



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: SEPTEMBER 4, 2018

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
Kent Morey, Township Engineer
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage, Road Master

Dean Becker called the September 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 August 29, 2018, to discuss a Real Estate matter and, prior to this meeting, on a Personnel matter. Regarding the Real Estate matter, Mr. Becker informed the public that the Township was approached on what interest the Township might have in purchasing the Umstead property located at 14 Wartman Road. At the Executive Session, Mrs. Umstead inquired whether the Township was interested in purchasing her property. The Board indicated they were interested and would further discuss this topic at the September Board Meeting. At this meeting, there was a discussion on Mrs. Umstead's inquiry. Mr. Becker indicated that, if pursued, this purchase would be fee simple with no conditions. The first step in this process would be to have the property appraised. Solicitor Picardi indicated he contacted Karl Glocker regarding the cost to complete an appraisal. Mr. Glocker's response was approximately \$600.00. With this, Mr. Becker ask for a motion to proceed with an appraisal. Vivian Schoeller made a motion, seconded by Gordon MacElhenney, to authorize Karl Glocker to complete an appraisal for 14 Wartman Road at a price not to exceed \$600.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Presentation – Pennsylvania Stormwater Best Management Practices: Kent Morey and Cecile Daniel presented to the Board of Supervisors and the public, maintenance for certain Structures BMPs from the Pennsylvania Stormwater Best Management Practices Manual. The three main BMPs that have been used in the Township are the Subsurface Infiltration Bed, the Rain Garden/Bioretention, and the Dry Well/Seepage Pit. The maintenance issues of each type of BMP was briefly reviewed. These same maintenance

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issues also pertain to Township owned facilities. Ms. Daniel informed the Board that the intent is to turn this information into an informative brochure to be mailed to the Township residents. Under the Township's MS4 Program, both developers and individuals will be required to install these BMPs as part of the development of their property. Under the recently renewed Township's PADEP NPDES Permit, more residents could be required to install these BMPs depending upon the improvements that are being made to their property. For the developers, they have been required to install these BMPs, and as they sell lots, the maintenance responsibilities are transferred over to the person(s) purchasing the property. Under the existing Stormwater Maintenance Ordinance, there have been Stormwater Facilities Maintenance and Monitoring Agreements that have been executed requiring property owners to inspect and maintain the BMP facilities that were installed as part of the development of the property. It is unclear as to the understanding of these Buyers regarding their obligation to maintain these BMPs. The idea of developing a brochure is to explain the maintenance requirements for which each BMP was installed on the property. In some cases, there are maintenance notes that were included on the plans that were approved by the Township. Under the Township's PADEP NPDES Permit, the intent is to work with those property owners to ensure that these maintenance items are being addressed. Ms. Daniel advised the Board that some of these property owners may not be happy, as they could be unaware of their responsibility. Under the PADEP Protocols, the Township has been trying to educate the residents through the Township's newsletter and web site on stormwater issues. The development of this brochure will be another way to inform the residents on how to maintain the BMPs that have been constructed on their property.

As part of the NPDES Permit, the Township developed a Pollution Reduction Plan (PRP). This plan was submitted to PADEP last September. Recently, the Township received a review letter from PADEP providing comments that the Township needs to address. Mr. Morey briefly reviewed the comments in PADEP's letter. Under this letter, the Township must submit an updated PRP addressing the comments in this letter. Both Mr. Morey and Ms. Daniel are working to develop a stormwater maintenance plan using the GIS System to aid in the maintenance of the Township's storm sewer system.

MINUTES: The minutes of the August 7, 2018 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by William Patterson. 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:

- Montgomery County Conservation District – Holding Public Educational Information Session on Spotted Lanternfly.

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- PSATS News Bulletin – July/August 2018

PUBLIC COMMENTS: Richard Kratz questioned how many property owners would be affected with the requirement that they need to inspect and maintain the BMP facilities that were installed as part of the development of their property. Ms. Daniel indicated she is not sure at this time as this maintenance requirement will not only affect existing installed BMPs, but others that have yet to be installed. The aim is to develop a plan to deal with the existing installed BMPs, as well as those that have yet to be installed. Mr. Kratz asked about the disclosure of these BMPs to future homeowners. Presently, Ms. Daniel is unaware if a property owner is required to inform a prospective buyer of their need to maintain the BMP installed on their property. As to the Township’s issuance of a Use & Occupancy, currently there is no requirement as part of the Township’s U&O.

OLD/NEW BUSINESS:

- ❖ 817 Limerick Road Subdivision: Antony Rossi, through his company, Atlas Broadband Solutions, and Susan Rice, his engineer, reviewed the Preliminary Subdivision Plan for this 4-lot subdivision. Ms. Rice reviewed the proposed subdivision consisting of the existing home and development of three new building lots. The Township Planning Commission recommended the Board approve the preliminary plan subject to conditions and waivers as set for in Resolution 2018-18. After review of the Preliminary Plan and Resolution 2018-18 conditions and waivers, Vivian Schoeller made a motion, seconded by William Patterson, to adopt Resolution 2018-18 as follows:

COMPLIANCE WITH ZONING ORDINANCE

1. The Board of Supervisors may require buffering to mitigate the impact of dwellings on flag Lots 3 and 4 because front yards face the rear yards of Lots 1 and 2, Section 310-49.C(6) and (9). The Planning Commission recommended to the Board of Supervisors not to require a buffer between the front yards of Lots 3 and 4 and facing the rear yards of Lots 1 and 2 because: Lot 4, there is an existing tree line and wetlands that are located in the front yard that faces the rear of the Lot 1, and, Lot 3, there is an existing tree line that faces the rear of Lot 2 and a rain garden that is to be located in the rear yard of Lot 2. – No buffering was required on flag Lots 3 and 4 based upon the recommendation of the Planning Commission.

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. The following shall be complied with:
 - a. Section 264-13 – Submission of Final Plan;
 - b. Section 264-14 – Review of Final Plan;
 - c. Section 264-15 – Recording of Final Plan; and

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- d. Section 264-16 – Performance Guarantee.
- 2. The Board of Supervisors may require curb and sidewalk along Limerick Road, Sections 264-35.C and 264-35.D, respectively. The Planning Commission recommended to the Board of Supervisors not to require curbing and sidewalk along Limerick Road as there is no existing curbing and sidewalk present in that vicinity. No curbing and sidewalk were required based upon the recommendation of the Planning Commission.

COMPLIANCE WITH STORMWATER ORDINANCE

- 1. The Applicant shall provide the Township with evidence of E&S and NPDES permit approval from the Montgomery County Conservation District prior to the Township signing the Final Subdivision Plan, Section 247-21.C.
- 2. Financial security shall be provided for the construction of all stormwater management facilities, Section 247-33. A detailed cost estimate shall be provided by the design engineer at Final Plan stage. Financial security shall be provided for the construction of all stormwater management facilities prior to the Township signing and releasing the Subdivision Plan.
- 3. In accordance with Section 247-35 – Maintenance Agreement for Privately Owned Stormwater Facilities - a Stormwater Maintenance Agreement shall be executed between the Applicant and the Township. The Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township. This Agreement shall be recorded in Montgomery County Recorder of Deeds Office with the Final Plan.
- 4. Note 16 on sheet 1, regarding the Township’s right to enter the property to inspect and repair stormwater management facilities, as per Section 247-37.A, shall be replaced with notes 16 and 17 that were provided by the Township Engineer.
- 5. The Applicant is proposing to obtain stormwater credits, relative to meeting PaDEP NPDES permit requirements, by protecting trees, steep slopes and the water course on the northern portion of Lots 3 and 4. The Applicant shows a Conservation Easement Line along this area on the Plans submitted. The Applicant shall submit to the Township, the Township Engineer and Township Solicitor for review and approval, the proposed Conservation Easement and Declaration of Restrictions & Covenants which may be amended as necessary and which shall be recorded in the Montgomery County Recorder of Deeds with the final plan.

SANITARY SEWER COMMENTS

- 1. The proposed sanitary sewer is to be connected to the Schwenksville Borough Authority (SBA) collection system. The Perkiomen Township Municipal Authority (PTMA) collection system does not extend to the area near the development. The Applicant requested permission from PTMA and was granted said permission to connect to the SBA collection system.
- 2. The Applicant shall provide the following information to Perkiomen Township for submittal with the Sewerage Facilities Planning Module to PaDEP:

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- a. A letter from the Lower Perkiomen Valley Regional Sewer Authority (LPVRS) acknowledging that the flow from the development will go to the SBA Treatment Plant and not the LPVRS Oaks Treatment Plant.
 - b. Evidence of approval from the Perkiomen Township Board of Supervisors to allow the development to connect to the SBA sanitary sewer collection system and not PTMA's collection system.
3. The Applicant shall provide the Township with evidence of approval by PaDEP of the Planning Module prior to the Township signing the Final Subdivision Plan.

GENERAL COMMENTS

1. The land between the ultimate and legal rights-of-way of Limerick Road shall be noted as being offered for dedication to the applicable government entity.
2. In the Zoning Data, actual yards provided for Lots 3 and 4 shall be listed – that is, the minimum actual distance between the allowed building envelope and the rear lot line.
3. Highway Occupancy Permits shall be obtained from PennDOT for the three proposed residential driveways. Approval of the three PennDOT Permits shall be submitted to the Township prior to the signing of the Final Subdivision Plan.

WAIVERS (All approved waivers shall be added to the Land Development Plan)

1. A waiver of Section 264-20.A has been requested to permit the use of a plan scale of 1"=40', rather than 1"=50'. The Planning Commission recommended that Board of Supervisors grant this waiver.
2. A waiver of Section 264-36.B. has been requested to plant 8 street trees along Limerick Road rather than the required 11 street trees. The Applicant explained the need to avoid existing and proposed driveways and still provide adequate spacing. The Applicant proposes to preserve several mature trees along the property frontage. The Planning Commission recommended to the Board of Supervisors that the Applicant be granted a waiver such that eight (8) street trees are provided, subject to:
 - a. The eight street trees may consist of a combination of existing (mature) trees and new trees.
 - b. The trees shall be properly spaced and/or staggered to allow for growth to maturity without growing into each other, as determined solely by the Township
 - c. The trees shall be sufficiently close to the road, as determined solely by the Township
 - d. The species of existing trees shall be subject to Township approval for use as street trees

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

- ❖ MCATO Convention: The Fall Convention of the Montgomery County Association of Township Officials is scheduled for September 28, 2018. Unfortunately, no one can attend this meeting due to schedule conflicts.

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SOLICITOR'S REPORT: Solicitor Picardi submitted his report to the Board of Supervisors. One item for discussion was completed during the Executive Session.

PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for August 2018.
- **TRAPPE AMBULANCE** – The Board is in receipt of the report for July 2018.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board is in receipt of the reports for June and July 2018.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the report for August 2018.
- **FIRE MARSHAL'S REPORT:** The Board is in receipt of the report for August 2018.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated September 4, 2018, for activities occurring during the month of August.

In addition to his report, Mr. Motsavage reported on the bids for the Snow & Ice Removal for 2018/2019. Mr. Motsavage informed the Board that he received three bids for the Snow & Ice Removal (Buck Enterprises, Lenhart Contractors, and P.K. Moyer & Sons). Based upon the bids received, Mr. Motsavage recommended the following be awarded - Zone 1: Lenhart Contractor, and Zone 2: Buck Enterprises. The Board reviewed Mr. Motsavage's memo of August 31, 2018. Janet Heacock made a motion, seconded by Vivian Schoeller, accepting Mr. Motsavage's recommendation and awarded the 2018/2019 Snow & Ice Removal Bid as follows: Zone 1: Lenhart Contractor, and Zone 2: Buck Enterprises. There were no public comments on the motion. The motion carried by a vote of 5-0.

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

In addition to his report, Mr. Moran informed the Board under the Property Maintenance Code Report, that 260 Betcher Road was recently sold. The new owner intends to rehab the structure.

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PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on August 21, 2018. At that meeting, the Planning Commission discussed the Preliminary Plan Application of the Applicant for 817 Limerick Road and forwarded its recommendation to the Board of Supervisors for consideration at the September Monthly Meeting.

PARK AND RECREATION REPORT: William Patterson indicated that the Park and Recreation Committee will meeting this month. Cecile Daniel updated the Board on the Lodal Creek Park: the pathway is to be installed beginning September 10th and the playground equipment is to be shipped between October 3rd and 4th.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Cecile Daniel informed the Board that there was no meeting in August.

ENGINEERS REPORT: Kent Morey reported on the following:

1. 2018 Road Paving Project: Mr. Morey reported that the contractor for the 2018 Paving Project submitted Payment Application No. 2 in the amount of \$28,979.33. This request for payment has been reviewed by SSM. The work completed under this request was installed according to the project specifications. SSM is recommending the Board approve the payment the amount of \$28,979.33. With the recommendation of SSM, Vivian Schoeller made a motion seconded by William Patterson to approve Payment Application No. 2 to Innovative Construction Services in the amount of \$28,979.33. There were no public comments on the motion. The motion was carried by a vote of 5-0.

MANAGER'S REPORT:

1. Montgomery County 2017 Hazardous Mitigation Plan: Ms. Daniel explained that Montgomery County has updated its Hazard Mitigation Plan. The plan requires approval by the municipalities in Montgomery County. The Hazardous Mitigation Plan discusses different hazardous concerns. Approval of this Plan is set forth in Resolution 2018-19 - A RESOLUTION ADOPTING THE 2017 MONTGOMERY COUNTY HAZARD MITIGATION PLAN. Janet Heacock made a motion seconded by William Patterson to adopt Resolution 2018-19; in so doing adopted the 2017 Montgomery County Hazard Mitigation Plan and authorizing same be forwarded to Montgomery County. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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2. Road Maintenance Plan: Ms. Daniel reported that she held a meeting with Mark Stabolepszy and Shawn Motsavage to discuss the list of road work and the anticipated treatment for those roads set forth in the Perkiomen Township Road Maintenance Program for the years 2019 & 2020. For 2019, the estimated cost is currently at \$560,000. Originally, Seitz Road was included in the 2019 Road Maintenance Plan. The Municipal Authority's recent televising of the sewer lines in Perkiomen Village showed that a portion of Seitz Road will need to be opened to repair the sewer line. To complete this work and allow the sewer trench time to settle, the overlay of Seitz Road was pushed off until 2020. Added to the road work in 2019 was the work to be completed for the Schoolhouse Run/Trappe Bridge. This work added an estimated cost of \$30,000. This number has been factored into the total estimated cost. To lower the cost, the Board discussed the following: removing the microsurfacing and moving it to 2021 which would bring the overall estimated cost down to \$472,411 or an alternative would be to keep the microsurfacing in and move the repaving of Cemetery Road to 2021. This would bring the overall estimated cost down to \$520,179. The concern with either one of these options is the gradual worsening of the existing road conditions. At the present time, the Board directed that the proposed 2019 Budget include all the road work being planned for 2019. The final decision to complete all the road work as planned will depend upon the actual cost based upon the road bids received in 2019. Ms. Daniel continued with the proposed work in 2020. The estimated cost is \$625,471. This cost includes the overlay of Seitz Road which is estimated to be \$137,069. In addition, the work in Maple Hill is going to be higher than originally thought due to the increase in the scope of the work. Based upon the inspections completed by Mr. Motsavage and Mr. Stabolepszy, the storm sewer lines and a few inlets need to be replaced. The cost of the overlay for the streets in Maple Hill and the storm sewer work is estimated to be \$271,016. In addition, the 2020 road work includes the overlay of Panepinto Drive, Roman Drive, Trappe Road at Adams Lane to Township Boundary and School House Road – Paving Seam to Trappe Road. To lower the 2020 estimated cost, the Board could consider removing the work to be completed in Seitz Road to 2021. This would bring the estimated cost down to \$488,402. At the present time, the Board determined it was best to focus on the roads to be completed in 2019 which would be as follows: Godshall Road: Overlay; Adrian Road: Overlay; Barbara Lane: Overlay; French Road: Overlay; Kathern Lane: Overlay; Maple Avenue: Overlay; Cemetery Road: Overlay; Appaloosa Road: Microsurfacing; Belgian Road: Microsurfacing; Stallion Lane: Microsurfacing; Equestrian Lane: Microsurfacing and the work to be completed for the Schoolhouse Run/Trappe Bridge. Based upon the Board's discussion, Ms. Daniel will place \$560,000 in the 2019 Budget for the Township's Road Maintenance Project.

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FINANCIAL REPORT/RECEIPTS AND EXPENDITURES: The treasurer presented to the Board, the August Financial Report and reviewed the receipts and expenditures for the month of August. Vivian Schoeller then made a motion seconded by William Patterson to approve the August Financial Report and to authorize the payment of the August bills. There were no public comments on the motion. The motion carried by a vote of 5-0.

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