



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: NOVEMBER 8, 2023

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**BOARD MEMBERS PRESENT:** Adam Doyle, Chairman  
Pamela Margolis, Vice-Chairperson  
Albert Campion, Member

**ABSENT:** Gary Filzen, Member  
Dean Becker, Member

**OTHERS PRESENT:** Cecile Daniel, Township Manager  
Kenneth Picardi, Township Solicitor  
Nicholas Szeredai, Township Engineer  
Jeffrey Thoms, SSM  
John Moran Jr., Code Enforcement/Zoning Officer  
Shawn Motsavage, Township Road Master

**EXECUTIVE SESSION:** Chairman Doyle informed the public that the Board of Supervisors held an Executive Session prior to this meeting. The following matters were discussed at this meeting: (1) A matter involving a litigation topic and (2) Two matters involving the discussion of two different real estate topics.

**CONSENT AGENDA:** Pamela Margolis made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a.) Minutes: Draft October 3, 2023; b.) the PA State Police Reports for October, Ambulance Reports, Perkiomen Township Fire Company Reports, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for October in the amount of \$312,601.55 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 3-0.

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

### **OLD/NEW BUSINESS:**

- Environmental Advisory Council (EAC): Dominic Bruzzese of the EAC was at this meeting to give a power point presentation on the EAC activities. Mr. Bruzzese informed the public that the EAC is nearing the completion of their second year. The first year was spent defining what the EAC is. Their Mission Statement is: "Connecting, Educating, & Advocating for residents to provide environmental enhancement and promote community health and wellbeing for generations to come." The second year was spent developing projects and initiatives for the EAC to possibly implement in year three. Mr. Bruzzese reviewed the projects and initiatives including

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the following: basin retrofit, community gardens, suburban homestead, invasive blitz, CCA 100 by 2023, stream crossing, an energy audit, a healthy yard program, the Birdtown, PA membership, Green Team, preserving open space, stormwater management community outreach/education, PENN Master Watershed Conservancy, potential MS4 projects, leave leaves alone initiative, and liaisons with all Township Committees. To obtain the opinion of the Board on the topics presented, Mr. Bruzzese has developed a survey which Ms. Daniel will forward to the Board. The information from this survey will be used to aid the EAC in prioritizing their projects and initiatives.

**SOLICITOR’S REPORT:** Solicitor Picardi submitted his written report to the Board.

**ROAD MASTER’S REPORT:** Shawn Motsavage submitted to the Board his written Road Master Report dated November 1, 2023, for activities occurring during the month of October.

**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted his written Code Enforcement Report to the Board dated November 1, 2023, for activities that occurred during the month of October.

In addition to his report, Mr. Moran informed the Board that Morehouse Properties, Inc. applied to the Zoning Hearing Board for variances needed to construct a new home at 340 Wartman Road. This property is zoned R-1 Zoning District with an existing mobile home house trailer on the premises. Morehouse Properties is proposing to remove the mobile home trailer and build a new single-family home on the lot. This property abuts Buyers Road located in the Cranberry Development. The applicant is looking to use the same setback as those homes constructed on Buyers Road. The Board took no action and will thus retain a neutral position regarding the Morehouse application.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel informed the Board that there was no Planning Commission meeting in October.

**PARK AND RECREATION REPORT:** Kevin Motsavage was not present at this meeting. Ms. Daniel informed the Board that the Township did not receive the DCNR Grant for the Highland-Huber Park but could reapply when DCNR opens its next round for grant applications.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson informed the Board that there will be no rate increase in the sewer fees charged by LPVRS in 2024. On the status of the repairs to the meters, one meter had been repaired and is waiting for PECO to certify the repair work and turn on the electricity.

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**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:

- Cranberry Boulevard: Mr. Szeredai informed the Board that there are two handicapped curb ramps along Cranberry Boulevard that need to be repaired: (1) the first ramp is located at the intersection with Kagey Road at the northwestern corner; (2) the second ramp is located at the eastern most intersection of Tudor Road located at the southwestern corner. Based upon the deteriorated conditions of the existing ramps, both were considered for replacement. SSM assisted in soliciting three quotes to replace these ramps through coordination with Shawn Motsavage. Quotes to replace the two ramps came in higher than the Municipal threshold of \$22,500; therefore, this work will need to be publicly bid out. Shawn Motsavage indicated that, prior to submission of quotes for this work, temporary repairs were made to the two handicapped curb ramps. It was decided not to replace both ramps at this time. As a result, a separate quote was then solicited to replace just a single curb ramp located at the intersection of Tudor Rd and Cranberry Blvd. Mr. Szeredai recommended that the Board consider authorizing the spending up to \$12,199 to repair this one handicapped ramp. The Board discussed this recommendation. Albert Campion made a motion, seconded by Pamela Margolis, authorizing Nicholas Szeredai, Kenneth Picardi, and Cecile Daniel to receive bids for the replacement of this one handicapped curb ramp at a cost not to exceed \$12,199.00. There were no public comments. The motion carried by a vote of 3-0.
- Municipal Building Upgrades Project: Jeffrey Thoms was present to update the Board on the construction/expansion to the south salt shed structure. Currently, Mr. Thoms is still working with Hirschberg Mechanical to resolve all the outstanding items for the HVAC systems. As soon as he receives an updated start-up report and a completed punch list, Mr. Thoms can consider completing the close out for the Municipal Buildings Upgrades Project. Mr. Thoms continued his discussion by presenting the design/construction plans for the repairs to the existing salt shed and the expansion of the south salt shed. The expansion work involves the addition of two more bins being added to the south salt shed. Next, Mr. Thoms reviewed the proposed site work to be completed and the repairs to be made to the existing salt shed. As part of this project, the whole roof of the south salt shed will be replaced when adding the additional two salt bins. The current schedule is to return at the December Meeting with completed construction plans and request approval from the Board to get the project ready to bid out. Currently, Mr. Thoms is looking to received bids by the middle of February with construction anticipated to start in the Spring of 2024.

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

- Traffic Calming Discussion: As directed by the Board, Ms. Daniel sent to Trappe Borough the information she received from the PA Local Technical Assistance Program Staff on the issue of Traffic Calming in Betcher Road. Ms. Daniel informed the Board that she had received a response from Trappe Borough. It appears that Trappe Borough does not support the idea of installing speed bumps or tables on Betcher Road. Based upon the information gathered for Betcher Road, the 85% speed was 37 MPH. Also, the existing grade of Betcher Road going west from Route 113 toward Cornwallis Way has steep grades and vertical curves and Betcher Road located east of Trappe Road has steep grades as well. The steep grade in both areas exceeds the 8% set forth in the Traffic Calming Handbook for speed humps. There is not much flat area remaining in the middle between these two areas of steep grades. The Board discussed traffic calming on Betcher Road. The Board concluded that it is not going to take any action at this time because (1) Trappe Borough’s nonparticipation; (2) The concerns of the existing design restrictions of the roadway; and (3) Matter of visiting the issue of an increase of the existing speed of this road. There was a resident from Betcher Road at the meeting to discuss this situation with the Board.
  
- 2024 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2024 Perkiomen Township Budget.
  - The General Fund Budget and Capital Fund Budget - The proposed Operating Budget for the 2024 General Fund Budget is projected at \$3,608,614.00. For the proposed revenues, the major differences from the 2023 Operating Budget were a decrease in the proposed revenues coming from the Real Estate Transfer Tax, plus an increase in the Earned Income Taxes and projected interest. For the proposed expenditures, the major difference from the 2023 Operating Budget was money to be spent on the Township’s parks. Money for the designing of the Highland – Huber Park and repairs to the storm sewer lines located in the Lodal Creek Park are now designated to be spent from the General Fund. Also, the proposed budget designates splitting the funds evenly coming from the Township’s General Fund mileage into three pieces. This three-way split would be the Township’s Fire Company and the two ambulance companies. The final decision on this split will happen during 2024. The amount set forth in the proposed Capital Budget is \$1,098,410.00. The proposed expenditures under the Capital Budget include the proposed road work which will be split with the Liquid Fuels Budget; the work to be completed in the repairs to be made to the salt bins, the expansion of the south salt shed, and the purchase of equipment (new leaf pro plus to pick-up leaves for leaf recycling and a new truck for the road department). The proposed 2024 Budget for the General Fund Budget and the Capital Fund Budget is \$4,707,024.00. For 2023 the General Fund Budget and Capital Fund Budget the amount was

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4,854,640.00. There is NO tax increase being proposed for the General Fund for the year 2024.

- The Liquid Fuels Budget is proposed at \$794,392.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadways. The remaining portion of the proposed 2024 Road Project (Seitz Road) will come from this budget.
- The Fire Tax Budget is \$1,345,100.00. The proposed Fire Tax Budget shows an increase in the Fire Tax. The proposal is to increase the Fire Tax from .27 to .6 mils. This represents an increase of .33. The average assessment per household is estimated at \$161,000. At the current rate (.27) the tax would be \$43.47 per household and at the new rate (.6) the tax would be \$96.60 per household. This represents an increase based on the average assessment of \$161,000 to be \$53.13 per household. There is a proposed increase in the Fire Tax from the current .27 to .6 mils. This increase is reflected in the proposed 2024 Fire Tax Budget.

After reviewing this information, Pamela Margolis made a motion, seconded by Albert Campion, authorizing the advertisement of the proposed 2024 Perkiomen Township Budget for consideration by the Board at the December Monthly Meeting. There were no public comments on the motion. The motion was carried by a vote of 3-0.

- Letter of Intent: Ms. Daniel indicated there was a regional meeting sponsored by Upper Providence Township. This meeting included representation from several surrounding communities. At this meeting, there was a discussion on topics that each municipality has been contending with. This meeting led to a discussion about the creation of a Council of Government (COG). In that discussion, there were representatives from the Department of Community & Economic Development (DCED) on creating a COG. DCED provides technical assistance on several topics. One of these topics is providing technical assistance in looking into the creation of a COG. Ms. Daniel recommended that the Board consider participating in this investigation to see if this could be a viable option for the Township. The first step is to approve DCED's Letter of Intent requesting technical assistance in creating a COG. After discussion of this matter, Pamela Margolis made a motion, seconded by Albert Campion, authorizing the submission of the Letter of Intent to the Department of Community and Economic Development. There were no public comments on the motion. The motion was carried by a vote of 3-0.

**SUPERVISOR'S COMMENTS:**

Pamela Margolis asked a few questions for clarification on the topic of microsurfacing and on the proposed 2024 Road Project.

Adam Doyle informed the public that he and Pamela Margolis attended a meeting with PVSD Superintendent Barbara Russell and Chief of Police Dean Miller. This meeting

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revolved around the security incident that took place at the Perkiomen Valley School District Campus on September 21 2023. Discussion at this meeting concerned the issue of the Township having an “ear” in the room so that we have a place at the table should the school district ever consider, in an emergency, the option of an early dismissal. The place at the table will give the Township time to put its people in place so that we can deal with whatever Township issues may arise. With this meeting, hopefully the Township can open a dialogue with the school district so that we get invited to meetings where we can evaluate where we fit into this process. At a minimum such questions to be discussed are who gets notified and when do we get notified. By keeping the doors of communication open between the Municipalities that make up the school district and the school district, we can all be a part of the solution in working together on issues of mutual concern for the community.

There being no further business, the November public meeting was adjourned upon motion made by Albert Campion and seconded by Pamela Margolis.

Respectfully Submitted,

*Cecile M. Daniel*

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Cecile M. Daniel  
Township Manager