



**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

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

ABSENT: William Patterson, Chairman

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

DUE TO THE COVID-19 PANDEMIC, THE FEBRUARY 2, 2021 MEETING OF THE PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS WAS HELD VIA ZOOM. PRIOR NOTICE WAS POSTED ON THE TOWNSHIP WEBSITE AND ADVERTISED IN THE LOCAL NEWSPAPER.

Vice-Chairman Vivian Schoeller called the meeting to order at 7:00 pm.

CONSENT AGENDA: Dean Becker made a motion, seconded by Adam Doyle, to approve the consent agenda items as follows: a) Minutes: January 4, 2021; b) Monthly Reports: PA State Police Reports for January, Ambulance Report, Perkiomen Township Fire Company and Fire Marshall Reports; c) Financial Matters: Authorize for Payment of Bills for January in the amount of \$248,625.62 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion was carried by a vote of 4-0.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

- **Resolution 2021-11:** Ms. Daniel explained that under the PA Municipalities Planning Code, members of the Zoning Hearing Board and any alternate members must be appointed by Resolution. This would include the appointment made in January of Robert J. O'Donnell. Before the Board for consideration is Resolution 2021-11

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

which includes the appointment of Robert O'Donnell and the appoint of the alternate, Debbie Devlin. Adam Doyle made a motion, seconded by Dean Becker, to approve Resolution 2021-11: appointing Mr. O'Donnell to the Zoning Hearing Board for a term of three years, expiring December 31, 2023 and appointing Mrs. Devlin as an alternate to the Zoning Hearing Board for a three year term, expiring December 31, 2023. There were no public comments. The motion carried by a vote of 4-0.

- Perkiomen Valley Regional Duty Crew: John Barnshaw, Perkiomen Township Fire Chief, was present to explain the role of the Perkiomen Valley Regional Duty Crew. Presently, the Fire Companies in Perkiomen Township, Collegeville Borough, and Trappe Borough train together. The idea of this crew is to join forces on Tuesday, Wednesday, and Thursday nights from 6pm to 10pm. Each night, one of these fire companies will choose a night and assemble a crew to assist in answering fire calls in any one of the three municipalities. The goal is to provide more hands-on experience and keep the interests amongst the company members in fire prevention. The Board discussed the purpose of this crew with Mr. Barnshaw. Before the Board for consideration is Resolution 2021-12 that authorizes certain ancillary activities of the Perkiomen Township Fire Company and its members. Adam Doyle made a motion seconded by Dean Becker to adopt Resolution 2021-12 which establishes the Perkiomen Valley Regional Duty Crew as an Ancillary Activity of the Perkiomen Township Fire Company. There were no public comments. The motion carried by a vote of 4-0.

- TAX COLLECTOR:
 - Appointment of Tax Collector: At the January Monthly Meeting, the Board accepted the resignation received from Dawn Johnston, Township Tax Collector. A subcommittee was established to interview the three candidates that were interested in this position. Dean Becker made a motion seconded by Adam Doyle to appoint David Runyan to replace Dawn Johnston as interim tax collector until the next general election. Dean Becker then made a motion seconded, by Adam Doyle, to close the nominations. There were no public comments. The motion carried by a vote of 4-0. The Secretary was directed to let the Minutes reflect that David Runyan was appointed as Interim Perkiomen Tax Collector by a vote of 4-0.

 - Tax Collector Compensation: At the January Meeting, Ms. Daniel informed the Board that the term of the Tax Collector ends in 2021. Under the PA Local Tax Collection Law, the governing body must decide by February 15th of the year of the municipal election, whether the compensation of the Tax Collector will be changed. Dawn Johnston requested consideration by the Board to again discuss the issue of the Tax Collector's compensation. Ms. Daniel indicted that, according to the Tax Collector's Manual, the compensation can be in the form of

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

a salary, wages, or a commission. However, the total compensation cannot exceed five percent of the taxes collected. For Perkiomen Township, Ms. Daniel indicted that this would be the General Fund millage and the Fire Tax millage. Based upon the amount of taxes collected, at a five percent cap, the amount would be around \$15,000.00 per year. Ms. Daniel indicated from, an administrative viewpoint, setting a percentage rate of taxes collected would be her recommendation. Solicitor Picardi cautioned that the five percent commission must include all work associated with the interim tax bills. Both Ms. Daniel and Mrs. Johnston indicated that the interim tax bills are included in the DCED Reports submitted to the Township each month. The Tax Collector's Commission being paid is based upon what is shown on those reports. Solicitor Picardi opined that if the Board is willing to consider going with the five percent, that this decision should include a provision that there will be no additional compensation for other Tax Collector services, including work associated with interim tax bills, above this five percent. After discussion, Dean Becker made a motion, seconded by Albert Campion, to approve Resolution 2021-13, increasing the rate of compensation for the Tax Collector from three percent (3%) to five percent (5%) of taxes collected, including compensation for all services provided, and, authorizing the Vice-Chairman to sign the Resolution as approved at this meeting. There were no public comments. The motion carried by a vote of 4-0.

- **Perkiomen Township Fire Company:** The Perkiomen Township Fire Company submitted its 2021 Event Calendar for the Board's approval. The Board reviewed the list and Albert Campion made a motion, seconded by Dean Becker, to approve the 2021 Event Calendar for the Perkiomen Township Fire Company. There were no public comments. The motion carried by a vote of 4-0.
- **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 18 through April 21, 2021 in Hershey, PA. The Board discussed attendance at this convention. Adam Doyle made a motion seconded by Dean Becker authorizing the attendance of Adam Doyle at the PSATS Convention and his designation as the Township voting delegate. There were no public comments. The motion carried by a vote of 4-0.

SOLICITOR'S REPORT: Solicitor Picardi was present at the meeting and previously submitted his written report to the Board of Supervisors.

In addition to his report, Solicitor Picardi informed the Board that he timely submitted his Brief to the Court for the Hamilton Road case.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated February 4, 2021, for activities occurring during the month of January. In addition, the Board thanked the Road Crew, John Moran, and Kevin

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

Motsavage for their hard work during the recent snowstorm.

In addition to his report, Mr. Motsavage informed the Board that the auction for the 2009 GMC Truck on MunicBid took place from January 15, 2021 through February 1, 2021. Based upon the results of that auction, Mr. Motsavage is recommending that the Board authorize the sale of the 2009 GMC Truck to Christopher Miller. With the recommendation of Mr. Motsavage, Dean Becker made a motion seconded by Adam Doyle to accept the bid offer of Christopher Miller for the 2009 GMC Truck in the amount of \$8,100.00. There were no public comments. The motion carried by a vote of 4-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated February 1, 2021, for activities that occurred during the month of January.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held a meeting on January 19, 2021. At that meeting, there were two subdivision plans reviewed. The first was a 2-lot Minor Subdivision plan at 395 E. Seventh Avenue, and the second was a sketch plan for property located at 182 Trappe Road.

PARK AND RECREATION REPORT: Kevin Motsavage informed the Board that the Park & Recreation Committee had set Saturday, August 7th as the Community Day. The picnic tables located at the pavilion are in the process of being sanded and recoated with polyurethane. Mr. Motsavage also presented a plan showing the replacement of the playground that is located near the pavilion. This project included that removal of the old playground equipment and installation of new equipment. In addition, surface work and site work: such as new timbers, drainage pipe, stone, and geotextile fabric will be added. The Township will be piggybacking on the state contract to purchase and install this equipment. Before the Board were two Purchase Orders: one for the purchase of the equipment, the second for the labor. The Board considered the Purchase Order to General Recreation for the purchase of equipment. Adam Doyle made a motion seconded by Albert Campion to approve the purchase for the new playground equipment in the amount of \$135,538.90. There were no public comments. The motion carried by a vote of 4-0. The Board considered the Purchase Order to General Recreation for the installation of this equipment and site work. Dean Becker made a motion seconded by Albert Campion to approve the purchase order for the installation of the equipment and site work in the amount of \$118,638.80. There were no public comments. The motion carried by a vote of 4-0. The goal is to have this project completed by the Township's Community Day.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Dean Becker informed the Board that there was nothing new to report.

ENGINEERS REPORT: Nicholas Szeredai reported on the following:

1. Schoolhouse Run Bridge & Channel Work: This project was bid on PennBID and received eight bids on January 26, 2021. The lowest bid received was from Stonewood Landshaping, Inc. of Zionville, PA in the amount of \$36,500.00. This bid does not include the price of the R-6 stone. This stone will be purchased by and supplied by the Township. The Township will need to purchase 170 tons of the R-6 stone. The Township has a lower purchase price for this stone than the contractor. The price for the Township to purchase this stone from the quarry is \$4,875.00. Last, the updated temporary easement from 182 Trappe Road LLC to complete this work needs to be approved by the Board. Dean Becker made a motion, seconded by Adam Doyle, to award the lowest base bid to Stonewood Landshaping of Zionville, PA in the amount of \$36,500.00; to authorize the Township to purchase the R-6 stone for this project in the amount of \$4,875.00, and approve the updated temporary easement for 182 Trappe Road LLC with a new time line for this work to be completed. There were no public comments. The motion carried by a vote of 4-0.
2. 2021 Road Project: This Road Project includes work to be completed on Dieber Road and Pennypacker Road. Mr. Szeredai is seeking authorization to bid this Road Project with receipt of the bids in late February. Dean Becker made a motion, seconded by Adam Doyle, to authorize the advertisement of the 2021 Road Project. There were no public comments. The motion carried by a vote of 4-0.
3. 393 Wartman Road: Mr. Szeredai informed the Board that the developer completed all the items for the development of this lot, including the as-built plan. As a result, he recommended the release of funds the Township is holding. Dean Becker made a motion, seconded by Adam Doyle, to approve the release of \$34,528.53 less any outstanding Township or consultant invoices. There were no public comments. The motion carried by a vote of 4-0.
4. Update to Projects:
 - 2020 Road Project: Alan Myers will be coming back in the Spring to complete the outstanding punchlist items on this project.
 - 2021 Bridge Project: This project will probably go into 2022 because of the need to complete a Phase 2 Bog Turtle Study for the Cranberry Bridge. The PADEP Permit application cannot be filed until we complete this study. Due to the nature of the work in this study, the study cannot be completed until April and May. Presently, Mr. Szeredai is in the process of getting a quote to complete this study.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 2, 2021**

MANAGER’S REPORT:

1. PRP – MS4 Pollution Reduction Plan: An updated plan was submitted to PADEP for review. Ms. Daniel informed the Board that she received notification from PADEP that the plan looked good. The Township was given the go ahead to move to the next step. The next step is advertisement of the Township’s PRP. This would involve the public notification for public review of the plan. At the present time, Ms. Daniel is looking to hold the public presentation at the April meeting. Also, the original concept plan would have allowed the ability to spread to cost of implementation of the plan over a couple of years. The revised concept plan showing Streambank Stabilization will not allow for the PRP to be implemented in this manner.

2. Building Assessment Report: At the end of 2020, Ms. Daniel submitted the Assessment Report to the Board. Now, Ms. Daniel is recommending the Board consider creating a subcommittee to review the report and develop a strategy to implementing the repairs set forth in the assessment report. For a start, Ms. Daniel is recommending the subcommittee consist of John Moran (Township Code Enforcement Officer), Jeff Thoms (of SSM, who put the Assessment Report together), and Cecile Daniel.

There being no further business, the February public meeting was adjourned upon motion made by Albert Campion and seconded by Adam Doyle.

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager