



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MAY 7, 2024

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BOARD MEMBERS PRESENT: Adam Doyle, Chairman  
Dean Becker, Member  
Albert Campion, Member  
Gary Filzen, Member

ABSENT: Pamela Margolis, Vice-Chairperson

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  
Kevin Motsavage, Parks and Recreation Coordinator

Adam Doyle called the meeting to order at 7:00 pm.

**EXECUTIVE SESSION:** Adam Doyle informed the public that the Board of Supervisors held an Executive Session prior to this meeting to discuss two Real Estate Matters.

**CONSENT AGENDA:** Dean Becker made a motion, seconded by Gary Filzen, to approve the consent agenda items as follows: a) Minutes: April 2, 2024; b) Monthly Reports: PA State Police Reports for April, Ambulance Report, Perkiomen Township Fire Company Reports for April and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for April in the amount of \$99,027.32 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion was carried by a vote of 4-0.

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

### OLD/NEW BUSINESS:

- **Artisan Land Company:** Jacqueline Erixson, representing Artisan Land Company, and Greg Elko, their engineer from Langan Engineering, were at this meeting to discuss the matter of providing sewer for the proposed development located on Bucher Road/Centennial Street. The proposed development is located in three municipalities: Perkiomen Township, Schwenksville Borough, and Lower Frederick Township. There are twenty-seven new homes being proposed in Perkiomen Township. Ms. Erixson is requesting consideration by the Board to allow these twenty-seven homes to opt-out of requiring the public sewer capacity to go into the

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Oaks Treatment Plant and instead be allowed to let this sewer capacity go into the Schwenksville Borough Authority Sewer System (Schwenksville). There was a review of the Utility Plan that shows the proposed tie into Schwenksville's existing manhole which is in Centennial Street. The Board questioned whether Schwenksville has the capacity to take these twenty-seven homes into their system. Fred Ebert, Schwenksville's Engineer, has indicated that Schwenksville does have the sewer capacity for this development. There was a discussion on what might happen if public sewers are not available. What options are under consideration for this development? If public sewer is not available, Ms. Erixson indicated they would investigate on-lot systems. The Board informed Ms. Erixson that it wanted more information regarding the process of allowing this sewer capacity to go into Schwenksville's sewer system. Ms. Erixson indicated this process would be the same as the Township went through for the nearby developments known as 515 Centennial Street Subdivision and 817 Limerick Road Subdivision. The Board indicated it was not going to decide at this meeting on Artisan's request.

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

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

- 182 Trappe Road: Under the Agreement for the purchase of Real Estate for 182 Trappe Road, the Board needs to consider setting a public hearing prior to this Open Space acquisition. After discussion, Dean Becker made a motion, seconded by Gary Filzen, to set the date prior to the July Monthly Meeting, July 2, 2024. There were no public comments. The motion carried by a vote of 4-0.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated May 1, 2024, for activities occurring during the month of April.

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

- Damage to Mailboxes: Mr. Motsavage requested consideration to increase the amount in the Township's standing Resolution for those residents seeking reimbursement for damage to their mailboxes caused by the Road Crew while snow plowing. Under the existing Resolution, passed in 2014, the amount is \$95.00. It was the recommendation of Mr. Motsavage to increase this to \$125.00. It was his opinion that the \$125.00 would cover the cost of a standard mailbox and post. The Board discussed this and had no issue with increasing this reimbursement amount to \$125.00. Ms. Daniel will prepare a formal Resolution for the June meeting memorializing this decision.

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- Sale of Equipment: Mr. Motsavage informed the Board that the auction for the sale of equipment for: (1) 2013 GMC Sierra 3500HD and (2) John Deere M665 Mower was closed on May 3, 2024. Based upon the final bids, it was his recommendation that the Board award the sale of the 2013 GMC Sierra 3500HD to Donnie White of Jacksonville, Florida in the amount of \$15,300.00 and for the John Deere M665 Mower to Lori Gulick of Lehighton, Pennsylvania in the amount of \$1,100.00. After discussing Mr. Motsavage's recommendation, Gary Filzen made a motion, seconded by Albert Campion, to sell the following pieces of equipment: 2013 GMC Sierra 3500HD to Donnie White for \$15,300.00 and the John Deere M665 Mower to Lori Gulick for \$1,100.00. There were no public comments. The motion carried by a vote of 4-0.

**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted to the Board his Code Enforcement report dated May 1, 2024, on activities that occurred during the month of April.

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

- Salt Shed Project: Mr. Moran asked the Board to consider waiving the Township's Construction Fee for the Salt Shed Project. There was a brief discussion after which Gary Filzen made a motion, seconded by Dean Becker, to waive the Township's Construction Permit Fee less the state fee for the construction of the Township's Salt Storage Building Addition Project. There were no public comments. The motion carried by a vote of 4-0.

**ENVIRONMENTAL ADVISORY COUNCIL:** Eric Wiediger of the EAC was present to discuss the following:

- EAC Bylaws: There was a discussion on the revised EAC's Bylaws. Solicitor Picardi will make a few minor changes and send them back to the EAC for final review. This matter will be placed on the June monthly meeting agenda.
- The Healthy Yard Program: This matter will also be placed on the June monthly meeting agenda.
- Reminder of upcoming events and projects: Mr. Wiediger informed the Board that Perkiomen Township is now officially a member of the Bird Town Program. The Bird Town Organization will give a brief presentation at the beginning of the June Monthly Board Meeting.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel informed the Board that the Planning Commission held its meeting on April 16, 2024. At that meeting the Planning Commission discussed the purchase of 182 Trappe Road, the

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proposed amendments to the Stormwater Management Ordinance and changes being considered to the Township's Subdivision and Land Development Ordinance.

**PARK AND RECREATION REPORT:** Kevin Motsavage informed the Board as to the following:

- At last month's meeting the Board approved repairing six posts at the pavilion. This number was based on the posts being twelve to sixteen inches below the existing concrete slab. During the repair work, the contractor was only able to repair three posts because the posts were thirty to thirty-two inches deep. Since it required more work than anticipated, the contractor was only able to repair three posts for the quoted price of \$11,400.00. In inspecting the other three posts, Mr. Motsavage felt that those posts were not as bad as he thought; therefore, this work will be completed in 2025.
- Mr. Motsavage informed the Board that he is working with the EAC and the Perkiomen Watershed to plant trees on the Mayberry Road property and the Lodal Creek Park. This proposal will be presented to Park and Recreation Committee. During the inspection of the Mayberry Road Property, the suggestion was made by the Watershed to reduce the mowing in the property closest to Lodal Creek.
- Perkiomen Township Community Day: Reminder that Community Day is June 1, 2024.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson reported on the following: the pour for the emergency generator was completed, Meter #2 has been delivered and is waiting to be installed. The remainder was routine business.

**ENGINEERS REPORT:** Nicholas Szeredai was present and submitted his engineers' report to the Board.

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

- Cranberry Boulevard: Mr. Szeredai informed the Board that only one bid was received via PennBID on April 24, 2024, for the Cranberry Boulevard – Curb Ramp Improvements. The project included the repair of two existing curb ramps located along Cranberry Boulevard: Kagey Road & Cranberry Boulevard and Tudor Road & Cranberry Boulevard. The bid was received from Lawrence Site in the amount of \$19,300.00. Mr. Szeredai reviewed the bid for technical and administration compliance and found no deficiencies. As a result, Mr. Szeredai recommended the Board award the Curb Ramp Improvements Project to Lawrence Site subject to review of the contract documents by the Township Staff and Township Solicitor. With the recommendation of Mr. Szeredai, Gary Filzen made a motion, seconded by Albert Champion, to award the Cranberry Boulevard – Curb Ramp Improvements Project to

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Lawrence Site in the amount of \$19,300.00 and authorized the Chairman to sign the Contract Documents subject to review by the Township Staff and Township Solicitor. There were no public comments. The motion carried by a vote of 4-0.

- Life Tree Pharmacy: Mr. Szeredai presented to the Board Escrow Release No. 1 (Final) from Life Tree Pharmacy. According to Mr. Szeredai all work has been acceptably completed. As a result, it was Mr. Szeredai's recommendation that the Board approve the final release to Life Tree Pharmacy in the amount of \$74,841.41 for the expansion to their building. With the recommendation of Mr. Szeredai, Dean Becker made a motion, seconded by Albert Campion, to approve Escrow Release No. 1 (Final) to Life Tree Pharmacy in the amount of \$78,841.41 for its expansion project. There were no public comments. The motion carried by a vote of 4-0.
- Highland/Huber Park Development: Mr. Szeredai informed the Board that the development of the Highland/Huber Park is still in the design stage. During the completion of the Phase 1 Environmental Study, the environmental specialist found a Bog Turtle Habitat. Due to the presence of the Bog Turtle Habitat, the environmental specialist indicated a Phase II Bog Turtle Study would be required. The completion of this study is time sensitive (April 15 to June 15). Due to the timing to complete a Phase II Study, Mr. Szeredai reached out to Liberty Environmental to obtain a quote to complete this work in 2024. Mr. Szeredai presented to the Board a Confirmation of Services to complete this work in the amount of \$9,600.00. The Board discussed this proposal and Gary Filzen made a motion, seconded by Dean Becker, to approve the Confirmation of Services to complete a Bog Turtle Phase II Study in the amount of \$9,600.00. There were no public comments. The motion carried by a vote of 4-0.

**MANAGER'S REPORT:** Cecile Daniel reported on the following:

- Perkiomen Project: Ms. Daniel informed the Board at the April Meeting she received information from Crystal Gilchrist regarding a project which is called the Perkiomen Mapping and Flood Reduction Planning Project (aka The Perkiomen Project). This mapping will cover the Perkiomen Watershed. There will be a Steering Committee. There will also be an Advisory Committee. This Advisory Committee will review what is happening and act as a liaison between work being completed and the member municipality they represent. Each of the fifty-five municipalities in the Perkiomen Watershed are being asked to appoint a person to this Advisory Committee. Ms. Daniel told the Board that the first meeting of this Advisory Board is scheduled for May 15<sup>th</sup>. It was Ms. Daniel's recommendation that the Board consider appointing Chris Husted to be Perkiomen Township's representative. She reviewed Mr. Husted qualifications and added that he is also a member of the Perkiomen Township Environmental Advisory Council. The Board considered this recommendation and discussed this with Mr. Husted who was present at this meeting. Gary Filzen made a motion, seconded by Dean Becker, to appoint Chris Husted to be

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Perkiomen Township’s representative to the Advisory Committee for the Perkiomen Project. There were no public comments. The motion carried by a vote of 4-0.

- Conditional Use Application: Ms. Daniel explained that she has received a Conditional Use Application from the Daily Bread Community Food Panty Inc. (Pantry) as the equitable owner of 16 Iron Bridge Drive. Under the Township’s Zoning Ordinance, the Pantry will need Conditional Use to permit a “Community Food Pantry” Use within the IN-Industrial District. It was Ms. Daniel’s recommendation that the Board set the public hearing prior to the June Monthly Meeting, June 4, 2024, at 6:30 p.m. On the recommendation of Ms. Daniel, Dean Becker made a motion, seconded by Albert Campion, to set the public hearing for the Daily Bread Community Food Pantry’s Conditional Use Application for June 4, 2024, at 6:30 pm. There were no public comments. The motion carried by a vote of 4-0.
- Perkiomen Valley High School Graduation: A request was received from Dean Miller of the Perkiomen Valley School District (PVSD) for Fire Police Services for the Perkiomen Valley High School Graduation which is scheduled for June 7, 2024. 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, Collegetown Borough, and Trappe Borough. Schwenksville Borough no longer has Fire Police. The Board must authorize the Perkiomen Township Fire Police to aid with the PVSD Graduation and authorize the Chairman to sign letters to be sent to all the municipalities listed except Schwenksville Borough requesting same. Albert Campion made a motion, seconded by Gary Filzen, to authorize the Township’s Fire Police to help PVSD with the June 7, 2024, High School Graduation and authorize the Chairman to sign the letters to those municipalities that make up the PVSD except Schwenksville Borough asking assistance from their Fire Police for PVSD High School Graduation. There were no public comments. The motion carried by a vote of 4-0.
- Ambulance Update: As of April 1, 2024, Skippack Emergency Medical Services (SEMS) began their coverage of that area in Perkiomen Township that was previously covered by Freedom Valley Medical Services. The President of SEMS, Barry Evans, was present at this meeting to introduce himself to the Board and the public. Ms. Daniel questioned how the Board wishes to handle the Township’s donation to Plymouth Community Ambulance (Plymouth). Presently the Township’s donation to SEMS is \$100.00/per call for 2024. In the past, the policy has been that what is given to one Ambulance Corp is given to both. Based on that policy, payment on a per call basis would now be how Perkiomen Township is making its donations to those Ambulance Corp that provide primary service to the residents. At this time, the Board was fine with this payment arrangement for both ambulances. With the change in the donation payment method, Plymouth will be contacted. Ms. Daniel is also

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looking for some direction as to when this change should begin for Plymouth. Perkiomen Township began the per call payments to SEMS on April 1, 2024. At this time, no donations have been made to Plymouth. Unlike SEMS, who began on April 1, 2024, Plymouth has been the other primary ambulance since January 1, 2024. With this change in payment method, does the Board want to begin as of April 1<sup>st</sup> or make it retroactive to January 1<sup>st</sup> with their donations to Plymouth? There was discussion on this question, but no final instructions were provided.

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

Respectfully Submitted,

*Cecile M. Daniel*

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Cecile M. Daniel  
Township Manager