



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: DECEMBER 4, 2018**

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**BOARD MEMBERS PRESENT:** Dean Becker, Chairman  
William Patterson, Vice-Chairman  
Vivian Schoeller, Member  
Janet Heacock, Member  
Gordon MacElhenney, Member

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

Dean Becker called the December 4, 2018 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m. in the Perkiomen Township Administration Building. Mr. Becker informed the public that the Board held Executive Sessions on November 8, 2018, November 27, 2018 and December 4, 2018 prior to this meeting, to discuss a Real Estate matter and various Personnel matters.

**MINUTES:** The minutes of the November 6, 2018 Board of Supervisors meeting and the Special Meeting held on November 27, 2018 were approved upon motion of William Patterson and seconded by Vivian Schoeller. There were no public comments on the motion. The motion was carried by a vote of 5-0.

**CORRESPONDENCE:** Cecile Daniel informed the Board that she had received the following correspondence:

- FEMA: Letter of approval of Perkiomen Township's Hazard Mitigation Plan.
- Perkiomen Valley School District: Letters regarding survey about full day kindergarten and meetings on PVSD's facilities.

### **PUBLIC COMMENTS:**

- ❖ Open Space Purchase: Dean Becker informed the public that the Board has been in discussions with Carolyn Umstead regarding the purchase of her property located at 14 Wartman Road. The Township is considering purchasing this property for open space purposes. The property is approximately nine acres and

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the purchase price being discussed is \$395,000. In order to move forward, the Board needs to approve the purchase of the Umstead Property for \$395,000. Vivian Schoeller made a motion seconded by Dean Becker to approve the purchase of property for Open Space purposes from Carolyn Umstead for \$395,000. There were no public comments on the motion. The motion was defeated by a vote of 3 – No (Gordon MacElhenney, William Patterson, and Janet Heacock) to 2 – Yes (Dean Becker and Vivian Schoeller).

- ❖ **Regional Police Study:** Dean Becker informed the public that the Township participated in a DCED Regional Police Study along with Lower Frederick Township, Schwenksville Borough, and Upper Frederick Township. On December 5<sup>th</sup>, there will be a presentation on the Regional Police Study. Due to the short notice of the meeting and everyone’s busy schedule, the Board members will not be in attendance. Lack of attendance at this meeting should not be taken as a signal that the Board has decided whether or not to participate in a Regional Police Department. The Board has made no decision at this time and continues to consider and discuss its options.

**OLD/NEW BUSINESS:** There were no items for discussion under Old/New Business.

**SOLICITOR’S REPORT:** Solicitor Picardi submitted his report to the Board of Supervisors. One item that Solicitor Picardi pointed out was the issue regarding drones. There was a discussion earlier this year regarding the drafting of regulations covering the use of drones in the Township. At that time, there was pending legislation covering the same which might prohibit municipalities from developing regulations. Solicitor Picardi informed the Board that this legislation (Act 78) was recently passed, and the new law does prohibit Townships from creating such regulation.

**PUBLIC SAFETY REPORTS:**

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for November 2018. Dean Becker informed the public that the rise in number of items on the Police Report is due to the increase in more school checks being performed by the State Police.
- **TRAPPE AMBULANCE** – The Board is in receipt of the report for October 2018.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board is in receipt of the reports for November 2018.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the report for November 2018.

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- **FIRE MARSHAL’S REPORT:** The Board is in receipt of the report for November 2018.

**ROAD MASTER’S REPORT:** Shawn Motsavage submitted to the Board his Road Master’s Report dated December 4, 2018, for activities occurring during the month of November.

**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted to the Board his Code Enforcement Report dated December 1, 2018, for activities that occurred during the month of November.

- ❖ Mr. Moran informed the Board that the Zoning Hearing Board held a public hearing on November 29, 2018 on a variance application filed by Richard Sames of 77 French Road. The variance request was from the lot size and the building setback to permit more than three ducks on the property as an accessory use. Mr. Moran informed the Board that the Zoning Hearing Board approved Mr. Sames’ application and granted the variance with the condition that the number of ducks that Mr. Sames can have is capped at six.
- ❖ As part of his responsibilities as Fire Marshal, Mr. Moran requested approval by the Board to attend the Fire and Arson Investigation Training – Electrical I. This training is being held at the Pennsylvania State Fire Academy. This class is a requirement of the curriculum to receive the Certified Fire Investigator accreditation. The class will be held from March 25, 2019 through March 29, 2019 in Lewistown, PA. To attend this week-long class, Mr. Moran will need to stay overnight. The Board discussed this request and Janet Heacock made a motion seconded by Vivian Schoeller authorizing John Moran Jr, as Township Fire Marshal to attend the Fire & Arson Investigation Training – Electrical I class in Lewistown, PA. The fee for the class is free, but the Board authorized the reimbursement for lodging, mileage, and meals. There were no public comments on the motion. The motion was carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that no Planning Commission meeting was held in November.

**PARK AND RECREATION REPORT:** Kevin Conrad indicated that the construction of the pedestrian pathway to the new playground area in Lodal Creek Park is now complete. Bertolet Construction submitted a final invoice in the amount of \$1,950.00. Mr. Conrad indicated that SSM reviewed the invoice, found it to be accurate, and the work covered by this invoice was installed according to the project specification. As a result, SSM is recommending payment of the invoice to Bertolet Construction. William

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Patterson made a motion seconded by Janet Heacock approving the payment to Bertolet Construction Corporation in the amount of \$1,950.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Ms. Daniel updated the Board on the installation of the playground. With the weather being less of an issue, the contractor will soon move forward on installation of the playground.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz update the Board on the LPVRSa increase in their User Fee Charges. This charge is part of the sewer rates of the Municipal Authority.

**ENGINEERS REPORT:** Kevin Conard reported on the following:

1. Highway/Pedestrian Access Projects: Mr. Conrad reported that H&K Group submitted to the Township an application for payment. Application for Payment No. 2 in the amount of \$7,888.25 was reviewed, found to be accurate and the work covered by this application to have been completed according to the project specifications. As a result, SSM is recommending that the Board approve Application for Payment No. 2. Vivian Schoeller made a motion seconded by William Patterson to authorize payment to the H&K Group for Application No. 2 in the amount of \$7,888.25. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. Collegeville Trappe Joint Public Works (CTJPW): CTJPW installed a water line in a portion of Betcher Road in 2017. As required under the Maintenance Agreement, CTJPW posted financial security for the installation of this water line. SSM inspected the work to determine if any settlement of the water line trench had taken place. Finding no evidence of settlement, SSM is recommending the Board release the remaining financial security to CTJPW in the amount of \$10,000.00. Vivian Schoeller made a motion seconded by William Patterson to release the remaining financial Security to Collegeville Trappe Joint Public Works in the amount of \$10,000.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.
3. Traffic Calming Post Construction Study: Mr. Conrad informed the Board that SSM conducted a post-construction study on the Cranberry Boulevard Traffic Calming Project. Automatic Traffic Counters were placed along Cranberry Boulevard in five locations. The traffic counts were taken from October 11, 2018 through October 17, 2018. According to the information collected, the new traffic calming measurers met the goals that were established by the Traffic Calming Study.

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**MANAGER’S REPORT:**

1. Trappe Borough’s Request for Crosswalk across Betcher Road: Cecile Daniel reported that a letter was received from Trappe Borough requesting consideration of the installation of a crosswalk on Betcher Road from Nicholas Lane to Cornwallis Way/Bonnie Lane. This request is the same one the Borough made in January 2017. On the Perkiomen Township side of Betcher Road/Cornwallis Way/Bonnie Lane, there is no sidewalk nor handicapped ramp. There is some curbing which terminates on the radius at this intersection. In this latest request, Trappe Borough indicated they would be willing to undertake the cost of purchasing the related materials and installing this crosswalk. There was no indication as to responsibility for the installation of sidewalk or handicapped ramp on the Perkiomen Township side of Betcher Road. Issues of ownership, future maintenance, and liability for the crosswalk and sidewalk were not addressed and the issues regarding compliance with ADA and the MUTCD were also not addressed. Discussion with the property owner at the intersection of Cornwallis Way and Betcher Road would need to be considered since these items do not currently exist on the property. The Board discussed the request of Trappe Borough and then authorized a letter be sent to them advising that Perkiomen Township rejected the request.
  
2. 2019 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2019 Perkiomen Township Budget. The Operating Budget for the 2019 General Fund Budget is \$2,822,708.00. When compared against the Operating Budget for the 2018 General Fund (which was \$2,588,196.00), the 2019 Perkiomen Township General Fund Operating Budget is approximately a 9.06% increase. The big differences are the requirement of funding for the PADEP Pollution Reduction Program and the replacement of the playground in the Perkiomen Greene Development. Under the Capital Budget the 2019 Road Project is being split between the General Fund Budget and the Liquid Fuels Budget. The other item under the Capital Budget is the purchase of a new truck to replace the truck that was sold earlier in 2018. This will make the total 2019 Perkiomen Township General Fund Budget Operating and Capital to be \$3,248,456.00. When compared to the total 2018 Perkiomen Township General Fund Budget Operating and Capital (which was \$3,018,068.00), the overall 2019 Perkiomen Township Budget is approximately a 7.6% increase. The Liquid Fuels Budget will be \$565,177.00, which will cover the expenditures needed for the daily maintenance and operation of the Township’s roadway. The remaining portion of the Liquid Fuels Budget will cover the proposed road work set forth in the 2019 Road Project. The proposed Fire Tax Budget is \$325,150.00. The total Perkiomen Township 2019 Budget is \$4,138,783.00 and proposes NO tax increase for the year 2019.

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After reviewing the 2019 proposed budget with the Board, Ms. Daniel presented two Resolutions for the Board's consideration:

- ❖ The first Resolution is No. 2018-22 which is the Tax Levy for Perkiomen Township for the year 2019. Janet Heacock made a motion seconded by Vivian Schoeller to approve Resolution 2018-22 setting forth the following 2019 Tax Levy for Perkiomen Township: Tax rate for General Purposes, the sum of .35 mills and for Fire Tax purposes, the sum of .27 mills. This tax levy represents no increase in the mileage rate for Perkiomen Township in the year 2019. There were no public comments on the motion. The motion was passed by a vote of 5-0.
  
  - ❖ The second Resolution was No. 2018-23 which is adoption of the 2019 Perkiomen Township Budget. William Patterson made a motion seconded by Janet Heacock to adopt Resolution 2018-23, adoption of the 2019 Perkiomen Township Budget: Total Revenues and Expenditures for all funds: \$4,138,783.00 – Broken down as follows: General Fund/Capital Budget: \$3,248,456.00; Fire Tax: \$325,150.00; and Liquid Fuels: \$565,177.00. There were no public comments on the motion. The motion was passed by a vote of 5-0.
3. 2019 Meeting Schedule: Cecile Daniel presented to the Board the proposed meeting schedule for the year 2019. There was a discussion on changing the meeting date in November as this date is also Election Day. The Board changed the meeting date from November 5th to November 6, 2019. With this change, Vivian Schoeller made a motion seconded by William Patterson to approve the meeting dates for 2019 and authorized advertisement. There were no public comments on the motion. The motion was carried by a vote of 5-0.

**FINANCIAL REPORT/RECEIPTS AND EXPENDITURES:** The treasurer presented to the Board, the November Financial Report showing the receipts and expenditures and the bill list for November. William Patterson made a motion seconded by Janet Heacock to approve the bill list for the month of November in the amount of \$85,592.48 and approve the November Financial Report to be placed on file for audit. There were no public comments on the motion. The motion carried by a vote of 5-0.

There being no further business, the December public meeting was adjourned upon a motion made by Vivian Schoeller and seconded by William Patterson.