



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JANUARY 4, 2021

BOARD MEMBERS PRESENT: William Patterson, Chairman
Vivian Schoeller, Vice-Chairman
Dean Becker, Member
Albert Campion, Member
Adam Doyle, Member

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

DUE TO THE COVID-19 PANDEMIC, THE JANUARY 4, 2021 MEETING OF THE PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS WAS HELD VIA ZOOM. PRIOR NOTICE WAS POSTED ON THE TOWNSHIP WEBSITE AND ADVERTISED IN THE LOCAL NEWSPAPER.

Chairman William Patterson called the meeting to order at 7:00 pm.

The first item of business was the Reorganization Meeting.

REORGANIZATION MEETING:

The reorganization meeting was conducted by Vivian Schoeller who acted as temporary chairman. Ms. Schoeller called for nominations for the position of Chairman. Adam Doyle nominated William Patterson as Chairman. Ms. Schoeller asked if there were any other nominations for Chairman. There being none, Dean Becker made a motion, seconded by Albert Campion, that nominations be closed. The Secretary was directed to let the Minutes reflect that William Patterson was Chairman by a vote of 5-0. Ms. Schoeller then turned the reorganization meeting over to Chairman Patterson. Mr. Patterson then asked for nominations for Vice-Chairman. Adam Doyle nominated Vivian Schoeller for Vice-Chairman. There being no other nominations, Dean Becker made a motion, seconded by Albert Campion, that the nominations for Vice-Chairman be closed. The Secretary was directed to let the Minutes reflect that Vivian Schoeller was elected as Vice-Chairman by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

William Patterson read the list of proposed staff appointments for the year 2021. Vivian Schoeller made a motion, seconded by Adam Doyle, to approve the following 2021 staff appointments:

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

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. Dean Becker made a motion seconded by Adam Doyle to set the Treasurer's Bond at \$5,000,000.00 for the year 2021. There were no public comments. The motion carried by a vote of 5-0.

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

- Zoning Hearing Board: Robert J. O'Donnell – Three-year appointment – Term will run from January 1, 2021 through December 31, 2023.
- Municipal Authority: Anthony Butera – Five-year appointment – Term will run from January 1, 2021 through December 31, 2025.
- Planning Commission: Michael Beltz – Four-year appointment – Term will run from January 1, 2021 through December 31, 2024.
- Central Perkiomen Valley Regional Planning Commission: Adam Doyle and Brett Coleman – Two-year appointment – Term will run from January 1, 2021 through December 31, 2022.
- Park & Recreation Committee: Pamela Gural-Bear – Five-year appointment – Term will run from January 1, 2021 through December 31, 2025.

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

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

The 2021 Reorganization Meeting was adjourned upon motion made by Dean Becker and seconded by Vivian Schoeller. Chairman William Patterson then called the Regular Meeting to order at 7:10 p.m.

CONSENT AGENDA: Adam Doyle made a motion seconded by Vivian Schoeller to approve the consent agenda items as follows: a) Minutes: December 1, 2020; b) Monthly Reports: PA State Police Reports for December, Ambulance Reports, Perkiomen Township Fire Company and Fire Marshall Reports; c) Financial Matters: Authorize for Payment of Bills for December in the amount of \$82,393.64 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion was carried by a vote of 5-0.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

- Resolutions: The Board had before it, Resolutions 2021-1 through Resolution 2021-10. These were the annual Resolutions considered at the first meeting in January each year.

William Patterson review the following resolutions for the Board's consideration:

- **Resolution 2021-1:** Depositories 2021 – UNIVEST & PLIGIT;
- **Resolution 2021-2:** Special Crossing Guard: Advanced Protection Company for the remainder of the 2020/2021 school year;
- **Resolution 2021-3:** Professional Consultant Fees: SSM Group and Yergey, Daylor, Allebach, Scheffey, Picardi;

Dean Becker made a motion, seconded by Vivian Schoeller, to adopt Resolutions 2021-1 through Resolution 2021-3. There were no public comments. The motion carried by a vote of 5-0.

- **Resolution 2021-4:** Audit 2020:

Vivian Scholler made a motion seconded by Adam Doyle to adopt Resolution 2021-4 covering the following: (1) Appointment of Barsz, Gowie, Amon, and Fultz (BGA&F) of Media , PA to replace the elected auditors to complete the 2020 Perkiomen Township Audit, including the Perkiomen Township Fire Company; (2) Acceptance of the proposal from BGA&F to complete said audit; and (3) To allow the legal transfer of Dreslin's files related to the audits of Perkiomen Township to BGA&F. There were no public comments. The motion carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

- **Resolution 2021-5:** Recognition of Perkiomen Township Fire Company to provide Fire Services to the residents of Perkiomen Township.
- **Resolution 2021-6:** Recognition of Trappe Ambulance and Plymouth Community Ambulance to provide Emergency Services to residents of Perkiomen Township.

Adam Doyle made a motion, seconded by Dean Becker, to adopt Resolutions 2021-5 and 2021-6. There were no public comments. The motion carried by a vote of 5-0.

- **Resolution 2021-7:** 2020 Fee Schedule. Ms. Daniel reviewed the Fee Schedule and indicated that there was only one change made. This change was related to the fees charged due to third-party inspector's time for re-inspections, meetings, or additional plan reviews.

Dean Becker made a motion, seconded by Adam Doyle, to adopt Resolution 2021-7 – 2021 Township Fee Schedule. There were no public comments. The motion carried by a vote of 5-0.

- **Resolution 2021-8:** Appointment of John Moran Jr. as Township Building Code Official and Barry Isett & Associates, Inc. as the third-party inspection agency.
- **Resolution 2021-9:** Bituminous Price Adjustment for Township Road Projects.
- **Resolution 2021-10:** Appointment of Certain Individuals to Open and Read Public Bids.

Vivian Schoeller made a motion, seconded by Albert Campion, to adopt Resolutions 2021-8 through Resolution 2021-10. There were no public comments. The motion carried by a vote of 5-0.

1. Tax Collector:

- Tax Collector Compensation: Ms. Daniel informed the Board that the term of the Tax Collector ends in 2021. Under the PA Local Tax Collection Law, the governing body must decide by February 15th of the year of the municipal election, whether the compensation of the Tax Collector will be changed. The present compensation for the Tax Collector is three percent (3%). The source of the compensation of the Township's Tax Collector comes from three sources that set their own compensation rate: Perkiomen Township, Montgomery County, and the Perkiomen Valley School District. The Board discussed this and decided not to change the amount of the Tax Collector's compensation. There was no further action needed by the Board.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

- **Resignation:** The Board reviewed a recent letter received from Dawn Johnston, Township Tax Collector. In her resignation letter, Mrs. Johnston states that the effective date of her resignation will be January 17, 2021. The Board discussed the letter. Vivian Schoeller made a motion, seconded by Adam Doyle, to accept the resignation letter of Dawn Johnston effective January 17, 2021. There were no public comments. The motion carried by a vote of 5-0. In addition, the Board informed the public that they will be accepting resumes or letters of interest from Township residents that are interested in serving as Tax Collector until January 11, 2021, at 8:30 a.m.

- 2. **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 18 through April 21, 2021 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention. It was decided that this subject will be placed on the agenda for the February meeting.

SOLICITOR’S REPORT: Solicitor Picardi was present at the meeting and submitted his written report to the Board of Supervisors.

In addition to his report, Solicitor Picardi mentioned two items:

- First, a subcommittee has been established to view the resumes or letters of interest received from those residents who have expressed an interest in finishing out the remainder of the term of the Tax Collector.

- Second, Solicitor Picardi has prepared a revised Driveway Permit Ordinance. It was the opinion of Ms. Daniel that this draft be reviewed by the staff before it is submitted to the Board for consideration. A meeting has been set up for later in the week to review the revised ordinance.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated January 4, 2021, for activities occurring during the month of December.

In addition to his report, Mr. Motsavage requested permission to sell the 2009 GMC Truck on MunicBid. Vivian Schoeller made a motion, seconded by Dean Becker, authorizing Mr. Motsavage to advertise the sale of the 2009 GMC Truck on MunicBid. There were no public comments. The motion carried by a vote of 5-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated January 1, 2021, for activities that occurred during the month of December.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that there was no Planning Commission meeting in December.

PARK AND RECREATION REPORT: Cecile Daniel reported that there was no Park and Recreation Committee meeting during the month December.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Dean Becker informed the Board that the construction of the middle interceptor is behind schedule. The tentative completion date is now May 10, 2022.

ENGINEERS REPORT: Nicholas Szeredai reported on the following:

1. Schoolhouse Run Bridge & Channel Work: This project was bid in 2020, but due to the bids coming in higher than expected, the bids were rejected. The bid package has been revised based upon stabilization work completed by the Road Crew. The project is now ready for authorization to rebid this project. Adam Doyle made a motion seconded by Albert Campion authorizing the re-advertisement of the Schoolhouse Run Bridge Work. There were no public comments. The motion carried by a vote of 5-0.

MANAGER'S REPORT:

1. Development Agreement: 381 Wartman Road is Lot #3 of the subdivision created by Anthony Mazzamuto. This is the final lot to be developed. This agreement covers the improvements that are part of Lot 3 of this subdivision. This Developer's Agreement will be with Mark DeSantis, who is the owner of Lot 3. Dean Becker made a motion, seconded by Vivian Schoeller, to approve the Developer's Agreement between Perkiomen Township and Mark DeSantis. There were no public comments. The motion carried by a vote of 5-0.

SUPERVISORS COMMENTS

Dean Becker informed his fellow Board members that Don Centifonti of PennDot was instrumental in designing and scheduling the installation of new signage on Township Line Road at the offset intersection of Greenshire Boulevard as well as installing new signage going south on Township Line Road toward Bridge Street so drivers are made aware of this intersection.

William Patterson thanked Shawn Motsavage and John Moran, Jr. on the work completed during the recent snowstorm. Mr. Patterson also asked Mr. Motsavage to relay that message of thanks to the Road Crew as well.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JANUARY 4, 2021**

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

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager