



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 7, 2013

BOARD MEMBERS PRESENT: Gordon MacElhenney, Chairman
Dean Becker, Vice-Chairman
Richard Kratz, Member
William Patterson, Member
Janet Heacock, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Daniel Coghlan, Township Engineer (via telephone)
John Moran Jr., Code Enforcement/Zoning Officer
Shawn Motsavage, Road Master

Gordon MacElhenney called the January 7, 2013 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 Dean Becker who acted as temporary chairman. Mr. Becker called for nominations for the position of Chairman. Richard Kratz nominated Gordon MacElhenney as Chairman. Janet Heacock seconded the nomination. There were no other nominations. The Secretary was directed to let the Minutes show that Gordon MacElhenney was elected as Chairman by a vote of 5-0. Mr. Becker then turned the reorganization meeting over to Chairman MacElhenney. Mr. MacElhenney asked for nominations for Vice-Chairman. William Patterson nominated Dean Becker as Vice-Chairman. Janet Heacock seconded the motion. There were no other nominations. The Secretary was directed to let the Minutes show that Dean Becker was elected as Vice-Chairman by a vote of 5-0.

Holiday Schedule: The Board reviewed the proposed 2013 Holiday Schedule for the paid full time employees. The 2013 Holiday Schedule was approved by the Board without any changes upon a motion made by Dean Becker and seconded by William Patterson. There were no public comments on the motion. The motion was approved by a vote of 5-0.



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Dean Becker made a motion seconded by Richard Kratz to approve the following 2013 appointments:

Township Road Liaison:	William Patterson
Township Treasurer:	Cecile M. Daniel
Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi
Township Engineer:	SSM Group, Inc.
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 approved by a vote of 5-0.

Next, Cecile Daniel recommended that the Treasurer's Bond remain at the current amount of \$3,000,000.00. Richard Kratz made a motion seconded by William Patterson to set the Treasurer's Bond at 3,000,000.00 for the year 2013. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Richard Kratz made a motion seconded by Dean Becker to approve the following Committee Appointment:

- Zoning Hearing Board: John R. Moyer – Three year appointment – Term will run from January 1, 2013 through December 31, 2015
- Planning Commission: Michael K. Beltz – Four year appointment – Term will run from January 1, 2013 through December 31, 2016
- Park & Recreation: William E. Patterson – Five year appointment – Term will run from January 1, 2013 through December 31, 2017

There were no public comments on the motion. The motion was carried by a vote of 5-0.

Dean Becker made a motion seconded by Richard Kratz to close the reorganization meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.



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BOARD MEETING:

Gordon MacElhenney then called the regular meeting of the Perkiomen Township Supervisors to order.

MINUTES: The minutes of the December 4, 2012 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by William Patterson. Dean Becker abstained as he was not present at the December 4, 2012 Meeting. There were no public comments on the motion. The motion was carried by a vote of 4-0.

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

CORRESPONDENCE:

- **CPVRPC** – December meeting minutes.
- **TRAPPE AMBULANCE & LOWER FREDERICK REGIONAL AMBULANCE CORPS** - Reports.
- **PSATS BULLETINE** - Report

SOLICITOR'S REPORT: Kenneth Picardi reported that some of the issues he has been working on will be discussed later on the agenda.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated January 1, 2013 for activities taking place during the month of December.

FIRE MARSHALL'S REPORT: John Moran Sr. submitted to the Board his Fire Marshall's Report dated January 1, 2013 for activities taking place during the month of December.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board his Code Enforcement Report dated January 1, 2013 for activities taking place during the month of December. In addition to his report, Mr. Moran informed the Board that there are two pending applications before the Zoning Hearing Board. The first application was filed by the Gelets of 21 Wartman Road. Both Mr. Moran and Mr. Picardi explained that the property owner is seeking variances from three sections of the Zoning Ordinance in order to keep three vehicles, with no more than four wheels, used regularly or frequently for



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business purposes on their property. The Board discussed the application with both Mr. Moran and Mr. Picardi and decided not to take a position on this application and informed Mr. Picardi that he need not attend this public hearing on behalf of the Township. The second application was filed by the Waldmans of 2 Merion Lane. Again, both Mr. Moran and Mr. Picardi explained that the property owner is seeking a variance to place a detached garage in the required front yard setback. The Board discussed the application with both Mr. Moran and Mr. Picardi and decided not to take a position on this application and informed Mr. Picardi that he need not attend this public hearing on behalf of the Township.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its December meeting on December 18, 2012. The Planning Commission continued its discussion on various updates to the Township's Zoning Ordinance.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz updated the Board members on the progress with the update to the Act 537 Plan and middle interceptor. At this time, the Regional Sewer Authority is waiting for cost estimates from contractors so that the draft Act 537 Plan Update can be completed.

MANAGER'S REPORT:

1. Codification of Ordinances: At the December meeting, Ms. Daniel presented an outline of a proposal from General Code to complete the Codification of the Township's Ordinances. At the December Meeting, the Board authorized Ms. Daniel to obtain a proposal that would include the editorial and legal analysis of the existing Township's Ordinances. Ms. Daniel contacted General Code and presented to the Board their complete proposal. The pricing for the compilation and codification (which includes the editorial and legal analysis) is \$17,042.00 and would take about two years. The Board reviewed and discussed General Code's proposal and Dean Becker made a motion seconded by Richard Kratz to accept General Code Proposal for the compilation and codification of the existing Township's Ordinances for \$17,042.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. Recycling Data Collection: At the December meeting, Ms. Daniel informed the Board that she and Hough Associates were in contact with the PADEP over the applications the Township had submitted for prior PADEP 904 Recycling Grant Applications. Perkiomen Township is now in receipt of the 904 Recycling Grant



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monies for the years 2009 and 2010. With receipt of this money, Ms. Daniel recommended that the Board turn the grant money back into the Township's Recycling Program. One way to accomplish was to consider the purchase of a claw bucket. The claw bucket is piece of equipment that is versatile and can be an attachment to the Case backhoe. The claw can scoop up leaves and loose garden waste. Purchase of this equipment will help in the Township's Recycling Program especially during the spring and fall months in picking up leaves and yard waste along the gutter. Shawn Motsavage was able to obtain information as to the cost to purchase a 520 Claw Bucket. Based upon Mr. Motsavage's investigation, the cost to purchase this equipment, through the state's Co-Stars Program, would be \$11,905.50. The Board discuss purchasing this equipment and William Patterson made a motion seconded by Dean Becker to purchase the 520 Claw Bucket with the money the Township received from the 904 Recycling Grants with an amount not to exceed \$11,905.50. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Building Alterations: Donald Snyder of SSM investigated and prepared possible alterations to the Township Building for the Board's consideration. Mr. Snyder alterations illustrated changes the Board may wish to consider in addressing safety issues in the Township Building. Mr. Snyder prepared a concept based on addressing these safety issues. The next step in this process would be to authorize Mr. Snyder to proceed with this concept by preparing a more detailed design. In preparing that detailed design, Mr. Snyder would work with Ms. Daniel and John Moran Jr. The Board reviewed the concept prepared by Mr. Snyder and authorized both Ms. Daniel and Mr. Moran to prepare a more detail design for the Board's review. Ms. Daniel will relay this information to Mr. Snyder.
4. Executive Session: An Executive Session was held prior to the January Meeting to discuss a Personnel Issue.

ENGINEERS REPORT: Daniel Coghlan reviewed the following items:

1. 2012 Road Projects: Mr. Picardi informed the Board that Floyd G. Hersh signed the Letter Agreement which set forth all of the conditions that the Board requested at the December meeting in regards to the completion of the 2012 Road Project in the Spring of 2013. After signing this Letter Agreement, the Contractor submitted Payment Application No. 4 for an amount of \$96,923.11. This payment request covers the work completed as of the end of 2012. Mr. Coghlan issued a letter on December 19, 2012 recommending the Board consider approval of the payment



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application. The Contractor intends to complete the Trappe Road project in the Spring, per the Agreement prepared by the Township Solicitor. With the recommendation of Mr. Coghlan, Dean Becker made a motion seconded by Richard Kratz to approve Payment Application No.4 of Floyd G. Hersh in the amount of \$96,923.11. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. Cranberry Boulevard Bridge Improvements: At the December Meeting, the Board authorized and accepted a proposal from Bertolet Construction Corporation to install additional stainless steel plates beneath the Cranberry Boulevard Bridge for an amount of \$2,990.00. Mr. Coghlan issued a letter dated December 28, 2012 informing the Board that the work was satisfactorily completed and recommended payment. With the recommendation of Mr. Coghlan, William Patterson made a motion seconded by Richard Kratz to authorize payment to Bertolet Construction Corporation for the installation of additional stainless steel plates beneath Cranberry Boulevard Bridge in the amount of \$2,990.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.
3. 2013 Road Projects: Mr. Coghlan informed the Board that SSM continues to work on the 2013 Road Projects that will include Church Road, Bridge Street, Longwood Road, Countryside Court and Wartman Road. Mr. Coghlan hopes to have draft bidding documents for review by the Township by the February Meeting.

RECEIPTS AND EXPENDITURES: The treasurer read the receipts and expenditures for the month of December. After review of same, Richard Kratz 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 vote of 5-0.

NEW BUSINESS:

1. Resolution 2013-1: Depositories 2013 shall be the Union National Bank and Trust Company, with the main office in Souderton, 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 2013-1. There were no public comments on the motion. The motion was carried by a vote of 5-0.



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2. Resolution 2013-2: Special Crossing Guard - appoint Executive Protective Services, LLC as the special crossing guard for the year 2013. William Patterson made a motion seconded by Richard Kratz to approve Resolution 2013-2. There were no public comments on the motion. The motion was carried by a vote of 5-0.
3. Resolution 2013-3: Engineering & Legal Fees – to incorporate the 2013 rate schedule for SSM Group, Inc., Township Engineer and Yergey, Daylor, Allebach, Scheffey & Picardi, Township Solicitor, for both the Township, the Sewer Authority, and anyone using their engineering or legal services while working on matters within the Township. Janet Heacock made a motion seconded by Dean Becker to approve Resolution 2013-3. There were no public comments on the motion. The motion was carried by a vote of 5-0.
4. Resolution 2013-4: Audit 2012 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 2012 Annual Audit. Dean Becker made a motion, seconded by Richard Kratz to approve Resolution 2013-4. There were no public comments on the motion. The motion was carried by a vote of 5-0.
5. Resolution 2013-5: 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. Richard Kratz made a motion seconded by Janet Heacock to approve Resolution 2013-5. There were no public comments on the motion. The motion was carried by a vote of 5-0. In addition, the Board of Supervisors to a moment to recognize the Perkiomen Township Fire Company for providing assistance to the Township and its residents during 2012.
6. Resolution 2013-6: At the December Meeting, the Board authorized Hough Associates to submitting a Joint Application with Limerick Township for the 2011, PADEP 904 Recycling Grant Application. The Joint Application was filed, but it was Mr. Hough's recommendation that the Board adopt a Resolution concerning the filing of this Joint Recycling Performance Grant Application. That proposed Resolution is before the Board for approval at this meeting. William Patterson made a motion seconded by Richard Kratz to approve Resolution 2013-6. There were no public comments on the motion. The motion was carried by a vote of 5-0.



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7. PSATS Convention: The annual PSATS Convention is scheduled to be held from April 21 through April 24, 2013 in Hershey, PA. Richard Kratz made a motion seconded by Dean Becker authorizing the following individuals to attend the PSATS Convention: Gordon MacElhenney, Richard Kratz, William Patterson, Dean Becker, Janet Heacock, Cecile Daniel, and Shawn Motsavage. There were no public comments on the motion. The motion was carried by a vote of 5-0.

8. 2013 Perkiomen Township Fire Company Events: The Board reviewed the proposed 2013 Perkiomen Township Fire Company Events for insurance/workman compensation coverage purposes. Dean Becker made a motion seconded by Richard Kratz to approve coverage for the proposed 2013 Perkiomen Township Fire Company Events as listed. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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