



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: OCTOBER 3, 2023

BOARD MEMBERS PRESENT: Adam Doyle, Chairman
Pamela Margolis, Vice-Chairperson
Albert Campion, Member
Gary Filzen, Member
Dean Becker, 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: Albert Campion made a motion, seconded by Pamela Margolis, to approve the consent agenda items as follows: a.) Minutes: Draft September 5, 2023: Dean Becker (was not in attendance at the September 5th Meeting. b) the PA State Police Reports for September, Ambulance Reports, Perkiomen Township Fire Company Report, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for September in the amount of \$402,314.54 and 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 with Dean Becker abstaining on the September 5th Meeting Minutes.

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

OLD/NEW BUSINESS:

- Environmental Advisory Council (EAC): Ms. Daniel informed the Board that, due to scheduling, the EAC will not be at this meeting but is looking to be at the November Monthly Meeting.
- Perkiomen Valley Library: Aileen Johnson, Branch Library Manager, of the Perkiomen Valley Library was present to update and discuss with the Board the Level of Services the library provides to residents of Perkiomen Township. Also present was Karen DeAngelo, the Executive Director of the Montgomery County Library and Carol Ewing, Vice President of the Perkiomen Valley Library. All present thanked the Board for their continued financial support. Mrs. Johnson informed the Board that the library has had a great deal of activity taking place which has kept everyone very busy. Circulation was the highest during the month of August. Presently, it appears that this year will be the highest activity they have seen at the library. The Library is working

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on grants to help make some changes to their building. Mrs. DeAngelo explained the relationship between the Montgomery County Library, Norristown in helping and supporting the Perkiomen Valley Library with the services the library provides to the Community.

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

In addition to that report, Solicitor Picardi updated the Board on the following:

- Fireworks Ordinance: Solicitor Picardi informed the Board that in 2022 the Pennsylvania Legislature adopted Act 74. This act amended the existing Fireworks Law which allowed the municipalities to establish some regulation of fireworks. Solicitor Picardi informed the public that before the Board for consideration is Ordinance No. 242. This Ordinance would regulate the use of Display and Consumer Fireworks within the Township and would require and provide permits in certain cases as allowed under Act 74. Solicitor Picardi described what is covered under the section labeled Display Fireworks which are fireworks set off by professionals. Consumer Fireworks will require permits and the permittee will have to follow the rules under Act 74.

Under Consumer Fireworks, specifically Section 3.5 – Any permit issued by the Township shall restrict the use of Consumer Fireworks to the day and time listed in the application but in no event shall the permit allow use later than 10:00 P.M., except that:

- (a) On July 2, 3 and 4 and December 31, Consumer Fireworks may be used until 1:00 A.M. on the following day, and
- (b) When July 4 falls on a Tuesday, Wednesday, or Thursday, Consumer Fireworks may be used until 1:00 A.M. on the immediately preceding and following Friday and Saturday.

Pursuant to Subsection 1106 (b) of the Fireworks Law, the hours of use of Consumer Fireworks may not be restricted on the Monday of Memorial Day and the immediately preceding Saturday and Sunday, or, the Monday of Labor Day and the immediately preceding Saturday and Sunday.

Permits for the use of Display Fireworks or Permits for the use by exception of Consumer Fireworks may be granted by the Perkiomen Township Fire Marshal, or other appropriate official as may be designated from time to time by the Board of Supervisors of Perkiomen Township.

After discussing the proposed Ordinance with the public and the Board of Supervisors, Dean Becker made a motion, seconded by Pamela Margolis, to adopt Ordinance No. 242 – Regulating the use of Display and Consumer Fireworks as allowed for under Act 74 of 2022. There were no public comments. The motion carried by a vote of 5-0.

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

In addition to his report, Mr. Motsavage submitted to the Board a memo dated September 28, 2023. In his memo, Mr. Motsavage set forth his recommendation for the award of the 2023 – 2034 Snow Removal Bid. The recommendation was to award Zone 1 to Lenhart Contractors and Zone 2 to Buck Enterprises and Landscaping. The Board discussed the recommendation of Mr. Motsavage. Albert Campion made a motion, seconded by Dean Becker, to award the 2023 – 2024 Snow Removal Bid as recommended by Shawn Motsavage. There were no public comments on the motion. The motion carried by a vote of 5-0.

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

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

PARK AND RECREATION REPORT: Kevin Motsavage informed the Board that the next Park & Recreation Meeting is scheduled for November 9th.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that there was just routine business discussed at the September 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. 6 and Change Order No. 2 for the installation of the new traffic signal. Payment Application No. 6 is the final payment received from Marino Corporation in the amount of \$47,952.07. Change Order No. 2 was updated to include the following: (1) both the installed and relocated electrical conduit into the roadway shoulder and pad mounted traffic signal controller box and (2) a 2x2 concrete yard drain with bicycle safe grate and 8-inch diameter PVC pipe connection to the Type-C inlet in front of the Gravel Pike Inn. The change order is an increase in the amount of the contract of \$29,000.00. It was the recommendation of Mr. Szeredai to approve this change order. With this recommendation, Albert Campion made a motion, seconded by Pamela Margolis, to approve Change Order No. 2 which is an increase in the amount

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contract of \$29,000.00. There were no public comments on the motion. The motion carried by a vote of 5-0. For Application for Final Payment No. 6, Mr. Szeredai informed the Board that the work completed under this payment application was installed according to the project specification; therefore, Mr. Szeredai's recommendation was to approve this final payment application. The payment application does include the amount set forth in Change Order No. 2. With this recommendation, Dean Becker made a motion, seconded by Albert Campion, to approve Application for Final Payment No. 6 in the amount of \$47,952.01 to Marino Corporation. There were no public comments on the motion. The motion carried by a vote of 5-0.

- Pollution Reduction Plan (PRP)/Bridge Street Floodplain Restoration: Mr. Szeredai informed the Board that most of the work has been completed. A punch list inspection was complete with LandStudies and Flyway Excavating. The inspection found that less plants died than originally thought. Approximately eighty percent of the plants survived. After this inspection was completed an updated punch list was submitted to Flyway Excavating. Based upon the status of this project, Flyway Excavating submitted Application for Payment No. 4, which is a partial payment in the amount of \$46,483.25. According to Mr. Szeredai this will leave a \$5,000.00 retainage which he feels is sufficient to cover the remaining items under the update punch list. All work should be completed by the end of the year. LandStudies is looking to close the permit for this project. Once closed, the five-year maintenance will begin. It was the recommendation of Mr. Szeredai, that the Board approve Payment No. 4. With this recommendation, Albert Campion made a motion, seconded by Dean Becker, to approve Application for Payment No. 4, a partial payment, to Flyway Excavating, Inc. in the amount of \$46,483.25. There were no public comments. The motion carried by a vote of 5-0.
- 2023 Road Project: Mr. Szeredai informed the Board that the 2023 Road Project is complete. All punch list items have been completed. Application for Payment No. 2 was submitted to the Township for payment. Mr. Szeredai reviewed the application for final payment and found it to be accurate. With this, Mr. Szeredai is recommending that the Board approve the payment. The Board considered the recommendation of Mr. Szeredai and Pamela Margolis made a motion, seconded by Albert Campion, to approve Final Payment Application No. 2 to Innovative Construction Services, Inc. in the amount of \$18,005.23. There were no public comments. The motion carried by a vote of 5-0.
- 2024 Road Project: At the August and September Meetings, Mr. Szeredai discussed with the Board potential roads that would be part of the 2024 Road Project. First, the section of Seitz Road (Joint before Rain Tree Circle to Fox Heath Boulevard) should be finished. The proposed work would include the reconstruction of this section of the road and will be similar in nature to what was just completed in the 2023 Road Project

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for the other section of Seitz Road. The estimated cost to complete this section is \$410,000.00. Second will be additional roads as possible alternative roads. These alternative roads would be in the Fox Heath Development. Dartmoor Road and Fell Lane will be listed as alternate streets that will be milled and overlaid. The decision to complete the alternative roads will depend on the cost of the total 2024 Road Project which is presently estimated to be \$588,000. Based upon the discussion at the September Meeting, Mr. Szeredai prepared a Confirmation of Services to complete the engineering for this project in the amount of \$55,800.00. The Board consideration the confirmation at this meeting and Dean Becker made a motion, seconded by Albert Campion, to accept the Confirmation of Service of \$55,800.00 to complete the engineering for 2024 Road Project which will include the completion of the restoration work on Seitz Road as the base bid and adding as alternates milling and paving of Dartmoor Road and Fell Lane. There were no public comments. The motion carried by a vote of 5-0.

MANAGER’S REPORT: Cecile M. Daniel

- CFA Statewide Local Share Assessment Grant: Ms. Daniel explained that the Statewide Local Share Assessment Grant Applications for this DCED/Commonwealth Financing Authority Grant (CFA) are now open. Under this Grant, the Township is applying for: (1) new radio equipment for the Township’s Road Crew, Fire Marshall, and Emergency Management; and (2) new leaf vacuum and boxes for the Township to assist in the Township’s Leaf Collection Program. Ms. Daniel explained that the Township’s leaf pickup program has grown over the years. As a result, this pick up is getting too large for the equipment the Township is using and the process is taking much longer for the Road Crew to pick up the leaves that homeowners are leaving along the curbs. The focus is to submit the purchase of a Titan Leaf Pro Plus Leaf Vacuum and two leaf boxes in this grant. The purchase of this equipment will help the Road Crew and help reduce the time it is taking to pick up these leaves. The application also includes the purchase of new radios for the Township’s Road Crew, Fire Marshall, and Emergency Management. Presently, changes are underway to replace the existing analogue system with a digital system as a means of communication in this area. Both Shawn Motsavage and William Patterson explained to the Board the changes being made will provide better communication with other agencies such as the Perkiomen Township Fire Company and Perkiomen Valley School District. Ms. Daniel explained to the Board that she intends to place the purchase of the leaf vacuum, boxes, and radio equipment in the 2024 Budget. Currently, Ms. Daniel is unsure when the decision may be made by the CFA on the Township’s grant application; therefore, she may return to the Board requesting the purchase of this equipment irrespective of the grant. It was the recommendation of Ms. Daniel that the Board consider approval of Resolution 2023-18 which authorizes submission of this grant application to the CFA. With this recommendation, Dean Becker made a motion, seconded by Pamela Margolis, to

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approve Resolution 2023-18 and submit the Statewide Local Share Assessment Grant Application to the Commonwealth Finance Agency. There were no public comments. The motion carried by a vote of 5-0. A copy of Resolution 2023-18 is as follows:

RESOLUTION 2023-18

PERKIOMEN TOWNSHIP

Be it RESOLVED, that the **Perkiomen Township** of **Montgomery County** hereby requests a Statewide Local Share Assessment Grant in the amount of **\$146,203.60** from the Commonwealth Financing Authority to be used for *Leaf Vacuum, Boxes, and Radio Equipment*.

Be it FURTHER RESOLVED, that the Applicant does hereby designate Adam A. Doyle, Chairman and Cecile M. Daniel, Secretary as the official(s) to execute all documents and agreements between the Perkiomen Township and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

I, Cecile M. Daniel, duly qualified Secretary of the Perkiomen Township, Montgomery County, PA, hereby certify that the forgoing is a true and correct copy of a Resolution duly adopted by a majority vote of the Board of Supervisors at a regular meeting held on October 3, 2023 and said Resolution has been recorded in the Minutes of the Perkiomen Township and remains in effect as of this date.

IN WITNESS THEREOF, I affix my hand and attach the seal of the Perkiomen Township, this 3rd day of October, 2023 .

Perkiomen Township: Name of Applicant
Montgomery: County
Cecile M. Daniel: Secretary

- Planning Assistance Contract: Ms. Daniel explained that Perkiomen Township has a Planning Assistance Contract with the Montgomery County Planning Commission. The existing three-year contract ends on December 31, 2023. MCPC has submitted information for the Board of Supervisor’s consideration on a new three-year contract (2024 – 2026). Under this new contract, Ms. Daniel is looking to include the following: (1) the ER2 District that Spring Hill Realty is proposing should this move forward; (2) discussing with the MCPC updating the Township’s Open Space Plan; and (3) would be updating certain sections of the Township’s Subdivision and Land Development Ordinance. The total proposed cost for the contract for three years is \$40,932.00. This represents an increase of \$2,754.00 or 7.2% increase over the life of the contract. The Contract is broken down as follows: 2024 - \$13,500.00; 2025 - \$13,644.00; and 2026 - \$13,788.00. After discussing the proposal for the assistance contract, Albert Campion made a motion, seconded by Dean Becker, to approve a three-year Planning Assistance Contract (2024 – 2026) with Montgomery County Planning Commission for the cost

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of \$40,932.00 over the life of this contract. There were no public comments. The motion carried by a vote of 5-0.

- 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. To date, Ms. Daniel informed the Board that she had not heard anything. This matter will be tabled until the November Board meeting.
- 2023 Perkiomen Township Audit: Ms. Daniel reported that she received the proposal from Barsz Gowie Amon Fultz (BGA&F) to complete the 2023 Perkiomen Township and Fire Company Audit which includes audit of Perkiomen Township: \$17,500 and Perkiomen Township Fire Company: \$2,000. The intent to use BGA&F to replace the elected auditors to complete the 2023 Township/Fire Company audit must be advertised for 30 days. This proposal contains no increase in the cost to complete this audit. Since the Board usually makes this decision at their January Meeting, Ms. Daniel requested permission to advertise its intent to consider making this appointment at the Reorganization meeting in January. The Board reviewed the proposal and Dean Becker made a motion, seconded by Pamela Margolis, to accept the BGA&F Audit Proposal of \$19,500.00. In addition, authorized the advertisement of the Board's intent to replace the elected auditors and utilize the services of BGA&F to complete the 2023 Perkiomen Township and Perkiomen Township Fire Company Audit. The consideration of making this appointment will be made at the January 2024 Reorganization Board of Supervisors' Meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.
- Montgomery County Association of Township Officials (MCATO): At the September Meeting, Pamela Margolis was authorized to attend the Fall Convention of MCATO. At this meeting, there was no one else who could attend; therefore, Ms. Daniel will registration Mrs. Margolis for the Fall MCATO Convention.

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager