



**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: FEBRUARY 7, 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
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: January 3, 2023 and Special Meeting: January 25, 2023; b) Monthly Reports: PA State Police Reports for December, Ambulance Report, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for January in the amount of \$180,735.44 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: There were no public comments.

OLD/NEW BUSINESS:

- Perkiomen Township Fire Company: Ms. Daniel presented to the Board the Perkiomen Township Fire Company 2023 Events. Included in that list was the Perky 5K Run which is scheduled for April 15, 2023. The Fire Company submitted a request for the Board's consideration to send a letter to Skippack Township requesting assistance for this event from their Fire Police. The Board reviewed the list of events and the request of the Fire Company to be sent to Skippack Township. Dean Becker made a motion, seconded by Albert Campion, to approve the Perkiomen Township Fire Company 2023 Events and authorized a letter be sent to the Chairman of Skippack Township requesting assistance of their Fire Police for traffic control during this Perky 5K Run. There were no public comments. The motion carried by a vote of 5-0.

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- **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 23 through April 26, 2023 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention. This subject will be placed on the agenda for the March meeting.

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

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated February 3, 2023, for activities occurring during the month of January.

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

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported on the items that were discussed at the Planning Commission Meeting held on January 17, 2023. The Planning Commission discussed the Zoning Text Amendment for the property located along Harrison Avenue behind 841 Gravel Pike and the Landis Shopping Center.

PARK AND RECREATION REPORT: Kevin Motsavage submitted to the Board his monthly report for the Park and Recreation Committee. At the Park and Recreation meeting, the Committee discussed the following:

- **Highland-Huber Park** – The Committee reviewed the proposal received from Simone Collins to prepare a grant application to the Department of Conservation & Natural Resources (DCNR) and the Department of Community & Economic Development (DCED) for the implementation and construction of Highland-Huber Park. This application will be to implement Phase 1 Park Improvements based on the Master Plan that was completed in 2022. If approved, the funding will be available in the first quarter of 2024. DCNR’s emphasis is funding “shovel ready” projects. The Township will be responsible for funding the engineering and design of the park. As part of this, the Township is still looking for information from SSM and Simone Collins on the engineering and design costs. At their January meeting, the Park and Recreation Committee recommended that the Board approve the proposal from Simone Collins for a cost of \$8,850.00 to prepare the grant proposals for Phase 1 of the Highland-Huber Park from DCNR and DCED. The funding for this proposal is listed in the 2023 Budget to be paid from the Township’s Open Space Fund. After discussing this project, Pamela Margolis made a motion, seconded by Albert Campion, to approve the proposal from Simone Collins to prepare a grant application to DCNR and DCED for the

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construction funds for Phase 1 of the Highland-Huber Park Improvements. There were no public comments. The motion was carried by a vote of 5-0.

- Open Space Plan Update – The Committee discussed the proposal from Simone Collins to update the Township’s Open Space Plan. This plan has not been reviewed or updated since 2006. Simone Collins has submitted a proposal to complete this update which would include re-evaluating past goals and objectives so that new goals can be identified and developed to meet both the current and future needs of the Township’s residents. The recommendations in the study can then be considered when making current and future open space decisions. Funding for this project was listed in the 2023 Budget to be paid from the Township’s Open Space Fund. The implementation of this project will be like the process used in the study of the Highland-Huber Park Study. At its January meeting, the Park and Recreation Committee recommended that the Board approve the proposal from Simone Collins to update the Township’s Open Space Plan for a cost of \$57,830.00. After discussion of this project, Dean Becker made a motion, seconded by Albert Campion, to accept the proposal from Simone Collins to complete a Parks and Open Space Plan Update for a cost of \$57,830.00. There were no public comments. The motion was carried by a vote of 5-0.
- Lodal Creek Park Stormwater Pipe Improvements: The Committee reviewed the Confirmation of Services submitted to the Township for the work needed to be completed in Lodal Creek Park on the existing corrugated metal pipes (CMP). This discussion centered around two areas of the park. The first area is where the CMP comes down the hill from Bridge Street. Due to the condition of the pipe, the surrounding ground has begun to erode. The second area is near Godshall Road where a sinkhole has formed over a failed section of the pipe, which temporarily has a sheet of plywood over it with a construction sawhorse on top of it. The Park and Recreation Committee recommended that the Board consider approval of the Confirmation of Services to complete the engineering and design for bidding this work. Due to the location of the CMP coming from Godshall Road, the work may require a PA DEP General Permit (GP-4) as the pipe outlets to Lodal Creek. After discussion of this project, Pamela Margolis made a motion, seconded by Albert Campion, to approve the Confirmation of Services of SSM in the amount of \$27,100.00 to prepare the necessary design and bid documents for the Lodal Creek Park Stormwater Pipe Improvements. There were no public comments. The motion was carried by a vote of 5-0. Ms. Daniel informed the Board that the cost of this work would be paid from the Open Space Fund. Until the bids are received, the construction costs to complete this work are unknown. At the present time, it is estimated as to cost and the money from the Open Space Fund that has been set aside in the 2023 Budget to cover the construction cost.
- Asphalt Walking Path: The Committee reviewed the Confirmation of Services submitted to the Township for work that is needed to replace the existing asphalt walking path that the Township owns in Perkiomen Greene. Over the thirty years that

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this path has been used, the Township has been patching certain areas, but has never replaced the original path. Based upon its existing condition, the proposal is to replace this asphalt path in its entirety. SSM submitted a Confirmation of Services to develop a bid package, including construction details and notes to replace the existing asphalt path with a new bituminous path. The Park and Recreation Committee recommended that the Board consider approval of the Confirmation of Services of SSM in the amount of \$10,400.00 as this path would be better replaced instead of continuing to patch the path. After discussion of this project, Dean Becker made a motion, seconded by Pamela Margolis, to approve the Confirmation of Services of SSM in the amount of \$10,400.00 to prepare the bid package of the Asphalt Path Improvements. There were no public comments. The motion was carried by a vote of 5-0. Ms. Daniel informed the Board that the cost of this work would be paid from the Open Space Fund. Until the bids are received, the construction costs to complete this work are unknown. At the present time, it is estimated as to the cost and the money from the Open Space Fund that has been set aside in the 2023 Budget to cover the construction cost.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that most of what took place was routine business.

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:

- 194 Trappe Road: All work covered by the escrow for this location has been completed and the contractor is requesting the release of the escrow funds. Mr. Szeredai reviewed the request and recommended the final escrow release, in the amount of \$51,184.00, be approved with the conditions set forth in his letter of January 27, 2023. After reviewing the information, Albert Campion made a motion, seconded by Dean Becker, to approve the escrow release to Kenneth Zimmerman in the amount of \$51,184.00 subject to:
 - (1) the Township receiving payment for all outstanding Township and Consultant Invoices;
 - (2) Township receipt of two copies of the originally signed revised as-built plan; and
 - (3) the property owner posting \$500.00 cash escrow with the Township for the minor outstanding punch list items.

There were no public comments. The motion was carried by a vote of 5-0.

- 2023 Road Project: Mr. Szeredai informed the Board that he has finalized the bid package for the 2023 Road Project. Bids for this project are due through PennBID on February 24, 2023 at 10:30 a.m. with the award by the Board set for the March 7, 2023 Board of Supervisor's meeting. Mr. Szeredai is requesting authorization to advertise this bid. With the request of Mr. Szeredai, Dean Becker made a motion, seconded by

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Albert Campion, authorizing the advertisement of the 2023 Road Project. There were no public comments. The motion was carried by a vote of 5-0.

- Crosswalk Policy: Mr. Szeredai informed the Board that he has been working on a crosswalk policy since 2021. Part of this investigation involved looking at the intersection of Brandywine Road and Forge Road.

First, Mr. Szeredai discussed the Marked Crosswalk Policy. This policy does not apply to intersections that are controlled by traffic signals, or to mid-block crosswalks, as they are governed by PennDOT. This Crosswalk Policy would be used when the Township receives a resident request to install a crosswalk on a Township road. The criteria for when a crosswalk should be marked or painted would be:

- 1) It crosses a Township-owned Road at an unsignalized intersection; and
- 2) It has curb ramps and/or other appropriate ADA facilities at both ends; and
- 3) It is along a school access route, or safe school route, used by students and/or parents on foot and is crossed by at least 60 pedestrians during any 1 hour of an average day; or by at least 120 pedestrians during any 4 consecutive hours of an average day; and
- 4) The two-way vehicular traffic volume crossing the crosswalk is at least 750 vehicles per day (ADT) or 50 vehicles during the peak pedestrian hour or the crosswalk crosses a Collector Street (as defined in the Perkiomen Township Subdivision and Land Development Ordinance).

Mr. Szeredai indicated that there may also be times in general when there are different and unique factors when considering the installation of a crosswalk. As a result, included in the policy is language whereby the Board reserves the right to use its judgement to consider other factors when determining to install a crosswalk, even if they do not meet the above criteria. In such instances, the decision to mark a crosswalk would include consultation with both the Township Engineer and the Township Solicitor. Mr. Szeredai indicated that crosswalks exist when there are ADA facilities, such as ADA Curb Ramps, which direct pedestrian to cross a roadway in a certain location that also contain a receiving pedestrian facility on the opposite side of the same road, regardless of whether such crosswalks are marked. Mr. Szeredai opined that marked crosswalks should only be considered for very active areas where there is continuous pedestrian traffic and should not be installed without data which supports the need for such a crosswalk.

Second, Mr. Szeredai looked at the intersection of Brandywine Road and Forge Road using the criteria in the proposed crosswalk policy. The area involved in this study is across Brandywine Road parallel to Forge Road. Mr. Szeredai looked at pedestrian and vehicular counts for one hour in the AM peak time and one hour for the PM peak

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time. During these times, there was a five to ten minutes span of students crossing to the school property because there is no bus transportation in this area, as it is considered to be part of the PVSD “Evergreen Walking Zone”. In this area the students were either walking to and from school or parents have created an unofficial vehicle drop-off or pick-up parking area near the intersection of Brandywine Rd and Forge Rd. Before and after this five-to-ten-minute peak of students expired, there were relatively few students or pedestrians in general crossing in this location. According to his investigation, a crosswalk at Brandywine Road and Forge Road did not meet the criteria set forth in the Crosswalk Policy as drafted.

First, the Board considered the Marked Crosswalk Policy. Pamela Margolis made a motion, seconded by Albert Campion, to adopt the Marked Crosswalk Policy for Perkiomen Township. There were no public comments. The motion was carried by a vote of 5-0.

Second, the Board discussed the installation of a crosswalk across Brandywine Road where it intersects Forge Road. The Board decided not to install a crosswalk at this location, as it does not meet the criteria based on the just adopted Crosswalk Policy criteria.

- Municipal Building Upgrades: Mr. Szeredai informed the Board that Jeff Thoms looked at strengthening the salt bins to provide adequate capacity for the weight of the stored salt versus removing the existing salt bins and rebuilding them. The cost for the strengthening of the bins is estimated to be \$350,000 versus removal and rebuilding the bins which is estimated to cost \$500,000. The question to be considered is the life span of structural reinforcement versus take down and total rebuild. There was a discussion on a timeline for this project. This item was tabled by the Board until the March meeting. Mr. Szeredai will discuss with Mr. Thoms preparing a timeline for the reinforcement of the salt bins so that the Board can assess which approach makes the most sense in dealing with the structural issues of the salt bins.

MANAGER’S REPORT: Cecile M. Daniel

- Upper Providence Township Request: Ms. Daniel informed the Board that she received a request from Upper Providence Township to use Wartman Road as a portion of a detour. Upper Providence is in the process of installing a sanitary sewer line in Greenwood Avenue. To complete this installation, Upper Providence is looking to close Greenwood Avenue for two weeks. This closure requires a detour route which would rely upon Wartman Rd. Since the detour encompasses state roads, PennDOT is requesting a letter from Perkiomen Township that it has no issue with Wartman Road being used as part of the detour plan for this project. The Board discussed this request. Dean Becker made a motion, seconded by Alfred Campion, authorizing the requested letter be sent to Upper Providence Township. There were no public comments. The motion was carried by a vote of 5-0.

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- Appointment: Ms. Daniel informed that Board that she received information from Eric Wiediger regarding his interest in being appointed to the Environmental Agency Council (EAC). The Board reviewed the information submitted by Mr. Wiediger. Dean Becker made a motion, seconded by Albert Campion, to appoint Eric Wiediger to the Environmental Agency Council for a three-year appointment that will run from January 1, 2023 through December 31, 2025. There were no public comments. The motion was carried by a vote of 5-0.
- Resignation: The Board is in receipt of a letter of resignation from long-time Planning Commission member, Nancy Gaugler. Albert Campion made a motion, seconded by Pamela Margolis, to accept the resignation from Nancy Gaugler. There were no public comments. The motion was carried by a vote of 5-0.

SUPERVISORS COMMENTS: Dean Becker brought up the concept that the faces of Local Government are changing. There was a recent article in the PSATS Magazine that individuals getting involved in local government are more diverse and younger. This diversity is bringing varied opinions on how local governments are moving forward. These diverse ways of thinking could be something to think about moving forward. Gary Filzen thanked and appreciated the Supervisors giving him the opportunity to be a part of the Board.

There being no further business, the February 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