



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: NOVEMBER 6, 2018

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

**ABSENT:** 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

Dean Becker called the November 6, 2018 meeting of the Perkiomen Township Board of Supervisors to order at 7:00 p.m. in the Perkiomen Township Administration Building. Mr. Becker informed the public that the Board held an Executive Session on November 6, 2018, prior to this meeting, to discuss a Real Estate matter and a Personnel matter.

**MINUTES:** The minutes of the October 2, 2018 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by Vivian Schoeller. There were no public comments on the motion. The motion was carried by a vote of 4-0.

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

- PSATS: September/October News Bulletin & Update.
- PA American Water: Act 14 Notification for Water Subsidiary Permits.
- Verizon: Formal letter from Verizon on the commencement of the Franchise Renewal Proceedings. Kenneth Picardi was authorized to contact Daniel Cohen of the Cohen Group to find out the cost to the Township for Attorney Cohen's law firm to negotiate the renewal contract.

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

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**OLD/NEW BUSINESS:**

- ❖ Perkiomen Township Fire Company: As authorized at the October Meeting, Solicitor Picardi prepared a Resolution for the Board’s consideration on the Fire Company’s request to create a program to retain and attract firefighters. The proposed Resolution includes the Township in contributing half of the cost for this program. The Board reviewed the proposed Resolution and agreed that flexibility should be provided in the Resolution as to the level of funding for this grant. The Board authorized Solicitor Picardi to revise the draft Resolution to state that the amount of money the Township will give to the Fire Company will be determined annually by the Board of Supervisors. Janet Heacock made a motion seconded by Vivian Schoeller to adopt Resolution 2018-20 as amended. There were no public comments on the motion. The motion was carried by a vote of 4-0.
  
- ❖ Request for “Visually Impaired Child” Sign: The Board was in receipt of a request from Jack & Magdolin Alabd of 102 Adams Lane asking consideration be given to the installation of a “Visually Impaired Child” sign on Adams Lane. Mr. Alabd submitted a request stating that his child is legally blind and made this request so that the surrounding travelling public could be made aware of his child’s impairment. There have been similar requests made and approved by the Board in the past. William Patterson made a motion seconded by Vivian Schoeller to approve the request of Mr. & Mrs. Alabd to install a “Visually Impaired Child” sign on Adams Lane. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**SOLICITOR’S REPORT:** Solicitor Picardi submitted his report to the Board of Supervisors. One item for discussion was the Zoning Hearing Board Application filed by Richard Sames of 77 French Road. This is a variance request to allow three ducks as an accessory use on the property. The Board discussed the application and directed Solicitor Picardi to send a letter to Zoning Hearing Board Solicitor indicating that the Board will take no position on this application.

**PUBLIC SAFETY REPORTS:**

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for October 2018.
  
- **TRAPPE AMBULANCE** – The Board is in receipt of the report for September 2018.
  
- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board is in receipt of the reports for October 2018.

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- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the report for October 2018.
- **FIRE MARSHAL'S REPORT:** The Board is in receipt of the report for October 2018.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated November 2, 2018, for activities occurring during the month of October.

- ❖ In addition to his report, Ms. Daniel & Mr. Motsavage reported that Joseph Gallagher of Aqua Pennsylvania contacted them. Mr. Gallagher stated that Aqua would like to discuss the installation of certain sections of new water line in Wartman Road. By installing these sections, the water line in Wartman Road can be linked together as one continuous water line. The reason Aqua would like to re-open this discussion is to improve water pressure in the line. In 2017, Aqua made the same request, but the Board did not consider it as Wartman Road was the detour route for the SR 4044 Project. At this time, the Township has not received any formal request from Aqua other than the contact from Mr. Gallagher.

**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted to the Board his Code Enforcement Report dated November 1, 2018, for activities that occurred during the month of October.

- ❖ As directed at the October meeting, Mr. Moran issue a letter to Wilson State LLC informing them that they had thirty days to either secure the buildings located at 539 Gravel Pike or demolish them. Mr. Moran informed the Board that he was satisfied with the owner's response in securing the buildings located at 539 Gravel Pike.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held its meeting on October 16, 2018. At that meeting, the Planning Commission discussed the proposed changes to the Steep Slope Ordinance and changes to the Sign Ordinance. Ms. Daniel indicated that there were only a few minor revisions that need to be made to the Steep Slope Ordinance. Ms. Daniel informed the Board that the Planning Commission also reviewed proposed changes to the Sign Ordinance, including a change that would allow for Electronic Signs to be installed in certain areas of the Township. Also discussed was the removal of the Sign Regulations from the Zoning Ordinance in order to make it a free-standing Ordinance. The Planning Commission did not have an issue with taking the Sign Regulations out of the Zoning Ordinance. After discussing the relocation of the Sign Regulations from the Zoning Ordinance to a free-standing Ordinance, the Board was okay with moving

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forward with the relocation of the Sign Regulations from the Zoning Ordinance to a free-standing Ordinance. Once the Sign Ordinance has been redrafted, the draft will be sent to the Board for review.

**PARK AND RECREATION REPORT:** Cecile Daniel presented the invoice from Bertolet Construction on the installing the pedestrian pathway at Lodal Creek Park. Kevin Conrad indicated that the construction of this pedestrian pathway was 90% complete. There were issues of restoration that still needed to be addressed. As a result, the contactor submitted an invoice showing that 90% of the work was complete and requesting payment in the amount of \$17,550.00. Mr. Conrad recommended that the Board approve this payment request. William Patterson made a motion seconded by Janet Heacock approving the payment to Bertolet Construction Corporation in the amount of \$17,550.00. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Cecile Daniel informed the Board that the LPVRSA increased their User Fees from \$13.00/month to \$15.00/ month. The yearly charges to the Township's Municipal Authority will now be \$180.00/EDU per year. This charge is part of the sewer rates of the Municipal Authority.

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

1. Gorski Route 29 Ventures: Mr. Conrad reported that Gorski Engineering has requested an Escrow Release for their Route 29 Ventures Project. This request is a reduction in their Letter of Credit. After reviewing the request, SSM is recommending the release of \$93,970.00 leaving a balance in the Letter of Credit of \$444,370.00. With the recommendation of Mr. Conrad, Vivian Schoeller made a motion seconded by William Patterson release \$93,970.00 from the Letter of Credit and reducing the balance to \$444,370.00. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**MANAGER'S REPORT:**

1. 2019 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2019 Perkiomen Township Budget. The Operating Budget for the 2019 General Fund Budget is \$2,822,708.00. When compared against the Operating Budget for the 2018 General Fund (which was \$2,588,196.00), the 2019 Perkiomen Township General Fund Operating Budget is approximately an 9.06% increase. The big differences are the requirement of funding for the PADEP Pollution Reduction Program and the replacement of the playground in the Perkiomen Greene Development. Under the Capital Budget the 2019 Road Project is being split between

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the General Fund Budget and the Liquid Fuels Budget. The other item under the Capital Budget is the purchase of a new truck to replace the truck that was sold earlier in 2018. This will make the total 2019 Perkiomen Township General Fund Budget Operating and Capital to be \$3,248,456.00. When compared to the total 2018 Perkiomen Township General Fund Budget Operating and Capital (which was \$3,018,068.00), the overall 2019 Perkiomen Township Budget is approximately a 7.6% increase. There is NO tax increase being proposed for 2019. The Liquid Fuels Budget will be \$565,177.00, which 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 the proposed road work set forth in the 2019 Road Project. After review of this information, Janet Heacock made a motion, seconded by Vivian Schoeller authorizing the advertisement of the proposed 2019 Perkiomen Township Budget for consideration by the Board at the December Meeting. There were no public comments on the motion. The motion was carried by a vote of 4-0.

2. Act 44 Requirement: Act 44 requires municipalities to implement written procedures for selecting professional services for the Township's pension plan regardless of any changes being made to existing professional services. Ms. Daniel reviewed the provisions of Act 44 and recommended consideration to adoption said provisions by Resolution. Ms. Daniel presented to the Board Resolution 2018-21. Solicitor Picardi recommended making minor changes to the Resolution presented by Ms. Daniel. After review of the changes made by Solicitor Picardi, Vivian Schoeller made a motion seconded by William Patterson to adopt Resolution 2018-21 adopting written procedures for how professional services are chosen by the Township for its pension plan in compliance with Act 44. There were no public comments on the motion. The motion was carried by a vote of 4-0.
  
3. 14 Merion Lane: At the October meeting, the Board authorized Solicitor Picardi to prepare an agreement between Mr. & Mrs. Rotunda, of 14 Merion Lane to extend an existing storm sewer pipe and headwall located on their property an additional fifteen feet. There is a note on the original subdivision plan prohibiting the altering of the storm sewer pipe and headwall. Solicitor Picardi prepared an agreement to cover the extension and the cost to complete this work. This agreement is before the Board for consideration. Since this agreement will be recorded, Solicitor Picardi will add the required notary information. Vivian Schoeller made a motion seconded by William Patterson to approve the agreement between Robert & Jennifer Rotunda and Perkiomen Township and amend the agreement to include the notary information for recording purposes. There were no public comments on the motion. The motion was carried by a vote of 4-0.

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**FINANCIAL REPORT/RECEIPTS AND EXPENDITURES:** Cecile Daniel submitted the invoice from Karl Glocker on the recent appraisal performed on behalf of the Township. The cost to complete this appraisal was more than originally authorized by the Board. The amount previously authorized was \$600.00 and the invoice received from Mr. Glocker to complete this appraisal was \$675.00. Ms. Daniel is requesting this invoice be approved for payment as it was higher than previously authorized. Janet Heacock made a motion seconded by Vivian Schoeller to approve the invoice of Karl Glocker in the amount of \$675.00. There were no public comments on the motion. The motion was carried by a vote of 4-0.

The treasurer presented to the Board, the October Financial Report and reviewed the receipts and expenditures for the month of October. William Patterson then made a motion seconded by Janet Heacock to approve the October Financial Report and to authorize the payment of the October bills. There were no public comments on the motion. The motion carried by a vote of 4-0.

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