



**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: APRIL 4, 2023**

BOARD MEMBERS PRESENT: Adam Doyle, Chairman
Pamela Margolis, Vice-Chairperson
Dean Becker, Member
Albert Campion, Member
Gary Filzen, Member

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

CONSENT AGENDA: Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: March 7, 2023; b) Monthly Reports: PA State Police Reports for March, Ambulance Reports, Perkiomen Township Fire Company Report, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for March in the amount of \$166,558.91 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 5-0.

PUBLIC COMMENTS:

Perkiomen Valley Library: Aileen Johnson and Carol Ewing from the Perkiomen Valley Library were present to update the Board on the activities of the library. These activities included the Library's Summer Reading Program, they held an Easter Egg Hunt, the recent book sale, and dropped off copies of their newsletter for activities reviewed by Mrs. Johnson. There was a brief discussion on the renovation issues with the building which the library is still dealing with. There was an explanation as to how the Library and the Food Pantry have been working together to provide services and information to the residents living in the area.

OLD/NEW BUSINESS: There was no Old/New Business.

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, Solicitor Picardi informed the Board that he had prepared a draft agreement regarding a matter taking place on Smith Road. This matter deals with the construction of a new home. Under this draft agreement, responsibility for this property and the construction of a single-family residence will be turned over to Lower Frederick Township since approximately ninety percent of the development on this property is located in Lower Frederick. As a result, it is best that only one municipality oversees this development. For this property that would be Lower Frederick. A copy of the draft agreement has been forwarded to the Solicitor of Lower Frederick and Solicitor Picardi gave copies of the same agreement to the Board for review. This matter will be listed for consideration at the Board's May meeting.

EXECUTIVE SESSION: Solicitor Picardi requested the Board hold a brief Executive Session. This session will be held at the conclusion of this meeting to discuss a Real Estate Matter.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated April 3, 2023, on activities occurring during the month of March.

- Materials and Suppliers: The bids received for the annual Materials and Supplier Contracts were opened on March 30, 2023. Mr. Motsavage reviewed the bids received and recommended the Board consider awarding the following in his memo of March 31, 2023: Materials and Supplies – NO BIDS were received; Open Space/Grass Cutting - Buck Enterprises and Landscaping; Equipment Bid – P.K. Moyers and Sons; and Line Painting – A-1 Traffic Control Products, Inc. For the Thermo-plastic NO BIDS were received, but there was one bid that came in late. This bid was not opened or considered. There was a discussion on the matter of receiving no bids for Materials & Supplies. Mr. Motsavage informed the Board that he went and reviewed the vendors that are listed on Co-Stars. Most of these vendors would be the same ones that he would use. As a result, he is going to use Co-Stars Vendors for Materials and Supplies. For the Thermo-plastic bid, this may need to be re-bid. First, Mr. Motsavage will look to see if there are any vendors on Co-Stars that do this work. The Board reviewed Mr. Motsavage's memo and Dean Becker made a motion, seconded by Gary Filzen, to award the 2023-2024 Material and Suppliers Bid per Shawn Motsavage's recommendations as set forth in his memo dated March 31, 2023. There were no public comments. The motion carried by a vote of 5-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated April 1, 2023, on activities that occurred during the month of March.

- In addition to his report. Mr. Moran informed the Board that the Zoning Hearing Board approved the two applications before them. The first application was for 722 Limerick Road. The applicant requested a Variance to construct a detached garage which is

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proposed to be 8.5 feet from the side lot lines. The Zoning Ordinance for the R-1 District requires 15 feet. In addition, the applicant requested a Special Exception for the proposed garage because it will be larger than 1,000 square feet. The proposed garage is 36x30 feet. The second application was for 800 Arbor Lane. The applicant requested a Variance to construct an in-ground swimming pool. That proposed swimming pool is partially located in the required front yard setback approximately 15 feet into their corner lot property. In addition to these two applications, the Zoning Hearing Board also granted a two-year extension for a previously approved Variance for 14 Wartman Road.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported on the items that were discussed at the Planning Commission Meeting held on March 21, 2023. The Planning Commission discussed the Zoning Text Amendment for the property owned by Spring Hill Realty and is located along Harrison Avenue behind 841 Gravel Pike and the Landis Shopping Center.

PARK AND RECREATION REPORT: Kevin Motsavage submitted for the Board's consideration two letters to be sent to Collegeville and Trappe Boroughs requesting Fire Police Assistance for the Township's upcoming Community Day. Dean Becker made a motion, seconded by Albert Campion, to send letters to Collegeville Borough and Trappe Borough requesting assistance from their Fire Police for Perkiomen Township's Community Day. There were no public comments. The motion carried by a vote of 5-0.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board of the following: At the February meeting, the Regional Sewer Authority passed Resolution 2023-2 which increased their tap-in fee to \$2,965.00 effective March 1, 2023. At the March meeting, there was a discussion on replacing/repairing the meters that were damaged due to Hurricane Ida. The Regional Sewer Authority is having difficulty finding someone to make these repairs, so they may end up doing this work in house.

ENGINEERS REPORT: Nicholas Szeredai was present at this meeting and submitted his engineers' report to the Board. In addition to his written report, Mr. Szeredai discussed the following:

- Perkiomen Greene – Asphalt Path Replacement: Mr. Szeredai informed the Board that the bids were opened on PennBid for the Asphalt Path Replacement on March 10, 2023. A total of five bids were received. The lowest bidder was from Construction Master Services, Inc. in the amount of \$187,205.00. The amount of this bid was twenty-nine percent higher than the engineering estimate. After reviewing the bids, Mr. Szeredai contacted the vendors for feedback on the scope of this project. The feedback received was the cost for trail work is higher due to the work needed to stabilize the areas that

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surrounds the trails, limited access, and increase in manpower to do this work. It was Mr. Szeredai's opinion that the condition of the trails is such that they can still be used before it would be time for a complete replacement. It is possible that trails could be replaced in sections. The staff indicated this was something they were evaluating. Based upon these circumstances, it was his recommendation to the Board to reject all five bids received. With the recommendation of Mr. Szeredai, Albert Champion made a motion, seconded by Gary Filzen, to reject all the bids received for the Perkiomen Greene Asphalt Replacement Project. There were no public comments. The motion carried by a vote of 5-0.

- Bridge Street & Route 29 Traffic Signal: Mr. Szeredai presented to the Board an Application for Payment No. 1 for the installation of this traffic signal. This request is a partial payment application received from Marino Corporation in the amount of \$64,260.00. The work completed under this payment application was installed according to the project specification; therefore, Mr. Szeredai's recommendation was to approve this partial payment application. Dean Becker made a motion, seconded by Pamela Margolis, to approve partial Payment Application No. 1 to Marino Corporation for the Bridge Street & Route 29 Traffic Signal. The amount of this payment is \$64,260.00 and authorized the Chairman to sign this payment application. There were no public comments. The motion carried by a vote of 5-0.
- Cranberry Boulevard Bridge & Godshall Road Bridge: Mr. Szeredai presented to the Board an Application for Payment No. 1 for the repairs made to the Cranberry Boulevard Bridge & the Godshall Road Bridge. This request is a final payment request received from CMR Construction Inc. in the amount of \$93,001.13. The work completed under this payment application was installed according to the project specifications. The repair work completed to the bridges was a result of damage caused by Hurricane Ida. Reimbursement to the Township from FEMA will be made under the FEMA Public Assistance Program. As part of that reimbursement, proof of this final payment must be sent to FEMA no later than June 2, 2023. According to Mr. Szeredai, all punch list items associated with this project are minor. It was his opinion that this final payment request should not be held up. Any issues associated with the stabilization of this project would be covered under the one-year warranty period associated with the Payment Bond. As a result, Mr. Szeredai recommended that the Board approve this payment application. With the recommendation of Mr. Szeredai, Albert Champion made a motion, seconded by Dean Becker, to approve Payment Application No. 1 Final Payment to CMR Construction Inc. in the amount of \$93,001.13. This application covers the repair work completed on the Cranberry Boulevard Bridge and the Godshall Road Bridge. There were no public comments. The motion carried by a vote of 5-0.

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- Perkiomen Greene – Basin Retrofit: Mr. Szeredai explained that he has been working with the Township’s Environmental Agency Council on investigating the possibility of retrofitting the basins in the Perkiomen Greene Development. Under the Township’s MS4 Program, this work could become a part of that program. A retrofit project would involve the conversion of a traditional above ground grass basin into a bio-retention basin. This retrofit would include the installation of plant vegetation within the basin’s bottom to assist in the infiltration of stormwater to enhance the basin’s water quality. The Council is looking to retrofit at least one of the basins as part of this investigation. The first step would be to perform infiltration testing. Mr. Szeredai presented to the Board a Confirmation of Services to provide professional services to investigate the possibility of retrofitting two of the stormwater basins for an estimated amount of \$8,200.00. SSM would utilize Environmental Design Services in order to perform infiltration testing and soil probes at Perkiomen Greene Basin 3, located south of Hamilton Road and Basin 6, located south of Greene Boulevard. Information from performing the testing and soil probes will be used in allowing for any future basin retrofit design. As the Township moves into the next phase of its MS4 Pollution Reduction Plan Program, this analysis can be critical in the sediment reduction credits associated with the Township Pollution Reduction Plan program. After discussing this Confirmation of Services, Dean Becker made a motion, seconded by Albert Campion, to approve SSM’s Confirmation of Services for the infiltration testing of two basins in the Perkiomen Greene Development. There were no public comments. The motion carried by a vote of 5-0.
- Municipal Building Upgrades Project: Jeffrey Thoms updated the Board as to this project. For Contract No. 1, the contractor has completed the punch list items. For Contract No. 2 & Contract No. 3, the HVAC systems 2 & 3 have now been installed; therefore, he will activate the punch list for these two contracts. Mr. Thoms will be preparing a Certification of Completion when all punch list items have been completed.
- Salt Bin Issue: At this meeting, Mr. Thoms submitted an evaluation of the existing south salt shed. Mr. Thoms discovered some issues that he recommended needed to be addressed for this shed. These concerns were set forth in a memo that was prepared for the Board’s review. There was a discussion on what to do with the old salt bin structure once new salt bins are constructed. At the present time, it appears that expansion of the south salt bins may be the best alternative to consider. This alternative may be less expensive than taking down the original salt shed and building a new one. Mr. Thoms informed the Board that the cost to expand the south salt shed should also include the repairs to the existing portion of this structure and are listed in his memo. There was a discussion as to what to do with the original salt shed. Is it possible that the damaged section of the shed could be removed, and the remainder of the building be used to store equipment. At this time, it was agreed that Mr. Thoms will prepare a proposal for the Board’s consideration that would include a civil design of the

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expansion to the south salt bins, repairs to be made to the existing portion of this shed, and demolition of that portion of the original salt shed that is damaged. This proposal will be submitted at the May meeting for the Board's consideration.

MANAGER'S REPORT: Cecile M. Daniel

- Emergency Operation Plan (EOP): William Patterson, Perkiomen Township's Emergency Management Coordinator, presented to the Board an update to the Township's Emergency Operation Plan. Mr. Patterson indicated that this is a standard plan that needs to be updated every five years. Due to Covid and Hurricane Ida, the timing of consideration of this plan was pushed back. This plan is not the same one for the Limerick Generating Station. The EOP was updated by Montgomery County and submitted to Mr. Patterson. Mr. Patterson is submitting Resolution 2023-11, which is the Promulgation that adopts this plan for Perkiomen Township. After discussing this with Mr. Patterson, Dean Becker made a motion, seconded by Albert Campion, to adopt Resolution 2023-11, a Promulgation that adopts the updated Emergency Operation Plan for Perkiomen Township. There were no public comments. The motion carried by a vote of 5-0.
- Highland-Huber Park Phase 1: At the March meeting, the Board approved Resolution 2023-13. That resolution approved the DCNR Grant Application for the Highland-Huber Park Improvements prepared by Simone Collins. This Application must be filed with DCNR by April 5, 2023. Part of that grant application is a Letter of Commitment from the Township. Ms. Daniel explained that this is a 50/50 grant. The application being submitted is for two million dollars (\$2M). If approved, the Township's portion of this grant would be one million dollars (\$1M). Mr. Simone is proposing to submit other applications to other agencies to be applied against the Township's portion. If the Township were to be awarded this grant, then the next step would be to enter into an agreement with DCNR. Once this agreement has been signed between DCNR and Perkiomen Township, then this will be the official commitment for this project. Ms. Daniel informed the Board that she reviewed with the Park & Recreation Board the Confirmation of Services from SSM/Simone Collins on the design and engineering of the Highland-Huber Park. The design and engineering costs will be in addition to the matching funds for the grant. It is estimated that it will take approximately a year to complete this work. The Board discussed the submission of the Letter of Commitment and the Confirmation of Services from SSM/Simone Collins on the development of the Highland-Huber Park. Pamela Margolis made a motion, seconded by Albert Campion, authorizing that the Letter of Commitment be sent to Simone Collins to be included in the Township's Grant Application to DCNR for the Highland-Huber Park. There were no public comments. The motion carried by a vote of 5-0. In addition, the Board recognized the Confirmation of Services from SSM/Simone Collins to complete the engineering and design work for the Highland-Huber Park and to move forward on this.

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- Fireworks: Ms. Daniel explained that in July 2022 the Pennsylvania Legislature adopted Act 74 which amended the law governing fireworks. The act allows the Township to establish certain rules and regulations for fireworks, but these rules must comply with Act 74. The Board authorized John Moran and Solicitor Picardi to explore what can be developed under this Act and see what kind of Ordinance the Board should consider.
- Freedom Valley Medical Rescue: Ms. Daniel informed the Board that Freedom Valley Medical Rescue submitted to the Board an invitation to participate in a Municipal Advisory Board that Freedom Valley is creating. Presently, Freedom is looking for the Board to appoint two members to this Advisory Board. One person would be the main member, while the other would be an alternate. The purpose of this Committee is to provide communications and collaboration between Freedom Valley and their municipal stakeholders. Brian Long of Freedom Valley assisted in explaining the concept of this Advisory Board. Ms. Daniel informed the Board that Freedom is requesting an answer from Perkiomen Township by April 30th. The Board discussed this request but did not make the appointments at this meeting. Ms. Daniel was directed to inform Freedom that the Board has not decided anything as of this meeting. This matter will be listed on the May meeting agenda.

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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Township Manager