



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 1, 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.

CONSENT AGENDA: Ms. Daniel informed the Board that she did not receive the PA State Police Report for February so item that was removed from this agenda. Adam Doyle made a motion, seconded by Albert Campion, to approve the Consent Agenda items as follows: a) Monthly Meeting Minutes of February 1, 2022; Ambulance Reports, Perkiomen Township Fire Company, and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of February in the amount of \$162,102.78 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 with Dean Becker abstaining from the February Monthly Meeting Minutes as he was absent for that meeting.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

401 Wartman Road: Mark Marino, (Applicant) and Timothy Woodrow (Engineer) were before the Board to present Mr. Marino's Preliminary/Final Subdivision Plan for property location at 401 Wartman Road. The property will be subdivided into two lots. To do this, the existing home will be demolished in order to create two new building lots. The property is located on Wartman Road at the intersection with Greenwood Avenue and borders Upper Providence Township. Mr. Woodrow explained that access to public sewer would be through the adjacent property being developed in Upper Providence Township. There is an agreement between the developer of that parcel and Applicant that will allow Applicant to access the public sewer for the proposed two lots. The Board

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had before it Resolution 2022-12 which would grant approval of this Preliminary/Final Subdivision Plan with the waivers and conditions as follows:

COMPLIANCE WITH STORMWATER MANAGEMENT ORDINANCE

1. **Section 247-20** – Mature healthy trees of at least six inches' diameter at breast height (DBH) and other significant existing vegetation within the limits of earth disturbance shall be located in the field and on the storm drainage plan and shall be retained and protected. Such trees shall not be removed except as provided on the approved subdivision or land development plan.

This issue has been deferred and shall be complied with to the satisfaction of the Code Enforcement Officer and Township Engineer during the building permit review.

2. **Section 247-33** – Financial security is required for stormwater improvements. The applicant acknowledges this requirement, as outlined in General Note 21 on Sheet 1 of the Plans.

SANITARY SEWER

1. The following items shall be provided to Perkiomen Township before the Township releases the plan for recording:
 - a. Evidence of approval of the Intermunicipal Agreement between Perkiomen Township Municipal Authority and Upper Providence Township, at the consent of the Applicant.
 - b. Evidence of compliance with PaDEP direction relative to the Planning Module.
 - c. The applicant shall obtain a Ch. 94 Consistency Letter from both the Upper Providence Township Municipal Authority as well as the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa).
2. General Note 25.d on Sheet 1 should be removed from the plans.
3. General Note 16 on Sheet 1 should be revised to indicate: “This project shall be served by public sanitary sewer by Upper Providence Township Municipal Authority via proposed sewer laterals through the “Oxford Lea” subdivision (See Note 3.h). Off-site laterals will be owned and maintained in perpetuity by the owners of Lots A and B and must be installed prior to Lots 1 or 2 in “Oxford Lea” subdivision going to settlement. The property owners of Lots A and B are responsible for the Upper Providence Township tapping fee in addition to the Lower Perkiomen Valley Regional Sewer Authority (LPVRSa) Fee. Evidence that applicable tapping fees have been paid by the Owner of Lots A and B shall be provided to Perkiomen Township, prior to the Township issuing a Construction/Building.”

GENERAL

1. Demolition of the existing buildings located on Lot B shall take place prior to the plan being recorded. A “Perkiomen Township Construction Permit” for “Demolition” shall be

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submitted to Perkiomen Township, addressed to the satisfaction of the Code Enforcement Officer, prior to the start of demolition.

2. A Highway Occupancy Permit from Perkiomen Township shall be obtained prior to construction of the dwelling for the driveway on Proposed Lot A. The proposed driveway location shall be agreed upon with the Township Road Master and/or Township Engineer as well as Builder/Owner prior to a Construction/Building Permit/House Location Plan being drawn so it can be accurately depicted on that plan.

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 objection to the Board of Supervisors approving this request.
2. **Section 264-24.C.1** – The minimum required right-of-way and cartway width for Collector Roads are 60 ft and 36 ft respectively. Wartman Road is considered a Collector Road and contains a paved cartway width of 25 ft.

The minimum required right-of-way and cartway widths for a minor street are 50 ft and 34 ft respectively. Greenwood Ave. (SR 4011) is considered a minor street and contains an existing cartway width is 23 ft and the proposed ultimate right-of-way is 50 ft.

Relief is requested to permit Wartman Road remain a width of 25-ft and Greenwood Ave remain a width of 23-ft. Both the Planning Commission and SSM have no objection to the Board of Supervisors approving this request.
3. **Section 264-35.C&D** – Curbing and sidewalk may be required by the Township as determined by the governing body. Relief is requested to not require curb or sidewalk along Wartman Road or Greenwood Ave. Both the Planning Commission and SSM have no objection to the Board of Supervisors approving this request.

After review and discussion of this plan with the Applicant and his engineer, Adam Doyle made a motion, seconded by Albert Campion, to approve Resolution 2022-12 – Preliminary/Final – 401 Wartman Road Subdivision. 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 any Board members will be able to attend. It was decided that this subject will be placed on the agenda for the April meeting.
- **MCATO**: The Montgomery County Association of Township Officials – Spring Convention is to be held on Wednesday, March 23, 2022. Dean Becker made a motion seconded by Pamela Margolis authorizing Vivian Schoeller and Pamela Margolis to attend the Spring Convention of the Montgomery County Association of

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Township Officials on March 23, 2022. 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:

- Brandywine Road & Forge Road: Resident Request: At the February meeting, the Board reviewed the proposed Ordinance for “No Parking Here to Corner” signs where Brandywine Road intersects with Forge Road. At that meeting, the Board authorized its advertisement for consideration at the March meeting. This proposed Ordinance was before the Board for consideration. There were no changes made to the proposed Ordinance. Adam Doyle made a motion, seconded by Dean Becker, to approve Ordinance No. 238: An Ordinance amending Section 6, No Parking Zones, of Chapter 294, Vehicles and Traffic, of the Perkiomen Township Code of Ordinance, to provide no parking at a certain location on Brandywine Road in Perkiomen Township. There were no public comments. The motion carried by a vote of 5-0.
- Planning Commission Ordinance: At the February meeting, the Board reviewed the proposed Ordinance to increase the number of Planning Commission members from five to seven. At that meeting, the Board authorized its advertisement for consideration at the March meeting. There were no changes made to the proposed Ordinance. Dean Becker made a motion, seconded by Adam Doyle, to approve Ordinance No. 237: An Ordinance increasing the membership of the Perkiomen Township Planning Commission from Five to Seven Members and regulating the Membership and the conduct of Business of the Planning Commission and specifying the Planning Commission’s Powers and Duties. There were no public comments. The motion carried by a vote of 5-0.
- Duck Inn: This discussion centered on the installation of a crosswalk from the parking lot located on the west side of Route 29 to the Duck Inn which is located on the east side of Route 29. The Duck Inn is owned by Mark Marino. Since Route 29 is a state road, a PennDOT Permit would be needed for this requested, mid-block crosswalk. PennDOT will look to the Township to be the applicant for any such permit. As a result, Ms. Daniel recommended that Mark Marino come to the Supervisor’s meeting to discuss this matter with the Board. Mr. Marino was present and informed the Board that he would be willing to investigate the installation of a crosswalk at this location. This investigation will include cost, installation, and liability of the mid-block crosswalk. Mr. Marino indicated he is looking to the Board to support this crosswalk installation. Solicitor Picardi indicated that the Board should proceed cautiously as to this inquiry. Mr. Marino will complete his investigation as to what is involved in this matter and return to the Board for further discussion based upon what he learns.

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ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated March 1, 2022, for activities occurring during the month of February.

Mr. Motsavage also requested permission to advertise the Materials and Supplies Bids for 2022. Pamela Margolis made a motion, seconded by Dean Becker, authorizing Shawn Motsavage to proceed with the advertisement for these bids. There were no public comments on the motion. The motion carried by a vote of 5-0.

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

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

- 93 Trappe Road: The Zoning Hearing Board approved the application of Mark & Stephanie Casillas to permit excess impervious coverage of 495 square feet needed for the installation of improvements to their property located at 93 Trappe Road.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on February 15, 2022. At that meeting, the Planning Commission discussed the following: 401 Wartman Road-this property will be subdivided into two-lots; The Planning Commission recommended approval; Small Wireless Facilities Deployment Act- This Act will establish standards for siting, design, permitting, maintaining the use of Small Wireless Facilities in the right-of-way, as defined, in the Act; and Stormwater Management Ordinance- Complete the update to the Township’s Stormwater Management Ordinance the was begun a few years ago. This update will serve to revise the Township’s existing Stormwater Management Ordinance.

PARK AND RECREATION REPORT: Kevin Motsavage submitted to the Board his monthly report for Park and Recreation. The only item Mr. Motsavage wanted to report is that the next meeting will be held on March 10, 2022.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that the Regional Sewer Authority discussed the Middle Interceptor. Montgomery County is now requiring a fence be installed between the Perkiomen Trail and the Interceptor. The Regional Sewer Authority approved the purchase of meters to replace the ones damaged by Hurricane Ida. The delivery time for the meters is fourteen to eighteen weeks. In the meantime, there will be work completed on the meter pits. The new date for the completion of the Middle Interceptor is July 2022.

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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 Road Project: Due to a technical issue with PennBID, an addendum was issued extending the date to receive bids by two days to February 24, 2022. SSM received a total of five bids and associated documents. The lowest bid received was from Innovative Construction Services, Inc. in the amount of \$317,646.25. SSM reviewed the bid package and recommended that the Board award the 2022 Road Project to Innovation Construction Services. In addition, SSM recommended that the Board authorize the Chairperson and Township Manager to sign and attest the Agreement for this project. After discussing this information, Dean Becker made a motion, seconded by Adam Doyle to accept the bid from Innovative Construction Services, Inc. in the amount of \$317,646.25 for the 2022 Road Project and authorized the Chairperson and Township Manager to sign the Agreement. There were no public comments. The motion carried by a vote of 5-0.

- Municipal Building Upgrades: Jeffrey Thoms from SSM was present to review with the Board the bids received for the Municipal Building Upgrades Project. There were three separate contracts bid out. For the General Construction: Contract No. 1 there were two bids received; for the Mechanical Contract: Contract No. 2 there were six bids received and for the Electrical Contract: Contract No. 3 there were four bids received. For Contract No. 1, the low bidder was Uhrig Construction for \$649,000; for Contract No. 2, the low bidder was Hirschberg Mechanical for \$209,690, and for Contract No. 3, the low bidder was MJF Electrical Contracting for \$35,864. The General Construction bid came in much higher than anticipated. After review of the bids received, it was Mr. Thoms' opinion that this was due to the cost of the replacement of the roof and cost of the mobilization. Mr. Thoms explained, after discussing this with Uhrig Construction, the concerns over the supply chain issues and inflating material costs. These concerns affected the amount set forth in the bid. There was a discussion with Uhrig to do a Deduct Alternative for the façade renovation, as it was primarily aesthetic. This Deduct Alternative would reduce the price by \$50,000. There was a discussion about doing this project next year. After discussing this option, the concern is that prices may not go down, but might instead go up. It was the recommendation of Mr. Thoms to consider approval of Option #2. Option #2 is Contract No. 1 – General Construction – Uhrig Construction: with the removal of the façade renovation for a cost of \$599,000; Contract No. 2 – Mechanical Construction – Hirschberg Mechanical for a cost of \$209,690; and Contract No. 3 – MJF Electrical Contracting for a cost of \$35,864. For all three contracts the total comes to \$844,554. Ms. Daniel informed the Board that, to cover the costs of this project, a resolution would need to be passed setting forth the supplemental

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appropriations of \$374,954. The supplemental funds will not be transferred until the expenses are incurred for this project. Resolution 2022-14 sets forth the breakdown of the supplemental appropriations. Ms. Daniel informed the Board that the money set aside for this project will be sufficient to cover the cost. After discussion of the information presented to the Board, Dean Becker made a motion seconded by Albert Campion to approve Resolution 2022-14 amending the 2022 Perkiomen Township Budget to increase the Capital Expenditure Accounts needed to complete the Municipal Buildings Upgrades. There were no public comments. The motion carried by a vote of 5-0. Pamela Margolis made a motion seconded by Dean Becker to award the contracts for the Municipal Building Upgrades Project and authorized the Chairperson and Township Manager to execute the Agreements as follows: (1) General Construction – Contract No. 1 to Uhrig Construction of Reading, PA in the amount of \$599,000; (2) Mechanical Construction – Contract No. 2 to Hirschberg Mechanical of Willow Grove, PA in the amount of \$209,690; and (3) Electrical Construction – Contract No. 3 to MJF Electrical Contracting of Morrisville, PA in the amount of \$35,864. There were no public comments. The motion carried by a vote of 5-0.

- PVSD Traffic Study: Mr. Szeredai informed the Board that he reviewed the Traffic Study Report prepared by Gilmore & Associates for the Perkiomen Valley School District. There were nine recommendations that were reviewed. Mr. Szeredai submitted his review letter to the Board. Of the nine recommendations, Mr. Szeredai pointed out the following: (1) The report talked about a mountable curb island at the high school parking lot along Trappe Road. This recommendation was the same one that was made in 2004 but never completed. (2) Mr. Szeredai indicated he would like to explore further the mid-block crosswalk from the High School Parking lot across Trappe Road to the gravel parking lot. (3) Wartman Road Emergency Access – This was approved in 1994 with a 12-foot-wide emergency access from the middle school to Wartman Road. The study discusses re-formalizing this emergency access. If the school district proposes to widen the emergency access, a formal proposal will be required to be sent to the Township for review. (4) Campus Drive and Kagey Road – Mr. Szeredai received sketch plan showing the removal of the crosswalk the crosses Campus Drive. At this time, Mr. Szeredai has not had time to review these plans. Moving forward Mr. Szeredai requested authorization to submit his review letter to the PVSD. The Board was okay with this and authorized the submission of his review letter to the Perkiomen Valley School District.

MANAGER’S REPORT: Cecile M. Daniel

- FEMA Hazard Mitigation Grant Program: During the month of February, the owner of 32 Skippack Pike reached out to the Township regarding the Hazard Mitigation Grant Program. This property owner was contacted under the first round of funding,

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but the Township did not receive any response. Susan Mazzitelli informed the Township that PEMA is having a third and final round on this grant program. This third round is dependent upon there being any remaining funds for this program. The deadline to file for this round is March 25th. The first step in this process is the approval of the Letter of Intent. This Letter was before the Board for consideration. Adam Doyle made a motion, seconded by Albert Campion, authorizing the Letter of Intent and that it be forwarded to PEMA for 32 Skippack Pike. There were no public comments. The motion carried by a vote of 5-0.

- MONTCO 204 Grant Application: Montgomery County has created a grant program under the County's Comprehensive Plan, Montco 2040: A Shared Vision. The goal of this grant program is to support local projects that further the goals of the County's Comprehensive Plan. Ms. Daniel informed the Board that she, with the assistance of Kent Morey, applied for a grant under this program. The grant request is funding toward the construction of the Township's proposed Pollution Reduction Plan (Stream Restoration Project). The application was filed with the County on Monday, February 28, 2022. As part of this process, the Board is required to pass a resolution. Resolution 2022-13 is before the Board for consideration and sets forth: (1) the request of \$200,000 as the local match for this project and that (2) Perkiomen Township desires to complete this stream bank restoration with the results being the reduction in stream degradation, reduction in sedimentation and exposure to the existing sanitary sewer line. After discussion of this grant application, Dean Becker made a motion, seconded by Albert Campion, to approve Resolution 2022-13. There were no public comments. The motion carried by a vote of 5-0.
- Tax Collector: Under Act 48, the Board must appoint a Deputy Tax Collector. The duty of the Deputy is to collect and settle taxes during any incapacity of the Tax Collector. When David Runyan was appointed Tax Collector, the Board appointed Dawn Johnston to be the Deputy Tax Collector. With his recent election as the Township's Tax Collector, Mr. Runyan has submitted a change in who he would like as his Deputy. This change needs to be approved by the Board. Mr. Runyan would like the Board to appoint Gretchen Lawson as his deputy. Mrs. Lawson is the tax collector for Trappe Borough. Dean Becker made a motion seconded by Adam Doyle, to appoint Gretchen Lawson to be his Deputy Tax Collector and authorized Cecile Daniel to sign the DCED Form for this appointment. There were no public comments on the motion. The motion was 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 a zoning text amendment for property located on Harrison Avenue located behind the Landis Shopping Center.

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CORRESPONDENCE: Ms. Daniel informed the Board that she sent the letter to the Superintendent of the Perkiomen Valley School District regarding the speeding issue discussed at the February Meeting. Also, the Township received a thank you note from the SPCA for the donation made in memory of Gordon MacElhenney.

SUPERVISORS COMMENTS: Dean Becker made mention as to the impact the winters have had on the Township's roads and the matter prioritizing their repair under the Township's Road Maintenance Plan.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager