



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 2, 2024

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**BOARD MEMBERS PRESENT:** Adam Doyle, Chairman  
Dean Becker, Member  
Albert Campion, Member  
Gary Filzen, Member

**ABSENT:** Pamela Margolis, Vice-Chairperson

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

Adam Doyle called the meeting to order at 7:00 pm.

**EXECUTIVE SESSION:** Adam Doyle informed the public that the Board of Supervisors held an Executive Session prior to this meeting to discuss two Real Estate Matters.

**CONSENT AGENDA:** Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: March 5, 2024; b) Monthly Reports: PA State Police Reports for March, Ambulance Report, Perkiomen Township Fire Company Reports for March and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for March in the amount of \$128,641.80 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 made at this meeting.

### **OLD/NEW BUSINESS:**

- Perkiomen Valley Library: Aileen Johnson, Branch Library Manager, of the Perkiomen Valley Library was at this meeting and updated the Board on the following: spoke about the events the library will be having for their upcoming viewing party for the eclipse, their recent book sale, and brought flyers on their activities and gave a list of their upcoming activities.

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

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In addition to his report, Solicitor Picardi reported on the following:

- AQUA: Mr. Picardi informed the Board that Aqua is not, at this time, interested in selling any property it owns. This means Aqua will not be considering selling the property it owns on Gravel Pike near the Township Firehouse. The Township had expressed interest to Aqua in purchasing this property.
- 182 Trappe Road: The attorney representing the property owner of 182 Trappe Road contacted Mr. Picardi regarding the sale of this property to the Township. Solicitor Picardi explained that this property was listed as a possible acquisition in the Township's Open Space Plan. This property was originally in the process of being developed by the property owner. The property owner has since decided not to continue with his proposed plan and instead had his attorney contact the Township to see if there was any interest in purchasing it. The purchase of the property was negotiated between the property owner's attorney and Solicitor Picardi. After negotiations, the attorney informed Solicitor Picardi that his client has approved the sales agreement in principle. If approved, the agreement calls for a \$10,000.00 down payment for this purchase. There was a discussion on using this property as open space as well as using a portion of the property as a composting site. One of the conditions in the agreement is the need to hold a public hearing on this purchase since the funds to complete this acquisition will come from the Township's Open Space Fund. Gary Filzen made a motion, seconded by Dean Becker, to approve the Agreement for the purchase of Real Estate of 182 Trappe Road, authorize the Chairman of the Board to sign this Agreement, and, authorize the issuance of a check in the amount of \$10,000.00 as a down payment for this purchase. There were no public comments. The motion was carried by a vote of 4-0.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated April 1, 2024, for activities occurring during the month of March.

**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted to the Board his Code Enforcement report dated April 1, 2024, for activities that occurred during the month of March.

**ENVIRONMENTAL ADVISORY COUNCIL:** Dominic Bruzzese of the EAC was present at this meeting to discuss the following:

- EAC Bylaws: Mr. Bruzzese reviewed the EAC's Bylaws with the Board, and recommended changes to them. On the updated draft Bylaws, it was recommended that Article 7, number 2 be removed. There was also a discussion regarding Article 10. The Board directed Solicitor Picardi to thoroughly review the proposed Bylaws. This matter will be placed on the May Monthly Meeting Agenda.

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- The Healthy Yard Program: Mr. Bruzzese gave a brief overview of the Healthy Yard Program. This matter will also be placed on the May Monthly Meeting Agenda.
- Reminder of upcoming events and projects: Mr. Bruzzese gave a brief overview of both the Native Plant Workshop in May & the Rain Barrel in July.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel informed the Board that the Planning Commission its meeting on March 19, 2024. At that meeting the Planning Commission discussed changes being considered to the Township's Subdivision and Land Development Ordinance.

**PARK AND RECREATION REPORT:** Kevin Motsavage informed the Board as to the following:

- Mr. Motsavage presented to the Board three quotes that he obtained for the repairs to be made to the first five to six posts which support the Township pavilion. He explained that a standard repair detail was provided to each contractor for consideration. He further noted that there are additional poles to be repaired but these repairs will be completed in separate phases, as necessary. Mr. Motsavage reviewed the three quotes and recommended that six posts be repaired and that the Board approve the quote received from DG Drilling & Sawing of Collegeville, PA in the amount of \$11,400.00. With the recommendation of Mr. Motsavage, Dean Becker made a motion, seconded by Gary Filzen, to accept the quote from DG Drilling & Sawing to make repairs to the six posts for a cost of \$11,400.00. There were no public comments. The motion was carried by a vote of 4-0. The Board also discussed the required permit fee to make these repairs. Dean Becker made a motion, seconded by Albert Campion, to waive the required permit fee for the repairs. There were no public comments. The motion carried by a vote of 4-0.
- Perkiomen Township Community Day: Mr. Motsavage is looking to send letters to Collegeville Borough and Trappe Borough request assistance from the Fire Police for the Township's Community Day. Gary Filzen made a motion, seconded by Albert Campion, authorizing letters be sent to Collegeville Borough and Trappe Borough regarding assistance from their Fire Police for the Township's Community Day on June 1, 2024. There were no public comments. The motion carried by a vote of 4-0.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson reported on the following: the Regional Sewer Authority returned the capacity for three properties the Township purchase under the Hazard Mitigation Grant Program; the Capacity Rights Agreement for 405 Wartman Road was approved; the two emergency generators are in the process of being installed and the remainder was routine business.

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**ENGINEERS REPORT:** Nicholas Szeredai was present at this meeting and submitted his engineers' report to the Board.

In addition to his report, Mr. Szeredai reported on the following:

- Cranberry Boulevard: Mr. Szeredai discussed with the Board the two curb ramps that need to be replaced at two intersections on Cranberry Boulevard. The first intersection is Cranberry Boulevard and Kagey Road and the second intersection is Cranberry Boulevard and Tudor Road. Repairs to these two intersections was discussed in 2023. In 2023, Mr. Szeredai requested quotes to make repairs to these two curb ramps and the quotes came in higher than the municipal bidding threshold. It was decided to move this work into 2024. The decision to move forward would depend upon how much the 2024 Road Project would cost. Upon the opening of the 2024 Road Projects Bids, it was determined that the cost to complete the 2024 Road Project was lower than what was budgeted. Due to the funds now being available, Mr. Szeredai recommended moving forward with repairs of these two curb ramps and is requesting authorization to bid the project on PennBID. Mr. Szeredai reminded the Board that the Road Crew made temporary repairs prior to the winter, but permanent repairs still should be made. He discussed this project and the work to be completed. With the recommendation of Mr. Szeredai, Gary Filzen made a motion, seconded by Albert Campion, to authorize the advertisement of the repair of two existing curb ramps located along Cranberry Boulevard: Kagey Road & Cranberry Boulevard and Tudor Road & Cranberry Boulevard. This project will be the Cranberry Boulevard Curb Ramp Replacement Project. There were no public comments. The motion carried by a vote of 4-0.
- Municipal Building Upgrades/Salt Shed Addition: Jeff Thoms reported on the following:
  - Currently, Mr. Thoms is waiting for Carrier to complete a Start-Up Report for Unit #1. Once this report is received, SSM will prepare a final punch list for Hirschberg Mechanical. Upon completion of any items on the final punch list, a Letter of Substantial Completion will be issued. It is Mr. Thom's understanding that Carrier will soon be out to complete this Start-Up Report.
  - Under the Salt Shed Addition Project – A total of four bids were received for Contract No. 1 – General Construction and one bid was received for Contract No. 2 – Electrical Construction. The lowest responsible bidder for Contract No. 1 – General Construction was A. K. Petersheim Builders LLC from Narvon, PA in the amount of \$368,400.00. The lowest responsible bidder for Contract No. 2 – Electrical Construction was Kite and Key Electric from Oley, PA in the amount of \$12,782.00. According to Mr. Thoms, the total amount of this project is \$381,182.00. It was the recommendation of Mr. Thoms, that the Board award the two contracts to the lowest responsible bidders. The Board discussed the bids received for this project. With the recommendation of Mr. Thoms, Dean Becker

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made a motion, seconded by Albert Campion, to award Contract No. 1 – General Construction to A. K. Petersheim Builders LLC in the amount of \$368,400.00. Also, the Board authorizes the Chairman to sign the contract subject to review by the staff. There were no public comments. The motion carried by a vote of 4-0. With the recommendation of Mr. Thoms, Albert Campion made a motion, seconded by Gary Filzen, to award Contract No. 2 – Electrical Construction to Kite and Key in the amount of \$12,782.00. Also, the Board authorized the Chairman to sign the contract subject to review by the staff. There were no public comments. The motion carried by a vote of 4-0.

**MANAGER’S REPORT:** Cecile Daniel reported on the following:

- Perkiomen Project: Ms. Daniel informed the Board that she received information from Crystal Gilchrist regarding a project which is called the Perkiomen Mapping and Flood Reduction Planning Project (aka The Perkiomen Project). This mapping will cover the Perkiomen Watershed. The goal is to identify areas that are at the most risk from severe rainstorms. Once these areas have been identified, the next step would be to develop mitigating strategies to reduce these risks. There will be a Steering Committee made up of individuals from the County Planning Commissions, Perkiomen Watershed Conservancy, County Conservation Districts, and Representative Joseph Weber’s office. There will also be an Advisory Committee. This Advisory Committee will review what is happening and act as a liaison between work being completed and the member municipality they represent. Each of the fifty-five municipalities in the Perkiomen Watershed is being asked to appoint a person to this Advisory Committee. The Board is being asked to appoint a person to this Advisory Committee. Ms. Daniel will place this request on the May Monthly Meeting Agenda for consideration as to who that person might be.
- Daily Bread Community Food Pantry Inc.: Ms. Daniel explained that the Daily Bread Community Food Panty Inc. is the equitable owner of 16 Iron Bridge Drive. This property is in the Iron Bridge Corporate Center. Under the Township’s Zoning Ordinance, the Food Pantry will need to submit a Conditional Use Application to the Township. As part of this process, the Food Pantry has asked the Township staff to review what is being proposed prior to filing this application. The Food Pantry has signed and submitted a contract for Professional Services for the review of this application. Dean Becker made a motion, seconded by Albert Campion, to approve the Professional Services Agreement between Perkiomen Township and the Daily Bread Community Food Pantry. This agreement will be for the review of the information relative to the Food Pantry’s Conditional Use Application. There were no public comments. The motion carried by a vote of 4-0.

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**SUPERVISORS COMMENTS:**

Dean Becker expressed concern regarding trees. The concern is with those trees getting more mature combined with the increasing rain/wind this area is dealing with. Moving forward, the Township may want to consider rethinking what type of trees that are being planted along the roadway. Adam Doyle commented on getting educated on PennDOT's progress at the intersection of Route 29 and Route 113.

There being no further business, the April public meeting was adjourned upon motion made by Albert Campion and seconded by Dean Becker.

Respectfully Submitted,

*Cecile M. Daniel*

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Cecile M. Daniel  
Township Manager