



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 1, 2016

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

**OTHERS PRESENT:** Cecile Daniel, Township Manager  
James Scheffey in place of Kenneth Picardi,  
Township Solicitor  
Mark Stabolepszy in place of Kevin Conrad,  
Township Engineer  
John Moran Jr., Code Enforcement/Zoning Officer  
Shawn Motsavage, Road Master

William Patterson called the March 1, 2016 meeting of the Perkiomen Township Board of Supervisors to order. Mr. Patterson informed the public that the Board held an Executive Session on February 23, 2016 for the purpose of discussing a real estate matter and litigation matters.

**MINUTES:** The minutes of the February 2, 2016 Board of Supervisors meeting and the meeting of February 16, 2016 were approved upon motion of Janet Heacock and seconded by Richard Kratz. There were no public comments on the motion. The motion was carried by a vote of 4-0. Dean Becker abstained as he was not present for the February 16, 2016 meeting.

### **CORRESPONDENCE:**

- **LETTER RECEIVED FROM TOWNSHIP RESIDENT:** The Board received a letter from the resident of 258 Washington Street, Rahns, PA, requesting the Board to investigate the creation of a Township Ordinance that would restrict the times when a trash hauler is allowed to pick up trash in the Township. Presently, the trash hauler where the resident resides is doing so around 3:00 a.m. The Board directed that Ms. Daniel research what types of Ordinance other municipalities may be using that cover the issue raised by this resident and report back to the Board with her findings.



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### ➤ **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING**

**COMMISSION:** January 2016 Report. Mr. Becker informed the Board that the CPVRPC will be meeting every other month instead of once a month.

**PUBLIC COMMENT:** Laurel Beattie of Forge Road expressed her concerns for what she felt were unintended consequences that will affect her, and possibly her neighbors, due to the recent passage of the No Parking Ordinance. Forge Road was one of the streets where no parking was imposed under this new Ordinance. Mrs. Beattie explained that this will affect those individuals who come to visit any resident along the street that is now restricted with this no parking zone. Under this new Ordinance, people visiting would no longer be able to park along her side of the street. As a result, they would have to park and walk across the street to visit anyone on her side. In addition, Mrs. Beattie informed the Board that their cars are often parked in their driveway. On occasion, her children will play basketball in the driveway. In order to play basketball, the cars must be parked in the street. Under this new Ordinance, they will need to park their cars across the street instead of being able to park in front of their house. Last, Mrs. Beattie explained that there are a number of signs already installed along her side of Forge Road. The addition of another sign for the no parking will, in her opinion, reduce the property values in this area. Mrs. Beattie asked about the process that SSM Group went through to determine where parking should be restricted. Mark Stabolepszy stated that he looked at the following: the width of the street, if a street had curbs or not, and what width, exclusive of parking lanes, is needed to accommodate two-way traffic. This analysis led to a determination of whether a street should have no parking restrictions, parking restriction on only one side, or parking restricted on both sides. As to those streets where parking was restricted to one side of the street, Mr. Stabolepszy indicated his choice was based upon which side of the street had space for the most parking. The side with the most parking would not be restricted, while the opposite side would be restricted. This criteria was used unless parking on a particular side would have created a potential safety issue, for example, due to sight distance restriction. When asked by the Board as to the feelings of her neighbors regarding the no parking, Mrs. Beattie indicated that she had not spoken with her neighbors regarding this matter. William Patterson informed Mrs. Beattie that the study of the parking situation was conducted for all Township streets not just Forge Road. The Board had SSM Group conduct the No Parking Study due to the concern when Township vehicles and emergency vehicles have a hard time traveling down Township streets due to the narrowness of the cartway caused by the vehicles being parked in the street. Mrs. Beattie indicated she will discuss this matter with her neighbors



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and return to Board with how her neighbors feel about the no parking restriction on her side of Forge Road.

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

1. 1100 Cornwallis Way: The property owner of 1100 Cornwallis Way, Wendy Wocher, was before the Board to discuss the Property License Agreement that the Township issued to her in May, 2008 when she purchased the property. This agreement allowed Mrs. Wocher to keep a fence on her property that was installed by a previous property owner. In 2008, it was determined that a portion of the fence that had been installed was located on property owned by the Township along Betcher Road. Mrs. Wocher is selling her property and the prospective buyer would like to keep the fence in its present location. In order to do this, the Board would have to approve a new License Agreement with the buyer of 1100 Cornwallis Way. After discussing the request of Wendy Wocher, Richard Kratz made a motion seconded by Janet Heacock to allow the fence to remain in its current location and authorized the Township Solicitor to prepare a new Property License Agreement with the buyer of 1100 Cornwallis Way. There were no public comments on the motion. The motion was passed by a vote of 5-0.
2. PSATS Convention: The annual PSATS Convention is scheduled to be held from April 17 through April 20, 2016 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention due to schedules. It was decided that the Board members will let Ms. Daniel know whether or not they can attend this convention once they know their schedules; therefore, she will keep this on the agenda until the deadline for the PSATS Convention.

**SOLICITOR'S REPORT:** In the absence of Kenneth Picardi, James Scheffey reported on the following:

- 202 Gravel Pike: At the Executive Session, the Board discussed the tenants located at 202 Gravel Pike. This property was purchased by the Township at the end of December, 2015. Currently, there is an Ejectment action pending against the former owner of this property. In addition, others are using this property for specific reasons with permission of the previous owner. First, the previous property owner charged a fee that allowed for off-premises signs to be located on this property. The two off-premise signs were for Carpet Craft and Yocum Roofing. The Board discussed the future of these signs. Dean Becker made a motion seconded by Janet Heacock



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directing that Carpets Craft and Yocum Roofing be notified that their signs must be removed from this property by March 15, 2016. There were no public comments on the motion. The motion was passed by a vote of 5-0. Second, the previous property owner charged a fee that allowed for the staff of Community Medical & Dental Center (CMDC), located on Gravel Pike, to park up to four cars per day on this property. CMDC is a non-profit organization. Since the purchase of this property by the Township, the property was given exemption status by Montgomery County Board of Assessments beginning January, 2016. If the Township were to charge a fee for the use of this parking lot, the Township would jeopardize this exemption status. Since CMDC is a non-profit organization, the Board discussed continuing to allow the organization to permit their staff to park up to four cars per day in the parking lot. Dean Becker made a motion seconded by Richard Kratz to allow CMDC to continue parking four cars per day for their staff subject to the following conditions: (1) must enter into an agreement regarding the use of this parking lot; (2) there will be no fee charged by the Township as CMDC is a non-profit organization; (3) CMDC must sign a Hold Harmless Agreement with the Township protecting the Township from liability for the use of the parking lot; and (4) must issue a Certificate of Insurance to the Township naming the Township as an additional insured. There were no public comments on the motion. The motion was passed by a vote of 5-0. Third, Michael DiDomenico presently rents the building located in the back of this property where he operates his business. The Board discuss allowing Mr. DiDomenico to continue to run his business out of this building. The issue was loss of the exemption status if the Township entered into a lease agreement and charged rent for the use of this building. After discussion of the consequences of entering into a lease agreement with Michael DiDomenico, Dean Becker made a motion seconded by Richard Kratz directing there be no lease agreement and that Michael DiDomenico relinquish occupancy of the garage/building at the rear of this property by March 31, 2016. There were no public comments on the motion. The motion was passed by a vote of 5-0. The Board directed that the Township Solicitor is hereby authorized to notify the three parties with regard to the decisions of the Board at it related to their use of property located at 202 Gravel Pike.

- **Ordinance No. 227:** Authorized at the February meeting, Ordinance No. 227 was duly advertised and is now before the Board for consideration. Ordinance No. 227 revised the existing Earned Income Tax Ordinance to clarify the tax rates authorized under Act 32. Janet Heacock made a motion seconded by Richard Kratz approving the adoption of Ordinance No. 227. There were no public comments on the motion. The motion was carried by a vote of 5-0.



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### PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Township did not receive a PA State Police Report for the month of February.
- **TRAPPE AMBULANCE** – Received January, 2016 Report.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – Received February, 2016 Report.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** At the February meeting the Board authorized advertisement of Ordinance No. 228 as presented by John Moran, Jr., as the Perkiomen Township Fire Chief, and prepared by Solicitor Picardi. This Ordinance will allow the Perkiomen Township Fire Company to recover some of its costs for certain Fire Company supplies used during fire, accident, and other response situations. This Ordinance would provide the Fire Company with the authorization to bill insurance companies in order to recover these expenses. Dean Becker made a motion seconded by Janet Heacock approving the adoption of Ordinance No. 228. There were no public comments on the motion. The motion was carried by a vote of 5-0.
- Under this report, Cecile Daniel pointed out that this year was the 65<sup>th</sup> anniversary of the Perkiomen Township Fire Company. During Perkiomen Township Community Day, there will be a 5K run. The proceeds from this run will go to the Perkiomen Township Fire Company. In addition, Ms. Daniel suggested the concept of giving the fire company a portrait of the firehouse as part of the Township's Community Day activities in commemoration of their 65<sup>th</sup> anniversary. The Board was okay with pursuing this idea, but wanted to know the cost before approving this request.
- **FIRE MARSHALL'S REPORT:** John Moran Sr. submitted to the Board his Fire Marshall's Report dated March 1, 2016 for activities taking place during the month of February.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated March 1, 2016 for activities taking place during the month of February. In addition to his report, Mr. Motsavage requested permission to advertise for the 2016/2017 Material & Supplies Bid which includes the grass cutting. Richard Kratz made a motion seconded by Dean Becker authorizing the advertisement of the Material &



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Supplies Bid including the grass cutting to be awarded at the April meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.

**CODE ENFORCEMENT REPORT:** John Moran Jr. submitted to the Board his Code Enforcement Report dated March 1, 2016 for activities taking place during the month of February.

Mr. Moran updated the Board on the status of those property owners he has sent letters to regarding the Township's Property Maintenance Code. In particular, Mr. Moran reviewed with the Board the property maintenance issues at 620 Bridge Street. Mr. Moran explained that the property owner paid the fine and court costs, but continues to do nothing to address the issues set forth in Mr. Moran's Notice of Violation. If nothing is done to address these issues, Mr. Moran will again file another citation with the District Justice. In the meantime, Mr. Moran would like to contact contractors to get an idea on what it would cost to make the necessary repairs and address the violations of the Property Maintenance Code. The Board was okay with Mr. Moran gather information to determine what it would cost to make these repairs. Mr. Moran will gather the information and update the Board as to his findings on the cost at the April meeting.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held its meeting on February 16, 2016. Prior to the Planning Commission Meeting, the Board of Supervisors held a separate meeting to adopt a new Floodplain Ordinance for the Township. The Planning Commission continued with their meeting upon the closing of the Board meeting and discussed the Official Map and the proposed revisions to the Township's Telecommunication Ordinance.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz informed the Board that there were no significant issues discussed at the February meeting of the LPVRS.

**ENGINEERS REPORT:** Mark Stabolepszy reported on the following:

1. 2016 Road Projects: Mr. Stabolepszy informed the Board that two bids were received for the 2016 Road Project and were opened on February 25, 2016. Of the two bids received, the lower was from Innovative Construction Services, Inc. in the amount of



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\$595,420.00. This bid was about \$75,000.00 higher than was budgeted. The one portion of the bid that was significantly higher than estimated was the storm sewer work that needs to be performed in Bridge Street. The Board could award the bid and not include the storm sewer, but it was the advice of Mr. Stabolepszy that this work needs to be completed due to the condition of the existing storm sewer. The Board could award the bid for the road project and not include the storm sewer work; thereby, requiring this to be rebid separately. It was the advice of Mr. Stabolepszy that there would be little or no cost savings to doing this; therefore, he recommended that the Board award the total amount of the bid to Innovative Construction Services. Due to the sizable difference in what was budgeted and the bid price, Ms. Daniel recommended that the Board amend the 2016 Perkiomen Township Budget to adjust for the difference. In anticipation of this award, Ms. Daniel prepared Resolution 2016-14 which will amend the 2016 Perkiomen Township Budget by increasing the Road Maintenance/Construction line item and reduce the Unreserved Fund Balance by \$75,000.00. Resolution 2016-14 and the recommendation of award for the 2016 Road Project were before the Board. After reviewing the proposed Resolution and recommendation of Mr. Stabolepszy, Dean Becker made a motion seconded by Janet Heacock to approve Resolution 2016-14. There were no public comments on the motion. The motion was carried by a vote of 5-0. Next, Dean Becker made a motion seconded by Richard Kratz to award the 2016 Road Project to Innovative Construction Services, Inc. in the amount of \$595,420.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. SR 4044, Section MG1 Project: The SSM Group received revised plans for the SR 4044 Project. This revision included revised detour plans, Pedestrian Study, revised traffic signal plans, and revised construction plans. Mr. Stabolepszy submit his comments on this project in his letter dated February 26, 2016. First was the revised Pedestrian Study. Mr. Stabolepszy informed the Board that the revised study addressed his previous concerns and he was satisfied with the revised study dated January, 2016. The Board discussed this study with Mr. Stabolepszy and was satisfied; therefore, the Board authorized Ms. Daniel to notify PennDOT that the Township was satisfied with the Pedestrian Study. Next, the Board reviewed the proposed detour plans. Mr. Stabolepszy explained that Detour A is proposed to be in place while Seitz Road is closed to Meyers Road. This detour will remain in effect until the intersection is realigned. The proposed detour route is Township Line Road, Wartman Road, Bridge Street (between Wartman Road and Seitz Road) and Seitz Road (from Bridge Street to the closure). This detour would be for the local traffic in



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this area; therefore, Mr. Stabolepszy did not have an issue with this proposed detour route. After reviewing the proposed detour plan, Dean Becker made a motion seconded by Richard Kratz that for Detour A, PennDOT can use the following: Wartman Road, Bridge Street (between Wartman Road and Seitz Road) and Seitz Road (from Bridge Street to the closure). There were no public comments on the motion. The motion was carried by a vote of 5-0. Next, the Board reviewed the plans for Detour C. Detour C is proposed to be in place while work is completed on Plank Road, Route 73, Gravel Pike (Route 29), and on Ott Road between Gravel Pike and Miller Road. The proposed route for this detour is Gravel Pike, Bridge Street (between Gravel Pike and Seitz Road) and Seitz Road (between Bridge Road and Meyers Road). This detour had been discussed previously and PennDOT was informed that for Detour C they could either use Township Line Road, Wartman Road, and Bridge Street (from Wartman Road to Gravel Pike) or use Township Line Road, Limerick Road to Gravel Pike. The Board discussed Detour C and repeated that they have not changed their decision. The Board will not approve the use of additional local roads for Detour C (use of Wartman Road and the portion of Bridge Street between SR 29 and Wartman Road had been previously approved). Next, Mr. Stabolepszy reviewed the revised traffic signal plans for the intersection of Plank Road, Gravel Pike, and Ott Road and the intersection of Meyers Road, Township Line Road, and Cemetery Road. The plans dated January 18, 2016 addressed most of Mr. Stabolepszy concerns. In his letter of February 26, 2016, Mr. Stabolepszy listed those items that still remain. Regardless, Mr. Stabolepszy recommended that the Board approve the Traffic Signal Applications with the condition that PennDOT address these comments. Ms. Daniel informed the Board that Resolution 2016-15 was the Traffic Signal Application for Plank Road, Gravel Pike, and Ott Road and Resolution 2016-16 was the Traffic Signal Application for Meyers Road, Township Line Road, and Cemetery Road. After review of the traffic signal plans, Dean Becker made a motion seconded by Richard Kratz to approve Resolution 2016-15 and Resolution 2016-16 with the condition that PennDOT address the comments set forth in SSM Group's letter of February 26, 2016. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Traffic Study: Mr. Stabolepszy presented to the Board the draft Traffic Needs Assessment Study for the intersection of Route 29 and Route 113. The next step in this process will be to review this study with PennDOT and the Montgomery County Planning Commission. Before sending this study to PennDOT and MCPC, the Board needs to authorize its release as the report is in draft form. The Board was okay and





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authorized that the draft Traffic Needs Assessment Study be sent to PennDOT and MCPC for review and to hold a meeting to discuss the study before it is finalized.

### MANAGER'S REPORT:

1. SR4044 Project, Section MG1: Ms. Daniel informed that Board that there is a retaining wall being proposed at the intersection of Gravel Pike and Ott Road. The Township is being asked to choose the surface for this wall. The choices are between Ashlar Stone or Random Dry Stack Stone. The Board also has a choice of four colors. The Board reviewed the information given to them and chose Random Dry Stack and the color brown for the type of surface treatment for this retaining wall.
2. Rain Garden: Ms. Daniel informed the Board that the engineering section of PECO Energy reject the request of the Township to allow the use of a portion of the PECO property that abuts the Township property for a rain garden. As a result, PECO did not sign the License Agreement. This resulted in the need to revise the location of the rain garden so that it will be located totally on the Township's property. This revised location will place the rain garden between the existing playground and Gravel Pike. One of the reasons for this rain garden was to create an area below the playground to install a basketball court. Due to relocation of the rain garden, the idea of installing a basketball court will now have to be re-evaluated. Ms. Daniel in working to see if an area between the gravel parking lot and pavilion might be large enough to build a basketball court. In addition, after reviewing the proposed layout for the recreational use at the Township's property located on Bridge Street, Ms. Daniel is looking into the feasibility of retrofitting the existing tennis courts into basketball courts. With the adoption of the new Floodplain Ordinance, the plan would be to keep the existing elevation and retrofit the tennis courts into basketball courts. At this time, the Board did not have a problem with the plan and would wait for Ms. Daniel to return to the Board with her assessment of the situation.

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



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### **SUPERVISORS COMMENTS**

William Patterson informed the Board and the public that Perkiomen Township's Community Day is scheduled for Saturday, June 4, 2016.

There being no further business, the meeting was adjourned upon motion made by Janet Heacock and seconded by Dean Becker.