



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 1, 2025

BOARD MEMBERS PRESENT: Pamela Margolis, Chairperson
Dean Becker, Vice-Chairman
Albert Campion, Member

ABSENT: Adam Doyle, Member
Corey Hulse, 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

Chairperson Pamela Margolis called the meeting to order at 7:00 pm.

EXECUTIVE SESSION: The Chairperson informed the public that the Board of Supervisors held a brief Executive Session before this meeting to discuss a Real Estate matter and a potential litigation matter.

CONSENT AGENDA: Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: June 3, 2025; b) Monthly Reports: PA State Police Reports for May and June, Ambulance Report, Perkiomen Township Fire Company Report for June and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for June in the amount of \$182,345.25 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 3-0. For that portion of the Consent Agenda covering the June 3, 2025 meeting minutes, Dean Becker abstained from voting on these minutes as he was not present at that meeting.

PUBLIC COMMENTS: A resident of Glenview Lane was present requesting an update to the water line being installed across Seitz Road to Harrison Avenue. As of this meeting, neither Nicholas Szeredai nor Shawn Motsavage have heard anything regarding the installation of the water line. There was also a request for an update on the investigation into the speed data collected on Maple Avenue and Seitz Road. Ms. Daniel indicated she is waiting for information as to the data collected for Seitz Road. This matter was tabled until the August Meeting.

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OLD/NEW BUSINESS:

- Stuart Morris: Stuart Morris was present to discuss with the Board a matter regarding damage done to his sliding glass door due to the Road Crew's cutting of open space behind his home. While cutting the grass, a rock went through Mr. Morris' sliding glass door. Mr. Morris explained the rock came through the glass door and when this happened the glass was shattered. Ms. Daniel was promptly informed of this incident and the Road Crew went to Mr. Morris' home and cleaned up the broken glass and fortified the door with plywood. Mr. Morris sent Ms. Daniel information regarding the incident, and this information was then sent to the Township's insurance company, notifying them of the incident. This incident was an accident and not negligent on the part of the Township. Based upon this conclusion, the insurance company determined that this claim came under the Torts Claim Act thereby insulating the Township from liability for this claim. Upon making this determination, the insurance company notified both the Township and Mr. Morris of its determination based on certain sections of this Act. Mr. Morris was present at this meeting to discuss with the Board what happened and his feelings regarding the decision made by the insurance company. Although this was an accident, Mr. Morris opined that it was caused by the Township; therefore, the Township should reimburse him for what it cost him to replace the glass in his sliding glass door. According to the invoice that Mr. Morris gave to the Board, the cost to replace the glass was \$695.00. The Board listened to Mr. Morris and considered the information presented to them. Solicitor Picardi indicated he spoke with the insurance company regarding this matter. Based upon that conversation, should the Board decide to reimburse Mr. Morris, the Township would have no issues with the its insurance carrier and the Insurance Company would have no issue with the Township. Solicitor Picardi pointed out that should the Board consider reimbursing Mr. Morris; the Board should request a release of all claims to be signed by Mr. Morris. Mr. Morris verbally agreed that this would be acceptable to him, and he would consider signing a release of all claims upon his review of the document to be prepared by Solicitor Picardi. Dean Becker made a motion, seconded by Albert Campion, to reimburse Stuart Morris in the amount of \$695.00 for the replacement of the tempered insulated glass unit subject to the release of all claims that is to be signed by Mr. Morris absolving the Township for any further claims surrounding this incident. There were no public comments. The motion carried by a vote of 3-0.

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 his written Report to the Board dated July 1, 2025 for activities occurring during the month of June.

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

ENVIRONMENTAL ADVISORY COUNCIL (EAC): No members were present; therefore, there was nothing to report.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that there was no Planning Commission Meeting on June 17, 2025.

PARK AND RECREATION REPORT: Kevin Motsavage is requesting consideration be given for the approval of the PA Live Steamers opening for one day for Township residents since the Township's Community Day was canceled. Having the Live Steamers participate as part of the Community Day is a big draw for this event. In addition, having the Live Steamers participate on our community day is a fund raiser for the organization. Mr. Motsavage contacted the Live Steamers who indicated they were very interested and agreed to take part in opening one day for Township residents. There was a discussion on dates and Saturday, September 13th was selected from 11:00 am to 3:00 pm. Once the Board approves this date, Mr. Motsavage will contact the Township Insurance carrier to notify them of this Township activity. Since the Community Day was canceled and the Live Steamers are willing to open for one day for the Township, Mr. Motsavage is requesting the Board consider approving a one-time donation of \$1,000.00 as a thank you. Once approved by the Board, Mr. Motsavage will work on getting the word out about this event. There was a discussion on having the Township fire police provide traffic control. Dean Becker made a motion, seconded by Albert Campion, to approve the PA Live Steamers rescheduled event for Saturday, September 13, 2025 for the Township residents, approve a one-time donation of \$1,000.00, and authorize the Township's Fire Police to provide traffic control assistance for this event. There were no public comments. The motion carried by a vote of 3-0.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY
EMERGENCY MANAGEMENT:** William Patterson informed the Board of the following for LPVRS: Routine Business, approved 22 EDUs, Emergency Generator Project is complete, and the new switch gear has been installed.

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

- Hazard Mitigation Grant Project – 574 Gravel Pike: Mr. Szeredai updated the Board on this project. Originally the contractor was going to install guide rail in June and then he was going to proceed with the stabilization. Unfortunately, his schedule got pushed. Mr. Szeredai discussed with the contractor pushing that stabilization off until

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March of next year, which is a more ideal growing season. The contractor is okay with this. Mr. Szeredai contacted the Township's project coordinator and FEMA who verified that the hazard mitigation grant has been extended through August of 2026.

- 2025 Road Inspection/2026 Road Project: Mr. Szeredai updated the Board on the 2025 Road Project. The work on Burgess Road is complete at this point. There are some minor punch list items that still need to be addressed. These will be reviewed and then he will issue a substantial completion to the contractor for this project. When preparing the road project's specifications, it was assumed there would be a 1 1/2 inch wearing course based upon what was shown on the approved plans for the development. After the project began, it was determined that a 2-inch wearing course had been installed. This resulted in more milling being needed for the project. The contractor did not charge any extra for the milling, but the contractor went over on the wearing course quantity in the contract. There was a leveling course included in the specification, but there will still be a small overage amount for the wearing course. At this point, it is anticipated that there will be a small Change Order for this project that will be around \$5,000.00. It is anticipated that for the August Monthly Meeting, the Board will have before it a formal change order from Sacks and Sons and likely a final payment application.

The last update was for the 2026 Road Projects. Mr. Szeredai and Shawn Motsavage, Road Master, will drive the roads that are proposed for the 2026 Road Project. While driving these roads, they will identify the driveways that have depressed curbs and in poor condition and issue letters informing the residents they should complete any driveway improvements before the Township does the road project in June of 2026.

MANAGER'S REPORT: Cecile M. Daniel

- **MONTGOMERY COUNTY'S MONTCO 2040 IMPLEMENTATION GRANT FUND PROGRAM:** Ms. Daniel informed the Board that Montgomery County approved Perkiomen Township's Application under the Montco 2040 Implementation Grant Fund Program. With this approval, the amount of the grant is \$250,000.00. As part of the process of receiving the funds, Montgomery County requires the execution of an Implementation Grant Funding Agreement between Perkiomen Township and Montgomery County. The Board has before them this Grant Agreement for the work to be completed in the Highland-Huber Park. Solicitor Picardi reviewed the grant form and had no issues. It still needs to be reviewed by Nick Szeredai and Peter Simone because there are some exhibits, and those exhibits are based on the information that they put in the grant application. According to the cover letter received with the Grant Agreement, the signed agreement must be sent back to the County within 45 days of receiving it. Ms. Daniel recommended that the Board approve the Agreement subject to the review by Mr. Szeredai and Mr. Simone, to make sure that everything in the exhibits is correct. With this, Mrs. Margolis asked for a motion to approve the Grant

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Agreement. Albert Campion made a motion, seconded by Dean Becker, to approve the 2040 Implementation Grant Fund Agreement for the Highland-Huber Park subject to review by Nick Szeredai and Peter Simone. There were no public comments. The motion carried by a vote of 3-0.

- **PERKIOMEN TOWNSHIP FIRE COMPANY:** Ms. Daniel presented to the Board for discussion and consideration a Resolution to amend the 2025 Budget. The purpose of this Resolution is to provide the funding for the engineering and design of a new Firehouse. Based upon the discussion that took place at the June Monthly Meeting, the first step in a new Firehouse will be to hire an Engineering/Architectural firm for this project. At the June meeting it was Ms. Daniel's understanding that the Fire Company had hired an engineer to determine what the best option for the Fire Company would be as to rehabilitating the existing building versus replacement. Based upon this examination, it was determined that the best option was to take the building completely down and start from scratch. The President of the Fire Company explained the process the Fire Company went through in looking to hire an Engineering/Architectural firm. Proposals from four different architect design firms were received and interviewed by individuals from the Fire Company. Based on their review, their recommendation was that Buchert Horn Architects be the company to complete this design. The estimated cost set forth under their proposal for this work was \$471,000.00. Ms. Daniel prepared a Resolution amending the 2025 budget because this was not part of the original budget. Under this Resolution, the Board would amend the 2025 General Fund Budget of the Township by increasing the line item in the budget labeled Perkiomen Township Fire Company and decreasing the Unreserved Fund Balance by \$471,000.00. Approval of this Resolution is the beginning of this process. Ms. Daniel indicated that it was her understanding that this firm would be present at the Board's August meeting. After this meeting, the next step will be to work out the details as to the engagement of the firm to begin work on this project. Based upon the timeline from the start of design to bidding the construction, it could be about a year. A resident from Glenview Lane asked what started this. John Moran, Jr., responded that the Fire Company is trying to address issues when coming back from a fire scene and trying to get the personnel cleaned up including the equipment. Everything is in one local area and should be separated to comply with the NFPA Requirements. Another issue is maintaining the apparatus. The existing building is too small to work on the apparatus and there are issues regarding mobility and accessibility. Also, the building is in two pieces, the original building is somewhere between sixty to seventy years old, and the other is about thirty years old. With this, Mrs. Margolis asked for a motion to approve Resolution 2025-15. Dean Becker made a motion, seconded by Albert Campion, to approve Resolution 2025-15 authorizing amending the 2025 General Fund Budget that permitted the supplemental appropriations and the transfer of funds to the General Fund Expenditure Account – Perkiomen Township Fire Company from the General Fund Unreserved Fund Balance

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in the amount of \$471,000.00 to fund the Architect/Engineering Design of a new Township Firehouse. There were no public comments. The motion carried by a vote of 3-0.

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

Respectfully Submitted,

Cecile M. Daniel

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