

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES:
JANUARY 5, 2009**

BOARD MEMBERS PRESENT: Richard Kratz, Vice-Chairman
William Patterson, Member
Dean Becker, Member

ABSENT: Edward Savitsky, Chairman
Gordon MacElhenney, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Chuck Frantz, Township Engineer
John Moran Jr., Code Enforcement Officer
John Moran Sr., Road Master

Richard Kratz called the January 5, 2009 Reorganization Meeting and Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m. The first item of business was the Reorganization Meeting.

REORGANIZATION MEETING: The reorganization meeting was conducted by Richard Kratz who acted as temporary chairman. Mr. Kratz called for nominations of Chairman. Dean Becker nominated Edward Savitsky as Chairman. William Patterson seconded the nomination. There were no other nominations. Dean Becker moved to close the nominations. The Secretary was directed to show that Edward Savitsky was elected as Chairman by a unanimous vote of 3-0. Since Mr. Savitsky was absent, Mr. Kratz continued in the role as temporary Chairman. Mr. Kratz asked for nominations for Vice-Chairman. William Patterson nominated Richard Kratz as Vice-Chairman. There were no other nominations. Dean Becker seconded the motion. Dean Becker moved to close the nominations. The Secretary was directed to show that Richard Kratz was elected Vice-Chairman by a unanimous vote of 3-0.

Holiday Schedule: The Board reviewed the proposed 2009 schedule for the paid employee holidays. Dean Becker made a motion, seconded by William Patterson to approve the holidays for 2009. There were no public comments on the motion. The motion was carried by a unanimous vote of 3-0.

William Patterson made a motion seconded by Dean Becker to approve the following 2009 appointments that were unanimously approved:

Township Road Liaison:
Township Treasurer:

William Patterson
Cecile M. Daniel

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Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi
Township Engineer:	Spotts, Stevens & McCoy
Township Fire Marshall:	John Moran Sr.
Zoning Hearing Board Solicitor:	Nancy Hopkins Wentz
Chairman of Vacancy Board:	Nancy Gaugler

There were no public comments on the motion. The motion was unanimously approved by a vote of 3-0.

Next, the Board set the Treasurer's Bond for the year 2009. Dean Becker made a motion, seconded by William Patterson to set the Treasurer's Bond at \$3,000,000.00 (Three Million Dollars). There were no public comments on the motion. The motion was carried by a unanimous vote of 3-0

William Patterson made a motion, seconded by Dean Becker to approve the following Committee Appointment:

Zoning Hearing Board - January 1, 2009
through December 31, 2011: Robert O'Donnell

There were no public comments on the motion. The motion was carried by a unanimous vote of 3-0.

Dean Becker made a motion seconded by William Patterson to close the reorganization meeting. There were no public comments. The vote was carried by a unanimous vote of 3-0.

Richard Kratz called the regular meeting of the Perkiomen Township Supervisors to order.

MINUTES: The minutes of the December 2, 2008 Board of Supervisors meeting were approved upon a motion made by Dean Becker and seconded by William Patterson. There were no public comments on the motion. The motion was carried by a vote of 3-0.

POLICE REPORT: The Board reviewed the PA State Police Report for December.

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CORRESPONDENCE:

- CPVRPC – Minutes of their meeting for December. Dean Becker mentioned that the Central Perkiomen Valley Regional Planning Commission discussed coverage for liability. The point of the discussion was asking that each of the members name the CPVRPC as an additional insured. The Board discussed this request and authorized the Township Manager to send a letter to the CPVRPC indicating that Perkiomen Township would authorize the CPVRPC be added as an additional insured. The Township’s insurance carrier will be notified upon the CPVRPC informing Perkiomen Township that all participating members agree to do the same.
- PSATS Bulletin
- DCNR – Report of Results of Grants Administered by DCNR.
- Support letter to DCNR regarding the grant application filed by the Lower Perkiomen Valley Regional Sewer Authority’s H₂O PA Grant Program.
- Trappe Ambulance December Report

SOLICITOR’S REPORT: Kenneth Picardi reported on the following activities:

- (1) HYK: Responded to Paul Ober – and is now awaiting Ober’s response;
- (2) Fontaine/Gambone – A public hearing is scheduled before the Zoning Hearing Board on January 14, 2009. Mr. Picardi explained that Mr. Fontaine’s attorney, Joseph McGrory has indicated that he would like to come to the Board of Supervisors prior to having the public hearing before the ZHB. It is anticipated that Mr. McGrory will ask for a continuance of the pending Zoning Hearing Board hearing. Presently, Chuck Frantz, the Township Engineer, has reviewed the plans that were submitted to his office from Mr. Fontaine’s engineer. Mr. Frantz reviewed with the Board his comments concerning the information that his office examined. Mr. Frantz recommended some changes to the proposed layout of the pipe located under the driveway. Mr. Picardi informed the Board that Mr. McGrory intends to come to the February Board Meeting to discuss this situation with them. The Board felt that the Township should be reimbursed for Mr. Frantz’s time to review the plans on behalf of the Township. At this time, the Board directed Mr. Picardi to attend the ZHB’s public hearing on the Fontaine matter. Also, the direction of the Board is to stand in opposition of the application. The opinion of the Board may change depending upon their discussion with Mr. McGrory.
- (3) Picone Matter – The public hearing for the Picone matter is set for January 14, 2009. Per the direction of the Board, Mr. Picardi will appear to ensure that the terms of the understanding between the Board and Mr. Picone is made a part of the decision of the Zoning Hearing Board.

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ROAD MASTER'S REPORT: John Moran Sr. submitted his report for January to the Board.

FIRE MARSHALL'S REPORT: John Moran Sr. submitted his report for January to the Board. In addition to this report, John Moran Jr. reported to the Board that the Perkiomen Township Fire Company had purchase a new fire truck (apparatus). It is anticipated that the Fire Company will take delivery of this fire truck by the end of 2009.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted his January report to the Board. Also, Mr. Moran updated the Board on the applications before the Zoning Hearing Board.

PLANNING COMMISSION REPORT: The Planning Commission December meeting on December 16, 2008 was canceled due to weather conditions.

MANAGER'S REPORT:

- (1) Park and Recreation: The Park and Recreation Committee continues to work on the Recreation Survey. The Committee is looking into using Survey Money to help with the collection of this data.
- (2) Municipal Authority: The Municipal Authority is working on their I&I Program. The Authority is about to complete Phase 1 of the project and begin on Phase 2. Phase 2 is located in the Village of Rahns, at the Rahns Construction Site down to the Perkiomen Interceptor.
- (3) Highland Subdivision: Now that the Township has purchase the remainder of the Huber Tract, the Township will need to discuss with Aqua and the developer of the Highlands the installation of the water line and a trail. Also, the Municipal Authority may wish to explore the possibility bringing in public sewer through the Huber Tract to Township Line Road.
- (4) Perkiomen Valley School District Site: STA is proposing a bus terminal on property owned by the Perkiomen Valley School District. Contact was made by McMahon Associates regarding the access of the proposed STA Bus Terminal Site. This proposed access for this site would be from Gravel Pike. Since Gravel Pike is a state roadway, a PA Highway Occupancy Permit will be necessary. As to the actual design issues, no information has been received from STA or Gorski Engineering.
- (5) Shopping Center: The Planning Commission continues to work on the proposed Renninger/Landis Shopping Center. In addition, there have been discussions between the Planning Commission and P.V. Associates, the owner of the remaining parcel of

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ground behind this shopping center. P.V. Associates is looking to try and rezone the remaining 20 acres to Light Industrial. The remaining twenty acres is presently zoned Commercial.

ENGINEERS REPORT: Chuck Frantz was present to review the following items:

- **2009 ROAD PROEJCT – STATUS REPORT:** Mr. Frantz discussed with the Board the proposed schedule for the Seitz Road Bridge. In order for Mr. Frantz to complete the design, he needs direction from the Board on certain items.
- (1) **Guiderail vs. Parapet Wall:** The design can incorporate either a concrete parapet wall or a guiderail system for protection of vehicular and pedestrian traffic. The parapet walls are precast and are generally 3 to 4 feet in height with a rail system on top of the wall. The guiderail would be the standard type of guiderail. Installation of the guiderail is easily incorporated into the structure. From an aesthetics point of view, the parapet wall would be an improvement over the guiderail. From a cost point of view, the difference in the overall cost is negligible. Based upon the discussion, the Board directed that the parapet wall be installed versus guiderail.
 - (2) **Facing Option:** There is an option of providing a decorative facing to enhance the aesthetics of the finished product. There is an additional cost to have this work completed. Based upon the location and visibility of the structure, Mr. Frantz is not recommending that this work be added to the project. Based upon the recommendation of Mr. Frantz, the Board directed that this work not be included in the project.
 - (3) **Widening, Sidewalk and Paving Transition:** The widening for this project will be designed to add 12 feet of width which presently is located along the west side of Seitz Road. The project presently calls for a 4 foot sidewalk to be constructed within this 12 feet. The original design was prepared this way due to the utilities located on the east side of Seitz Road. After further investigation, the utilities may not be as a significant issue as once thought. As a result, the culvert can be shifted so that 8 of the 12 feet of widening will be constructed on the west side of the culvert and the balance will be installed on the east side. The sidewalk will remain on the west side as currently proposed. This would allow for future widening of Seitz Road to take place on both sides rather than limiting it to the west side of the road. The Board directed that the culvert be shift such that there be the ability to widen on both sides of the culvert.

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- (4) Schedule: The present schedule is to submit the necessary permits to PADEP by January 23, 2009; prepare the specifications by March 9, 2009; advertise the project during the month of March with a bid opening of April 2, 2009 and a contract award at the April Board Meeting; the Notice to Proceed would be issued on June 17, 2009 with a final completion date of August 31, 2009. The Board was okay with the schedule.
- **2008 GUIDERAIL PROJECT:** Mr. Frantz explained that the Notice to Proceed on the Guiderail Project was issued on December 4, 2008. The contractor has until January 18, 2009 for substantial completion. The tentative schedule to begin this project was December 15, 2008 but due to the weather the contractor has not begun the work. Regardless, Mr. Frantz anticipates that this project will be completed prior to the February Board meeting.

RECEIPTS AND EXPENDITURES: The treasurer read the receipts and expenditures for the month of December. After review of same, William Patterson made a motion seconded by Dean Becker to authorize payment of the December bills. There were no public comments on the motion. The motion was passed by a unanimously vote of 3-0. In addition to this report, Ms. Daniel discussed with the Board the creation of a new Road Maintenance Plan for the Township. It was Ms. Daniel suggestion that the Township begin by creating a list of "Collector Road" in the Township. Once everyone can agree on which streets would be a part of this list, then a scale of one to ten would be created with one being the worst and ten being the best. These numbers would then be listed next to the "Collector Street". The goal of doing this would be to establish a Road Maintenance Plan over the next ten years. As the each Collector Road name would come up on the schedule, the attached side streets would be evaluated to determine whether any work needs to be completed on the side roads. The work would then be incorporated into what ever road project was to be completed in that year. This would aid in developing budgets for the subsequent years. The Board directed that Chuck Frantz and John Moran Sr. work with Ms. Daniel to compile this list for the Board's consideration.

NEW BUSINESS:

- **RESOLUTION 2009-1:** Depositories 2009 shall be the Union National Bank and Trust Company, with the main office in Souderton, Pennsylvania, Harleysville National Bank And Trust Company with the main office in Harleysville, Pennsylvania, and the Pennsylvania Local Government Investment Trust (PLGIT), with the main office in Valley Forge, Pennsylvania, and United States Treasury. Dean Becker made a motion, seconded by William Patterson to approve Resolution 2009-1. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.

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- **RESOLUTION 2009-2:** Special Crossing Guard - appoint Executive Protective Services, LLC as the special crossing guard for the 2008/2009 school year. William Patterson made a motion, seconded by Dean Becker to approve Resolution 2009-2. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.
- **RESOLUTION 2009-3:** Engineering Fees – to incorporate the 2009 rate schedule for Spotts, Stevens & McCoy, Township Engineer, for both the township and anyone using their services while working within the Township. William Patterson made a motion, seconded by Dean Becker to approve Resolution 2009-3. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.
- **RESOLUTION 2009-4:** Audit 2008 under Section 917(b)(2) of the Second Class Township Code to appoint Dreslin and Company of Norristown, PA to complete the required Perkiomen Township 2008 Annual Audit. Dean Becker made a motion, seconded by William Patterson to approve Resolution 2009-4. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.
- **RESOLUTION 2009-5:** Perkiomen Township Fire Company authorizing and recognizing the Perkiomen Township Fire Company and to officially accord it the status of Volunteer Fire Company for Perkiomen Township. Dean Becker made a motion, seconded by William Patterson to approve Resolution 2009-5. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.
- **RESOLUTION 2009-6:** Open Records Law – The Pennsylvania Open Records Law (Act 3 of 2008) requires that Perkiomen Township have an established written Open Record Policy. By Resolution 2009-6, Perkiomen Township would adopt a Public Record Access Policy for access to all public records of Perkiomen Township and all previous policies would be repealed. William Patterson made a motion, seconded by Dean Becker to approve Resolution 2009-6. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0.
- **PSATS CONVENTION:** The annual PSATS Convention is scheduled to be held from April 19 through April 22, 2009 in Hershey, PA. Dean Becker made a motion, seconded by William Patterson to authorize the following people to attend: Edward Savitsky, William Patterson, Richard Kratz, Dean Becker, William DeMaio, Cecile Daniel, and any other planning commission members interested in attending the PSATS Annual Convention. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0. Dean Becker made a motion, seconded by Richard Kratz to designate William Patterson as Perkiomen Township's voting delegate. There were no public comments on the motion. The motion was passed by a unanimous vote of 3-0. .

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SUPERVISORS COMMENTS

Richard Kratz mentioned that the new IRS mileage reimbursement for use of personal vehicles for Township business was now 55 cents per mile.

There being no further business, the meeting was adjourned upon a motion made by Dean Becker and seconded by William Patterson.