



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MAY 5, 2026

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

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Nicholas Szeredai, Township Engineer
Shawn Motsavage, Township Road Master

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

EXECUTIVE SESSION: Chairperson Margolis informed the public that the Board of Supervisors held an informational executive session on April 15, 2026, to discuss the design of the new firehouse for the Perkiomen Township Fire Company and a potential real estate acquisition. No action was taken on the real estate matter. Chairperson Margolis then requested a motion to authorize the Township Solicitors to contact Buchart Horn regarding the firehouse scope and design under the architect agreement dated September 29, 2025. Adam Doyle made the motion, seconded by Albert Campion, to authorize the Township Solicitors to contact Buchart Horn. There were no public comments, and the motion carried by a vote of 5-0.

Solicitor Picardi informed the public that, before the May 5, 2026 meeting, the Board held an executive session to discuss a legal matter involving the municipal authority, and also to discuss a matter of potential litigation. No deliberations or decisions were made during that session.

CONSENT AGENDA: Chairperson Margolis reviewed the items on the Consent Agenda: a) Minutes of April 7, 2026, and the Special Meeting Minutes of April 21, 2026; b) Monthly Reports, including the PA State Police Report for April, Ambulance Reports, the Perkiomen Township Fire Company Report for April, and the Fire Marshal Report; and c) Financial Matters, including payment of April bills totaling \$198,782.48 and placing the Treasurer's Report on file for audit. As part of the Treasurer's Report, Ms. Daniel updated the Board on several 2026 budgeted items. Under the category Major Equipment, funds are available to replace the Township's ten-year-old server, which has failed twice and the Township's IT provider has been able restored both times. The cost of a new custom server to meet the Township's needs is \$24,397.00. Under Building Repair, several campus

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improvements are planned. Repairs to the electrical fixtures at the storage and salt bins in the rear parking lot are estimated at \$5,662.75. Mr. Motsavage explained that an underground fault, likely beneath the new salt bins, requires replacement of the wiring and rerouting of the electrical supply from the garage. Replacing the front canopy lights, most of which no longer work, is estimated at \$4,750.00. The Township also considered three fence replacement options between the Township Building and the Garage through a Co-Stars vendor: replacing the existing chain-link fence with a double swing gate for \$9,543.60; installing a chain-link cantilever slide gate for \$10,488.85; or installing an automatic cantilever slide gate for \$22,030.85, not including conduit, wiring, or access controls. After discussion, Ms. Daniel stated that the Township will proceed with the non-automatic cantilever slide gate, with an option to automate it later if necessary. Under Building Repair, the concrete work replacing deteriorated curbs and sidewalk panels at the Township Building for \$12,720.00 and under Road and Bridges repairing curbing on Arbor Lane and Buyers Road for \$7,500.00. Chairperson Margolis then asked for a motion to approve the Consent Agenda, including all reports and the Treasurer's Report in the amount of \$198,782.48 to be placed on file for audit. Dean Becker made the motion, seconded by Adam Doyle, to approve the Consent Agenda, including all reports. There were no public comments, and the motion carried by a vote of 5-0.

PUBLIC COMMENTS: There were no public comments made at this meeting.

OLD/NEW BUSINESS: There were no Old/New Business Matters discussed at this meeting.

SOLICITOR'S REPORT: Kenneth Picardi presented his written report to the Board of Supervisors.

In addition to his report, Solicitor Picardi reported the following matters:

- Landis Tract/Municipal Boundary Change Ordinance: Solicitor Picardi informed the Board on a matter related to the Artisan Landis Project. That is, consideration of an Ordinance for the relocation of the Municipal Boundary Line between Perkiomen Township and Lower Frederick Township. Ordinance No. 247 will adjust the boundary line between the two Townships. This Municipal Boundary Change is in conjunction with the Artisan Subdivision Plan for the Landis Development Project. The change is relatively minor. The process to make the boundary change has been followed. This boundary change is being made in conjunction with Lower Frederick Township doing the same. Both Perkiomen Township and Lower Frederick Township have before their respective Boards very similar, almost identical, Ordinances. On April 21, 2026, a Special Meeting was held to receive any public comments. There were no public comments received. Ordinance No. 247 is before the Board and is ready for consideration. Chairperson Margolis asked for a motion to adopt Ordinance No. 247 for this municipal boundary change. Dean Becker made a motion, seconded by Albert

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Campion, to adopt Ordinance No. 247, the Municipal Boundary Change Ordinance between Lower Frederick Township and Perkiomen Township. There were no public comments, and the motion carried by a vote of 5-0.

- Comcast and Verizon Franchise Agreements: Currently, Perkiomen Township has written agreements with Comcast and Verizon which allow both companies to use the Township's rights-of-way to provide cable service to residents. Both agreements will expire in 2026. Both companies have requested that their franchise agreements be extended. As required by the FCC, the Township must hold a public hearing prior to the time of renewal to allow residents to comment on the company's past performance. Since both agreements expire this year, Solicitor Picardi recommended handling the public hearings together. He advised that Comcast's agreement is close to final and that Verizon's agreement will next be reviewed by Ms. Daniel. Although both agreements are on track to be completed before expiration, a public hearing must be held first. Solicitor Picardi recommended that the Board authorize him to advertise and schedule the hearing for the June 2, 2026 Monthly Meeting at 7:00 p.m. as the first agenda item, and to begin preparing an Ordinance authorizing the Chairperson to sign the renewal agreements once finalized. Chairperson Margolis then requested a motion to set the public hearing and authorize the drafting of said Ordinance. Adam Doyle made the motion, seconded by Dean Becker, to authorize Solicitor Picardi to advertise the public hearing for June 2, 2026 and prepare an Ordinance authoring the Chairperson to sign the Comcast and Verizon renewal agreements as well as any other items that may be necessary under the FCC requirements. There were no public comments, and the motion carried by a vote of 5-0.

ROAD MASTER'S REPORT: Shawn Motsavage submitted his written Report to the Board dated May 1, 2026, for activities occurring during the month of April.

- Materials and Supply Bid for 2026–2027: At the April meeting, the Board authorized rebidding the Materials and Supply, Line Painting, and Thermo-Plastic bids. This was completed and Mr. Motsavage submitted a memo recommending awards for those items that were rebid. No bids were received for the Materials and Supply contracts. He recommended awarding both the Line Painting and Thermo-Plastic bids to Guidemark, Inc. After reviewing the recommendations, Chairperson Margolis asked for a motion to award both bids to Guidemark, Inc. Adam Doyle made the motion, and Corey Hulse seconded it, to award the Line-Painting and Thermo-Plastic bids to Guidemark, Inc. There were no public comments, and the motion carried by a vote of 5-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated May 1, 2026, for activities that occurred during the month of April.

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In addition to his report, Ms. Daniel informed the Board that Mr. Moran was not in attendance at this meeting. Regardless, he had two matters that he asked her to present to the Board:

- EMS Response Reimbursement Policy: Mr. Moran prepared a written policy for reimbursing the two-ambulance corps that serve the Township, formalizing a verbal practice that has been in place for three to four years. Each month, the Township receives ambulance call data from Montgomery County and compares it with information provided by the two-ambulance corps before issuing payment. The Township currently reimburses \$200 per call. Before bringing the policy to the Board, Mr. Moran shared the draft with both ambulance corps and the Board for review. He reported that neither ambulance corps objected and that he incorporated the Board's comments into the version presented at this meeting. After reviewing the reimbursement process, Chairperson Margolis asked for a motion to adopt the policy. Adam Doyle made the motion, Corey Hulse seconded it, to adopt the Perkiomen Township EMS Reimbursement Policy. There were no public comments, and the motion carried by a vote of 5-0.
- Fire Police Services Assistance: Funeral services for William Patterson have been rescheduled to May 31, 2026. To assist with traffic control for the funeral motorcade, Mr. Moran requested fire police support from surrounding municipalities and prepared letters requesting that assistance. Before the letters can be sent, the Chairperson must be authorized to sign them. Chairperson Margolis then asked for a motion to authorize her to sign. Dean Becker made the motion, Adam Doyle seconded it, to authorize the Chairperson to sign the letters requesting fire police support. There were no public comments, and the motion carried by a vote of 5-0.

ENVIRONMENTAL ADVISORY COUNCIL (EAC): Steven Servey updated the Board on recent EAC activities. On Earth Day, April 22, the EAC held a rainy nine-mile bike ride from Plank Road to Collegeville. On April 25, the group led a bird walk at PV Woods and assisted with the Arbor Day tree dedication on April 24. Mr. Servey also plans to attend the Bird Town Spring Clutch meeting on May 17th and report back to the committee on bird migration and ways to help protect declining bird habitat.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that the Planning Commission met on April 21, 2026. The first item discussed was a sketch plan submitted by Artisan Land Company for a property located between the Township boundary with Schwenksville Borough and the Maple Hill Development. The Planning Commission reviewed the developer's proposed concept and directed Artisan to return with a revised sketch plan, which may be presented at the May meeting. The second item was a map prepared by the Montgomery County Planning Commission showing the amount of land in the Township that may still be available for

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development, including areas of open space, steep slopes, and floodplain. Based on the map presented, there appears to be limited land remaining for development in the Township, although additional revisions to the map are still needed.

PARK AND RECREATION REPORT: Kevin Motsavage reminded the public the Community Day is set for May 30, 2026.

PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY (LPVRSA):

Shawn Motsavage gave the following report for LPVRSA. LPVRSA signed two Capacity Rights Agreements for EDUs in Upper Providence and then released Chapter 94 consistency letter for thirty-nine EDUs for another project in Upper Providence. The effluent tank rehabilitation situation is still the same.

ENGINEERS REPORT: Nicholas Szeredai submitted his written report to the Board. In addition to this report, Mr. Szeredai discussed the following:

- 532 Township Line Road: Kristian and Leah Reiter completed construction of a new single-family home at 532 Township Line Road and submitted a request for release of escrow. Mr. Szeredai reviewed the as-built plan and reported that everything is in order. He therefore recommended approval of Final Escrow Release No. 1 in the amount of \$36,321.57, conditioned on payment of all outstanding invoices. Ms. Daniel confirmed that all invoices have been paid. Dean Becker made a motion, seconded by Adam Doyle, to approve Final Escrow Release No. 1 in the amount of \$36,321.57 for Kristian and Leah Reiter. There were no public comments, and the motion carried by a vote of 5-0.
- Hazard Mitigation Grant: Mr. Szeredai reported on the Township's Hazard Mitigation Project at 574 Gravel Pike and explained that the matter required three separate Board actions. When the contractor removed the 20-foot retaining wall, prior testing had suggested bedrock would be encountered. Instead, the contractor found concrete anchor piers supporting the wall, as well as asbestos-containing material that appeared to be old shingles used as backfill. To keep the project moving, a change order was required. As work continued, it was determined that the concrete anchors did not extend into bedrock and had to be removed. Once removed, the site was left with a steep embankment of unstable, shale-like material. In response, Mr. Szeredai developed a revised stabilization plan with the contractor. The original design called for turf reinforcement matting on the upper portion of the slope, but the revised conditions require additional fabric to stabilize the full embankment.
 - The first action before the Board was Change Order No. 2 for asbestos removal in the amount of \$21,860.00. Mr. Szeredai recommended approval of the Change Order. Dean Becker made a motion, seconded by Albert Campion, to approve Change Order No. 2, increasing the contract price by \$21,860.00 for the asbestos

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removal. There were no public comments, and the motion carried by a vote of 5-0.

- The second action was Payment Application No. 4, a partial payment request that included the increase approved under Change Order No. 2. Mr. Szeredai recommended approval conditioned upon receipt of the certified payrolls and a copy of the detailed asbestos manifest. Albert Campion made a motion, seconded by Adam Doyle, to approve Payment Application No. 4 to David Heiser Construction Services in the amount of \$56,731.50, subject to receipt of the certified payrolls and asbestos manifest. There were no public comments, and the motion carried by a vote of 5-0.
- The third action was Change Order No. 3 for grading adjustments and additional backfilling needed to expand stabilization of the embankment. This Change Order increases the contract price by \$64,350.00. Mr. Szeredai recommended approval and explained that funding is expected to come from a contingency line item in the original PEMA/FEMA project budget for unforeseen conditions. He also reported that the Township remains within the overall project budget. Adam Doyle made a motion, seconded by Albert Campion, to approve Change Order No. 3, increasing the contract price by \$64,350.00 for additional backfilling and stabilization. There were no public comments, and the motion carried by a vote of 5-0.

MANAGER'S REPORT: Cecile M. Daniel

- Perkiomen Valley High School Graduation: A request was received from Dean Miller, Chief of the Perkiomen Valley School District (PVSD) Police Department for Fire Police Services for the Perkiomen Valley High School Graduation, which is scheduled for Friday, June 5, 2026. In addition, Mr. Miller is requesting assistance from all the Fire Police of those municipalities that make up the PVSD. This would include Perkiomen Township, Lower Frederick Township, Skippack Township, Collegeville Borough, and Trappe Borough. Schwenksville Borough no longer has Fire Police. The Board must authorize the Perkiomen Township Fire Police to assist with the PVSD Graduation and authorize the Chairperson to sign letters to be sent to all the municipalities listed except Schwenksville Borough requesting same. Adam Doyle made a motion, seconded by Albert Campion, to authorize the Township's Fire Police to assist the PVSD Police Department with the High School Graduation scheduled for Friday, June 5, 2026, and authorized the Chairperson to sign the letters to those municipalities that make up the PVSD except Schwenksville Borough requesting assistance from their Fire Police for PVSD High School Graduation. There were no public comments, and the motion carried by a vote of 5-0.

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

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Respectfully Submitted,

Cecile M. Daniel

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Township Manager