



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MAY 5, 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

THE MAY 5, 2020 MEETING OF THE PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS WAS HELD VIA TELECONFERENCE. PRIOR NOTICE WAS POSTED ON THE TOWNSHIP WEBSITE AND ADVERTISED IN THE LOCAL NEWSPAPER.

Chairman William Patterson called the meeting to order at 7:00 pm. Mr. Patterson informed the public that Perkiomen Township was under a Disaster Declaration due to the COVID-19 PANDEMIC.

CONSENT AGENDA: Adam Doyle made a motion seconded by Vivian Schoeller to approve the consent agenda items as follows: a) Minutes: April 7, 2020 and b) reports from the Fire Company and c) Financial Matters: Authorize Payment of Bills for April in the amount of \$85,164.36 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.

PUBLIC COMMENTS: Mr. Patterson stated that all public comments must be submitted before and/or during the meeting up to the public comment section on the agenda. Comments are to be submitted to ADMIN@PERKTWP.ORG and must include the individual's full name and address.

OLD/NEW BUSINESS:

1. **Materials and Supplies:** At the April Meeting, the Board authorized the re-advertising of the Materials & Supply Bids. Cecile Daniel reviewed the recommendation of Shawn Motsavage as set forth in his memo of April 30, 2020. In this memo Mr. Motsavage recommended the following: (1) Materials and Supplies – Highway Materials Inc.; (2) Open Space – Buck Enterprises and Landscaping; (3) Equipment Rentals – P.K. Moyer and Sons; (4) Line Painting – A-1 Traffic Control Products, Inc.; and (5) Thermo-Plastic – Alphaspace Control Co., Inc.

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Attached to this memo is a breakdown of the bid amounts for each of the companies that is being recommended by Mr. Motsavage. After review of the information received from Mr. Motsavage, Dean Becker made a motion seconded by Adam Doyle to award the Materials and Supplies Bid, Open Space Bid, Equipment Rentals Bid, Line Painting Bid, and Thermo-Plastic Bid based upon the recommendation of Shawn Motsavage. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. **Tax Discount Extension:** At the April meeting, the Board approved a Resolution extending the Real Estate Tax Discount Period to May 31, 2020, and the Face Period to July 31, 2020. On April 20th, the legislature passed Act 15. Ms. Daniel stated that this Act covered several different items due to the COVID-19 Pandemic. The one item pertinent to this discussion is the ability of the Board to consider changing the discount, face, and penalty deadlines for when the Real Estate Taxes would come due. Ms. Daniel added that the tax bill covers the taxes owed to the Township, as well as those owed to Montgomery County. Montgomery County was a leader in the prior discussion to extend the deadline for the payment of Real Estate Taxes. Solicitor Picardi contacted the Solicitor of Montgomery County to ascertain whether the County was going to again consider extending the deadline for the payment of Real Estate Taxes beyond May 31st. As of this meeting, the Township has received no response. In addition, when the Board made the decision to extend the deadline at the April Meeting, Ms. Daniel informed the Township's Tax Collector of that decision. As a consequence of the deadline extension, the Tax Collector had to revise the computer program to reflect the new payment deadlines. Any further revisions to the new deadlines would require another programming change. In addition, if the County does not make the change, there would be two different deadlines for the payment of real estate taxes, and this could create confusion. Ms. Daniel indicated that the decision for any further extension is optional on the part of the Board. If the choice is made to make a change, it must be made by May 20th. Solicitor Picardi indicated that for this change, he has not received any guidance or push from the County to further move the Real Estate Taxing deadlines. The Board discussed the pros and cons of again moving the Real Estate Tax Deadlines and decided to leave the deadlines as to what was approved at the April meeting.

SOLICITOR'S REPORT: Solicitor Picardi submitted his written report to the Board of Supervisors. In addition to his report, Solicitor Picardi informed the Board as to the following:

- **937 Hamilton Road/Ken Boake:** Solicitor Picardi updated the Board on the matter of 937 Hamilton Road. As discussed at the April meeting a subcommittee was formed for the purposes of discussing the facts of the matter, the zoning ordinance, the law, and to report back to the Board their findings. Mr. Patterson stated that the two Board

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members selected for this subcommittee are Adam Doyle and himself. The subcommittee met twice (via telephone/video conference) to discuss this matter. The present objective is to prepare a subcommittee report for the full Board's consideration at the June Meeting.

- Tiny Homes: Solicitor Picardi informed the Board that a question was asked regarding the Township's regulations governing Tiny Homes. These homes are, like the title indicates, much smaller than typical single family residences. The bedrooms, the bathrooms, the kitchens are small. There are very few amenities with this type of home. Presently, the Township has no regulations governing this type of construction. John Moran indicated that if someone wanted to construct one of these types of homes all they would need to do is comply with the Township's Construction Code. It is was the recommendation of Solicitor Picardi to consider developing some type of rules to regulate and administer the use and development of this type of construction. Although, there is no current submission to build one of these homes, Solicitor Picardi discussed being proactive and to look into regulations covering this type of construction. The Board discussed Solicitor Picardi's recommendation and agreed that this matter should be further investigated.

- Spring Hill Realty: This involves the 20-acres located behind the Landis Shopping Center. Years ago, the property was rezoning to Light Industrial to help spark development of this property. This has not happened. As a result, the owners submitted a sketch plan to the Township's Planning Commission under the ER-Elderly Residential District. This plan was reviewed in February, and, based upon the Planning Commission's comments, a revised sketch plan was submitted to the Township in April. Solicitor Picardi discussed with the Board having the Montgomery County Planning Commission (MCPC) take on the task of developing a sketch plan that would have more appeal than the one being proposed. The planning of this sketch plan would be completed under the existing agreement the Township has with Montgomery County Planning Commission at no additional cost to the Township. Solicitor Picardi informed the Board that he and Ms. Daniel will work with both the Township's Planning Commission and MCPC to come up with a more suitable ER development for this parcel. The Board agreed and authorized this approach.

MANAGER'S REPORT:

- Community Development Block Grant Program: Ms. Daniel explained that every three years, the Montgomery County Department of Health & Human Services asks the municipalities if they wish to participate in the CDBG Program. This program period would run from 2021 through 2023, and is for the benefit of municipalities. The Township is already in the program, but this would be the time for the Board to consider to opt-out. At the present time, Ms. Daniel is unaware of any programs the

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Township would be eligible for. It is possible, though, that something over the next three years may present itself as an opportunity. Should that happen, the Township must be a participant in the County's CDBG Program in order to participate. Ms. Daniel can see no reason not to continue in the program; therefore, it was her recommendation that the Township not opt-out. The Board agreed to stay in the County's CDBG Program. With this decision, there was no further action required of the Board.

- **ARLE Grant:** Ms. Daniel updated the Board to the status of the ARLE Grant. The Township cannot begin working on the project covered by the ARLE Grant until we received a fully executed agreement from Harrisburg. After sending the executed agreement to Harrisburg, Ms. Daniel followed up for an update. Due to the COVID-19 Pandemic, the agreement is sitting in Harrisburg, in the Office of the General Council and the Office of the Auditor General, to be executed. Only those agreements that are considered critical and time sensitive are being signed and released. Under the ARLE Program, the Township has three years to complete this contract. This timeline will begin whenever we received the signed agreement showing the date to begin. Ms. Daniel informed the Board that she informed SSM not proceed because any money we spend before we receive the signed contract will not be eligible for reimbursement under the ARLE Grant.

- **Financial Picture:** The deadline for receipt of the Real Estate Tax has been pushed off until May 31st and the Earned Income Tax has been pushed off until July 15th. How this affects the receipt of the Real Estate Taxes and the Earned Income Tax is too soon to tell as most of the money comes in during the month of May. One of the issues that will affect the Township will be how much money we will receive next year in Liquid Fuels. With gas prices being lower and people driving less, the amount of money being collected under the Gas Tax will be affected. This would mean less money coming into the Township's Liquid Fuels Account. In turn this will mean less money to maintain the Township's roads from this fund.

PUBLIC COMMENTS: As indicated at the beginning of the meeting, the public could submit all comments before and/or during the meeting up to the public comments section on the agenda. The Board has reached that segment of the meeting. According to Ms. Daniel, she has not received any written comments. Mr. Patterson asked if any person from the public wanted to make any comments to the Board. Mr. Sam Morris indicated he had no comments. There were no other comments made from the public.

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SUPERVISORS COMMENTS: William Patterson and Adam Doyle are working in the Hamilton Road issue. Dean Becker is working with Limerick Township on traffic issues on Township Line Road. Vivian Schoeller and Albert Campion will work on the Environmental Agency Council.

There being no further business, the May public meeting was adjourned upon motion by Vivian Schoeller and seconded by Albert Campion.

Respectfully Submitted,

Cecile M. Daniel

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Township Manager