



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

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

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

The first item of business was the Reorganization Meeting.

REORGANIZATION MEETING:

The reorganization meeting was conducted by Dean Becker who acted as temporary chairperson. Mr. Becker called for nominations for the position of Chairman. Pamela Margolis nominated Adam Doyle as Chairman with Gary Filzen seconding this nomination. Mr. Becker asked if there were any other nominations for Chairman. There being no further nominations, Albert Campion moved to close the nominations. With the motion of Pamela Margolis, seconded by Gary Filzen, Adam Doyle was elected as Chairman. The Secretary was directed to let the Minutes reflect that Adam Doyle was elected Chairman by a vote of 5-0. Mr. Becker then turned the reorganization meeting over to Chairman Doyle. Mr. Doyle then asked for nominations for Vice-Chairperson. Albert Campion nominated Pamela Margolis for Vice-Chairperson with Dean Becker seconding this nomination. There being no other nominations, Dean Becker moved to close the nominations. With the motion of Albert Campion, seconded by Dean Becker, Pamela Margolis was elected as Vice-Chairperson. The Secretary was directed to let the Minutes reflect that Pamela Margolis was elected as Vice-Chairperson by a vote of 5-0.

Adam Doyle read the list of proposed staff appointments for the year 2024. Dean Becker made a motion, seconded by Gary Filzen, to approve the following 2024 staff appointments:

Township Road Liaison:	Adam Doyle
Township Treasurer:	William Patterson

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Township Assistant Treasurer:	Cecile M. Daniel
Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi
Township Engineer:	SSM Group, Inc.
Township Fire Marshall:	John Moran Jr.
Zoning Hearing Board Solicitor:	McGrory & Wentz LLP
Chairperson of Vacancy Board:	Diane Melville

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

Next, Cecile Daniel recommended that the Treasurer's Bond remain at the present amount of 5,000,000.00. Gary Filzen made a motion, seconded by Dean Becker, to set the Treasurer's Bond at \$5,000,000.00 for the year 2024. There were no public comments. The motion carried by a vote of 5-0.

Committee Appointments:

- Before the Board was Resolution 2024-10. Albert Campion made a motion, seconded by Gary Filzen, to approve Resolution 2024-10 - setting forth the appointment of Robert J. O'Donnell to the Zoning Hearing Board for a Three-year appointment – Term will run from January 1, 2024 through December 31, 2026. The motion carried by a vote of 5-0.
- Next was the consideration on the remaining Committee Appointments:
 - **MUNICIPAL AUTHORITY**: William Patterson to a Five-year appointment – Term will run from January 1, 2024 through December 31, 2028.
 - **PLANNING COMMISSION**: Stuart Ozer to a Four-year appointment – Term will run from January 1, 2024 through December 31, 2027.
Christopher Thomas to a Four-year appointment – Term will run from January 1, 2024 through December 31, 2027.
 - **PARK & RECREATION**: Pamela Margolis to a Five-year appointment – Term will run from January 1, 2024 through December 31, 2028.
Diane Melville to a Five-year appointment – Term will run from January 1, 2024 through December 31, 2028.
 - **ENVIRONMENTAL AGENCY COUNCIL**: Christopher Husted to a Three-year appointment – Term will run from January 1, 2024 through December 31, 2026.

Dean Becker made a motion, seconded by Albert Campion, to approve the committee appointments as presented. There being no other public comments, the motion carried by a vote of 5-0.

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The 2024 Reorganization Meeting was adjourned upon motion made by Dean Becker and seconded by Albert Campion. Chairman Adam Doyle then called the Regular Meeting to order at 7:20 p.m.

EXECUTIVE SESSION: Adam Doyle informed the public that the Board will hold an Executive Session immediately after this meeting to discuss a litigation matter and a Real Estate Matter.

CONSENT AGENDA: Dean Becker made a motion, seconded by Gary Filzen, to approve the consent agenda items as follows: a) Minutes: December 5, 2023; b) Monthly Reports: PA State Police Reports for December, Ambulance Report, Perkiomen Township Fire Company Report for November and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for December in the amount of \$162,926.69 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.

AMBULANCE SERVICE: Ms. Daniel informed the Board that she received a letter from Freedom Valley Medical Rescue regarding their ambulance services to Perkiomen Township. As of April 1st, they will cease operation at their Green Lane and Collegeville Stations. The closing of the Collegeville Station will have an impact in Perkiomen Township. In anticipation of that deadline, Ms. Daniel informed the Board that the Township needs to explore a replacement for the ambulance service. This will require contacting some of the surrounding ambulance corps to discuss this issue. Pamela Margolis indicated she would like to participate in these discussions. Ms. Daniel will keep her informed of who and when these discussions will take place. In addition, it was recommended that the Board still consider passage of Resolution 2024-5 as drafted regarding the ambulance corps providing service to Perkiomen Township. There is a ninety-day termination clause in the draft resolution which would coincide with Freedom Valley's April 1st date.

PUBLIC COMMENTS: There were no public comments made at this meeting.

OLD/NEW BUSINESS:

- Resolutions: The Board had before it, Resolutions 2024-1 through Resolution 2024-9. These were the annual Resolutions considered at the first meeting in January each year.

Albert Campion made a motion, seconded by Gary Filzen, to approve the following: Resolution 2024-1 and Resolution 2024-2.

- **Resolution 2024-1:** Depositories 2024 – UNIVEST National Bank & Trust Company & PLIGIT.

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- **Resolution 2024-2:** Professional Consultant Fees: SSM Group and Yergey, Daylor, Allebach, Scheffey, Picardi.

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

- **Resolution 2024-3:** Audit 2023:

Dean Becker made a motion, seconded by Albert Campion, to adopt Resolution 2024-3 covering the following: (1) Appointment of Barsz, Gowie, Amon, and Fultz (BGA&F) of Media, PA to replace the elected auditors to complete the 2023 Perkiomen Township Audit, including the Perkiomen Township Fire Company; and (2) Acceptance and execution of the proposal from BGA&F to complete said audit. There were no public comments. The motion carried by a vote of 5-0.

Gary Filzen made a motion, seconded by Dean Becker, to approve the following: Resolution 2024-4 and Resolution 2024-5.

- **Resolution 2024-4:** Recognition of Perkiomen Township Fire Company to provide Fire Services to the residents of Perkiomen Township.
- **Resolution 2024-5:** Recognition of Freedom Valley Medical Rescue and Plymouth Community Ambulance to provide Emergency Services to residents of Perkiomen Township.

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

- **Resolution 2024-6:** 2024 Fee Schedule. The Board reviewed the Fee Schedule for the year 2024. Albert Campion made a motion, seconded by Gary Filzen, to adopt Resolution 2024-6 – 2024 Township Fee Schedule. There were no public comments. The motion carried by a vote of 5-0.

Dean Becker made a motion, seconded by Albert Campion, to approve the following: Resolution 2024-7, Resolution 2024-8, and Resolution 2024-9.

- **Resolution 2024-7:** Appointment of John Moran Jr. as Township Building Code Official and Barry Isett & Associates, Inc. as the third-party inspection agency.
- **Resolution 2024-8:** Bituminous Price Adjustment for 2024 Township Road Projects.
- **Resolution 2024-9:** Appointment of Certain Individuals to Open and Read Public Bids.

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

- **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 14 through April 17, 2024 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention. It was decided that this subject will be placed on the agenda for the February meeting.

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- **Perkiomen Township Fire Company**: Ms. Daniel presented to the Board the Perkiomen Township Fire Company 2024 Events. The Board reviewed the list of events of the Fire Company. Dean Becker made a motion, seconded by Pamela Margolis, to approve the Perkiomen Township Fire Company 2024 Events. There were no public comments. The motion carried by a vote of 5-0.

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 January 2, 2024, for activities occurring during the month of December.

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

In addition to his report, Mr. Moran mentioned that the Department of L&I conducted an Accessibility Audit in Mid-December. Under this audit, L&I reviewed plans and permits issued by the Township over the last five years. As part of this review, L&I also went out and conducted inspections on some of projects for whom the permits were issued.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that there was no Planning Commission meeting in December.

PARK AND RECREATION REPORT: Kevin Motsavage was absent from this meeting.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that most of what took place was routine business. LPVRSa also approved their 2024 Budget as well as their 2024 Capital Budget. The temporary generator is supposed to be delivered this month. There is still work to be completed on the meters damaged by Hurricane Ida.

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

- **Pollution Reduction Plan (PRP)**: Mr. Szeredai informed the Board that all the work has been completed on the Perkiomen Creek Tributary Floodplain Restoration (PRP) Project. Mr. Szeredai presented Payment Application No. 5 from the contractor, Flyway Excavating, Inc. This is the final payment for this project in the amount of \$5,000.00. According to Mr. Szeredai, the work cover under this application had been installed according to the project specifications. The recommendation is to approve the

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final payment. The Board reviewed the payment application and Albert Campion made a motion, seconded by Pamela Margolis, to approve the Application for Payment No. 5 (Final Payment) in the amount of \$5,000.00 to Flyway Excavating, Inc. There were no public comments. The motion carried by a vote of 5-0.

MANAGER’S REPORT: Cecile M. Daniel

There were no other items than what was presented under Old/New Business.

SUPERVISORS COMMENTS:

Dean Becker & other Board Members thanked the Road Crew and William Patterson (Emergency Management) for a job well done with the recent flooding events.

Pamela Margolis thanked the Fire Company for the job they do for the community.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager