennsylvania, and United States Treasury. (2) Resolution 2015-2: Special Crossing Guard – During 2014, the company providing the special crossing guard services for Perkiomen Township was changed to The Security Advisors. In keeping with this change, Resolution 2015-2 was amended by the Board at this meeting that The Security Advisors provide special crossing guard services for the remainder of the 2014/2015 school year. (3) Resolution 2015-3: Engineering & Legal Fees – to incorporate the 2015 rate schedule for SSM Group, Inc., Township Engineer and Yergey, Daylor, Allebach, Scheffey & Picardi, Township Solicitor, for both the township and anyone using their services while working within the Township. (4) Resolution 2015-5: Perkiomen Township Fire Company authorizing and recognizing the Perkiomen Township Fire Company and to officially accord it the status of Volunteer Fire Company for Perkiomen Township. (5) Resolution 2015-6: Recognition of Trappe Ambulance and Plymouth Community Ambulance to provide Emergency Services to the resident of Perkiomen Township. Janet Heacock made a motion seconded by Richard Kratz to adopt Resolution 2015-1; Resolution 2015-2 (as amended); Resolution 2015-3; Resolution 2015-5; and Resolution 2015-6. There were no public comments on the motion. The motion was carried by a vote of 5-0. (6) Resolution 2015-4: Deals with the Audit for 2014 under Section 917(b)(2) of the Second Class Township Code to appoint Dreslin and Company of Norristown, PA to complete the



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required Perkiomen Township 2014 Annual Audit including the Perkiomen Township Fire Company. Janet Heacock made a motion seconded by William Patterson to approve Resolution 2015-4 and approve the Dreslin and Company Proposal to complete said audit. There were no public comments on the motion. The motion was carried by a vote of 5-0. (7) Resolution 2015-7: Is the fee schedule for Perkiomen Township for the year 2015. William Patterson made a motion seconded by Gordon MacElhenney to adopt Resolution 2015-7 and the 2015 Fee Schedule for Perkiomen Township. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. PSATS Convention: The annual PSATS Convention is scheduled to be held from April 19 through April 22, 2015 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention due to schedules. It was decided that the Board members will let Ms. Daniel know whether or not they can attend this convention once they know their schedules; therefore she will keep this on the agenda until the deadline for the PSATS Convention.
3. Perkiomen Township Fire Company: As it does every year, the Perkiomen Township Fire Company has submitted, for the Board's approval, the tentative 2015 calendar of events. The Board needs to approve these events for workman's compensation coverage purposes. The Board reviewed the list of events and activities and Janet Heacock made a motion seconded by Richard Kratz to approve the proposed Perkiomen Township Fire Company events and activities for the year 2015. 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 Gordon MacElhenney and seconded by William Patterson.