



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 6, 2025

BOARD MEMBERS PRESENT: Pamela Margolis, Chairperson
Dean Becker, Vice-Chairman
Adam Doyle, 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.

2025 REORGANIZATION MEETING:

Mr. Doyle turned the meeting over to Dean Becker who acted as temporary Chairperson for the reorganization meeting. Mr. Becker called for nominations for the position of Chairperson. Adam Doyle nominated Pamela Margolis as Chairperson. Mr. Becker asked if there were any other nominations for Chairperson. There being no further nominations, Albert Campion moved to close the nominations. With the motion of Adam Doyle and nominations closed by Albert Campion, Pamela Margolis was elected as Chairperson. The Secretary was directed to let the Minutes reflect that Pamela Margolis was elected Chairperson by a vote of 4-0. Mr. Becker then turned the reorganization meeting over to Chairperson Margolis. Chairperson Margolis then asked for nominations for Vice-Chairperson. Albert Campion nominated Dean Becker for Vice-Chairperson. There being no other nominations, Adam Doyle moved to close the nominations. With the motion of Albert Campion and nominations closed by Adam Doyle, Dean Becker was elected as Vice-Chairperson. The Secretary was directed to let the Minutes reflect that Dean Becker was elected as Vice-Chairperson by a vote of 4-0.

Pamela Margolis read the list of proposed staff appointments for the year 2025. Dean Becker made a motion, seconded by Albert Campion, to approve the following 2025 staff appointments:

Township Road Liaison:	Adam Doyle
Township Treasurer:	William Patterson
Township Assistant Treasurer:	Cecile M. Daniel
Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi

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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. Adam Doyle made a motion, seconded by Albert Campion, to set the Treasurer's Bond at \$5,000,000.00 for the year 2025. There were no public comments. The motion carried by a vote of 4-0.

Committee Appointments:

- Before the Board was Resolution 2025-10. Albert Campion made a motion, seconded by Dean Becker, to approve Resolution 2025-10 - setting forth the appointment of John R. Moyer to the Zoning Hearing Board for a Three-year appointment – Term will run from January 1, 2025 through December 31, 2027. The motion carried by a vote of 4-0.
- Next was the consideration on the remaining Committee Appointments:
 - **PLANNING COMMISSION:**

Michael Beltz to a Four-year appointment – Term will run from January 1, 2025 through December 31, 2028.

Diane Melville to a Four-year appointment – Term will run from January 1, 2025 through December 31, 2028.
 - **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING COMMISSION:**

Adam Doyle to a Two-Year appointment – Term will run from January 1, 2025 through December 31, 2026.
 - **ENVIRONMENTAL AGENCY COUNCIL:** Christopher Uhland to a Three-year appointment – Term will run from January 1, 2025 through December 31, 2027.

Adam Doyle 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 4-0.

The 2025 Reorganization Meeting was adjourned upon motion made by Adam Doyle and seconded by Albert Campion. Chairperson Margolis then called the Regular Meeting to order at 7:10 p.m.

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CONSENT AGENDA: Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: December 3, 2024; b) Monthly Reports: PA State Police Reports for November and December, Ambulance Report, Perkiomen Township Fire Company Report for December and the 2024 Year End Report and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for December in the amount of \$113,756.65 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.

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

OLD/NEW BUSINESS:

- Resolutions: The Board had before it, Resolutions 2025-1 through Resolution 2025-9. These were the annual Resolutions considered at the first meeting in January each year.

Dean Becker made a motion, seconded by Albert Campion, to approve the following: Resolution 2025-1 and Resolution 2025-2.

- **Resolution 2025-1:** Depositories 2025 – UNIVEST National Bank & Trust Company & PLGIT.
- **Resolution 2025-2:** 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 2025-3:** Audit 2024:

Adam Doyle made a motion, seconded by Albert Campion, to adopt Resolution 2025-3 covering the following: (1) Appointment of Barsz, Gowie, Amon, and Fultz (BGA&F) of Media, PA to replace the elected auditors to complete the 2024 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 4-0.

Dean Becker made a motion, seconded by Adam Doyle, to approve the following: Resolution 2025-4 and Resolution 2025-5.

- **Resolution 2025-4:** Recognition of Perkiomen Township Fire Company to provide Fire Services to the residents of Perkiomen Township.
- **Resolution 2025-5:** Recognition of Skippack Emergency Medical Services 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.

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- **Resolution 2025-6:** 2025 Fee Schedule. The Board reviewed the Fee Schedule for the year 2025. Adam Doyle made a motion, seconded by Dean Becker, to adopt Resolution 2025-6 – 2025 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 2025-7, Resolution 2025-8, and Resolution 2025-9.

- **Resolution 2025-7:** Appointment of John Moran Jr. as Township Building Code Official and Barry Isett & Associates, Inc. as the third-party inspection agency.
- **Resolution 2025-8:** Bituminous Price Adjustment for 2025 Township Road Projects.
- **Resolution 2025-9:** Appointment of Certain Individuals to Open and Read Public Bids.

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

- **PSATS Convention:** The annual PSATS Convention is scheduled to be held from May 4 through May 7, 2025 in Hershey, PA. At this time, it is unclear whether anyone will be able to attend the PSATS Convention. It was decided that this subject will be 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 to his written report, Solicitor Picardi reported on the following:

- **Supervisor’s Compensation:** Act 94 of 2024 was signed into law in October, 2024 and became effective on December 1, 2024. This new law increases the allowable compensation caps for the township supervisors. In order to implement the increase, the Board is required under Section 606(a) to adopt this change by Ordinance. Solicitor Picardi prepared a draft ordinance that, if adopted, would change the current compensation from \$2,500/year to a maximum of \$4,190/year. At the November meeting, Solicitor Picardi was directed to prepare a draft Ordinance which is now before the Board for the authorization to advertise. After a discussion on this proposed Ordinance, Adam Doyle made a motion, seconded by Dean Becker, to authorize the advertisement of proposed Ordinance No. 244 – Increasing the rate of the annual compensation of the Board of Supervisors. There were no public comments. The motion carried by a vote of 4-0.
- **Ground Lease:** Solicitor Picardi prepared a ground lease agreement (“Lease”) between Perkiomen Township and Ryan Lehman. Now that the property is owned by the Township, the Township is able to submit a request to the Board of Assessment requesting that this property be designated as exempt from paying property taxes. Ms. Daniel has submitted information to the Board of Assessment concerning this request. Under the application no rent, revenue, or income is to be gained. In order to avoid an

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issue with the application, the amount of the rent that was discussed at the December Meeting was revised from \$25.00 down to \$1.00 per year. Solicitor Picardi informed the Board that he has forwarded the Lease to Mr. Lehman. Once signed and returned to the Township, it will be placed on the Board's February agenda for consideration.

ROAD MASTER'S REPORT: Shawn Motsavage submitted his written Report to the Board dated January 3, 2025, for activities occurring during the month of December.

In addition, for 2025 he will be working on the demolition and clean-up of 182 Trappe Road and information for the purchase of a new 6-wheel dump truck.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated January 1, 2025, for activities that occurred during the month of December.

ENVIRONMENTAL ADVISORY COUNCIL (EAC): There were no items to report or discuss.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that the Planning Commission held its meeting on December 17, 2024. At that meeting, the Planning Commission discussed the proposed rezoning of approximately twenty-five acres of property that Spring Hill Realty owns on Harrison Avenue. A public hearing is required for the rezoning of this area from LI-Limited Industrial and a portion of the CR-Commercial Retail to Elderly Residential 2 District (ER2). Also discussed were issues regarding the Preliminary Plan Application that was filed by the Artisan Land Company for the Landis Property located on Centennial Street near Schwenksville Borough and Lower Frederick Township.

PARK AND RECREATION REPORT: Kevin Motsavage had nothing new to report at this meeting.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that LPVRSa approved the sale of fifty-four EDUs, took four EDUs off of the Capacity Rights Report, the emergency generator was taken offline due to equipment issues, and approved 2025 Budget.

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

- 574 Gravel Pike – Hazard Mitigation/Demolition Project: Mr. Szeredai submitted to the Board Application for Payment No. 1, which is a partial payment for this project. The application is in the amount of \$63,900.00 and it has been reviewed and found to be accurate. Mr. Szeredai's recommendation was to approve this payment application

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to the contractor. With that recommendation, Adam Doyle made a motion, seconded by Dean Becker, to approve Payment Application No. 1 (Partial) to David Heiser Construction Services in the amount of \$63,900.00. There were no public comments. The motion carried by a vote of 4-0.

- Bridge Reports: Mr. Szeredai informed the Board that PennDOT periodically sends out bridge inspections reports to the Township for those bridges that are owned by and located in Perkiomen. PennDOT submitted to the Township its most recent inspection reports for the four bridges located in the Township. These bridges are located in Trappe Road, Seitz Road, Godshall Road, and Cranberry Boulevard. The major comment in these reports involve improvement to the guide rails. Also, the reports did indicate some minor repairs. Mr. Szeredai informed the Board he is looking to work with Shawn Motsavage for the minor repairs, but the guide rail improvements are going to require bidding of this work. The estimated cost to complete the guide rail improvements is approximately \$200,000. Mr. Szeredai is recommending that the work to make these improvements to the guide rails be completed in 2025 or 2026. In reviewing the information provided to the Board, Mr. Szeredai explained the repair priority ranking as defined by PennDOT. Most of the recommended improvements are preventative in nature; therefore, the Board would not need to make all the guide rail improvements in one year. Mr. Szeredai was asked to break down the \$200,000 per bridge so the Board could see what the cost would be per bridge versus looking at this work as a lump sum.
- 16 Iron Bridge Drive: The Daily Bread Food Pantry submitted a Stormwater Management permit for work to be completed at this location. This proposed work is to the stormwater facilities and will require the Food Pantry to enter into the Township's standard Stormwater Operations and Maintenance and Project Improvements Agreement. Mr. Szeredai has filed in the blank areas in this standard agreement. In order to keep the process moving, Mr. Szeredai is requesting the Board consider approving the agreement conditioned on the Township Manager and Township Solicitor review and approval. With the recommendation of Mr. Szeredai, Dean Becker made a motion, seconded by Adam Doyle, to approve the Stormwater Operation & Maintenance and Project Improvements Agreement between Perkiomen Township and the Daily Bread Community Food Pantry conditioned upon review and approval of the Township Manager, Township Solicitor, and Daily Bread Community Food Pantry. There were no public comments. The motion carried by a vote of 4-0.
- SR 29 & SR 113 Intersection Improvements: Mr. Szeredai informed the Board that, as part of this project, PennDOT plans to install a sidewalk. This sidewalk would be located on the northern side of Bridge Road (Route 113) and will run from Route 29 to the Montgomery County's Perkiomen Trail Head. Mr. Szeredai reviewed PennDOT's planning analysis where the installation of sidewalk is recommended. Based on this planning information PennDOT is going to move forward with this installation.

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- Salt Shed Addition: Mr. Szeredai submitted to the Board two applications for payment for the Salt Shed Addition Project. The first payment application is from A. K. Petersheim, This is Payment Application No. 2 in the amount of \$104,496.30. The second payment application is from Kite and Key Electric, This is Payment Application No. 2 in the amount of \$1,278.20. Both applications have been reviewed by the Township Engineer and found to be accurate. Mr. Szeredai is recommending that the Board approve the two applications. With this recommendation, Dean Becker made a motion, seconded by Adam Campion, to approve Payment Application No. 2 (Partial) to A. K. Petersheim Builders in the amount of \$104,496.30 and Payment Application No. 2 (Final) to Kite and Key Electric in the amount of \$1,278.20. There were no public comments. The motion carried by a vote of 4-0.

MANAGER'S REPORT: Cecile M. Daniel

- Resignation: Ms. Daniel informed the Board she received a resignation letter from Gary Filzen for his position on the Board of Supervisors. Although the Board verbally acknowledged the resignation of Mr. Filzen and discussed the process of filling the vacancy, an official vote was not called for. Accordingly, a vote on Gary's resignation will take place at the February meeting. Pamela Margolis informed the public that an appointment by the Board will be for the year 2025. The remainder of the term (four years) will be on the ballot for the 2025 General Election. The process of appointing this person for 2025 will be as follows: any person interested in filling this vacancy can send a letter of interest/resume to Mrs. Margolis. The deadline of receipt of these letters/resumes will be January 15th. On January 17th, Pamela Margolis and Dean Becker will hold interviews and they will submit to the full Board a recommendation for consideration at the February 4th Monthly Meeting.
- Public Hearing: Ms. Daniel informed the Board that she received an application from Spring Hill Realty for the rezoning of approximately twenty-five acres on Harrison Avenue. The request is to rezone this approximate twenty-five acres from LI-Limited Industrial/CR-Commercial Retail to Elderly Residential 2 (ER2) District. There was a discussion on setting a public hearing on this application. Solicitor Picardi indicated that there are two ways to consider rezoning a property. One way would be to take the approximately twenty-five acres of LI-Limited Industrial/CR-Commercial Retail and rezone it to ER2. The second way to consider the rezoning would be to create an ER2 overlay district. Before the Board sets the public hearing date for the Spring Hill Realty Rezoning Application, Solicitor Picardi would like to do an analysis on the impact of rezoning this property under both scenarios. As a result, Solicitor Picard requested that the Board table the request to set the public hearing until the February 4th Meeting. This would allow time for Solicitor Picardi to do this analysis. The Board table this matter until the February Monthly Meeting.

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- Pretreatment Ordinance: Ms. Daniel explained that the US Environmental Protection Agency (EPA) required the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa) to adopt new uniform requirements for direct and indirect contributors to the Oaks Wastewater Treatment Plant. These requirements pertain to certain industrial users. Perkiomen Township and Perkiomen Township Municipal Authority are contributors to that treatment plant. Enforcement of these requirements is controlled by an existing Ordinance and an existing agreement Perkiomen Township has with LPVRSa. LPVRSa has updated these requirements as directed by EPA. It was explained by Ms. Daniel that now Perkiomen Township must do the same by repealing the existing Ordinance and adopting a new one setting forth the new uniform requirements. LPVRSa submitted to Ms. Daniel the new Ordinance and she is requesting authorization from the Board to advertise it. Adam Doyle made a motion, seconded by Albert Campion, to authorize the advertisement of the proposed new Pretreatment Ordinance. There were no public comments. The motion carried by a vote of 4-0.
- Purchase of Radios: Ms. Daniel informed the Board that under the CFA Local Share Account Grant the Township requested funding to purchase equipment. This equipment included twelve Motorola portable radios and the associated equipment and a leaf vac machine for our leaf collection program. The amount of the grant award was \$70,000. After notification of the award, a quote was obtained to purchase these radios. The quote is \$14,634.30. These radios would replace existing portable radios for the road crew, fire marshal, code enforcement, emergency management, and parks. The purchase of the radios will improve communication amongst these people. The money to be spent for this equipment will come from the \$70,000. The remainder of this money will be used toward the purchase of the leaf vac equipment. Ms. Daniel requested the Board consider approval of this quote. With this request, Dean Becker made a motion, seconded by Albert Campion, to approve the quote to purchase twelve radios and the associated equipment for \$14,634.30. There were no public comments. The motion carried by a vote of 4-0.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager