



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JUNE 7, 2022

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

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

Chairperson Vivian Schoeller called the meeting to order at 7:00 pm. then turned the meeting over to Nicholas Szeredai to complete a presentation of the Perkiomen Township MS4 Program. Mr. Szeredai reviewed what was involved as part of the Township's MS4 Program. MS4 – Municipal Separate Storm Sewer System. As part of this program, Perkiomen Township was issued an NPDES Permit from the PA Department of Environmental Protection. The MS4 Program involves six Minimum Control Measures (MCM). Mr. Szeredai explained the six measures. This program uses Best Management Practices (BMP) to manage and improve the quality of stormwater runoff. Pennsylvania has developed a manual to assist in the developing these BMPs. Mr. Szeredai reviewed each of the six MCMs. The first MCM was Public Education and Outreach. There are four BMPs under this MCM. The second MCM was Public Involvement/Participation. There are three BMPs under this MCM. The third MCM is Illicit Discharge Detection & Elimination. There are six BMPs under this MCM. The Township has a program for investigation of illicit discharges and a mapping program as part of the Illicit Discharge Program. The fourth MCM is Construction Site Stormwater Runoff Control. There are eight BMPs under this MCM. The fifth MCM is Post-Construction Stormwater Management. There are six BMPs under this MCM. The sixth MCM is Pollution Prevention/Good Housekeeping. As part of the MS4 Program, the Township adopted a Stormwater Management Ordinance which the Township is required to update under the existing NPDES Permit. This Ordinance outlines the Stormwater Operation and Maintenance Program. Also, under the Township's NPDES Permit, the Township must develop a Pollution Reduction Plan (PRP). Under the Township's NPDES Permit, the Township is required to reduce certain pollutants/impairments. The Township has developed a Stream Restoration Plan under the PRP. Mr. Szeredai reviewed what this plan consists of, and the timeline involved in getting the PRP implemented. When the

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presentation was completed, Mr. Szeredai took questions and comments from the public. One question involved the purpose and use of the pathogen map. This pathogen map is used more for industries and commercial monitoring. Mr. Szeredai discussed the investigation of illicit discharge on private property and the handling of access investigation and access issues. Another person asked what an outfall point is. PADEP has revised the definition of the term when it comes to the reporting requirements by expanding what is included in the drainage area. Mr. Szeredai explained such items as a rain garden, bioretention or bioswale are controlled release of runoff, so the rainwater is captured and infiltrates back into the ground. The plants installed within these facilities helps remove the contaminants and sediments as the water infiltrates into the ground. Mr. Szeredai explained that the NPDES Permit process is based upon 5-year cycles. When the permit renews at the end of each 5-year cycle, new requirements can be included in the issuance of the new permit. This concluded the presentation, and the regular meeting began.

CONSENT AGENDA: Ms. Daniel informed the Board that she did not receive the PA State Police Report for March and May, but she did receive the report for April. The PA State Police Report for March and May were removed from the Consent Agenda. Dean Becker made a motion, seconded by Adam Doyle, to approve the Consent Agenda items as follows: a) Monthly Meeting Minutes of May 3, 2022, the PA State Police Report for April 2022, the Ambulance Report, Perkiomen Township Fire Company, and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of May in the amount of \$101,399.83 and that the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 5-0.

PUBLIC COMMENTS: The following public comments were made at the June meeting:

The property owner at 212 Gravel Pike asked the Board its intention concerning the Township's property located at 202 Gravel Pike, the corner of Gravel Pike and Route 113. The Board informed the property owner that the Board has no intention of selling this property. The aim in purchasing that property was to work with PADOT in order to improve the intersection of Gravel Pike (Route 29) and Route 113. Over the years there have been discussions with PADOT on improving this intersection, but no definitive decisions have been made.

The property owner on Township Line Road was present to express a concern about the Highland Huber Park Master Plan. The property owner lives at 555 Township Line Road which is directly across from the Huber Property. At the meetings with the consultant completing this Master Plan, there was a discussion on the option of installing a driveway and a seven-car parking lot on the Huber Property in order to access this park. The concern, noted by the resident, is that traffic on Township Line Road could result in accidents with vehicles trying to access a parking lot at this location. It was explained that no decisions have been made by the Board of Supervisors at this time regarding the development of this

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property. The present schedule is for the consultant to be at the July Monthly meeting to present a draft of the Highland Huber Park Master Plan to the Board.

OLD/NEW BUSINESS:

Life Tree Pharmacy: Life Tree Pharmacy was represented by Shawn Hughes of Life Tree Pharmacy and Bursich Associates, the engineer. The engineer reviewed the proposed preliminary/final land development plan for property that is located at 5 Blue Heron Drive in the Iron Bridge Corporate Center. The company is proposing to expand the existing facility by adding 3,500 square feet to the existing structure and adding fourteen parking spaces. Mr. Hughes explained that Life Tree repackages and re-distributes pharmaceuticals to hospitals, nursing homes, etc. Before the Board for discussion and consideration is Resolution 2022-15. This Resolution sets forth the conditions and waivers as recommended by the Planning Commission. The Board discussed the proposed preliminary/final land development plan for Life Tree Pharmacy after which Albert Campion made a motion seconded by Dean Becker, to approve Resolution 2022-15 setting forth the conditions and waivers as follows:

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. **Section 264-16** – A financial security is required for site improvements. Sheet 4 General Note 31 shall be eliminated and replaced with the following:
“The applicant shall enter into an Improvements Agreement with the Township, Section 264-16. The Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township, and shall be recorded in the Montgomery County Recorder of Deeds Office simultaneously with the approved Final Plan.”
2. **Section 264-21.A.3** – The plans shall be signed, dated, and sealed by the Professional Engineer (PE) and the Professional Land Surveyor (PLS) prior to the Township releasing the Plan for recording.

COMPLIANCE WITH STORMWATER MANAGEMENT ORDINANCE

1. **Section 247-33** – Financial security shall be provided for the construction of all stormwater management facilities. A draft engineer’s probable cost estimate shall be provided for review.
2. **Section 247-35** – Sheet 4 General Note 33 should be added to the plan as follows:
“In accordance with Section 247-35, a Stormwater Maintenance Agreement shall be executed by the Applicant and the Township. The Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township, and shall be recorded in the Montgomery County Recorder of Deeds Office simultaneously with the approved Final Plan.”

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SANITARY SEWER

1. Currently, the property is assigned 1 EDU; however, based on the water consumption records for 2021-2022, two (2) additional EDUs shall be purchased from the Perkiomen Township Municipal Authority (PTMA) and the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa) to cover the existing flows being discharged to the sanitary sewer collection system and to the Oaks Wastewater Treatment Plant.

Additional EDU's may be required for the building expansion if increased usage is applicable. The applicant shall further clarify if there is an anticipated increase in the number of employees at the facility or if the facilities processes will change that would increase the flows.

2. The applicant shall prepare the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa) Wastewater Questionnaire for Nonresidential Establishments Application for Wastewater Discharge Permit: <https://lpvrsa.org/wp-content/uploads/IPP-Questionnaire.pdf> and provide it to the Township for review. Additional EDU's may be required, as applicable.
3. The plans shall note the Perkiomen Township Municipal Authority (PTMA) and the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa) may continue to monitor the sites water and sanitary usage after the project is constructed and may require additional EDU's, as applicable, based on such usage. Purchase of additional EDU's shall be the responsibility of the Owner at the time of the request.

GENERAL

1. A PA One Call serial number shall be indicated on the plans with associated contacts for any utilities in the project area.
2. Based on a site visit, the pavement around the M-top inlet at the westernmost entrance appears to be in poor condition and sits at a lower elevation than the M-top inlet. This pavement area shall be milled and resurfaced adjacent to the inlet to ensure water can adequately enter the inlet. The plans shall reflect this repair / pavement adjustment.

WAIVERS

1. **Section 264-21.A.10** – The plans shall depict all existing significant features within the proposed subdivision and 150 feet beyond the boundaries of the proposed subdivision. Relief is requested to permit the limits of the survey shown be considered acceptable. Both the Planning Commission and SSM have no objections to the Board of Supervisors approving this request.
2. **Section 264-35.C** – Curbing may be required by the Township as determined by the governing body. Relief is requested to not provide curbing, where it may be required. Both the Planning Commission and SSM have no objections to the Board of Supervisors approving this request.
3. **Section 264-35.D** – Sidewalk may be required by the Township as determined by the governing body. Relief is requested to not provide sidewalk, where it may be required. Both

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the Planning Commission and SSM have no objections to the Board of Supervisors approving this request.

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

Central Perkiomen Rotary Club: The Rotary Club presented two requests to the Board. The first was to allow fireworks on their fields that are in the Township. The second request was consideration on the waiving of the Fire Permit otherwise needed for said fireworks. This is an annual request of the Rotary as the fireworks are part of their annual fair. All the paperwork has been submitted to the Township. The Certificate of Insurance has June 10, 2022 as the display date with June 11, 2022 as a rain date. Adam Doyle made a motion, seconded by Albert Campion, to grant permission to the Central Perkiomen Rotary Club to hold their annual fireworks display on their fields located in Perkiomen Township, and, to waive the Fire Permit Application Fee. There were no public comments. The motion carried by a vote of 5-0.

Graduation at Perkiomen Valley School District: A request was submitted to the Township from the Perkiomen Valley School District. This request was approval for traffic control assistance for Fire Police for High School Graduation. Fire Police assistance is being requested from Perkiomen Township, Collegetown Borough, Lower Frederick Township, Skippack Township, and Trappe Borough. The Board discussed this request which required approval by the Board and authorization to send letters to the other municipalities requesting assistance from their Fire Police. After considering this request, Adam Doyle made a motion, seconded by Albert Campion, to approve the request to have the Perkiomen Township Fire Police provide traffic control for the upcoming Perkiomen Valley High School Graduation. Also, it authorized the Chairperson to sign the letters which will be sent to the other municipalities that make up the PVSD making the same request for the assistance of their Fire Police. 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. In addition:

- Access and Maintenance Easement Agreement: Solicitor Picardi informed the Board he received the signed Access and Maintenance Easement Agreement from the Cranberry Homeowners Association. This Easement Agreement is needed to complete the maintenance work the Township is doing at the Cranberry Boulevard Bridge. This Easement will provide continued access for the Township to inspect, maintenance, and repair this bridge. Adam Doyle was helpful in getting this Easement Agreement from the Cranberry HOA. Solicitor Picard informed the Board the document is ready for the Board’s consideration. After discussing this, Dean Becker made a motion, seconded by Adam Doyle, to approve the Access and Maintenance Easement Agreement between Perkiomen Township and the Cranberry Homeowners Association. There were no

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public comments. The motion carried by a vote of 5-0.

- **Mobile Lifts Conditional Use Decision:** At the May Monthly Meeting, the Board held a public hearing on a Conditional Use Application filed by Mobile Lifts located at 104 G.P. Clement Drive. This Conditional Use Application included approval to use this location as the Corporate Offices, long term bucket truck rental office, and for the installation of buckets on manufacturer supplied cab chassis. Sections 310-169.A.2 and 310-169.A.3 were the applicable provisions of the Perkiomen Township Zoning Ordinance. Solicitor Picardi prepared the written decision approving this application with no conditions. Albert Campion made a motion, seconded by Adam Doyle, to approve the written decision of Mobile Lifts for their location at 104 G.P. Clement Drive. There were no public comments. The motion carried by a vote of 5-0.
- **Appraisals:** Solicitor Picardi updated the Board on the appraisals being completed for properties located at the intersection of Route 29 and Route 113. Recently, he was made aware that the appraiser took medical leave and was informed that someone else from the appraiser's office will be completing the appraisals.
- **Duck Inn:** Solicitor Picardi informed the Board that there is nothing new to report.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated June 6, 2022, for activities occurring during the month of May.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated June 1, 2022, for activities that occurred during the month of May.

In addition to his report Mr. Moran reported on the following:

- **Naming of Road to PVSD Middle School;** Mr. Moran informed the Board he received a telephone call from the Perkiomen Valley School District asking whether the Township would allow them to name the driveway that circles around the Middle School East. According to Mr. Moran, the School District would like to name this driveway, Tammany Circle after the Indian Tribe that existed in this area. Chief Tammany was chief of the Lenni-Lenape people. Mr. Moran indicated that the address for the Middle School would be 5 Tammany Circle. Since this is a private driveway, the Board does not have to approve this change. Regardless, Mr. Moran requested authorization from the Board to send a letter to the Post Office informing them of the new address. The Board had no issue with this and authorized the letter be forwarded to the Post Office regarding this address change.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on May 17, 2022. At that meeting, the Planning Commission discussed a proposed preliminary/final plan of Life Tree Pharmacy. This plan was considered by the Board earlier at this meeting. Second, the

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Planning Commission completed its work on the Small Wireless Facilities Ordinance and moved this onto the Board to consider authorizing its advertisement. The Board discussed the advertisement of the proposed Ordinance. This Ordinance will be free-standing and not an amendment to the existing Zoning Ordinance. Dean Becker made a motion, seconded by Adam Doyle, authorizing the advertisement of the Small Wireless Facilities Ordinance. There were no public comments. The motion carried by a vote of 5-0. Moving forward, related to the Ordinance, will be the development of a Small Wireless Facility Design Manual. The Planning Commission will be working on that next.

PARK AND RECREATION REPORT: Kevin Motsavage informed the Board that Simon Collins, the consultant completing the Highland/Huber Park Master Plan, will be present at the July Monthly Board Meeting to present the draft plan. It is estimated that this presentation, with questions and answers, will take about thirty minutes.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that the Regional Sewer Authority discussed the Middle Interceptor. The estimated date for the completion of the Middle Interceptor is August 2022. The Regional Sewer Authority also discussed the capital purchases that were part of the 2022 Budget.

ENGINEERS REPORT: Nicholas Szeredai was present at this meeting and submitted his engineer's report to the Board. In addition to his report, Mr. Szeredai reported on the following:

- 2022 Bridge Maintenance Project: Mr. Szeredai informed the Board that SSM received the approved PA DEP GP-11 Permit on April 22, 2022. With the Cranberry HOA granting the Township the required access and maintenance easement, Mr. Szeredai moved forward with preparing the bid package for this project. This project is now ready for the Board to authorize for advertisement. The present schedule is to receive the bids on June 24, 2022 at 10:30 am with an award to be made at the July Monthly meeting. Adam Doyle made a motion seconded by Albert Campion to authorize the advertisement of the 2022 Bridge Maintenance Project. There were no public comments. The motion carried by a vote of 5-0.
- 2022 Road Projects: Mr. Szeredai explained that while, observing the construction of the ADA Curb Ramps, SSM became aware that the pavement wearing section was at a 2-in depth rather than a 1.5-inch depth. After investigation of the situation with Shawn Motsavage, it was the recommendation of Mr. Szeredai that a milling depth of two inches is needed. Based upon that recommendation, Mr. Szeredai requested a change order from Innovative Construction Services, Inc. (Inncon) to change the 1.5" bituminous pavement milling to 2". With the information from Inncon, Change Order No. 2 with a deduction of \$29,632.50 for the 1.5" milling and an increase of \$45,436.50

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for the 2” was prepared. The net change in Change Order No. 2 is a \$15,804.00 project increase. It was Mr. Szeredai recommendation to the Board to approve this change order. The Board discussed the recommendation of Mr. Szeredai. Dean Becker made a motion, seconded by Albert Campion, to approve Change Order No. 2 for a net change in the contract price of \$15,804.00. There were no public comments. The motion carried by a vote of 5-0.

- Road Inspection: Mr. Szeredai informed the Board a preliminary investigation was made to ascertain the roads to be considered for the 2023 Road Project. Based upon the discussion with Shawn Motsavage, Mr. Szeredai recommended the following roads and estimated cost as follows:

- Seitz Road (Bridge St to Paving Joint before Fox Heath Blvd. – \$495 (Mill and Overlay);
- Schoolhouse Road (Paving Joint to SR 29) \$162K (Mill and Overlay);
- Brookside Rd – \$146K (Mill and Overlay);

To establish which roads will be considered in the 2023 Road Project, it was agreed that the Board would conduct a road inspection of the roads Mr. Szeredai was proposing. After discussing when to hold this road inspection, it was agreed that it would be held on July 15, 2022 beginning at 8:30 a.m.

- PVSD Turf Fields: Mr. Szeredai informed the Board, he received an escrow release from the School District for the Perkiomen Valley School District Athletic Fields Renovations Project. The release is tied to a Letter of Credit, which the PVSD put in place to guarantee the work to be completed as part of this project. Based upon an inspection to verify the work completed and the project’s status, Mr. Szereda issued an Escrow Release No. 1 recommendation letter. This letter recommended all items being released, less the required as-built plan line item and associated contingency resulting in a remaining balance of \$6,600. The Board discussed this request. Albert Campion made a motion, seconded by Dean Becker, to approve the Escrow Release No. 1 which will release \$631,576.00 from the Letter of Credit and leave a balance remaining of \$6,600.00 in the Letter. There were no public comments. The motion carried by a vote of 5-0.
- Bridge Street Stream Restoration – PRP Project: Mr. Szeredai informed the Board, the Township received a PA DEP Project Approval Letter from the PA DEP dated April 25, 2022. With the receipt of this approval letter, SSM is preparing a bid package with bidding to be on PennBID on June 10, 2022. The bids will be received until June 24, 2022 with a recommendation on an award for the July Monthly meeting. In addition, as part of this project, the Township was recently awarded a 2022 Montgomery County Implementation Grant in the amount of \$200K for this project. To move forward, Mr. Szeredai is requesting authorization to advertise this project. Dean Becker made a motion, seconded by Albert Campion, to advertise the Bridge Street Stream Restoration Project. There were no public comments. The motion carried by a vote of 5-0.

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- Municipal Building Upgrades: Jeffrey Thoms presented to the Board two requests for payment from Uhrig Construction, Inc. on the Municipal Building Upgrades Project. Payment Application No. 1 was in the amount of \$14,884.20 and Payment Application No. 2 was in the amount of \$100,693.11. These two releases total \$115,577.31. Mr. Thoms has reviewed both requests and found them to be accurate; therefore, he is recommending the approval of both payment requests. Albert Campion made a motion, seconded by Adam Doyle, to approve the payment request of Uhrig Construction in the amount of \$14,884.20 (Payment Application No. 1) and \$100,693.11 (Payment Application No. 2) for a total payment of \$115,577.31. There were no public comments. The motion carried by a vote of 5-0.
- Next, Mr. Thoms updated the Board on the work completed to date on the Municipal Building Updates. Mr. Thoms explained that, following the removal of the stucco on the maintenance building, it was discovered that the masonry would require extensive repairs before it could be painted. One alternative to address this problem could be to parge the masonry, then prime and paint it. Another alternative could be to consider installing vinyl siding. Both alternatives could result in an increase in contract price. Mr. Thoms is in the process of getting pricing for these alternatives to determine if this could be a wash or what the increase in the contract price may be. Mr. Thoms explained that he is requesting authorization from the Board to review these alternatives so that he could move forward with a resolution to making repairs to the masonry. Mr. Thoms explained that there is a set aside amount within the contract where the cost to complete this could be used. The set aside in the contract for the maintenance building is \$10,000 and the set aside for the township building is \$20,000. Use of the set aside would result in no increase in the contract amount which was already awarded by the Board. Since the set aside for the maintenance building is \$10,000, the Board authorized that Mr. Thoms explore the alternatives, but capped the cost of the alternative at \$10,000.
- Next, Mr. Thoms informed the Board that the stucco on the east wall of the Township Building also needs to be considered. Mr. Thoms explained that there are moisture concerns on the east side of the building. To address this situation, Mr. Thoms recommended requesting a quote to remove the existing EIFS finish, apply self-adhering flashing around the windows and re-install a new EIFS finish. An alternative to this would be to replace the EIFS finish with vinyl siding. The price to complete this work would be an additional cost. The Board authorized Mr. Thoms to obtain pricing for this work before moving forward.
- Next, Mr. Thoms informed the Board that he was made aware of some concerns with the salt bins located on the east side of the parking lot. At the present time, Mr. Thoms feels that there may be structural concerns in the support walls of the salt bins. Mr. Thoms is recommending that SSM be authorized to complete an assessment and make recommendations to address these concerns. If authorized, Mr. Thoms indicated he would prepare a damage assessment report with recommendations for the July Monthly

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meeting. Mr. Thoms indicated any findings in the assessment report would not be included in the current Municipal Building Upgrades Project. After discussing this request, Adam Doyle made a motion, seconded by Albert Campion, authorizing SSM to complete a damage assessment report on the structural concerns with the salt bins located on the east side of the parking lot. There were no public comments. The motion carried by a vote of 5-0.

MANAGER’S REPORT: Cecile M. Daniel

- Traffic Signal Maintenance Agreement: The PA Department of Transportation is requiring a Traffic Signal Maintenance Agreement for all traffic signals owned and maintained by Perkiomen Township. This requirement has been made a condition of the issuance of the signal permit to install the new traffic signal at Route 29, Bridge Street, and Graterford Road. Since this is a PennDOT requirement, Ms. Daniel recommended that the Board consider approval of this Agreement. With the recommendation of Ms. Daniel, Dean Becker made a motion, seconded by Albert Campion, approving Resolution 2022-16 and the Traffic Signal Maintenance Agreement with the PA Department of Transportation. This Resolution authorizes Vivian Schoeller to execute this Agreement. There were no public comments. The motion carried by a vote of 5-0.
- Spring Hill Realty, Inc: Ms. Daniel informed the Board that she has not received the traffic study from Spring Hill Realty related to its requested rezoning and zoning text amendment, for property located on Harrison Avenue, behind the Landis Shopping Center.

SUPERVISORS COMMENTS: Dean Becker and his fellow Board members recognized Kevin Motsavage, the Road Crew, and the Fire Company on a great Community Day event.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager