



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MAY 3, 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 6:30 pm. then turned the meeting over to Kenneth Picardi for a public hearing on a Conditional Use Application filed by Mobile Lifts located at 104 G.P. Clement Drive. This Conditional Use Application seeks approval to use this location as their Corporate Offices, long term bucket truck rental office, and installation of buckets on manufacturer supplied cab chassis. Sections 310-169.A.2 and 310-169.A.3 are the applicable provisions of the Perkiomen Township Zoning Ordinance.

Applicant's General Manager, Michael Szulinski, was present to explain this Conditional Use Application. Mr. Szulinski explained that Applicant is a dealer for Jerr-Dan and Dur-A-Lift. Jerri-Dan is in the tow truck industry and Dur-A-Lift is in the bucket truck industry. On the Dur-A-Lift side they rent, sell, and service bucket trucks. On the Jeer-Dan side they sell and service the tow trucks. This property will be used as Applicant's Corporate Offices. There was a discussion between the Board and the Applicant concerning Mobile Lifts' Conditional Use Application. The Board considered the information presented and the questions answered by the Applicant. After discussing the Conditional Use Application, Dean Becker made a motion seconded by Adam Doyle to approve the Conditional Use Application 2022-1 of Mobile Lifts for use of this location as their Corporate Offices, long term bucket truck rental office, and installation of buckets on manufacturer supplied cab chassis in accordance with Section 310-169.A.2 and 310-169.A.3 of Perkiomen Township Zoning Ordinance. There were no public comments. The motion was carried by a vote of 5-0, which concluded the public hearing.

**CONSENT AGENDA:** Ms. Daniel informed the Board that she did not receive the PA State Police Report for March and April. The PA State Police Reports were removed from the Consent Agenda. Adam Doyle made a motion, seconded by Albert Campion, to approve

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING  
MINUTES: MAY 3, 2022**

---

the Consent Agenda items as follows: a) Monthly Meeting Minutes of April 5, 2022, The Ambulance Report, Perkiomen Township Fire Company, and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of April in the amount of \$105,164.03 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:** There were no public comments made at the May meeting.

**OLD/NEW BUSINESS:** Animal Control Officer Agreement: Jon and Tracy Daywalt of Daywalt's Animal Control, LLC were present to discuss with the Board the Animal Control Services they provide. This company would provide independent animal control services and will assist the PA State Police in the enforcement of the PA Dog Law. The company has been in business since 2004. This company will also assist with other domestic animals in the Township when requested. This company will not assist in dealing with wildlife animals. Presently, the company provides the same services for other municipalities in the area. The Board reviewed the Agreement provided by Daywalt Animal Control to provide animal control services to Perkiomen Township. Solicitor Picardi indicated he received and approved this agreement. Pamela Margolis made a motion, seconded by Adam Doyle, to approve the Agreement between Perkiomen Township and Daywalt's Animal Control LLC. 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:

- Appraisals: Solicitor Picardi indicated he spoke to the appraiser who is completing the appraisals for the Township. At this time, the appraiser has received all the information he needs to complete his report and is in the process of evaluating that information. The appraiser will contact Solicitor Picardi before issuing a written report.
- Duck Inn: Solicitor Picardi informed the Board that there is nothing new to report.
- Cranberry Easement: Adam Doyle asked about the status of the easement needed from the Cranberry Estates Homeowner's Association for the repairs needed to be made to the Cranberry Boulevard Bridge. Nicholas Szeredai informed that Board that he is still awaiting a response from the Homeowners Association.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated May 2, 2022 for activities occurring during the month of April.

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

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING  
MINUTES: MAY 3, 2022**

---

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

- Residential Closing of a Public Road: Mr. Moran reviewed the draft Policy that was created by the subcommittee. The subcommittee recommended that this policy cover the request of a resident to close a portion of a Township Road for a Community Block Party but not individual or private parties/events. If the Board is willing to move to the next step, then the committee would prepare Rules & Regulations governing the block parties. Ms. Daniel informed the Board that she did contact the resident that made the original request to let her know the status of this subject. The Board discussed this and agreed to move forward with developing Rules & Regulations governing the subject of community block parties.
- Municipal Building Upgrade Project: Mr. Moran made the Board aware that there is a Construction Permit that needs to be issued by the Township for the Municipal Building Upgrade Project. With this permit comes a fee for both the Township and the State. The Board can consider waiving the Township fee but cannot waive the State fee. The state fee would be \$4.50. Dean Becker made a motion, seconded by Adam Doyle, to waive the Construction Permit Fee for the Municipal Building Upgrade Project excluding the State Fee Requirement. There were no public comments. The motion carried by a vote of 5-0.
- Joseph Barnshaw's Funeral: Mr. Moran made the Board aware of the recent passing of Joseph Barnshaw. Since Mr. Barnshaw was a life member of the Perkiomen Township Fire Company and the Swedesford Fire Company, the funeral will be a Fireman's Funeral. As part of this funeral, traffic control for the funeral procession will be needed. Mr. Moran is requesting authorization to send a letter to the eleven municipalities asking for assistance from their fire police. Since this was not on the agenda, Pamela Margolis made a motion, seconded by Adam Doyle, to add this item to the agenda. There were no public comments. The motion carried by a vote of 5-0. After a discussion on the request, Adam Doyle made a motion, seconded by Dean Becker, authorizing a letter be sent over Vivian Schoeller's signature to the eleven municipalities requesting their fire police to provide traffic control for the funeral procession of Joseph Barnshaw. There were no public comments. The motion carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held its meeting on April 19, 2022. At that meeting, the Planning Commission discussed a proposed sketch plan forwarded to the Township from Lower Frederick Township for a land development in that Township. This sketch plan was submitted to Lower Frederick by TH Properties. There was no one from TH Properties present at the Planning Commission Meeting. There were three residents from Lower Frederick Township present at the Board's meeting to express their concerns with this plan. Second, the Planning Commission continues to work on the Small Wireless Facilities Ordinance. The regulations for these facilities are being created under the Small Wireless

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING  
MINUTES: MAY 3, 2022**

---

Facilities Act (Act 50). The regulations will establish standards for siting, design, permitting, maintaining the use of Small Wireless Facilities in the right-of-way.

**PARK AND RECREATION REPORT:** Kevin Motsavage reminded the Board of Community Day, which is scheduled for June 4, 2022 from 11 A.M. to 3 P.M.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson informed the Board that the Regional Sewer Authority discussed the Middle Interceptor. The date for the completion of the Middle Interceptor is July 2022. The Regional Sewer Authority is still working on damages caused by Tropical Storm Ida.

**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: Mr. Szeredai informed the Board that he issued the Notice to Proceed to Inncon for the road project. The contractor will begin completing the concrete ADA Curb Ramp work. In about one month from this meeting, the contractor will begin the paving portion of the contract.
- Road Inspection: The Board indicated they would like to have an in-person road inspection. Mr. Szeredai indicated he is looking to do this inspection in July; therefore, he will work with Ms. Daniel to come up with some dates to conduct this inspection.
- MS4 Presentation: Mr. Szeredai has been discussing with Ms. Daniel a date and time to hold a public presentation under Perkiomen Township's MS4 Program. The Board discussed this and set the public presentation for 7:00 p.m. on June 7, 2022.
- Municipal Building Upgrades: Jeffrey Thoms was present to update the Board on the Municipal Building Upgrades Project. A preconstruction meeting was held on the project with the three contractors. During the meeting, the mechanical contractor informed the Township that the lead time for the HVAC units is 25 – 30 weeks. This timeline will delay the construction schedule. Currently, Mr. Thoms is looking to divide the contract into phases. The first phase will be to complete the work unrelated to the HVAC units. When the first phase is complete, the project will be temporarily shut down until the second phase can begin. The timing of the second phase will be dependent upon receipt of the HVAC units. When the contractor submitted the HVAC submittals, it was discovered that the bid submitted was for Trane units and not Carrier units. Carrier units are currently used in the Township Building. The contractor did not follow procedures for submission of substitutions. There are items that were submitted for the Trane units that indicated modifications or replacement of the existing concrete pads would have to be made. There are also clearance and space constraints with the Trane units that the contractor would have to consider. All this will require spending more money because the design did not include these modifications. Under the substitution

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING  
MINUTES: MAY 3, 2022**

---

requirements, the contractor has to show how their substitution will benefit the Township. The timeline for submission and supporting a substitution is May 7, 2022. If the contractor cannot do this by that date, then the contractor must proceed with Carrier. Last, Mr. Thoms indicated that there was a good probability, that a Change Order will be needed to extend the timing to complete the contracts for this project. Mr. Thoms will keep the Board informed of the issues as the project continues.

**MANAGER’S REPORT:** Cecile M. Daniel

- Stormwater Facilities Maintenance and Project Improvements Agreement: The subdivision of 395 E. Seventh Avenue created 2 lots. One of the lots is a new lot now known as 194 Trappe Road. There is a note on the subdivision plan for 395 E. Seventh Avenue that requires a Stormwater Facilities Maintenance and Project Improvement Agreement before approval by the Board before the issuance of Construction Permit for this new lot. This agreement will cover the installation of the proposed stormwater facilities and any other improvements. The agreement is the Township’s standard agreement with some minor changes because of the new Stormwater Management Ordinance being finalized. The costs of the improvements for 194 Trappe Road will be \$55,748.00. Ms. Daniel recommended that the Board approve the agreement conditioned upon final review and approval of the Township Solicitor, Township Engineer, and herself. Once all are okay with the agreement, it will be sent to the property owner of 194 Trappe Road. Dean Becker made a motion, seconded by Albert Campion, to approve the Stormwater Facilities Maintenance and Project Improvements Agreement conditioned upon final review and approval of the Township Solicitor, Township Engineer, and herself. There were no public comments. The motion carried by a vote of 5-0.
- Appointment: The Ordinance to increase the number of Planning Commission Members by adding two new members was adopted at the March 2022 meeting. The Board made the first appointment at the April Meeting. The second appointment is before the Board for consideration at this meeting. This appointment will run from April 2022 to December 31, 2023. Stuart Ozer of Raleigh Road (Fox Heath) has expressed interest in the second appointment. The Board discussed the appointment. Dean Becker made a motion, seconded by Adam Doyle, to appoint Stuart Ozer to the Township’s Planning Commission from April 1, 2022 to December 31, 2023. There were no public comments. The motion carried by a vote of 5-0.
- Agreement: The Municipal Authority has finalized the projects that it would like to complete using the funds coming from the American Rescue Fund. At the April meeting of the Municipal Authority, the Coronavirus Relief Fund Agreement and the two applications were approved. There were some changes made at that meeting. The amount being requested was reduced to cover the expense for the auditing firm helping the Township with the American Rescue Fund. The cost for the auditing services for

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING  
MINUTES: MAY 3, 2022**

---

this project was split into 4 payments. The first two invoices were charged against the first receipt of funds and the last two invoices will be charged against the second receipt of funds. As a result, the amount of money set forth in this agreement was reduced to cover the two payments for the auditor services; therefore, the amount set forth in the Agreement is now \$466,388.30. This reduced the amount of money for each project. The amount of each application shows the amount of the funds, and the application was written to include more of a description of the work being completed, a revised budget was prepared, and a map showing the area where the work is being completed was included. The Agreement and the two applications for the work to be completed by the Municipal Authority under this agreement is now before the Board for consideration. Pamela Margolis made a motion, seconded by Adam Doyle, to approve the Coronavirus Relief Fund Recipient Agreement and the accompanying two applications between Perkiomen Township and Perkiomen Township Municipal Authority. 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 a zoning text amendment, for property located on Harrison Avenue located behind the Landis Shopping Center.
- Correspondence: Ms. Daniel sent a request to the State Police regarding speeding on Bridge Street between Church Road and Seitz Road, Meyers Road near Miller Road and Bauman Road, and Maple Avenue. Shawn Motsavage explained how the new speed monitoring device works and how the information is generated.

**SUPERVISORS COMMENTS:** Pamela Margolis communicated to her fellow Board members her experiences in attending the PSATS Convention.

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

Respectfully Submitted,

*Cecile M. Daniel*

---

Cecile M. Daniel  
Township Manager