



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: DECEMBER 7, 2021

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

ABSENT: Dean Becker, Member

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

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

MOMENT OF SILENCE: The Board held a moment of silence in memory of the recent passing of Richard Kratz, who served Perkiomen Township as a Supervisor for 37 years.

CONSENT AGENDA: William Patterson reviewed those items that were on the Consent Agenda. Vivian Schoeller made a motion seconded by Albert Campion to approve the consent agenda items as follows: a) Minutes: November 3, 2021; b) Monthly Reports: PA State Police Reports for November, Ambulance Reports, Perkiomen Township Fire Company and Fire Marshall Reports; c) Financial Matters: Authorize for Payment of Bills for November in the amount of \$252,555.05, and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion passed by a vote of 4-0.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS:

- **Resident Request:** A resident in the Cranberry Development submitted to the Board a request to consider the installation of crosswalk pavement markings and a "No Parking Here to Corner" sign where Brandywine Road intersects with Forge Road. The basis of the request is that certain vehicles are parking and idling too close to the intersection thus creating a sight distance issue for the children crossing Brandywine Road. This is particularly problematic when students of the PVSD are walking home from school. The crosswalk on Brandywine Road would connect to the sidewalk located along Forge Road. Presently, there is a stop sign located on Brandywine

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Road where it intersects with Forge Road. There are standing and parking restrictions in the PA Motor Vehicle Code related to crosswalks and traffic control devices. In 2020, there was a previous discussion on creating a crosswalk policy, but it was never completed or approved. There was a discussion whether to finish the crosswalk policy prior to moving forward on this person's request. Nicholas Szeredai contacted the Perkiomen Valley School District to inquire whether the School District has a Safe Walking to School Plan. In addition, a short study would need to be completed on the request for the crosswalk. As for the request for the "No Parking/Standing Here to Corner" sign, the Board would need to adopt an Ordinance. The Board discussed moving forward on the policy regarding the installation of crosswalks. There was also a discussion on the "No Parking/No Standing Here to Corner" sign on Brandywine Road and Forge Road. Vivian Schoeller made a motion seconded by Albert Campion to authorize the installation of a "No Parking/No Standing Here to Corner" sign on Brandywine Road at the intersection with Forge Road. There were no public comments. The motion passed by a vote of 4-0. Mr. Szeredai will continue to work on the crosswalk policy.

- Perkiomen Township Budget: At the November Meeting, Ms. Daniel presented to the Board the proposed 2022 Perkiomen Township Budget. At that meeting, the Board authorized its advertisement for consideration at this meeting. The proposed Operating Budget for the 2022 General Fund Budget is \$3,199,125.00. The major increase is a result of the changes made in the recreation category with breaking the expenditures into better defined categories. Also, the recreation expenditures include the total amount allowed under the Open Space Regulations, which is \$471,750.00. This amount is matched by the revenues coming from the Open Space Fund. At this time, the scope of the projects being discussed by The Park & Recreation Committee might change in 2022. This would provide flexibility in 2022 as the scope of the projects has not been finalized. The Capital Budget, which is part of the General Fund Budget, had the biggest increase. This budget is proposed at \$1,679,010.00. Some of the projects under this budget include: (1) the Traffic Signal at the intersection of Gravel Pike, Graterford Road, and Bridge Street, the Township will use the funds coming from the ARLE Grant as well as the \$50,000 received from the PA Department of Corrections; (2) the construction of the MS4 Pollution Reduction Project; (3) the proposed upgrades to the Township Building, Garage, Salt Sheds, and HVAC Systems which will be paid for by transferring money from the Building Depreciation Fund to the Capital Reserve Fund. Due to the unknown of the final costs for any of the building and construction material, the amounts are estimates; therefore, the final costs for these projects could be higher than what is in the budget. The 2022 Road Project will be split between the Capital Budget and the Liquid Fuels Budget. This will make the total 2022 Perkiomen Township General Fund Operating and Capital Budget \$4,689,017.00. The 2022 budget will be balanced by the excess receipt over expenditures for 2022 and a transfer from the reserves. The Liquid Fuels

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Budget will be \$599,386.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadways. The remaining portion of the proposed 2022 Road Project will be covered by funds from the Liquid Fuels Account. The proposed Fire Tax Budget is \$460,150.00.

There is **NO TAX INCREASE** being proposed in the 2022 Perkiomen Township in any of the proposed budgets. Ms. Daniel informed the Board she has prepared two resolutions for the Board's consideration:

- The first Resolution is No. 2021-18 which is the Tax Levy for Perkiomen Township for the year 2022. Albert Campion made a motion seconded by Adam Doyle to approve Resolution 2021-18 setting forth the following 2022 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 millage rate for Perkiomen Township for the year 2022. There were no public comments on the motion. The motion passed by a vote of 4-0.
- The second Resolution was No. 2021-19 which adopts the 2022 Perkiomen Township Budgets. Vivian Schoeller made a motion seconded by Albert Campion to adopt Resolution 2021-19, which is broken down as follows: General Fund/Capital Budget: \$4,689,017.00; Fire Tax Budget: \$460,150.00; and Liquid Fuels Budget: \$599,386.00. When added together the total revenues and expenditures for all funds for 2022 will be \$5,748,553.00. There were no public comments on the motion. The motion passed by a vote of 4-0.

SOLICITOR'S REPORT: Kenneth Picardi was present at the meeting and submitted his written report to the Board of Supervisors. In addition:

- Appraisal Proposals: The Board was in receipt of two proposals to complete appraisals of 203 Gravel Pike and 182 & 190 Gravel Pike. The appraisals for these properties were discussed previously when the Board discussed the intersection of Route 29 and Route 113. The cost of the appraisals is \$2,200 for 203 Gravel Pike and \$2,800 for 182 & 190 Gravel Pike. The total amount will be \$5,000. There was a discussion about how much of each of the properties does the Township need, the whole property or only a portion of the property. After discussion of the proposals, Vivian Schoeller made a motion seconded by Adam Doyle authorizing Solicitor Picardi to proceed with the appraisals for 182 & 190 Gravel Pike and for 203 Gravel Pike for a total cost of \$5,000. There were no public comments on the motion. The motion passed by a vote of 4-0.

ROAD MASTER'S REPORT: Shawn Motsavage was not present at this meeting, but he did submit to the Board his written report dated December 3, 2021, for activities occurring during the month of November.

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

- In addition to his report, Mr. Moran informed the Board that the Township received a Zoning Hearing Board Application from Daniel & Julia St. Pedro of 850/852 Limerick Road. This property was previously owned by Ray Shaffer Plumbing. Mr. & Mrs. Pedro would like to change the existing non-conforming use, which was the business office of Shaffer's Plumbing, to a residential apartment which would be another non-conforming use. The Board discussed the application and had no problem with what was being requested. Solicitor Picard will inform the Solicitor of the Zoning Hearing Board of the Board's decision to take no position on this Application.
- Municipal Building Upgrades: Jeffery Thoms of SSM was present at this meeting. Mr. Thoms reviewed the proposed upgrades to the Township Administration Building, Township Garage, the Salt Shed, and the HVAC Systems. The project will be completed under two separate contracts: a General Contract and an Electrical/Mechanical Contract (HVAC). The Township Employees will still be working in the Township Administration Building and the Township Garage. The successful contractors will need to work within the Township employees' schedule to minimize any interference. The Board discussed the upgrades with Mr. Thoms and did not have any changes. Vivian Schoeller made a motion, seconded by Albert Campion, to bid the Municipal Building Upgrades Project and the HVAC Project on PENNBID in the month of January. There were no public comments. The motion passed by a vote of 4-0.

PERKIOMEN TOWNSHIP PLANNING COMMISSION: Cecile Daniel reported that the Planning Commission held its meeting on November 9 2021. There was a discussion on the Small Wireless Facilities Deployment Act, which affects the Township's existing Telecommunication Ordinance by establishing standards for siting, design, permitting, maintaining the use of Small Wireless Facilities in Perkiomen Township.

PARK AND RECREATION REPORT: Kevin Motsavage submitted his written report to the Board. There was a discussion on the replacement of the footbridge that is in the Lodal Creek Park. Depending upon the scope of work to be completed, the Township may need to complete a Phase 1 Environmental Study. In developing a strategy for the replacement of this footbridge, Mr. Motsavage will discuss this project with Jeffery Thoms and Nicholas Szeredai of SSM.

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LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that at the LPVRS Meeting, the Regional Sewer Authority approved its 2022 Budget and Capital Budget.

ENGINEERS REPORT: Nicholas Szeredai submitted to the Board his Engineer's Report. There were two action items for the Board.

- First, AQUA Waterline Installation in Trappe Road. Mr. Szeredai informed the Board that all work completed by AQUA for this project was installed according to the project specifications. As a result, Mr. Szeredai is recommending that the Board release the Letter of Credit in the amount of \$235,895.00. Vivian Schoeller made a motion, seconded by Albert Campion, to approve the release of the Letter of Credit in the amount of \$235,895.00. There were no public comments on the motion. The motion passed by a vote of 4-0.
- Second, AQUA Waterline Installation in Wartman Road. Mr. Szeredai informed the Board that all work completed by AQUA for this project was installed according to the project specifications. As a result, Mr. Szeredai is recommending that the Board release the Letter of Credit in the amount of \$158,675.00. Vivian Schoeller made a motion, seconded by Adam Doyle, to approve the release of the Letter of Credit in the amount of \$158,675.00. There were no public comments on the motion. The motion passed by a vote of 4-0.

MANAGER'S REPORT:

- FEMA Hazardous Mitigation Grant Program: Ms. Daniel informed the Board that there are eleven properties that are listed for the FEMA's Hazardous Mitigation Grant Program. There was a meeting held in the Township Building on December 1, 2021 with representatives from PEMA and FEMA to review with these property owners this program. PEMA is going to send to the Township the DCED Single Application to begin the process on the Hazardous Mitigation Program. The deadline to file this application is January 7, 2022. Participation in this program is voluntary for these eleven property owners. Albert Campion made a motion, seconded by Adam Doyle, to proceed with the filing of the DCED Single Application with PEMA for damage to these properties due to Hurricane Ida. There were no public comments on the motion. The motion passed by a vote of 4-0.
- Spring Hill Realty, Inc.: At the November meeting, the Board set a public hearing date for the application received from Spring Hill Realty for the rezoning and a zoning text amendment for the 24-acre property located on Harrison Avenue behind the Landis Shopping Center. After evaluation of the surrounding area, Ms. Daniel was concerned that the application did not include a traffic study. Ms. Daniel contacted John Kennedy, the planner for Spring Hill Realty, regarding this issue. Mr.

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Kennedy stated that his client would be submitting a Traffic Impact Study to the Township by the end of December. This traffic study will still need to be reviewed by the Montgomery County Planning Commission, the Central Perkiomen Valley Regional Planning Commission, and SSM. Ms. Daniel had no timeline on when these reviews will be completed. There was a discussion on setting a new date or resetting the date upon receipt of this information. Albert Campion made a motion, seconded by Vivian Schoeller, cancelling the January 11, 2022 public hearing for the application of Spring Hill Realty which will be reset at a later date. There were no public comments on the motion. The motion passed by a vote of 4-0.

- 532 Township Line Road: The Board had before it the Township's standard Stormwater Facilities Maintenance and Project Improvement Agreement for 532 Township Line Road. This agreement will cover the construction and maintenance of the required Stormwater Management Facilities that are part of the plan to construct a new single-family home at this location. The owners of this property are Kristian and Leah Reiter. Albert Campion made a motion, seconded by Vivian Schoeller, to approve the Stormwater Facilities Maintenance and Project Improvements Agreement between Perkiomen Township and Kristian and Leah Reiter. There were no public comments on the motion. The motion passed by a vote of 4-0. If the Reiters make substantial changes to this agreement, the revised agreement will come back to the Board for consideration.
- Act 167 Study: Act 167 requires the County to develop Plans for the watersheds in Pennsylvania. Crystal Gilchrist of the Perkiomen Stormwater Initiative is requesting consideration be given to sending a Letter of Support to the County Commissioners of Berks, Bucks, Lehigh, and Montgomery. This Letter of Support would be a request for these Counties to conduct an Act 167 Plan Study. The purpose of this study would be to look at the entire Perkiomen Creek Watershed with the objective toward identifying causes of flooding and mitigation measures. The Board discussed the request of Mrs. Gilchrist. Vivian Scholler made a motion, seconded by Adam Doyle, authorizing a letter be sent to the County Commissioners of Berks, Bucks, Lehigh, and Montgomery County requesting they conduct an Act 167 Plan Study. There were no public comments on the motion. The motion passed by a vote of 4-0.
- 2022 Meeting Schedule: The Supervisors had before them the proposed 2022 Meeting dates for Perkiomen Township. If the dates are okay with the Board, they need to be authorized for advertisement. After review, Vivian Schoeller made a motion, seconded by Albert Campion, authorizing the advertisement of the 2022 Meeting dates. There were no public comments on the motion. The motion passed by a vote of 4-0.

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- Road Crew: Ms. Daniel informed the Board that there is a vacancy on the Road Crew due to one of the workers leaving. Ms. Daniel recommended that the Board consider offering this position to Chris DiFerdinando. Since Mr. DiFerdinando does not have a CDL License, he will be required to obtain one within six months. His starting rate of pay will be \$21.50/hour until he received his CDL License, then that hourly rate will be increased to \$22.00/hour. With the recommendation of Ms. Daniel, Vivian Schoeller made a motion, seconded by Albert Campion, to approve the hiring of Chris DiFerdinando at a rate of \$21.50/hour until he obtains his CDL License, then his rate will be increased to \$22.00/hour. There were no public comments on the motion. The motion passed by a vote of 4-0.

There being no further business, the December public meeting was adjourned upon motion of Vivian Schoeller and seconded by Albert Campion.

Respectfully Submitted,

Cecile M. Daniel

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Township Manager