



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 3, 2023**

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**BOARD MEMBERS PRESENT:** Adam Doyle, Chairman  
Pamela Margolis, Vice-Chairperson  
Dean Becker, Member  
Albert Campion, 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. Albert Campion nominated Adam Doyle as Chairman. Mr. Becker asked if there were any other nominations for Chairman. There being no further nominations, Pamela Margolis moved to close the nominations. Albert Campion made a motion, seconded by Pamela Margolis, that Adam Doyle be elected as Chairman. The Secretary was directed to let the Minutes reflect that Adam Doyle was elected Chairman by a vote of 4-0. Mr. Becker then turned the reorganization meeting over to Chairman Doyle. Mr. Doyle then asked for nominations for Vice-Chairperson. Dean Becker nominated Pamela Margolis for Vice-Chairperson. There being no other nominations, Albert Campion moved to close the nominations. Dean Becker made a motion, seconded by Albert Campion, that Pamela Margolis be 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 4-0.

Adam Doyle read the list of proposed staff appointments for the year 2023. Dean Becker made a motion, seconded by Pamela Margolis, to approve the following 2023 staff appointments:

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

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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 4-0.

Next, Cecile Daniel recommended that the Treasurer’s Bond remain at the present amount of 5,000,000.00. Dean Becker made a motion seconded by Albert Campion to set the Treasurer’s Bond at \$5,000,000.00 for the year 2023. There were no public comments. The motion carried by a vote of 4-0.

Committee Appointments:

- Before the Board was Resolution 2023-10. Dean Becker made a motion seconded by Albert Campion to approve Resolution 2023-10 - setting forth the appointment of James C. Bickel to the Zoning Hearing Board for a Three-year appointment – Term will run from January 1, 2023 through December 31, 2025. Debbie Devin as the Alternate to the Zoning Hearing Board for a Three-year appointment – Term will run from January 1, 2023 through December 31, 2025. The motion carried by a vote of 4-0.
- Next was the consideration on the remaining Committee Appointments:
  - **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING COMMISSION**: Adam Doyle to a Two-year appointment – Term will run from January 1, 2023 through December 31, 2024.
  - **PLANNING COMMISSION**: Brett Coleman to a Four-year appointment – Term will run from January 1, 2023 through December 31, 2026.
  - **PARK & RECREATION**: William Patterson to a Five-year appointment – Term will run from January 1, 2023 through December 31, 2027.
  - **ENVIRONMENTAL AGENCY COUNCIL**: Susan Bottomley to a One-year appointment – Term will run from January 1, 2023 through December 31, 2023.

Pamela Margolis made a motion, seconded by Albert Campion, to approve the committee appointments as presented. Dean Becker expressed a thank you to all who volunteer and participate as members of the Township’s committees with their time and commitment. There being no other public comments, the motion carried by a vote of 4-0.

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**VACANCY:** Adam Doyle informed the public that the following will be the schedule to fill the vacancy currently on the Board of Supervisors. This vacancy will be for the remainder of Vivian Schoeller’s term ending January 31, 2023.

- January 11, 2023 will be the deadline for interested candidates to submit to Adam Doyle by e-mail a letter of interest in the position and a resume.
- January 18, 2023 – A subcommittee consisting of two Township Supervisors will be formed to interview the candidates that submit information to Adam Doyle.
- January 25, 2023 – A Special Meeting will be held to vote on the filling of the vacancy on the Board of Supervisors.

The 2023 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 7:10 p.m.

**CONSENT AGENDA:** Before the Consent Agenda was voted on, there was a discussion regarding the minutes of the December 6, 2022 meeting. At that meeting both Dean Becker and Adam Doyle were absent and Vivian Schoeller’s resignation was accepted at that meeting. As a result, there are only two of the Township Supervisors that were present at this meeting eligible to vote on the December Meeting Minutes. Solicitor Picardi opined that Pamela Margolis and Albert Campion, who were present at the December meeting, can vote to approve the minutes. With this opinion, Dean Becker made motion, seconded by Albert Campion, to remove the December 6, 2022 meeting minutes from the Consent Agenda and approve the Consent Agenda items as follows: Monthly Reports: PA State Police Reports for November, 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 \$238,382.95 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. Next, Pamela Margolis made a motion, seconded by Albert Campion, to approve the December 6, 2022 meeting minutes. There were no public comments. The motion was carried by a vote of 2-0.

**PUBLIC COMMENTS:** Don Lynch, Chief/Executive Director of the Freedom Valley Medical Rescue introduced himself and Brian Long, from their Board of Directors. Freedom Valley Medical recently took over for Trappe Ambulance in providing ambulance services for a section of Perkiomen Township.

**OLD/NEW BUSINESS:**

- **Resolutions:** The Board had before it, Resolutions 2023-1 through Resolution 2023-9. These were the annual Resolutions considered at the first meeting in January each year.

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Dean Becker made a motion, seconded by Albert Campion, to approve the following: Resolution 2023-1 and Resolution 2023-2.

- **Resolution 2023-1:** Depositories 2023 – UNIVEST National Bank & Trust Company & PLIGIT.
- **Resolution 2023-2:** Professional Consultant Fees: SSM Group and Yergey, Daylor, Allebach, Scheffey, Picardi.

There were no public comments. The motion carried by a vote of 4-0.

- **Resolution 2023-3:** Audit 2022:

Dean Becker made a motion, seconded by Pamela Margolis, to adopt Resolution 2023-3 covering the following: (1) Appointment of Barsz, Gowie, Amon, and Fultz (BGA&F) of Media , PA to replace the elected auditors to complete the 2022 Perkiomen Township Audit, including the Perkiomen Township Fire Company; and (2) Acceptance of the proposal from BGA&F to complete said audit. There were no public comments. The motion carried by a vote of 4-0.

Albert Campion made a motion, seconded by Dean Becker, to approve the following: Resolution 2023-4 and Resolution 2023-5.

- **Resolution 2023-4:** Recognition of Perkiomen Township Fire Company to provide Fire Services to the residents of Perkiomen Township.
- **Resolution 2023-5:** 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 4-0.

- **Resolution 2023-6:** 2023 Fee Schedule. The Board reviewed the Fee Schedule for the year 2023. Pamela Margolis made a motion, seconded by Dean Becker, to adopt Resolution 2023-6 – 2023 Township Fee Schedule. There were no public comments. The motion carried by a vote of 4-0.

Dean Becker made a motion, seconded by Albert Campion, to approve the following: Resolution 2023-7, Resolution 2023-8, and Resolution 2023-9.

- **Resolution 2023-7:** Appointment of John Moran Jr. as Township Building Code Official and Barry Isett & Associates, Inc. as the third-party inspection agency.
- **Resolution 2023-8:** Bituminous Price Adjustment for 2023 Township Road Projects.
- **Resolution 2023-9:** Appointment of Certain Individuals to Open and Read Public Bids.

There were no public comments. The motion carried by a vote of 4-0.

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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. It was decided that this subject will be placed on the agenda for the February meeting.

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

- **License Agreement:** At the September and October meetings, the Board discussed entering into separate License Agreements with the property owners of 18 Wynnewood Drive and 224 Township Line Road. For 224 Township Line Road, the agreement would allow the property owner, for the limited purpose only, to cut and mow a certain portion of the Township's Open Space located directly behind their property. The property owners cannot use the area for parking, placing structures, having parties or fireworks, etc. This will be a limited license for the current property owners only. The Board will also retain the right to terminate the agreement upon sixty-day's notice, and, the property owner agrees to never make any legal (ownership) claim to the area being used. Solicitor Picardi informed the Board that he received the signed agreement from the property owners at 224 Township Line Road. It was the recommendation of Solicitor Picardi to approve the License Agreement. On the recommendation of Solicitor Picardi, Dean Becker made a motion, seconded by Albert Campion, to approve and have executed the License Agreement between Michael and Christine Kong of 224 Township Line Road and Perkiomen Township. There were no public comments. The motion carried by a vote of 4-0.
- **Intersection of Route 29 & Route 113:** Solicitor Picardi indicated that the project, involving future road improvements at the intersection at Route 29 & Route 113, is now listed on the State's Transportation Improvements Plan (TIP). Based upon this information, efforts to continue negotiating the purchase and eventual demolition of the Office Tavern together with the hiring of an individual to complete a historical evaluation of the building may not be practical. At the present time, it is unclear as to the cost to complete the purchase and demolition of the building and whether doing this will accelerate the timeline for PennDOT to complete the road improvements at this intersection. At the same time, there could be issues with the PA Historical Museum Commission now that this project is listed on the TIP. The Board discussed the issues and based upon the information available at this time, the Board authorized Solicitor Picardi to contact the attorney representing the owner of the Office Tavern and the individual completing a historical evaluation of the building and to inform them that the Board is not going to pursue the purchase nor the historical evaluation. The Board also authorizes Cecile Daniel to inform PennDOT of the same so PennDOT can proceed with the designing and construction under the TIP for the road improvements to be made at the intersection of Route 29 & Route 113.

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

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported on the items that were discussed at the Planning Commission Meeting held on December 20, 2022. The Planning Commission discussed the text amendment for property located behind 841 Gravel Pike behind the Landis Shopping Center. In addition, Solicitor Picardi sent to John Kennedy, planner for Springhill Realty, an e-mail based on the discussion that occurred at the December meeting. In that e-mail, Solicitor Picardi informed Mr. Kennedy that the Planning Commission did not like the latest plan submitted to them because there were too many units being proposed and there was no centralized open space being shown. Solicitor Picardi will keep both the Board and Planning Commission informed if he receives a response.

**PARK AND RECREATION REPORT:** Kevin Motsavage submitted to the Board his monthly report for the Park and Recreation Committee. The next Park and Recreation Committee Meeting is scheduled for January 12, 2023.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson informed the Board that most of what took place was routine business. There was a discussion about the restoration work to be completed in 2023 in the area where the middle interceptor was installed, and last discussed the 2023 budget and the 5-year capital budget.

**ENGINEERS REPORT:** Nicholas Szeredai was present at this meeting and submitted his engineers’ report to the Board. In addition to his report, there was an update from the HVAC Contractor that the two remaining units will be delivered by the middle of January. There was a question regarding the salt bins. Currently, there is no update on the salt bins. SSM is in the process of evaluating the best course of action to be taken: reinforcement of the salt bins or replacing them.

**MANAGER’S REPORT:** Cecile M. Daniel

- FEMA Hazardous Mitigation Grant Program: Ms. Daniel informed the Board that the Township was notified that FEMA has approved Perkiomen Township’s Hazardous Mitigation Grant Application. Both Ms. Daniel and William Patterson were told that FEMA is working on an agreement that will set forth the process by which the

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Township will work through this grant program. Ms. Daniel explained that one of the requirements under this program is the opening of a separate account at UNIVEST. Once the funds are received from FEMA/PEMA the funds will be deposited and disbursed from this account for this project. The Board needs to authorize the opening of this special account and authorize William Patterson and Cecile Daniel as the authorized signatures for said account. Pamela Margolis made a motion, seconded by Dean Becker, to authorize the opening of a special account under the FEMA Hazardous Mitigation Grant Program at UNIVEST Bank and Trust Company. In addition, William Patterson and Cecile Daniel shall be the authorized signatures to this account. There were no public comments. The motion carried by a vote of 4-0. William Patterson informed the Board that he has contacted all the Township residents that are participating in this grant program and gave them a status report. Mr. Patterson informed the Board with the same information.

**EXECUTIVE SESSION:** Adam Doyle informed the public that there were two Executive Sessions to discuss personnel issues and real estate matters. These discussions occurred prior to the meetings held on December 20, 2022.

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*

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Cecile M. Daniel  
Township Manager