



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 7, 2019

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

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

Dean Becker called the January 7, 2019 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m. in the Perkiomen Township Administration Building. The first item of business was the Reorganization Meeting.

REORGANIZATION MEETING:

The reorganization meeting was conducted by William Patterson who acted as temporary chairman. Mr. Patterson called for nominations for the position of Chairman. Vivian Schoeller nominated Dean Becker as Chairman. Janet Heacock seconded the nomination of Mr. Becker. Mr. Patterson asked if there were any other nominations for Chairman. There being none, the nominations were closed. The Secretary was directed to let the Minutes show that Dean Becker was elected as Chairman by a vote of 5-0. Mr. Patterson then turned the reorganization meeting over to Chairman Becker. Mr. Becker asked for nominations for Vice-Chairman. Janet Heacock nominated William Patterson as Vice-Chairman. Vivian Schoeller seconded the nomination of Mr. Patterson. Mr. Becker asked if there were any other nominations for Vice-Chairman. There being none, the nominations were closed. The Secretary was directed to let the Minutes show that William Patterson was elected as Vice-Chairman by a vote of 5-0.

Dean Becker read the list of proposed staff appointments for the year 2019. Vivian Schoeller made a motion seconded by Janet Heacock to approve the following 2019 staff appointments:

Township Road Liaison:	William Patterson
Township Treasurer:	Cecile M. Daniel

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

Township Secretary:	Cecile M. Daniel
Township Solicitor:	Yergey, Daylor, Allebach, Scheffey, & Picardi
Township Engineer:	SSM Group, Inc.
Township Fire Marshall:	John Moran Jr.
Zoning Hearing Board Solicitor:	McGrory & Wentz LLP
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 present amount of 5,000,000.00. William Patterson made a motion seconded by Gordon MacElhenney to set the Treasurer's Bond at \$5,000,000.00 for the year 2019. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Committee Appointments: Dean Becker read the committee appointments. Vivian Schoeller made a motion seconded by William Patterson to approve the following committee appointments:

- Zoning Hearing Board: John R. Moyer – Three-year appointment – Term will run from January 1, 2019 through December 31, 2021.
- Municipal Authority: William Bushnell – Five-year appointment – Term will run from January 1, 2019 through December 31, 2023.
- Planning Commission: Brett J. Coleman – Four-year appointment – Term will run from January 1, 2019 through December 31, 2022.
- Central Perkiomen Valley Regional Planning Commission: Vivian Schoeller and Brett Coleman – Two-year appointments – Term will run from January 1, 2019 through December 31, 2020.
- Park & Recreation Committee: Adam Doyle, Pamela Brown Margolis, and Diane Melville - Five -year appointments – Terms will run from January 1, 2019 through December 31, 2023.

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

The 2019 Reorganization Meeting was closed, and Dean Becker called to order the Regular Monthly meeting of the Perkiomen Township Board of Supervisors.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

MINUTES: The minutes of the December 4, 2018 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by William Patterson. 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:

- ❖ Letter sent to Trappe Borough in response to the Borough's request.
- ❖ PSATS News Bulletin: November – December 2018

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

- ❖ 817 Limerick Road Subdivision: Anthony Rossi and Susan Rice, project engineer, reviewed the Final Subdivision Plan for Mr. Rossi's proposed 4-lot subdivision. Ms. Rice and Mr. Rossi informed the Board that the rain garden being proposed for Lot 3 was replaced with a seepage pit. This change was made to provide for a larger backyard for Lot 3. It was explained by Ms. Rice that the seepage pit, like rain garden, will allow for infiltration of stormwater runoff. The Township Planning Commission recommended the Board approve the Final Plan subject to conditions as set forth in proposed Resolution 2019-11. After review of the Final Plan and proposed Resolution 2019-11 conditions, Vivian Schoeller made a motion, seconded by William Patterson, to adopt Resolution 2019-11 as follows:

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. An Improvements Agreement and accompanying financial security must be provided by the applicant before the plan is endorsed by the Township, Section 264-34.A. The financial security shall cover street monuments, street trees, stormwater management facilities and temporary erosion control measures.

COMPLIANCE WITH STORMWATER ORDINANCE

1. The following changes must be made to the Seepage Pit Detail on sheet 7:
 - a. A specification must be provided for the non-woven geotextile fabric.
 - b. Perforated piping must be provided throughout the bed to help distribute runoff evenly within the bed.
2. Financial security shall be provided for the construction of all stormwater management facilities, Section 247-33. A detailed cost estimate shall be provided by the design engineer. Financial security shall be provided for the construction of all stormwater management facilities prior to the Township signing and releasing the Subdivision Plan.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

3. In accordance with Section 247-35 – Maintenance Agreement for Privately Owned Stormwater Facilities - a Stormwater Maintenance Agreement shall be executed between the Applicant and the Township. The 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 Office contemporaneously with the Final Plan.
4. The Applicant shows a Conservation Easement Line protecting trees, steep slopes and the water course on the northern portion of Lots 3 and 4. The Applicant shall submit to the Township, the Township Engineer and Township Solicitor for review and recommendation of approval, the proposed Conservation Easement and Declaration of Restrictions & Covenants which may be amended as necessary and which shall be recorded in the Montgomery County Recorder of Deeds contemporaneously with the Final Plan.

SANITARY SEWER COMMENTS

1. The proposed sanitary sewer is to be connected to the Schwenksville Borough Authority (SBA) collection system. The Perkiomen Township Municipal Authority (PTMA) collection system does not extend to the area near the development. The Applicant requested permission from PTMA and was granted said permission to connect to the SBA collection system.
2. The Applicant shall provide the following information to Perkiomen Township for submittal with the Sewerage Facilities Planning Module to PaDEP:
 - a. A letter from the Lower Perkiomen Valley Regional Sewer Authority (LPVRS) acknowledging that the flow from the development will go to the SBA Treatment Plant and not the LPVRS Oaks Treatment Plant.
 - b. Evidence of approval from the Perkiomen Township Board of Supervisors to allow the development to connect to the SBA sanitary sewer collection system and not PTMA’s collection system.
3. The Applicant shall provide the Township with evidence of approval by PaDEP of the Planning Module prior to the Township signing the Final Subdivision Plan.

GENERAL COMMENTS

1. The second paragraph in the Recording Acknowledgments column on sheet 1 should start with “STA Engineering, Inc., undersigned, have laid out...” rather than with “Atlas Broadband Solutions, Inc., ...”

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

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

The proposed subdivision requires approval a plan revision to the Township's Act 537 Plan because the sewer from the three new homes will go to the Schwenksville Borough Authority. Resolution 2019-12 is the plan revision and the planning module for the subdivision of 817 Limerick Road. Once approved by the Board, this Resolution and Planning Module will be forwarded to PADEP for review and approval. The Perkiomen Township Municipal Authority's collection system does not extend to the area near the development. PTMA had granted said permission to allow the homes in this development to connect to the SBA collection system. Vivian Schoeller made a motion seconded by William Patterson to approve Resolution 2019-12 and to approve the planning module for 817 Limerick Road Subdivision. There were no public comments on the motion. The motion was carried by a vote of 5-0.

- ❖ Resolution 2019-1 through Resolution 2019-3: William Patterson made a motion seconded by Vivian Schoeller to approve the following: Resolution 2019-1 which shall set the Depositories for the Township for the year 2019 as the Uninvest National Bank and Trust Company, with the main office in Souderton, Pennsylvania, and the Pennsylvania Local Government Investment Trust (PLIGIT), with the main office in Harrisburg, Pennsylvania, and United States Treasury. Resolution 2019-2 to appoint the Special Crossing Guard for the 2018/2019 school year. The company providing the special crossing guard services for Perkiomen Township is Advanced Protection Company. Resolution 2019-3 to incorporate the 2019 rate schedule for SSM Group, Inc., Township Engineer and Yergey, Daylor, Allebach, Scheffey & Picardi, Township Solicitor, for both the Township and anyone subject to being charged back for the services of the Township Engineer or the Township Solicitor while working within the Township. There were no public comments. The motion was carried by a vote of 5-0.

- ❖ Resolution 2019-4: Janet Heacock made a motion seconded by Vivian Schoeller to approve Resolution 2019-4 and approve the Dreslin and Company's Proposal to complete the 2018 Audit for Perkiomen Township including the Perkiomen Township Fire Company. There were no public comments. The motion was carried by a vote of 5-0.

- ❖ Resolution 2019-5 through Resolution 2019-6: Janet Heacock made a motion seconded by Vivian Schoeller to approve the following: Resolution 2019-5 authorizing and recognizing the Perkiomen Township Fire Company and to officially accord it the status of Volunteer Fire Company for Perkiomen Township. Resolution 2019-6: recognizing Trappe Ambulance and Plymouth Community Ambulance to provide Emergency Services to the residents of Perkiomen Township. There were no public comments. The motion was carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

- ❖ Resolution 2019-7: Is the fee schedule for Perkiomen Township for the year 2019. John Moran reviewed the changes being recommended and were shown in green. After review of the proposed changes, William Patterson made a motion seconded by Vivian Schoeller to approve Resolution 2019-7 approving the 2019 Fee Schedule for Perkiomen Township. There were no public comments. The motion was carried by a vote of 5-0.

- ❖ Resolution 2019-8 through Resolution 2019-10: Vivian Schoeller made a motion seconded by William Patterson to approve the following: Resolution 2019-8: for the appointment of John Moran, Jr. as the Township Building Code Official and the appointment of Barry Isett & Associates, Inc. as the third-party agency to perform inspections of commercial properties and coverage for residential services (including Property Maintenance Code) as needed and requested by the Township. Resolution 2019-9: A Resolution covering the Price Adjustment Clause for the purchase of bituminous material for the 2019 Road Project Proposals. This is a standard resolution the Board considers each year when preparing the bid documents for the Road Projects. The reason for this resolution is due to the fluctuations in the cost of bituminous materials resulting in the unpredictability of the cost and availability of bituminous materials from local suppliers which can result in contractors either not bidding on Township road projects, or, leads contractors to submitting high bids to insulate themselves from adverse market conditions between the time the contract is bid and the time the project materials are required to be used. PennDOT has established a method of dealing with such increases or decreases in prices for roadway materials. This method is commonly referred to as an “Escalator/De-Escalator Clause” and is set forth in detail in PennDOT publication 408 Section 110.04. Resolution 2019-9 does the same thing for the Township. Resolution 2019-10: appointing certain individuals to open and read aloud public bids. The following were so appointed: SSM Group: Township Engineer; Cecile M. Daniel: Township Secretary; and Shawn Motsavage: Township Road Master. There were no public comments. The motion was carried by a vote of 5-0.

- 1. PSATS Convention: The annual PSATS Convention is scheduled to be held from April 14 through April 17, 2019 in Hershey, PA. Janet Heacock made a motion seconded by Vivian Schoeller authorizing William Patterson to attend the PSATS Convention. There were no public comments on the motion. The motion was passed by a vote of 5-0.

SOLICITOR’S REPORT: Solicitor Picardi submitted his report to the Board of Supervisors.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for December 2018.
- **TRAPPE AMBULANCE** – The Board is in receipt of the report for November 2018.
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board is in receipt of the reports for December 2018.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the report for December 2018.
- **FIRE MARSHAL’S REPORT:** The Board is in receipt of the report for December 2018.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated January 4, 2019, for activities occurring during the month of December. In addition to his report, Mr. Motsavage informed the Board that the traffic signal at the intersection of Route 113 and Route 29 was seriously damaged on January 7, 2019.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated January 1, 2019, for activities that occurred during the month of December.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on December 18, 2018. At that meeting, the Planning Commission reviewed the Final Plan for the 817 Limerick Road Subdivision Plan.

PARK AND RECREATION REPORT: Cecile Daniel informed the Board that the playground at Lodal Creek Park is finished. When the weather improves, the ruts that were made due to all the rain in 2018 will be fixed and the bocce ball court installed.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Cecile Daniel informed the Board that there was no new information discussed at the LPVRS meeting.

ENGINEERS REPORT: Mark Stabolepszy reported on the following:

1. Gorski Route 29 Ventures: Mr. Stabolepszy reported that Gorski Engineering has requested an Escrow Release for their Route 29 Ventures Project. This request is a

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 7, 2019**

reduction in their Letter of Credit. After reviewing the request, SSM is recommending the release of \$101,725.00 leaving a balance in the Letter of Credit of \$342,645.00. With the recommendation of Mr. Stabolepszy, Vivian Schoeller made a motion seconded by Janet Heacock to release \$101,725.00 from the Letter of Credit and reducing the balance to \$342,645.00. There were no public comments. The motion was carried by a vote of 5-0.

2. 2019 Road Project: Mr. Stabolepszy informed the Board that the design and specifications are complete for the 2019 Paving Projects and 2019 Microsurfacing Projects. Mr. Stabolepszy is requesting authorization from the Board to advertise these projects. William Patterson made a motion, seconded by Gordon MacElhenney, to advertise the 2019 Paving Projects and the 2019 Microsurfacing Projects with bids to be awarded at the February 5, 2019 Monthly Meeting. There were no public comments. The motion was carried by a vote of 5-0.

MANAGER’S REPORT:

1. Conditional Use Hearing Application: The Township has received Conditional Use Application 2018-2 filed by HAEG, LLC. The applicant proposes to subdivide property located at 54 Wartman Road into 2 lots so that 2 new single-family homes can be constructed. HAEG, LLC’s Conditional Use Application requests relief from the Steep Slope Conservation Overlay District – Uses Permitted by Conditional Use. Vivian Schoeller made a motion seconded by William Patterson to set the public hearing for HAEG, LLC’s Conditional Use Application 2018-2 for February 5, 2019 at 7:00 p.m. There were no public comments. The motion was carried by a vote of 5-0.

TREASURER’S REPORT: The treasurer presented to the Board, the December Financial Report showing the receipts and expenditures and the bill list for December. Vivian Schoeller made a motion seconded by Janet Heacock to approve the bill list for the month of December in the amount of \$113,438.79 and approve the December Treasurer’s Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 5-0.

There being no further business, the January public meeting was adjourned upon motion made by Vivian Schoeller and seconded by William Patterson.

Respectfully Submitted,
Cecile M. Daniel
Cecile M. Daniel
Township Manager