



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

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

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Kevin Conrad, Township Engineer
Shawn Motsavage, Road Master

Dean Becker called the July 7, 2015 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m. Mr. Becker informed the public that the Board held an Executive Session on Tuesday, June 16, 2015 to discuss a real estate matter and will hold an Executive Session after this meeting, July 7, 2015 to discuss another real estate matter.

CONDITIONAL USE APPLICATION: Talal Tadros was before the Board of Supervisors to review and discuss a Conditional Use Application that was filed for property located at 809 Gravel Pike, Collegetown, PA. This Conditional Use Application is a modification/expansion of the services currently provided at the PV Express Lube & Car Wash.

The applicant is requesting Conditional Use approval pursuant to the following: Chapter 310, Section 310-157.H and Section 310-157.I of the Code of the Township of Perkiomen. More specifically, Applicant seeks:

1. Conditional Use approval pursuant to § 310-157.H - Automobile service, parts and supply center with automobile service as an ancillary use.
2. Conditional Use approval pursuant to § 310-157.I - Any use similar to those listed above.

Mr. Tadros informed the Board of Supervisors that there are currently six bays for vehicles. Mr. Tadros would like to expand the services provided at this location by adding automotive repair services. In order to provide these automotive repair services, Mr. Tadros proposes to convert two of the six bays to automotive repair service bays. Mr. Tadros proposes to have the cars enter the two modified bays through access



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

provided in the back of the building. As part of this modification, these two bays will be closed at the front, and the façade will be restored. Storage of parts (e.g. tires) would be inside of the building; therefore, there would be no outside storage. The parking area will be the same as exists today; therefore, none of the existing grass area is proposed to be disturbed. Mr. Tadros indicated that the automotive services he would be providing would be basic and would not require cars to be parked outside overnight. As a result, there would be no overnight parking. The current hours of operation are Monday – Friday: 8 am – 6 pm; Saturday: 8 am – 5 pm; and Sunday: 9 am – 4 pm. After reviewing and discussing the Conditional Use Application and testimony, Richard Kratz made a motion seconded by William Patterson to approve the Conditional Use Application of Talal Tadros of 809 Gravel Pike with the following conditions: (1) Convert two bays to provide automotive repair services; (1) Hours of Operations: Monday – Friday: 8 am – 6 pm, Saturday: 8 am – 5 pm, and Sunday: 9 am – 4 pm; (2) There will be no outside storage such as tires; (3) No overnight parking; (4) Comply with the regulations set forth under the Township’s Noise Ordinance. There were no public comments on the motion. The motion was carried by a vote of 5-0.

MINUTES: The minutes of the June 2, 2015 Board of Supervisors meeting were approved upon motion of Richard Kratz and seconded by Janet Heacock. There were no public comments on the motion. The motion was carried by a vote of 5-0.

POLICE REPORT: The Board reviewed State Police Report for June.

CORRESPONDENCE:

- **TRAPPE AMBULANCE** – May Report.
- **PLYMOUTH COMMUNITY AMBULANCE** – June Report.
- **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING COMMISSION:** June Minutes.

SOLICITOR’S REPORT: Solicitor Picardi reported that some of the items he has been working on will be discussed under the agenda items later in the meeting.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated July 1, 2015 for activities taking place during the month of June.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

FIRE MARSHALL'S REPORT: John Moran Sr. submitted to the Board his Fire Marshall's Report dated July 1, 2015 for activities taking place during the month of June.

CODE ENFORCEMENT REPORT: John Moran Jr. was absent but submitted to the Board, in writing, his Code Enforcement Report dated July 1, 2015 for activities taking place during the month of June.

- Property Maintenance Code Report: In a memo, Mr. Moran updated the Board on the status of the notices sent to several property owners regarding their violations of the Township's Property Maintenance Code
- Gorski Engineering, Inc.: In Mr. Moran's absence, Ms. Daniel informed the Board that an application was filed before the Zoning Hearing Board by Gorski Engineering for property located at 107 G.P. Clement Drive. Under this application, Gorski Engineering is requesting a variance for the existing building from the lot width requirement and the side yard setback requirement. The Board discussed the application with Ms. Daniel and did not feel that it required Solicitor Picardi's attendance at this public hearing to support or oppose this application.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its regular meeting on June 16, 2015. At the June meeting, the Planning Commission reviewed the proposed final plan of the Umstead Development and the Conditional Use Application 2015-01 for Talal Tadros for the PV Express Lube & Car Wash.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz informed the Board that, at the June meeting of the LPVRS, there were no new items for discussion.

ENGINEERS REPORT: Kevin Conrad reviewed the following item:

1. 2015 Road Projects: Mr. Conrad reported on two Change Orders for the 2015 Road Project. Change Order No. 1 covers the additional work that was needed at a number of the ADA curb ramps that were adjusted. This Change Order is in the amount of \$2,362.50. Mr. Conrad informed the Board that Change Order No. 1 was reviewed and recommended that the Board approve it. After reviewing Change Order No. 1,



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

Janet Heacock made a motion seconded by William Patterson to approve Change Order No. 1 in the amount of \$2,362.50. There were no public comments on the motion. The motion was carried by a vote of 5-0. Change Order No. 2 covers the additional work that was needed on Kagey Road. This Change Order is in the amount of \$11,500.00. Mr. Conrad informed the Board that Change Order No. 2 was reviewed and recommended that the Board approve it. After reviewing Change Order No. 2, William Patterson made a motion seconded by Ricard Kratz to approve Change Order No. 2 in the amount of \$11,500.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. 2014 Road Project: Mr. Conrad informed the Board, that the contractor who completed the 2014 Road Project finished the items listed in their punch list. As a result, Mr. Conrad stated that the payment application was reviewed and recommended that the Board consider releasing to SJM Construction, Inc. the retainage in the contract in the amount of \$5,000.00. With the recommendation of Mr. Conrad, Janet Heacock made a motion seconded by Richard Kratz to approve the final payment, Payment Application No. 3, to SJM Construction Co., Inc. in the amount of \$5,000.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

MANAGER'S REPORT:

1. Haldeman Road: At the June Meeting, the Board directed that the information put together on the recommended repairs to Haldeman Road be forwarded to PennDOT. Ms. Daniel informed the Board that this was completed. Upon receipt of the informed, Valerie Temino, from PennDOT, responded back and informed Mark Stabolepszy and Ms. Daniel that the proposal, as presently structured, could not be submitted for approval. Ms. Temino pointed out that the total cost of the improvements were more than what PennDOT in Harrisburg has been approving. Ms. Temino stated that the Township needs to revise the scope of work and cost estimate to come in line what PennDOT might agree to. Based upon this response from Ms. Temino, the scope of work was reduced to the base repair, crack sealing, leveling course, overlay, and the rebuilding of the little island at Route 73. Upon receipt of the revised scope of work, Ms. Temino indicated that this proposal will be sent to the appropriate people in PennDOT, District 6 for review. If they approve this scope of work and the cost estimate, the information will be sent to PennDOT in Harrisburg for consideration.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

2. Township Files: Ms. Daniel explained that there are a number of boxes in the file room that contain the Township's records. Some of these records can be disposed of, but some cannot. Ms. Daniel informed the Board that she was exploring offsite storage for two reasons: (1) There is no fire suppression system in the file room, nor is it fire proof and (2) Although the file room downstairs is large, space in the future will become an issue. Of the two reasons, the issue of the lack of no fire suppression system is the important factor. In exploring ways to deal with this, Ms. Daniel presented information that she received from Iron Mountain. Iron Mountain is a company that provides off-site storage of files. The Board reviewed the information received from Iron Mountain. Before considering moving in this direction, the Board directed that Ms. Daniel explore other alternatives in securing the Township's records in the file room.
3. Resignation: Ms. Daniel informed the Board that she received the resignation letter of Chuck Everhart from the Perkiomen Township Planning Commission. The Board reviewed the resignation letter received from Mr. Everhart. Gordon MacElhenney made a motion seconded by Richard Kratz to accept the resignation of Chuck Everhart. There were no public comments on the motion. The motion was carried by a vote of 5-0. As to filling the opening of the Planning Commission, the Board review a resume of a Township resident who expresses interest earlier in the year in being considered for the Planning Commission should an opening occur. The Board directed that Ms. Daniel contact the person and discuss this opening with that person.

RECEIPTS AND EXPENDITURES: The treasurer reviewed the receipts and expenditures for the month of June. After review of same, Richard Kratz made a motion seconded by Gordon MacElhenney to authorize payment of the June bills. There were no public comments on the motion. The motion was passed by a vote of 5-0.

NEW BUSINESS:

1. Resolution 2015-17: Umstead Subdivision: Carolyn Umstead, of 14 Wartman Road, has pending an Application/Plan to subdivide her 9.92 acre property into 4 lots. Lot #1 will include the existing home that is located at 14 Wartman Road. Lot #2, Lot #3, and Lot #4 will be new lots. These three new lots will access Koons Road (private road) by way of a shared driveway. All four lots will be developed under the R-2 Zoning District with single family homes. Gary Kulp, applicant's engineer, and Rowan Keenan, applicant's attorney, were before the Board to review and discuss



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

Mrs. Umstead's final proposed subdivision. The Planning Commission reviewed the proposed plan at its June Meeting and recommended that the Board grant final approval with the following conditions:

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE (SALDO) (CODE OF THE TOWNSHIP OF PERKIOMEN, PA)

1. An improvements agreement and guarantee will be required, §264-16 - Performance Guarantee. The financial security shall cover the proposed improvements to Koons Street, the shared portion of the common driveway, sanitary sewer items, all stormwater management items, all Erosion and Sediment control items, lot and/or boundary markers, as-built plans and construction observation/administration. The improvements agreement and guarantee shall be approved by the Township prior to the signing of the Record Plan. This Agreement shall be recorded in Montgomery County Recorder of Deeds with the Final Plan.
2. The waivers granted relative to Sections 264-24.C and 264-26.B.(1) shall be listed on Sheet 1 of 16.

COMPLIANCE WITH STORMWATER MANAGEMENT ORDINANCE (CODE OF THE TOWNSHIP OF PERKIOMEN, PA)

1. The Driveway Infiltration Bed detail on sheet 5 of 16 shall contain a note indicating that the infiltration beds for the lot 2, 3 and 4 driveways shall have flat bottoms.
2. Evidence of E&S and NPDES permit approval from the Montgomery County Conservation District shall be submitted to the Township, §247-21.C – Erosion and Sedimentation Requirements.
3. In accordance with §247-35 – Maintenance Agreement for Privately Owned Stormwater Facilities. A Stormwater Maintenance Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township. This Agreement shall be recorded in Montgomery County Recorder of Deeds with the Final Plan.

SANITARY SEWER COMMENTS

1. Easement descriptions and exhibits (plans) shall be submitted for SSM Group's review and the Authority Solicitor's review. The easement descriptions and exhibits (plans) shall need to cover both the sewer line easement area and the access easement area.
2. The developer's engineer is responsible for completing and submitting the necessary forms associated with the PaDEP Sewage Facilities Planning Module Application, as required by Perkiomen Township.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 7, 2015

3. The applicant shall be required to purchase capacity from the Lower Perkiomen Valley Regional Sewer Authority prior to Perkiomen Township signing the Record Plan.

GENERAL COMMENTS

1. In the Koons Street note (General Note 11 on sheet 1 of 16) in the 9th line the word “plan” shall be inserted between the words “final” and “approval”.
2. The Access and Egress and Maintenance Agreement proposed by Developer shall be subject to review and recommendation of approval by both the Township Solicitor and Township Engineer before being approved by the Township. The Agreement shall be recorded in Montgomery County Recorder of Deeds with the Final Plan.
3. There shall be resolution of the Quickclaim Deed issue for the one or two small parcels adjacent to Wartman Road and the corresponding tax parcel information and tax parcel numbers for this development.

After reviewing the proposed final plan of Carolyn Umstead, and the conditions of the Planning Commission, William Patterson made a motion seconded by Richard Kratz to approve Resolution 2015-17. Resolution 2015-17 approves the final plan of Carolyn Umstead and sets forth the conditions for which the approval is granted. There were no public comments on the motion. The motion was passed by a vote of 5-0. Before the Board is the Stormwater Maintenance Agreement that was reviewed by the Township Engineer and Township Solicitor. Both were okay with the proposed agreement. Richard Kratz made a motion seconded by William Patterson to approve the Stormwater Management Agreement between Carolyn Umstead and Perkiomen Township. There were no public comments on the motion. The motion was passed by a vote of 5-0.

COMMENTS FROM THE PUBLIC

Cleveland Ott questioned the reason why the Township is considering taking over ownership of Haldeman Road as this road is presently owned by the state. It was explained that, at this time, the Township is just exploring this issue. Richard Kratz explained that, in his opinion, certain state roads in the Township should be considered as candidates to transfer ownership from the state to the Township.

SUPERVISORS COMMENTS

Dean Becker questioned the timing of the traffic signal located at Township Line Road, Wartman Road, and Graterford Road. Shawn Motsavage indicated he will look into this and contact Signal Service.



**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 7, 2015**

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