



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MAY 2, 2023

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

CONSENT AGENDA: Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: April 4, 2023; b) Monthly Reports: Ambulance Reports, Perkiomen Township Fire Company Report, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for April in the amount of \$249,400.12 and the Treasurer's Report to be placed on file for audit. The PA State Police Report was removed from the agenda as it was not received in time for this meeting. There were no public comments. The motion carried by a vote of 5-0.

PUBLIC COMMENTS:

Perkiomen Greene: Residents in the Perkiomen Greene Development indicated they are considering coming to this meeting to discuss the issue of traffic calming in their development. This was removed from the agenda since no one from that development was in attendance.

OLD/NEW BUSINESS: There was no Old/New Business.

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

- As discussed at the April Meeting, Solicitor Picardi informed the Board that he prepared a draft agreement regarding a Smith Road property which borders Lower Frederick and Perkiomen Townships. This matter involves the construction of a new home. Under the Intermunicipal Agreement prepared by Solicitor Picardi, the municipal responsibility for this property including the construction of a single-family residence will be turned over to Lower Frederick Township since approximately ninety percent of the new construction on this property is in that municipality. The agreement

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has been forwarded to Lower Frederick. Solicitor Picardi was informed that Lower Frederick approved and signed the agreement. This agreement is now before the Board for consideration. Pamela Margolis made a motion, seconded by Dean Becker to approve the Intermunicipal Agreement with Lower Frederick Township, and authorized the Chairman to sign said Agreement. There were no public comments. The motion carried by a vote of 5-0. Mr. Sim, owner of this lot on Smith Road, was present at this meeting. He indicated that he is in the process of transferring the taxing authority of this property to Lower Frederick. According to Mr. Sim, Lower Frederick has given him a new house number for the property. Once this Intermunicipal Agreement is submitted to Montgomery County, the transfer of this property to the taxing district of Lower Frederick can be completed. Once Perkiomen Township executes the Agreement, a copy will be forward to Mr. Sim.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master Report dated May 1, 2023, on activities occurring during the month of April.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement Report dated May 1, 2023, on activities that occurred during the month of April.

In addition to his report. Mr. Moran informed the Board of the following:

- Central Perkiomen Rotary Club: The Central Perkiomen Rotary Club made a request to the Board of Supervisors for permission to allow fireworks on that portion of the Rotary Field Complex located in the Township and at the same time requested consideration of the waiving of the Fire Permit fee for said fireworks. The display of the fireworks is scheduled as part of the annual carnival of the Rotary. The date of the display is June 9, 2023 with a rain date of June 10, 2023. This is an annual request of the Rotary Club. As part of this request, the Rotary submitted to the Township the required Certificate of Insurance. Mr. Moran informed the Board that all the paperwork is in order. Pamela Margolis made a motion, seconded by Albert Campion, to approve the request of the Rotary Club to hold their annual fireworks display on June 9, 2023 with a rain date of June 10, 2023 and approved the request to waive the Fire Permit fee of a \$100 for said fireworks display. There were no public comments on the motion. The motion was carried by a vote of 5-0.
- Fireworks: At the April Meeting, there was a discussion regarding the creation of an Ordinance to govern Fireworks as provided for under Act 74. John Moran and Solicitor Picardi were directed to investigate this. One of the issues discussed was enforcement of this Ordinance. This was discussed and it was recommended that it be structured as set forth in other Ordinances with using the Township’s Complaint Form. Solicitor Picardi prepared a draft Ordinance which he gave to the Board for review. He indicated

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that there are still some minor changes that he wants to make to this draft. This matter will be on the agenda for the June meeting.

- Zoning Hearing Board Application: Mr. Moran informed the Board that the Perkiomen Valley School District has filed an application before the ZHB requesting a number of variances for the installation of off-premise advertisement signs at the score board located at the football stadium at 509 Gravel Pike. The Board discussed this application and decided to take a neutral position.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported on the items that were discussed at the Planning Commission meeting held on April 18, 2023. The Planning Commission discussed the Zoning Text Amendment for the property owned by Spring Hill Realty located along Harrison Avenue behind 841 Gravel Pike and the Landis Shopping Center.

PARK AND RECREATION REPORT: Kevin Motsavage reminded the Board that Community Day will be held on Saturday, June 3 2023.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that routine business was the only item discussed at the LPVRS meeting.

ENGINEERS REPORT: Nicholas Szeredai was present at this meeting and submitted his engineers' report to the Board. In addition to his written report, Mr. Szeredai discussed the following:

- Bridge Street & Route 29 Traffic Signal: Mr. Szeredai presented to the Board an Application for Payment No. 2 for electrical related items which will ultimately connect to the new traffic signal. This request is a partial payment application received from Marino Corporation in the amount of \$16,435.80. The work completed under this payment application was installed according to the project specification; therefore, Mr. Szeredai's recommendation was to approve this partial payment application. Pamela Margolis made a motion, seconded by Dean Becker, to approve partial Payment Application No. 2 to Marino Corporation for the Bridge Street & Route 29 Traffic Signal. The amount of this payment is \$16,435.80. There were no public comments. The motion carried by a vote of 5-0.
- Hazard Mitigation Grant Program: Mr. Szeredai presented to the Board two separate Confirmation of Services for the Hazard Mitigation Program. This grant program is a FEMA/PEMA Program and the Township's participation was due to Hurricane Ida. Confirmation of Services No. 1 is for the following properties: 1, 2, and 3 Haldeman Road, 10 Skippack Pike, and 19 Wartman Road. Confirmation of Services No. 2 is for 574 Wartman Road. These two Confirmation of Services cover work that is needed

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because of the site restoration and demolition of the structures located on each property. The required site restoration work is simple except for the work to be completed at 574 Gravel Pike. 574 Gravel Pike contains failing retaining walls which are connected to the existing structure. This situation will make demolition of the structure more difficult. This property is in the floodway of the Perkiomen Creek; therefore, it will require more study and permitting. The Township's Floodplain Coordinator rejected the first Confirmation of Service. Based upon feedback from this Coordinator, the Confirmation was separated into two separate proposals. These two proposals were reviewed by this Coordinator and found to be acceptable. These two Confirmations are now before the Board for consideration. Mr. Szeredai stated that Confirmation of Services No. 1 is in the amount of \$95,200 and Confirmation of Services No. 2 is in the amount of \$132,700. This work will be paid for by FEMA under the Hazard Mitigation Grant Program Application filed by the Township and approved by FEMA. The budget for this application is 2.4 million dollars. For 574 Gravel Pike, the work for this property may be more than what was in the budget. If so, then the Township Floodplain Coordinator will return to FEMA/PEMA and request additional funding. There are no guarantees that this request will be approved. The removal of asbestos may also be a challenge due to the condition of the existing structures. Due to safety issues, access for the inspection of the structures to determine whether there is a need for the removal of asbestos may be challenging. This issue may affect the demolition costs. Mr. Szeredai indicated that during the demolition of the structures, there will be air monitoring of asbestos. After going over the Confirmations, Dean Becker made a motion seconded by Albert Campion to approve SSM's Confirmation of Services No. 1 in the amount of \$95,200 and SSM's Confirmation of Services No. 2 in the amount of \$132,700. There were no public comments. The motion carried by a vote of 5-0.

- Municipal Building Upgrades Project: Since Jeffrey Thoms was not present at this meeting, Mr. Szeredai updated the Board on this project. The only work remaining is under the HVAC Contract of Hirschberg Mechanical. Hirschberg has filed a warranty claim with Carrier on the malfunction of the system that occurred during start up. For Contract No. 1 and Contract No. 2, the work is complete. As a result, Uhrig Construction has filed Application for Payment No. 10 in the amount of \$59,282.52 and MJF Electric has filed Application for Payment No. 2 in the amount of \$20,130.25. Both applications were found to be accurate, and the work covered under the applications completed according to the project specifications. Mr. Szeredai recommended that the Board consider approval of both payment requests. With this recommendation, Pamela Margolis made a motion, seconded by Dean Becker, to approve application for Payment No. 10 with Uhrig Construction in the amount of \$59,282.52 and application for Payment No. 2 with MJF Electric in the amount of \$20,130.25. There were no public comments. The motion carried by a vote of 5-0.

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- Salt Bin Issue: Since Mr. Thoms was not present, this issue will be tabled until the June meeting.

MANAGER’S REPORT: Cecile M. Daniel

- Highland-Huber Park Phase 1: Ms. Daniel reported that Simone Collins filed the grant application to the Department of Conservation & Natural Resources (DCNR) on April 5, 2023. Upon filing this application, Peter Simone informed Ms. Daniel that he would be returning with a Greenways, Trails, and Recreation Grant Application from the Department of Community & Economic Development (DCED) for the same park. The amount of this grant would be \$250,000 and requires a fifteen percent match by the Township. The deadline to file this grant application is May 31, 2023. Authorization to file this application is completed by the approval of a Resolution. Peter Simone completed this Resolution and Ms. Daniel presented it for the Board’s consideration. Dean Becker made a motion, seconded by Gary Filzen, to adopt Resolution 2023-14 authorizing the filing of this Application for a Greenways, Trails, and Recreation Program Application and authorizing Adam Doyle as Chairman to execute all documents between Perkiomen Township and the Commonwealth Financing Authority for this grant. There were no public comments. The motion carried by a vote of 5-0. Next, Ms. Daniel indicated that, due to the length of time needed to complete the design work for this project, SSM requires that she sign the engineering proposal. Since SSM is requiring the proposal be executed, Ms. Daniel had them add a Stop Work Clause should the Board decide, for whatever reason, to stop the project. Pamela Margolis made a motion, seconded by Dean Becker, authorizing Cecile Daniel to sign the SSM proposal for the Highland-Huber Park Development Design. There were no public comments. The motion carried by a vote of 5-0.
- Freedom Valley Medical Rescue: As discussed at the April Meeting, Ms. Daniel placed on the May Meeting agenda the request of Freedom Valley Medical Rescue to participate in a Municipal Advisory Board that Freedom Valley is creating. William Patterson indicated he would attend the first meeting of this Board so that he can see personally what this is all about and report back to the Board. After discussing this, Dean Becker made a motion, seconded by Albert Campion, authorizing William Patterson to attend the first meeting of the Freedom Valley Municipal Advisory Board. After attendance at this first meeting, Mr. Patterson will report back to the Board his findings and recommendations with regard to the Township’s future participation on this Board. There were no public comments. The motion carried by a vote of 5-0.
- Software Update: Ms. Daniel informed the Board that the computer software the Township has been using for the Code Enforcement Department was developed by SSM in 2002. In 2022, Ms. Daniel informed the Board that John Moran requested the program he has been using be upgraded. During the review of the 2023 Budget, money was included to purchase new software for the Code Enforcement Department.

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Currently, both Perkiomen Township and Perkiomen Township Municipal Authority use Freedom System for all its software needs. Mr. Moran reviewed the CityShare Land Management Suite Software that Freedom has developed and discussed this with Ms. Daniel. Upon reviewing this with Ms. Daniel, Freedom was asked for and submitted a proposal, under their Co-stars' contract. Mr. Moran, if approved by the Board, would like to move forward with Freedom System's Land Management Suite Software. Ms. Daniel reviewed the proposal which is the CityShare Land Management Suite – License Software, Land Portal, Support, Training and Setup and Data Conversion of the existing information for a cost of \$14,850. Moving forward after the first year, the cost of this will be an annual support fee of \$2,395. It was the recommendation of Ms. Daniel that the Board approve this quote so she and Mr. Moran can move forward with the implementation of the CityShare Land Management Licensed Software. The Board discussed this purchase and Dean Becker made a motion, seconded by Albert Campion, authorizing the purchase of Freedom System Corporation CityShare Land Management Suite License Software, the Land Portal, Support, Training and Setup and Data Conversion for a cost of \$14,850. There were no public comments. The motion carried by a vote of 5-0.

SUPERVISORS COMMENTS: Dean Becker recommended that the staff and Board review the recent edition of the PSATS Magazine as there were some pertinent articles in this month's edition. Gary Filzen informed the audience that he attended the recent PSATS' convention. Mr. Filzen found the information presented at this convention very informative. Adam Doyle informed the audience that the Central Perkiomen Valley Regional Planning Commission (CPVRPC) is in the process of updating the Region's Comprehensive Plan. There is information being sent to the residents of the region regarding this update. Mr. Doyle hopes people complete the survey information included and return this information to Montgomery County Planning Commission.

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

Respectfully Submitted,

Cecile M. Daniel

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Township Manager