



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: FEBRUARY 4, 2020

BOARD MEMBERS PRESENT: William Patterson, Chairman
Vivian Schoeller, Vice-Chairman
Dean Becker, Member
Albert Campion, Member
Adam Doyle, Member

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

William Patterson called the February 4, 2020 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m. in the Perkiomen Township Administration Building.

CONSENT AGENDA: Dean Becker made a motion seconded by Vivian Schoeller to approve the consent agenda items as follows: a) Minutes: January 6, 2020; b) Monthly Reports: PA State Police Reports for January, Ambulance Reports, Perkiomen Township Fire Company and Fire Marshall Reports; c) Financial Matters: Authorize for Payment of Bills for January in the amount of \$283,767.26 and the Treasurer's Report to be placed on file for audit. 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 received the following correspondence:

- ❖ Eckert Seamans Letter: Discussed the letter regarding a Slot Machine Nuisance Ordinance. This issue may be more of an issue for the Legislature to regulate.
- ❖ PSATS News Bulletin: January 2020 – Reviewed House Bill 1069.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

1. Census 2020: Stephen Basenfelder from the Census Bureau was at the meeting to inform the public that the Bureau is recruiting for temporary Census Jobs. This job would entail going door to door gather information for the 2020 Census. This would

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

provide temporary work for local residents and pays \$27.00/hour. Mr. Basenfelder went on to explain that the information from the census is to: (1) determine reapportionment of the legislative district; (2) determine Federal spending allocation to local municipalities; and (3) to assist the research arm of the Federal Government by providing demographic information. Mr. Basenfelder will provide information about the 2020 Census for Ms. Daniel to place on the Township's web site.

2. AQUA: Terry Roman, of AQUA, was at the meeting to explain that AQUA is proposing the installation of segments of waterline in Wartman Road. These segments will interconnect with the existing sections of the waterline that are in Wartman Road. The current waterline has dead ends which they must constantly flush for water quality purposes and the inter connection will form a loop to ensure all water in the line moves. This project was previously discussed with the Board in 2017 but was never finished as Wartman Road was the detour route for the SR 4044 Project. John Moran Jr. has requested that AQUA install three fire hydrants while installing these segments. Nick Szeredai of SSM reviewed the Wartman Road Tie-in Plans that AQUA submitted to the Township and issued a review dated February 4th 2020 and had the following comments: there is a conflicting detail for the Flexible Pavement Restoration on the last sheet of the plans; the left-most detail should be eliminated; the plans should be updated to show, by cross-hatching or gray tone, the approximate limits of mill and overlay so that the Township and AQUA are in agreement prior to the start of work; and the plans shall be updated to show the three fire hydrants requested by John Moran Jr. The amount of the financial security to be posted is \$158,675.00. It was Mr. Roman's hope that this project and the work in Trappe Road could begin by February 24th. There was a discussion on the proposed project. During this discuss, Ms. Daniel informed the Board that Aqua has aided both the Township and Municipal Authority during some its own projects. The Board discussed the installation of three new fire hydrants. AQUA indicated they are agreeable to installing the hydrants as part of this project, if the Township approves their location. Mr. Roman requested consideration to post the escrow using a Letter of Credit as was done for the work to be completed in Trappe Road. Mr. Roman and Mr. Szeredai agreed to coordinate with each other to have the plans updated. Dean Becker made a motion seconded by Vivian Schoeller to approve the following for the AQUA's Water Line Project subject to: (1) the appropriate Township Official are authorized to execute the Highway Occupancy Permit Escrow Agreement in the amount of \$158,675.00 subject to review by the Township Solicitor, (2) AQUA can put up a Letter of Credit for the financial security; (3) Due to past cooperation, AQUA will not be required to reimburse the Township for the Township's Engineer's time to inspect the installation of the water line; (4) the Board finds acceptable the installation of the three new fire hydrants to be made a part of this project – the installation of these three hydrants shall be at AQUA's expense with the Township

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

paying for the yearly maintenance costs; and (5) the plans shall be revised per SSM's letter of February 4, 2020 and resubmitted to address all comments prior to the start of work. There were no public comments on the motion. The motion carried by a vote of 5-0.

3. Environmental Advisory Council (EAC): Vivian Schoeller discussed with the Board the creation of an Environmental Advisory Council. This council can help with such topics as conservation and natural resource issues. Such a council would work with the Township in compliance with the MS4 Requirements. Last, the council would work with the Park and Recreation Committee in developing some of the parks in the Township. In the recent Township survey, there were seventy people who expressed interest in being a part of an EAC. The first step would be to adopt an Ordinance to create this council. A template for this Ordinance can be found in the EAC Handbook. The Board discussed this topic and authorized Solicitor Picardi to prepare an Ordinance creating an EAC for Perkiomen Township.
4. Township Line Road: Dean Becker felt that the SR 4044 Project had the unintended consequence of increasing the traffic volumes as well as the type of traffic including many more large trucks/tractor trailers using Township Line Road. Mr. Becker spoke about a recent meeting that was held at the Township Building and included representatives from Limerick Township, PennDOT, and Montgomery County Planning Commission. The issues discussed covered such topics as drainage, speed control, signage, and the installation of additional warning signs along Township Line Road. The next step would be for Perkiomen Township and Limerick Township to meet with their respective engineers to discuss these issues. Before doing this, Mr. Becker wanted to make sure the Board members were okay with this next step. The Board discussed this subject and indicated they had no objections with authorizing SSM to attend a meeting with Limerick Township.
5. Perkiomen Township Fire Company: The Fire Company submitted to the Board its proposed 2020 Calendar of Events. Vivian Schoeller made a motion seconded by Adam Doyle to approve the 2020 Calendar of Event for the Perkiomen Township Fire Company. There were no public comments on the motion. The motion was carried by a vote of 5-0.
6. PSATS Convention: The annual PSATS Convention is scheduled to be held from May 3 through May 6, 2020 in Hershey, PA. Vivian Schoeller made a motion seconded by Dean Becker authorizing Adam Doyle to attend the PSATS Convention and designated Mr. Doyle as Perkiomen Township's voting delegate. There were no public comments on the motion. The motion was passed by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

SOLICITOR’S REPORT: Solicitor Picardi was present at the meeting and submitted his written report to the Board of Supervisors. In addition, Solicitor Picardi informed the Board that he received notification from the attorney representing Adelphia Gateway on their proposed project next to the Township’s Property. The Federal Energy Regulatory Commission has issued the Certificate approving this project. The Township had edited the original permission form that would allow Adelphia to perform a survey for an access easement on the Township’s property. According to the attorney, there was a problem as it limits all surveys required by the FERC Certificate. The attorney submitted to Solicitor Picardi a modified form to allow the required survey but limits the boring to a hand auger. Solicitor Picardi proposes two changes which he reviewed with the Board. Dean Becker made a motion seconded by Adam Doyle authorizing the Chairman to sign the Permission Form subject to Solicitor Picard making the changes to the form as discussed. There were no public comments on the motion. The motion was carried by a vote of 5-0.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated February 3, 2020, for activities occurring during the month of January.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated February 1, 2020, for activities that occurred during the month of January.

- ❖ As part of his responsibilities as Fire Marshal, Mr. Moran requested approval by the Board to attend the Fire and Arson Investigation Training – Electrical II. 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 July 27, 2020 through July 30, 2020 in Lewistown, PA. To attend this week-long class, Mr. Moran will need to stay overnight. The Board discussed this request and Dean Becker made a motion seconded by Albert Campion authorizing John Moran Jr, as Township Fire Marshal to attend the Fire & Arson Investigation Training – Electrical II 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 the Planning Commission held its meeting on January 21, 2020. At that meeting, the Planning Commission discussed with the developer of 817 Limerick Road a concern over the removal of trees in the development.

PARK AND RECREATION REPORT: As part of his job responsibilities, Mr. Motsavage will need to inspect the parks and playgrounds. Pennsylvania Recreation &

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

Park Society has a Certified Playground Safety Inspection Course & exam. The course is offered a couple of times a year. The next class is in State College, April 1-3, 2020. The tuition and exam for this is \$575.00. This will require the need to stay overnight; therefore, in addition to approving the expense of the course, the Board will also need to authorize reimbursement for lodging, mileage, and meals. Vivian Schoeller made a motion seconded by Adam Doyle authorizing Kevin Motsavage's attendance at the PRPD – Certified Playground Safety Inspector Course & Exam April 1 – 3, 2020 and reimbursement for lodging, mileage, and meals. There were no public comments on the motion. The motion was carried by a vote of 5-0. Mr. Motsavage also updated the Board on the work the Park & Recreation Committee is doing. Part of this work involves the purchase of two pieces of playground equipment for the Perkiomen Greene Playground. The first piece is a belt swing and the second piece is a curved balance beam. The total for both pieces of playground equipment will be \$1,151.00. Adam Doyle made a motion seconded by Vivian Schoeller authorizing the purchase of a belt swing and balance beam for a total of \$1,151.00 for the Perkiomen Greene Park. There were no public comments on the motion. The motion was carried by a vote of 5-0. Last, Mr. Motsavage informed the Board that Community Day will be held on Saturday, May 30th.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Dean Becker informed the Board that there was no new information discussed at the LPVRS meeting.

ENGINEERS REPORT: Nicholas Szeredai reported on the following:

1. 2020 Road Project: Mr. Szeredai reported to the Board that on January 30, 2020, the Township received six bids for the 2020 Roads Projects. The lowest bid was from Allan Meyers, LP in the amount of \$559,777.00. Allan Meyers would utilize two subcontractors: Long-Fence for the steel backed timber guiderail installation and Wexicon for Stormwater Improvements. The bid was roughly fourteen percent higher than what was budgeted for this project. The difference was \$60,647.00. There was a discussion as to whether any part of the road project should be or could be eliminated. After going through the work, it was determined that everything as bid should be completed. This will require the Board amend the budget. Dean Becker expressed concern regarding SSM's cost estimate for the road project and called for a more accurate estimate on the Township's road projects moving forward. The Board discussed how to further mitigate this challenge moving forward. Ms. Daniel suggested planning earlier as to the scope and detail of the project. Ms. Daniel recommended the following: July conduct the annual road inspection, at the August meeting discuss the scope and authorize Mr. Motsavage and SSM to prepare a preliminary scope and cost estimate of the project. At the September meeting review this scope and cost estimate and make any changes before finalizing the number to be placed in the proposed budget. Dean Becker made a motion seconded by Albert

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

Campion to award the 2020 Road Project to Allan Meyers, LP in the amount of \$559,777.00 and to amend the 2020 Perkiomen Township Budget by increasing the amount to complete the projects under the 2020 Road Project by \$60,647.00 and decrease the Unreserve Fund Balance by \$60,647.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

MANAGER’S REPORT:

1. Medical Marijuana: Ms. Daniel informed the Board that the subject of Medical Marijuana in the workplace is becoming a present-day issue. This is becoming a major topic especially as it relates to Medical Marijuana and could impact employment with Perkiomen Township. Solicitor Picardi and Ms. Daniel have discussed updating the Township’s employee policies. Ms. Daniel indicated she would like to work with Solicitor Picard on the topic labelled Medical Marijuana’s Influence in Employment. In addition, it was Ms. Daniel recommendation that there be two other Supervisors to develop updated changes to the Township’s Personnel Manual. Vivian Schoeller and Adam Doyle indicated their interest in working on this project and come back to the Board with any recommended changes.

2. Purchase of Equipment: To assist in implementation the responsibility of their jobs, John Moran Jr. as the Township Fire Marshall and Cecile Daniel, as Township Manager, are requesting consideration in the purchase of equipment. John Moran, as Fire Marshall, would like the Board to allow the purchase of a digital camera and Cecile Daniel, as Township Manager, is requesting the purchase of IPADs for the Board members to receive material for meetings including any other important information related to Township matters. Since the Township is purchasing the IPADs, they will be owned by the Township, and their use will be restricted to Township business only. Money to purchase all this equipment is included in the 2020 Budget. The Board reviewed the information submitted and authorized the purchases to move forward.

SUPERVISORS COMMENTS

Mr. Doyle had a concern about the lack of house numbers mounted on the homes in the Township. He asked if something could be placed in the newsletter informing homeowners about the issue of having house numbers attached to the outside of the homes to make it easier to locate a house.

There being no further business, the February public meeting was adjourned upon motion made by Dean Becker and seconded by Vivian Schoeller.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 4, 2020**

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager