



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 3, 2022

BOARD MEMBERS PRESENT: Vivian Schoeller, Chairperson
Adam Doyle, Vice-Chairperson
Dean Becker, Member
Albert Campion, Member
Pamela Margolis, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage, Township Road Master

Chairperson Vivian Schoeller 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 Chairperson. Pamela Margolis nominated Vivian Schoeller as Chairperson. Mr. Becker asked if there were any other nominations for Chairperson. There being no further nominations, Adam Doyle closed the nominations. Pamela Margolis made a motion, seconded by Albert Campion, that Vivian Schoeller be elected as Chairperson. The Secretary was directed to let the Minutes reflect that Vivian Schoeller was elected Chairperson by a vote of 5-0. Mr. Becker then turned the reorganization meeting over to Chairperson Schoeller. Ms. Schoeller then asked for nominations for Vice-Chairperson. Dean Becker nominated Adam Doyle for Vice-Chairperson. There being no other nominations, Albert Campion moved to close the nominations. Dean Becker made a motion, seconded by Pamela Margolis, that Adam Doyle be elected as Vice-Chairperson. The Secretary was directed to let the Minutes reflect that Adam Doyle was elected as Vice-Chairperson by a vote of 5-0.

Vivian Schoeller read the list of proposed staff appointments for the year 2022. Dean Becker made a motion, seconded by Adam Doyle, to approve the following 2022 staff appointments:

Township Road Liaison:	Adam Doyle
Township Treasurer:	William Patterson
Township Assistant Treasurer:	Cecile M. Daniel

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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. Adam Doyle made a motion seconded by Albert Campion to set the Treasurer's Bond at \$5,000,000.00 for the year 2022. There were no public comments. The motion carried by a vote of 5-0.

Committee Appointments:

- Before the Board was Resolution 2022-11. Dean Becker made a motion seconded by Adam Doyle approving Resolution 2022-11 - setting forth the appointment of John Moyer to the Zoning Hearing Board for a Three-year appointment – Term will run from January 1, 2022 through December 31, 2024. There were no public comments. The motion carried by a vote of 5-0.
- Municipal Authority: Albert Campion made a motion seconded by Dean Becker appointing Sherman Bear to a Five-year appointment to the Perkiomen Township Municipal Authority. – Term will run from January 1, 2022 through December 31, 2026. There were no public comments. The motion carried by a vote of 5-0.
- LPVRS: Dean Becker made a motion seconded by Adam Doyle appointing William Patterson to a Five-year appointment to be the Township's representative to the Lower Perkiomen Valley Regional Sewer Authority. There were no public comments. The motion carried by a vote of 5-0.
- Planning Commission: Adam Doyle made a motion seconded by Albert Campion appointing Timothy Ott and Ronald Smith to a Four-year appointment to the Perkiomen Township Planning Commission. – Term will run from January 1, 2022 through December 31, 2025. There were no public comments. The motion carried by a vote of 5-0.
- Park & Recreation Committee: Dean Becker made a motion seconded by Adam Doyle appointing Vivian Schoeller to a Five-year appointment – Term will run from January 1, 2022 through December 31, 2026 and Stuart Morris to a Three-year appointment – Term will run from January 1, 2022 through December 31, 2024. There were no public comments. The motion carried by a vote of 5-0.

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The 2022 Reorganization Meeting was adjourned upon motion made by Dean Becker and seconded by Albert Campion. Chairperson Vivian Schoeller then called the Regular Meeting to order at 7:10 p.m.

CONSENT AGENDA: Dean Becker made motion seconded by Albert Campion to approve the Consent Agenda items, excluding the December 7, 2021 meeting minutes, which will be addressed following the remaining items in the Consent Agenda: Monthly Reports: PA State Police Reports for December, Ambulance Reports, Perkiomen Township Fire Company and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of December in the amount of \$71,395.09 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.

MEETING MINUTES: Albert Campion made a motion seconded by Adam Doyle to approve the December 7, 2021 meeting minutes. There were no public comments. The motion was passed with Vivian Schoeller, Adam Doyle, and Albert Campion voting yes and Dean Becker (was not in attendance at the December meeting) and Pamela Margolis (was not a member of the Board of Supervisors at this Meeting) abstaining.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

- **Resolutions:** The Board had before it, Resolutions 2022-1 through Resolution 2022-10. These were the annual Resolutions considered at the first meeting in January each year.

Pamela Margolis made a motion seconded by Dean Becker to approve the following: Resolution 2022-1, Resolution 2022-2, and Resolution 2022-3.

- **Resolution 2022-1:** Depositories 2022 – UNIVEST & PLIGIT.
- **Resolution 2022-2:** Special Crossing Guard: Advanced Protection Company for the remainder of the 2021/2022 school year.
- **Resolution 2022-3:** 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 2022-4:** Audit 2021:

Adam Doyle made a motion seconded by Albert Campion to adopt Resolution 2022-4 covering the following: (1) Appointment of Barsz, Gowie, Amon, and Fultz (BGA&F) of Media, PA to replace the elected auditors to complete the 2021 Perkiomen Township Audit, including the Perkiomen Township Fire Company; and (2) Acceptance of the

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proposal from BGA&F to complete said audit. 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 2022-5 and Resolution 2022-6

- **Resolution 2022-5:** Recognition of Perkiomen Township Fire Company to provide Fire Services to the residents of Perkiomen Township.
- **Resolution 2022-6:** Recognition of Trappe Ambulance 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 2022-7:** 2022 Fee Schedule. The Board reviewed the Fee Schedule for the year 2022. Dean Becker made a motion, seconded by Adam Doyle, to adopt Resolution 2022-7 – 2022 Township Fee Schedule. There were no public comments. The motion carried by a vote of 5-0.

Adam Doyle made a motion seconded by Albert Campion to approve the following:
Resolution 2022-8, Resolution 2022-9, and Resolution 2022-10

- **Resolution 2022-8:** Appointment of John Moran Jr. as Township Building Code Official and Barry Isett & Associates, Inc. as the third-party inspection agency.
- **Resolution 2022-9:** Bituminous Price Adjustment for 2022 Township Road Projects.
- **Resolution 2022-10:** 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 24 through April 27, 2022 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.
- **Brandywine Road & Forge Road: Resident Request:** At the December meeting there was a discussion regarding a request to consider the installation of crosswalk pavement markings and a “No Parking Here to Corner” sign where Brandywine Road intersects with Forge Road. After the discussion at the December meeting, the Board authorized Nick Szeredai, Township Engineer, to prepare a short study on the request to install a “No Parking/Standing Here to Corner” sign at the intersection of Brandywine Road and Forge Road. The Township’s existing No Parking Ordinance would need to be amended using this study as an exhibit to the Ordinance. After discussion on this matter, the Board authorized Solicitor Picardi to prepare an Ordinance amending the existing No Parking Ordinance to install No Parking and

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Standing Here to Corner signs at Brandywine Road and Forge Roads. This draft Ordinance will be reviewed at the February meeting for authorization to advertise.

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

- Appraisal Proposals: At the December meeting there was a discussion regarding consideration to accept the proposal of Coyle, Lynch & Company to complete two appraisals. The appraisals were to be completed for 203 Gravel Pike and 182 & 190 Gravel Pike. Due to the way the appraisals were written, the amount approved was incorrect. The cost for the appraisal for 203 Gravel Pike should have been \$3,200 and the cost of the appraisal for 182 & 190 Gravel Pike should have been \$3,800. The total amount of the cost to complete the appraisals will be \$7,000. Since the previous approval was only for \$5,000, the Board would need to make another motion for \$2,000 so the total would now be equal to the cost of the appraisals. There was a previous discussion as to how much of each of the properties does the Township need, the whole property or only a portion of the property. Ms. Daniel reviewed the concept plans for the improvements at this intersection and recommended that the complete properties be appraised. After discussion of the proposals, Pamela Margolis made seconded by Albert Campion to approve the additional expenditure of \$2,000 for the appraisals for 182 & 190 Gravel Pike and for 203 Gravel Pike for a total cost of \$7,000. There were no public comments on the motion. The motion passed by a vote of 5-0.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated January 3, 2022, 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, 2022, for activities that occurred during the month of December.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on December 21, 2021. At that meeting, the Planning Commission discussed the following: (1) A proposed sketch plan submitted to the Township from Brandon Dietrich for property owned by Carolyn Umstead (his grandmother) at 14 Wartman Road. The proposed plan is to subdivide this property into two lots. One lot will contain the existing home and the new lot being created will be for Brandon Dietrich. (2) Small Wireless Facilities Deployment Act. The Planning Commission reviewed this Act which will affect the Township’s existing Telecommunication Ordinance by establishing standards for siting, design, permitting, maintaining the use of Small Wireless Facilities in Perkiomen Township.

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PARK AND RECREATION REPORT: Kevin Motsavage submitted to the Board his monthly report for Park and Recreation. The next Park and Recreation Meeting is scheduled for January 13, 2022.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that there was no report for the month of December.

ENGINEERS REPORT: Nicholas Szeredai was not present at this meeting but submitted his reported to the Board. The only item was the authorization to advertise the 2022 Road Project. Dean Becker made a motion seconded by Albert Campion authorizing the advertisement of the 2022 Road Project. There were no public comments. The motion carried by a vote of 5-0.

MANAGER’S REPORT: Cecile M. Daniel

- FEMA Hazardous Mitigation Grant Program: Ms. Daniel informed the Board that she and William Patterson continue to work on the information needed to submit to PEMA the FEMA Hazard Mitigation Grant Application. The deadline for this grant has been moved to Friday, January 21 2022. (1) The Board must designate an Agent for the Township for this program. In the past, when we have had to do this (which have been during significant snowstorm events) the Board has designated the Emergency Management Coordinator. William Patterson is the Township’s Emergency Management Coordinator. In keeping with this practice, Ms. Daniel listed Mr. Patterson as the Township’s Agent. This designation must be completed by Resolution. Before the Board for consideration is Resolution 2022-12. After review of the information, Pamela Margolis made a motion seconded by Albert Campion approving Resolution 2022-12. There were no public comments. The motion carried by a vote of 5-0. (2) Ms. Daniel must submit to Mr. Patterson a letter informing him that it has been determine that the acquisition and demolition of these properties will have no adverse effects on low income and minority individuals within the project area. Also, the same applies for floodplain management issues, land-use/zoning or health and safety issues. As best as can be determined, Ms. Daniel does not see how acquisition and demolition of these structures would be a problem as to the subjects listed. This letter must be included as part of the application. Presently, there are a total of ten properties listed in the application.

- Spring Hill Realty, Inc.: Ms. Daniel informed the Board that she has not yet received the traffic study on the application of Spring Hill Realty for the rezoning and a zoning text amendment for property located on Harrison Avenue behind the Landis Shopping Center.

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SUPERVISORS COMMENTS

Dean Becker informed his fellow Board members and the public of the recent passing of Gordon MacElhenney. There was a brief discussion as to doing something in his memory.

EXECUTIVE SESSION: There were two Executive Sessions to discuss personnel issues. These discussions occurred prior to the meetings held on December 17, 2021 and January 3, 2022. Solicitor Picardi informed the Board that he would like an Executive Session after the January 3, 2022 meeting to discuss a legal issue.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager