



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

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

**ABSENT:** Gordon MacElhenney

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

William Patterson called the November 1, 2016 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m.

**MINUTES:** The minutes of the October 4, 2016 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by Dean Becker. There were no public comments on the motion. The motion carried by a vote of 4-0.

**CORRESPONDENCE:** Cecile Daniel informed the Board that some of the regular monthly reports were received as of this meeting date.

**PUBLIC COMMENTS:** There were no public comments.

**OLD/NEW BUSINESS:** There was no old/new business before the Board of Supervisors for discussion.

**SOLICITOR'S REPORT:** Solicitor Picardi had no additional items to report beyond those items to be discussed as part of the agenda.

### **PUBLIC SAFETY REPORTS:**

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for October.
- **TRAPPE AMBULANCE** – Report was received for September.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – Reports were received for September and October.

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- **PERKIOMEN TOWNSHIP FIRE COMPANY:** John Moran, Jr., submitted the report of the Fire Company.
- **FIRE MARSHAL’S REPORT:** John Moran, Sr. submitted to the Board the Fire Marshal’s Report dated November 1, 2016 for activities taking place during the month of October.

**ROAD MASTER’S REPORT:** Shawn Motsavage submitted to the Board his Road Master’s Report dated November 1, 2016 for activities taking place during the month of October.

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

- John Moran discussed with the Board the possibility of expanding the scope of third party services that Code Inspections presently provides to Perkiomen Township. Since 2015, Code Inspection has been assisting John Moran Jr. by providing third party services. These services have covered the plan review and inspections for commercial properties and projects. In addition, when Mr. Moran is unavailable Code Inspection has filled in on both the commercial and residential inspections. Recently, Code Inspections assisted Mr. Moran with the Code violations at 539 Gravel Pike. Mr. Moran is requesting that the Board consider allowing him to utilize the services of Code Inspection on more of the Property Maintenance issues. In speaking with Code Inspections, the hourly rate would be the same as that charged when handling either the commercial or residential matters. Mr. Moran indicated that the business relationship with Code Inspections has worked well. To consider expanding the services of Code Inspections, the Board would need to amend the existing contract by adding “property maintenance” inspections. The Board was willing to consider the request and authorized that the existing contract with Code Inspections be revised for consideration at the December meeting.
- Property Maintenance Report: Mr. Moran submitted to the Board an updated Property Maintenance Report. Richard Kratz asked for a status report on two of the properties listed in Mr. Moran’s report. First was 182 Gravel Pike – O’Neill Building. Mr. Moran informed the Board that the abutting property owner has an agreement to purchase this property. Solicitor Picardi informed the Board that there were three issues that need to be resolved to have clear title for this transfer. Two of the three issues have been resolved, but the third still needs to be settled. Solicitor Picardi will work toward resolution of this third issue so that the property can be transferred to the abutting property owner. The expectation is

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that once this transfer takes place, the new owner will resolve the property maintenance issues by demolishing the building. Second was the property that is located at 182 Trappe Road. Mr. Moran informed the Board that the property maintenance violations on this property are now with the District Justice's Office.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that there was a Planning Commission Meeting held on October 18, 2016 at which time, the Planning Commission continued to revise and refine the proposed Wireless Communication Facilities Ordinance for the Township.

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

**ENGINEERS REPORT:** Kevin Conrad reported on the following:

1. 2017 Road/Sidewalk Projects: Mr. Conrad informed the Board that SSM Group continues to work on the 2017 Road/Sidewalk Projects which includes the following: Barley Sheaf Lane: select base repair and bituminous overlay; Betcher Road: select base repair and bituminous overlay; Brighton Road: select base repair and bituminous overlay; Haldeman Road: select base repair, storm sewer work, and bituminous overlay; Trappe Road: remove and replace 100 linear feet of 6' wide sidewalk; Cranberry Boulevard: construct approximately 600 LF of new sidewalk; construct two new handicap ramps and upgrade two existing handicap ramps; and Brighton Road: upgrade four existing handicap ramps. Draft plans for Haldeman Road have been submitted to the Township staff for review and comment.

**MANAGER'S REPORT:** Cecile Daniel reported on the following:

1. Municipal Waste Collectors: At the October Meeting, the Board discussed establishing times when trash haulers would be permitted to collect trash in the Township. At the October meeting, the Board discussed setting the morning time to 5:00 a.m. at the earliest. For the evening time, the Board discussed setting 9:00 p.m. at the latest. The Board directed that Solicitor Picardi prepare a resolution establishing these hours of operation for the Municipal Waste Collectors in Perkiomen Township for consideration at the November meeting. Solicitor Picardi prepared Resolution 2016-23 which would establish hours for the Municipal Waste Haulers in the Township inclusive of the times as discussed at the October meeting. The Board reviewed the Resolution as drafted. The Board hesitated to approve the Resolution since only one written resident complaint has been received. In addressing this one written complaint, the Board authorized the resident be contacted

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and asked which trash company is pick-up trash between 2:00 a.m. and 3:00 a.m. in the morning. Once identified, the Board authorized a letter be sent to the company requesting the company limit its collections between the hours of 5:00 a.m. to 9:00 p.m. Thus, the Resolution was not passed and the matter was tabled. Also, the topic of Township wide trash was discussed at the October meeting. Ms. Daniel looked into what types of fees municipalities are charging their residents for having municipal trash collection. Ms. Daniel and Solicitor Picardi also obtain copies of bid documents from other municipalities that have bid out the collection of municipal trash. This information was presented to the Board. There were residents at this meeting objecting to the creation of municipal trash. After discussing the pros and cons, the Board decided not to move forward with consideration of bidding out township wide trash collection at this time.

2. 2017 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2017 Perkiomen Township Budget. The Operating Budget for the 2017 General Fund Budget is \$2,493,425.00. When compared against the Operating Budget for the 2016 General Fund (which was \$2,412,997.00), the 2017 Perkiomen Township General Fund Operating Budget is approximately a 3.2% increase. In addition, monies were added for capital items which include the following items: (1) 2017 Road Project/Sidewalk Project: \$445,720.00; (2) Equipment Purchases: \$125,000.00; and (3) Property: \$50,000.00. This will make the total Perkiomen Township General Fund Budget Operating and Capital to be \$3,114,145.00. The revenues have been adjusted to cover all expenditures; therefore, there is no tax increase being proposed for 2017. The Budget has been adjusted to cover the engineering expenses to develop the Pollution Reduction Plan (PRP) for the renewal of the Township's MS4 Permit. The Liquid Fuels Budget will be \$625,761.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadway. The remaining portion of the Liquid Fuels Budget will cover some of the work being proposed in the 2017 Road Project. This road work will include: Haldeman Road, Brighton Road, and Barely Sheaf Lane. The amount set forth in this budget for road work is \$413,500.00. The proposed Fire Tax Budget is \$273,150.00. After going over the 2017 proposed budget with the Board, Ms. Daniel requested authorization to advertise the 2017 Perkiomen Township Budget for consideration by the Board at the December Monthly Meeting. After review of the proposed 2017 Perkiomen Township Budget, Dean Becker made a motion seconded by Richard Kratz authorizing the advertisement of the proposed 2017 Perkiomen Township Budget which proposes no tax increase for 2017. There were no public comments on the motion. The motion was carried by a vote of 4-0.

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3. Street Lights: The agreement with PECO Energy to purchase the street lights owned by PECO in Perkiomen Township was received and reviewed by Ms. Daniel and Solicitor Picardi. The purchase is for 271 street lights, 58 street light brackets and 213 poles. The cost to purchase these items is \$136,493.20. Once the purchase has been finalized, the Township will be responsible for the maintenance of the street lights. Ms. Daniel and Shawn Motsavage reviewed information from two companies that provide this maintenance service. Both companies provide services to surrounding municipalities that have already been through this process with PECO. Based upon their review, the recommendation was to go with Trail Electric of Warminster, PA. As to the Agreement of Sale, both Ms. Daniel and Solicitor Picardi informed the Board that the agreement is ready for their consideration. The Board considered the recommendations of Ms. Daniel and Solicitor Picardi. Janet Heacock made a motion seconded by Richard Kratz to approve the Agreement of Sale with PECO Energy for the purchase of 271 street lights, 58 street light brackets, and 213 poles for the price of \$136,493.20. There were no public comments on the motion. The motion was passed by a vote of 4-0. For the maintenance of the street lights, Dean Becker made a motion seconded by Richard Kratz to utilize the services of Trail Electric to perform the necessary maintenance on these street lights. There were no public comments on the motion. The motion was passed by a vote of 4-0

**RECEIPTS AND EXPENDITURES:** The treasurer reviewed the receipts and expenditures for the month of October. After review of same, Richard Kratz made a motion seconded by Dean Becker to authorize payment of the October bills. There were no public comments on the motion. The motion was passed by a vote of 4-0.

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