



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

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, Township Road Master
Kevin Motsavage, Open Space Coordinator

DUE TO THE COVID-19 PANDEMIC, THE MARCH 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.

Chairman William Patterson called the meeting to order at 7:00 pm.

CONSENT AGENDA: Dean Becker made a motion, seconded by Vivian Schoeller, to approve the consent agenda items as follows: a) Minutes: February 2, 2021; b) Monthly Reports: PA State Police Reports for February, Ambulance Report, Perkiomen Township Fire Company and Fire Marshall Reports; c) Financial Matters: Authorize for Payment of Bills for February in the amount of \$134,091.61 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 5-0.

PUBLIC COMMENTS:

Perkiomen Valley Library: Aileen Johnson from the Perkiomen Valley Library was present to update the Board to the activities of the library. The library is now open to the public for twenty-eight hours a week. The number of people that can enter the library is still restricted. The library is still doing curbside pick-up. The Norristown Library has a new Executive Director, Karen D'Angelo. Ms. Johnson also informed the Board about the pass program the library is participating in. A person can check out a pass to certain local attractions like the Elmwood Zoo in Norristown. When checked out, the passes are

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good for three days.

395 Woodlyn Drive: Adam Doyle introduced Tim Arnold and Kate Doyle of Upper Providence Township. Mr. Doyle explained that these two individuals wanted to share with the Board a project going on in Upper Providence Township. This project abuts Perkiomen Township. According to both Mrs. Doyle and Mr. Arnold, there was dumping in the late 1980s that took place at 395 Woodlyn Drive. During that time Upper Providence took action to stop this dumping. The result was remediation by covering of this dumped material with dirt and grass. The dumped material was never removed. Today, a new owner is proposing to develop this property. Mr. Arnold indicated there is a concern that the development of this property could affect the existing wells in the area. Upper Providence is requiring borings to be completed by the developer and that some type of Phase 2 Environmental Study be completed. Mr. Arnold and Mrs. Doyle reviewed the Phase 1 Environmental Study, and it is their opinion that more tests needed to be complete in a Phase 2 study. Mrs. Doyle informed the Board that she forwarded to Upper Providence the questions they had on the Phase 1 study. According to Mr. Arnold and Mrs. Doyle, their goal at this meeting was to make the Board aware of what is take place in Upper Providence. Currently, it is unclear if there would be any issues that might impact the aquifer; thereby affecting the wells in the area. According to the developer, any debris that is found during the construction would be removed. If this happens, Mrs. Doyle wants to make sure the removal of the debris is properly removed. According to Mrs. Doyle, the developer indicated they are willing to conduct the boring tests but would not go beyond that in completing a Phase 2 Environmental Study. In addition, Mrs. Doyle would like to see an independent contractor review the results of the test borings. Solicitor Picardi quantified his comments by informing everyone that Perkiomen Township may have limited say in the proceedings in this matter as the project is in another municipality. The property owners would have more say in these proceedings. Upper Providence should go through their process of evaluation of the findings. The Board appreciated the information and the update on this project.

OLD/NEW BUSINESS:

- Resolution 2021-14: Ms. Daniel explained that the Planning Commission reviewed a proposed Minor Subdivision Plan that is located at 395 E. Seventh Avenue. This plan shows the existing property being separated into two lots. Presently, the property is split with a portion of the property being in Trappe Borough and the other portion of the property being in Perkiomen Township. The proposed subdivision line will be the exiting boundary line between Trappe Borough and Perkiomen Township. The existing home will be in Trappe Borough and the new lot being created will be in Perkiomen Township. At the February Meeting, the Planning Commission made a recommendation to the Board of Supervisors. This recommendation was to approve

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the Minor Subdivision Plan with conditions and one waiver. The applicant was absent from this meeting, but the Board still reviewed and discussed the proposed plan. Ms. Daniel explained that most of the conditions in the Resolutions are standard. There are some exceptions such as comment No. 1 under General Comments. The proposed subdivision was part of an original subdivision that was approved by the Township in 1983. In the 1983 subdivision, the development called for a common access drive for the original four lots. Lots two through four were built upon, but Lot 1 was not. Lot 1 remained connected to 395 E. Seventh Avenue and is now the subject of the proposed subdivision before the Board today. In 1984, a common access driveway was created by a Declaration of Easement. The Easement covers the maintenance responsibility of this driveway. As Lot 1 is now being developed, it should share in the future maintenance of the shared access drive. The plan will not be signed by the Township nor recorded until a recorded revised Declaration of Easement is submitted to the Township. If the applicant tries in good faith to have this completed, but the abutting property owners are not willing to sign a new Easement Agreement, then the applicant may request that the Board of Supervisors reconsider this condition. The other items of note are the new lot shall be connected into the Collegetown-Trappe Joint Public Works System for water. Before finalizing this connection, AQUA needs to allow a connection to be made outside its service territory. Regarding connection to public sewer, the plan indicates the property would be connected into Collegetown Trappe Municipal Authority System. Currently, the Perkiomen Township Municipal Authority has no public sewer in this area. There was one waiver that was recommended. This waiver relates to the surveying of the trees and showing them on the plan. Due to the location of the driveway, trees will need to be removed. The concern here is that the exact location of the tree removal could change during construction. This waiver was recommended conditioned upon the owner keep the existing trees located along Lot 1 where it borders the Neiman's property and that no more trees than necessary will be removed. The Board considered the conditions and waiver set forth in Resolution 2021-14. Vivian Schoeller made a motion seconded by Adam Doyle to approve Resolution 2021-14. There were no public comments. The motion was carried by a vote of 5-0.

- **PSATS Convention:** Ms. Daniel informed the Board that the annual PSATS Convention scheduled from April 18 through April 21, 2021 in Hershey, PA has been canceled.

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

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ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated March 2, 2021, for activities occurring during the month of February.

In addition to his report, Mr. Motsavage informed the Board that he and Ms. Daniel came across an Archive Storage System that he would like the Board to consider purchasing. This system would help Ms. Daniel organize and prepare for digitizing files that are downstairs in the Records Room. Presently, the system is in Whitpain Township and has been put up for sale. Due to the nature of the system, which is labor intensive to remove and install, Mr. Motsavage was able to locate the company, Storage Concepts Inc., that installed it for Whitpain Twp. Should the Board be willing to acquire this system, Mr. Motsavage recommended that this company dismantle the system in Whitpain Twp. and re-install it in the Records Road downstairs in the Township Building. The goal is to make access of Township files more organized and easier. Eventually, this goal will include digitizing some of the files in the Records Room. Mr. Motsavage explained that this is a sliding file system on rails. The shelving is approximately six feet in height and will move back and forth on the rails. If the rails are not installed correctly, the system will not work. This is a co-star’s contract. The quote submitted to the Township is \$15,012.20. It includes the removal of the system in Whitpain Twp and the delivery and re-installation of said system in Perkiomen Twp. It also includes additional shelving for the Township’s files. Additional shelving can be added when needed. The Board discussed the purchase of this system. Vivian Schuller made a motion seconded by Adam Doyle to accept the quote of Storage Concepts Inc of Ambler, PA to install from Whitpain Twp to Perkiomen Twp a mobile storage system which will include decking, rails, carriages, existing shelving as well as new shelving. The cost for labor and materials is \$15,012.20. There were no public comments. The motion carried by a vote of 5-0.

Last, Mr. Motsavage requested permission to advertise the Materials and Supplies Bids for 2021. Dean Becker made a motion seconded by Adam Doyle authorizing Shawn Motsavage to proceed with the advertisement. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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

In addition to his report, Mr. Moran submitted a memo requesting permission to attend a class in State College called the Electrical Aspects of Fire Investigations. The cost for this class is \$400.00. Since this class will be held in State College, he will need to stay

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overnight. The room rate is \$70.00/night plus the cost for meals. Adam Doyle made a motion seconded by Albert Campion authorizing Mr. Moran to attend the Electrical Aspects of Fire Investigations and the Township will cover the registration fee, mileage, the hotel, and meals. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Last, there was a fire in a home located on Tudor Road. The estimated cost of the damage was \$455,000. There was one rescue with no loss of life.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held a meeting on February 16, 2021. At that meeting, there was one subdivision plan reviewed which was a 2-lot Minor Subdivision plan located at 395 E. Seventh Avenue.

PARK AND RECREATION REPORT: Kevin Motsavage informed the Board that he received a delivery date for the new playground equipment at the Township Building. The delivery date is March 29th. Currently he has not been given an installation date, but it appears that we are keeping with the completion date of the end of May.

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. 2021 Road Project: Mr. Szeredai reported that the bids for the 2021 Road Project were opened on February 23, 2021. There was a total of nine bids received. Of the bidders, Delaware Valley Paving submitted a bid in the amount of \$87,919.60. The company sent a letter later in the day requesting removal of their bid. Their reason was because the bid did not include the price for bituminous material. Under Section 00100-6 of the Project Manual, the bidder may withdraw a bid within twenty-four hours after the bids were open. The request must be in writing and resulting in a significant bidder's error. Dean Becker made a motion seconded by Vivian Schoeller accepting the bid removal letter of Delaware Valley Paving from the bid list. There were no public comments on the motion. The motion was carried by a vote of 5-0. The next bid was from Innovative Construction Services in the amount of \$179,266.25. SSM reviewed the bid and found it to be balanced; therefore, Mr. Szeredai's recommendation was to award the bid to Innovative Construction Services. Dean Becker made a motion seconded by Vivian Schoeller to award the 2021 Road Project bid to Innovative Construction Services in the amount of \$179,266.25. There were no public comments on the motion. The motion was

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carried by a vote of 5-0.

2. Phase 2 Bog Turtle Study: At the February meeting, Mr. Szeredai informed the Board that the Township needed to complete a Phase 2 Bog Turtle Study for the Cranberry Boulevard Bridge. The work being proposed at this bridge was to channel the water away from the footers to stop the erosion. It was determined that the Township was going to need to complete a Phase 2 Bog Turtle Study. The cost to complete this study is \$12,800.00. SSM received a letter from the U.S. Department of Fish and Wildlife Services letting the Township know that we are obligated to do this study. Due to the nature of the work required for this study, it cannot be completed until April and May. The PADEP Permit application cannot be filed until this study is completed.

MANAGER'S REPORT:

1. ARLE Grant: SSM continues to work on the design of the traffic light/improvements at the intersection of Gravel Pike, Bridge Street, and Graterford Road. In following through with the Department of Corrections on the project, Ms. Daniel was informed that the Commonwealth is requiring the Township to enter into an Intergovernmental Agreement before they will release the \$50,000. This money is a part of the ARLE Grant. The document was submitted to the Township and Solicitor Picardi has reviewed it. The Agreement is now before the Board for consideration. Vivian Schoeller made a motion seconded by Adam Doyle to approve and authorize the Chairman to sign the Intergovernmental Agreement between the Commonwealth of Pennsylvania and Perkiomen Township for a contribution of \$50,000. This money is to be used by the Township in conjunction with the ARLE Grant for the traffic light/improvements at the intersection of Gravel Pike, Bridge Street, and Graterford Road. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. Township Bank Accounts: In review of the Township's bank accounts with UNIVEST, Ms. Daniel recommended that it is time to update the signer's names. Presently, there are only two signatures on the Township's account. Ms. Daniel is recommending there be at least three. The Board discussed this, and Dean Becker made a motion seconded by Adam Doyle to add Vivian Schoeller as Vice-Chairman as the third signature to the Township Bank Accounts. There were no public comments on the motion. The motion was carried by a vote of 5-0.
3. Payment of Invoices Electronically: Due to the issues with the delivery of mail, the Township has been affected by not only the receipt of invoice but receipt of payments to our vendors as well. For the receipt of invoices, more and more vendors are e-mailing the Township their invoices. For some of the larger vendors, we have been

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able to set up access so that we can go into our accounts and print the invoices. Payment of invoices to the Township's Insurance Carriers, PECO, AQUA, PA America has also become an issue. These vendors are receiving their payments late and the Township is receiving threats of cancellation of the policies or getting charged late fees. Ms. Daniel is requesting consider by the Board allowing the payment of certain invoices electronically. Ms. Daniel will prepare a list of monthly invoices for consideration by the Board to be paid electronically.

4. Albright Houses: Ms. Daniel informed the Board that she is in receipt of a letter from Schwenksville Borough requesting the return of the buildings on loan to the Township. These buildings were constructed by Robert Albright and have been on display downstairs in the Township Building. Ms. Daniel will coordinate this with Schwenksville Borough.

SUPERVISORS COMMENTS

Both Vivian Schoeller and Adam Doyle wanted to thank the Fire Company for a job well done fighting the house fire that took place on Tudor Road.

Adam Doyle informed his fellow supervisors that he went out with the Road Crew to observe plowing operations during one of the recent snowstorms. It was Mr. Doyle's opinion that the Road Crew did a great job and should be commended for the work they do on the township roads during the winter.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager