



**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: DECEMBER 5, 2017**

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

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 December 5, 2017 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m., in the Perkiomen Township Administration Building.

MINUTES: The minutes of the November 7, 2017 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 was carried by a vote of 5-0.

CORRESPONDENCE: Cecile Daniel informed the Board that she had received/sent the following correspondence:

- PSATS Bulletin: November 2017.
- Letter sent to Pennsylvania Gaming Control Board – Prohibition of Category 4 Casinos
- PennDOT Response to Speed Study on Limerick Road
- Central Perkiomen Valley Regional Planning Commission – September Meeting Minutes. Also, Dean Becker informed the public that beginning in 2018, the CPVRPC meetings will be held in Collegeville Borough.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS: There was no items to cover under Old/New Business.

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

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PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for November 2017.
- **TRAPPE AMBULANCE** – The Board is in receipt of the report for October 2017.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board is in receipt of the reports for October 2017 and November 2017.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the report for November 2017.
- **FIRE MARSHAL’S REPORT:** The Board is in receipt of the report for November 2017.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated December 1, 2017, for activities occurring during the month of November.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated December 1, 2017, for activities that occurred during the month of November. Also, Mr. Moran informed the Board that the public hearing for Zoning Hearing Board Application 2017-9, R.J. Springer Construction for 407 Wartman Road is scheduled for December 20, 2017.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that there was no Planning Commission meeting held in November, 2017.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz informed the Board that beginning in 2018, the meetings of the LPVRSa will be held the second Tuesday of each month at 10:00 a.m.

ENGINEERS REPORT: Kevin Conrad reported on the following:

1. 2017 Road Projects: As part of the 2017 Road Project, Mr. Conrad submitted for the Board’s consideration, Application for Payment No. 3. This payment is the final application for payment in the amount of \$2,000.00. Since this project involves work in Betcher Road, a portion of this payment is to be approved by Trappe Borough and reimbursed to Perkiomen Township. SSM reviewed the payment application and found it to be accurate, and the work covered by this application has been installed according to the project specifications. SSM recommended the Board consider approval of payment of Application No. 3, subject to approval and receipt of Trappe Borough’s payment for

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their portion of the work covered by this application. With the recommendation of SSM, Dean Becker made a motion, seconded by Janet Heacock, to approve Payment Application No. 3 to Reid Paving Contractors, Inc., in the amount of \$2,000.00, subject to approval and receipt of the \$1,000.00 payment Trappe Borough owes to Perkiomen Township as part of Payment Application No. 3. There were no public comments on the motion. The motion carried by a vote of 5-0.

2. 2018 Road Project: Mr. Conrad indicated that the following would be the proposed schedule for the 2018 Road Project: Complete the preliminary design and specifications: December 29, 2017; Receive approval to advertise for the 2018 Road Project: January 2, 2018; Receive Bids: February 1, 2018; Award the Contract: February 6, 2018; and Begin the Project: April 2018.

3. Conservancy at Perkiomen: Cork County Homes, LLC submitted an escrow release for final release of the escrow for Lots 7 and 8. All relevant project work has been satisfactorily completed; as-built plans for both lots have been submitted and found acceptable by SSM, signed by the lot owners and submitted to the Township. The escrow release total is \$14,469.39 which is broken down as follows: \$13,469.39 (remaining escrow monies from Cork County Homes, LLC) and \$1,000.00 (contribution from the lot owners of lots 7 & 8 toward the driveway apron work). Based upon the work completed, SSM is recommending the release of final Escrow Release No. 6. With the recommendation of SSM, Dean Becker made a motion, seconded by Gordon MacElhenney, to approve the Escrow Release to Cork County Homes, LLC as follows: release of \$13,469.39 and \$1,000.00 for a total amount of the release of \$14,469.39. There were no public comments on the motion. The motion was carried by a vote of 5-0.

4. Bridge Street Approaching Arbor Lane: John Moran Jr. received a complaint regarding the corner sight distance for a driver on Arbor Lane looking left (toward Township Line Road) on Bridge Street. Both Mr. Moran and Mr. Stabolepszy investigated the complaint and found the available sight distance to be adequate. While completing this investigation, Mr. Stabolepszy noted that there may be some confusion due to the widening that was completed between Township Line Road and Arbor Lane. The widening along this portion of Bridge Street was completed when the Arbor Lane Subdivision was constructed. Since the pavement ends at Arbor Lane, this widening was not intended as a second through lane, but could be considered either a right-hand turn lane or a very wide shoulder. To remove the confusion as to the function of the widened portion of Bridge Street, Mr. Stabolepszy is recommending that the following be added: pavement markings (a right arrow and "ONLY" legend) and a sign (Right Lane Must Turn Right) so that this area is now clearly designated as a right turn lane. The Board discussed the recommendation of Mr. Stabolepszy. Dean Becker made a motion

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seconded by Gordon MacElhenney designating the widened area along Bridge Street between Township Line Road and Arbor Lane as a right turn lane. In addition, the following shall be added: pavement marking (a right arrow and “ONLY” legend) and a sign (Right Lane Must Turn Right). There were no public comments on the motion. The motion was carried by a vote of 5-0.

MANAGER’S REPORT: Cecile Daniel reported on the following items:

1. 2018 Meeting Schedule: Cecile Daniel presented to the Board the proposed meeting schedule for the year 2018. Ms. Daniel pointed out that the first meeting of the Board of Supervisors would be Tuesday, January 2, 2018 due to New Year’s Day being Monday, January 1, 2018. Janet Heacock made a motion, seconded by Dean Becker authorizing Ms. Daniel to advertise the 2018 meeting schedule. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. 2018 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2018 Perkiomen Township Budget. The Operating Budget for the 2018 General Fund Budget is \$2,588,196.00. When compared against the Operating Budget for the 2017 General Fund (which was \$2,493,425.00), the 2018 Perkiomen Township General Fund Operating Budget is approximately a 3.66% increase. The big difference is that the purchase of equipment in 2017 was listed under the Capital Budget and in 2018, it is listed under Operating Budget. The 2018 Road Project, which is the list of roads to be repaired in 2018, is the only item listed under the Capital Budget. This will make the total 2018 Perkiomen Township General Fund Budget Operating and Capital to be \$3,018,068.00. The total 2017 Perkiomen Township General Fund Budget Operating and Capital was 3,114,145.00. After the advertisement of the proposed 2018 Budget, Mr. Stabolepszy submitted a list of repairs for the culvert located in Bridge Street. The amount of the repairs is estimated to be \$15,000.00. Since the repaving of Bridge Street is part of the 2018 Road Project, Mr. Stabolepszy recommends that this work be made a part of this road project. In order to address this, Ms. Daniel indicated that there is \$50,000.00 set aside for Spot Road Work. Most of this is for repairs to be completed in Godshall Road. After discussing this with Mr. Motsavage, the scope of work to be completed in Godshall Road will be adjusted and the proposed work on the Bridge Street Culvert will be added to the work to be completed in Bridge Street. As a result, there will be no adjustment made to the proposed 2018 Perkiomen Township General Fund Operating and Capital Budget. The Fire Tax Budget will be \$284,150.00. The Liquid Fuels Budget will be \$447,752.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township’s roadways. Although the majority of the 2018 Road Project will come from the General Fund, a portion of the proposed road work will come from the Liquid Fuels Fund. There is no proposed increase in the mileage rate for

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Perkiomen Township for the year 2018.

After going over the 2018 proposed budget with the Board, Ms. Daniel presented two Resolutions for the Board's consideration.

- The first Resolution is No. 2017-16 which is the Tax Levy for Perkiomen Township for the year 2018. Janet Heacock made a motion seconded by Gordon MacElhenny to approve Resolution 2017-16 setting forth the following 2018 Tax Levy for Perkiomen Township: Tax rate for General Purposes, the sum of .35 mills and for Fire Tax purposes, the sum of .27 mills. This tax levy represents no increase in the mileage rate for Perkiomen Township in the year 2018. There were no public comments on the motion. The motion was passed by a vote of 5-0.
 - The second Resolution was No. 2017-17 which is adoption of the 2018 Perkiomen Township Budget. Dean Becker made a motion seconded by Gordon MacElhenny to adopt Resolution 2017-17, adoption of the 2018 Perkiomen Township Budget: Total Revenues and Expenditures for all funds: \$3,749,970.00 – Broken down as follows: General Fund/Capital Budget: \$3,018,068.00; Fire Tax: \$284,150.00; and Liquid Fuels: \$447,752.00. There were no public comments on the motion. The motion was passed by a vote of 5-0.
3. Recycling Data Collection Agreement: Ms. Daniel informed the Board that Hough Associates has submitted a new 3-year Recycling Agreement for consideration. The Township has used Hough Associates since 2010 to obtain the annual data collection information from the trash haulers to complete the required PADEP Forms and apply for the Recycling Performance Grants. The agreement calls for a fixed price per year plus 15% of the recycling performance grant award. The fixed price for this contract is \$3,000.00, but because the Township pays this before the end of January, we are able to take advantage of the 2% discount so that amount paid is \$2,940.00. The language in the agreement has changed for the payment of services beyond the fixed price. The old agreement was 15% of recycling performance grant awards in excess of \$9,000, not to exceed \$2,000. The Township has not received any grant monies in excess of \$9,000; therefore, we have been only paying the fixed price of \$2,940.00. Under the new agreement, the amount charged over the fixed price is 15% of the recycling grant award in excess of \$6,000, not to exceed \$2,000. Under this new language, the Township could look to spend approximately an extra \$200.00 per year over the \$2,940.00. Even with this change, it was Ms. Daniel's recommendation the Board approve the new three year agreement to gather the annual data collection information from the trash hauler to complete the required PADEP Forms and apply for the recycling Performance Grants. Janet Heacock made a motion seconded by Dean Becker to approve the Agreement with Hough Associates for the Collect of the Residential and Commercial Recycling Data for 2017, 2018, and 2019 and Prepare the PA DEP 904 Recycling Grant Application for

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Perkiomen Township for those years. There were no public comments on the motion. The motion was passed by a vote of 5-0.

4. AQUA PA: Ms. Daniel informed the Board that Aqua PA is proposing to install a water line in Trappe Road in 2018. Currently, there is no timeline when AQUA plans to complete this work. A set of the plans were submitted to the Township showing the layout of the proposed water line. The layout shows the water line traveling from the PVSD Campus, continuing south down Gravel Pike, and turning down Trappe Road to Kagey Road.
5. COSTARS Electricity Procurement Services: Ms. Daniel updated the Board on the Township's piggybacking on an Electric Procurement Bid package being handled by the state's CoStars Program on the generation charges of the electric bill. The bidding event took place on October 2017. The bids were received on November 7th and the bid prices were lower than what the Township is currently paying to PECO. The bid was a fixed price contract that was awarded to WGL Energy of Vienna, Virginia. Since the Township is piggybacking on the state's contract, the Township does not need to enter into an agreement with WGL Energy, but must submit to them a Tax Exempt Certificate. The fix rate bid prices were as follows: Township Building - 0.05335/kWh; Township Garage - 0.05335/kWh; and Street Lights - 0.03252/kWh.

RECEIPTS AND EXPENDITURES: The Treasurer reviewed the receipts and expenditures for the month of November. After review of same, Dean Becker made a motion, seconded by Gordon MacElhenny, approving the Financial Report and approving the payment of the November bills. There were no public comments on the motion. The motion was passed by a vote of 5-0.

SUPERVISORS COMMENTS:

This meeting was the final meeting for Richard Kratz. Mr. Kratz's fellow Supervisors thanked Mr. Kratz for his 37 years of service and his selfless dedication to Perkiomen Township. Richard Kratz informed the public that during his tenure, the Township, in the early 80's, undertook and was successful in doing away with the Township's Police Department. Mr. Kratz hopes it will stay that way. As for taxes, there was no increase in taxes during his entire 37-year tenure. As to his accomplishments, he listed taking over the ownership and responsibility of Haldeman Road; was able to establishment of a History Center for Perkiomen Township, and construct a Memorial Garden at the Township Building for those who served in the Armed Services.

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