



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JULY 5, 2022

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

OTHERS PRESENT: Cecile Daniel, Township Manager
David Allebach in place of Kenneth Picardi,
Township Solicitor
Nicholas Szeredai, Township Engineer
Jeff Thoms, SSM Structural Engineer
Shawn Motsavage, Township Road Master

Chairperson Vivian Schoeller called the meeting to order at 7:00 pm. then turned the meeting over to Peter Simone of Simone Collins Landscape Architecture Planners. The Board engaged Simone Collins to complete an open space master plan for the Township's Highlands/Huber Tract. Mr. Simone was present to review with the Board the draft Highlands/Huber Park Master Plan. The document is a planning tool to determine what could be developed on this tract. This plan included public input through public meetings and a public survey. Public opinion included questions regarding the types of facilities to be considered for this park. Based upon this information: walking/jogging trails, restroom facilities, hiking trails, picnic tables/picnic groves, open lawn play area, and dog park ranked highest for activities/facilities. Next, Mr. Simone began this project by laying out the existing conditions for this tract. These attributes included: lawn, meadow area, woodlands, wetlands, and shrubland. In addition, the following were considered in preparing concepts for this plan: slope, elevation, soils, hydrology, buffers, and pedestrian/vehicle access. With this information, Mr. Simone informed the Board, that his staff developed three concept plans. Mr. Simone explained the concept plans which included the use of the following: trails and boardwalks, pavilions, seating, interpretive signage, community garden, habitat boxes, nature-based play, dog park, and food forest. The food forest concept focuses on the use of native plants that animals can use and reforest areas. Plants in the food forest would include multi-layered vegetation with canopy trees, understory trees, shrubs, and Herbaceous plants/ground cover. Mr. Simone highlighted the features in the draft plan which include the following: three parking lots, a small pavilion, rain garden, bioswale, stream restoration, lookout platform, maintenance garage, storage area, natural-based playground, community garden, outdoor classroom, boardwalk, small and large dog park, pedestrian bridge, food forest area, picnic area, paths, hiking trails, and seating with

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

interpretive signage. The estimated costs were summarized by dividing the park into the east-side development and the west-side development. The total estimated cost for this project is \$2,816,000. The construction of the project is organized in phases. Phase one would include a parking lot, a small pavilion with lawn area, a rain garden, stream restoration, and trails. The estimated cost to complete this phase is \$975,400. Phase two would include another parking lot, pavilion with restroom and storage, a natural based playground, and a trail. The estimated cost to complete this phase is \$851,300. Phase three would include dog park, community garden, outdoor classroom, boardwalk, hiking trails, outdoor platform, and education nodes. The estimated cost to complete this phase is \$605,100. The last phase would include a maintenance building and driveway, a parking lot, a trail, food forest area, and a picnic area. The estimated cost to complete this phase is \$384,100. Although the timeline to implement the plan is spread out over four years, the actual timeline to complete the project can either be shortened or lengthened depending upon how the Board wishes to proceed. The final features of the park will depend on what the Board wishes to build. Regardless of how the plan is implemented, Mr. Simone recommended that the construction of this park be completed in phases. There was a discussion regarding the funding of this project. Mr. Simone indicated that the Township could explore funding with such organizations like PA Department of Conservation & Natural Resources and the PA Department of Community and Economic Development. This plan can be an integral part in completing any application for a grant for this project. The next steps will be to issue a draft Master Plan for public review, continue the key interviews, and finish the focus group meetings. The last public meeting for this project will be held on September 15, 2022 at 7:00 pm in the Township Administration Building. After that meeting, the final plan will be completed and given to the Board.

CONSENT AGENDA: Albert Campion made a motion, seconded by Dean Becker, to approve the Consent Agenda items as follows: a) Monthly Meeting Minutes of June 7, 2022, the PA State Police Report for March 2022 and May 2022, the Ambulance Report, Perkiomen Township Fire Company, and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of June in the amount of \$285,639.81 and that the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 5-0.

PUBLIC COMMENTS: A property owner attended the meeting to discuss the issue of racing and speeding that continues to take place on Bridge Street. The State Police continue to be contacted regarding this problem. Ms. Daniel indicated the information received from the Township's speed monitor device and highlighting key times when the speeds were high were sent to the State Police.

OLD/NEW BUSINESS: There was no old or new business at this meeting.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

SOLICITOR’S REPORT: David Allebach was present at the meeting in place of Kenneth Picardi. Solicitor Picardi had submitted his written report to the Board of Supervisors. In addition:

- Appraisals: Solicitor Allebach updated the Board on the appraisals being completed for properties located at the intersection of Route 29 and Route 113. Recently, he was made aware that the appraisals should be completed, and a draft report submitted to his office by Friday.
- Duck Inn: Solicitor Allebach informed the Board that there is nothing new to report.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated July 1, 2022, for activities occurring during the month of June.

CODE ENFORCEMENT REPORT: John Moran, Jr. was absent at this meeting, but submitted to the Board his written Code Enforcement report dated July 1, 2022, for activities that occurred during the month of June.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission meeting scheduled for June 21, 2022 was canceled.

PARK AND RECREATION REPORT: Pamela Margolis asked Kevin Motsavage what the results were with having cut back the shrubbery in the Lodal Creek Park. Mr. Motsavage felt that this work has helped with a reduction in people parking in the parking lot overnight and the amount of vandalism taking place.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that he had no report for this meeting.

ENGINEERS REPORT: Nicholas Szeredai was present at this meeting and submitted his engineer’s report to the Board. In addition to his report, Mr. Szeredai reported on the following:

- 2022 Bridge Maintenance Project: Mr. Szeredai informed the Board that SSM received a total of eight bids for the project listed as the Cranberry Boulevard and Godshall Road Bridges Stream Channel Restoration and Bridge Repairs Project. These bids were opened electronically on June 24, 2022. The lowest bid received was \$93,194.00 for the base bid with an added alternate item to install R-5 rock protection along the footers of the Cranberry Boulevard Bridge. With the addition of this alternate, the lowest bid was \$101,319.00. CMR Construction, Inc. of Bethlehem, PA was the lowest bidder for both the based bid and the alternate. Currently, FEMA has not indicated whether they would be willing to reimburse the Township for any portion of this project. Regardless, it was the recommendation of Mr. Szeredai, that the Board award this project (including

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

the alternate rock protection along the Cranberry Boulevard Bridge footers) to CMR Construction, Inc. in the amount of \$101,319.00. With the recommendation of Mr. Szeredai, Dean Becker made a motion, seconded by Adam Doyle, to award the Cranberry Boulevard and Godshall Road Bridges Stream Channel Restoration and Bridge Repairs Project to CMR Construction, Inc. of Bethlehem, PA in the amount of \$101,319.00. There were no public comments. The motion carried by a vote of 5-0.

- 2022 Road Projects: Mr. Szeredai updated the Board as to the work being completed for the 2022 Road Project. There is an issue surrounding a single ADA ramp located on Brewster Road. The ADA ramp appears to be constructed at a higher elevation than designed. To prevent project delays, the contractor paved the roads at the proper grades resulting in a 6-inch elevation difference between the ADA ramp and the paved road elevation. SSM has informed the contractor of this issue. As part of the resolution, SSM plans to survey the ramp to determine how far off the elevations are from the design. The contractor submitted a request for payment. SSM is reviewing this request, along with the issue and resolution with the elevation of the ADA ramp. At the present time, it is intended that this matter will be listed on the August agenda.
- Bridge Street Stream Restoration – PRP Project: Mr. Szeredai informed the Board, that SSM received three bids for this project which they have labeled the Perkiomen Creek Tributary Floodplain Restoration Project. The bids were electronically opened on June 24, 2022. Based upon the bids received, Flyway Excavating, Inc. of Mount Joy, PA is the lowest bidder. The amount of this bid was \$466,800.00. This bid amount is higher than the budget amount which was (\$400,000.00). Ms. Daniel informed the Board, that the Township was awarded a grant of \$200,000.00 from MontCo 2040 Implementation Grant Fund Program. When the 2022 Budget was approved for this project, the Township did not include any funding for this project from that funding source. The funding was to come from the American Rescue Fund and the Township's General Fund. With this award, added to the other funds, there is sufficient funds to award the entire project. During the bidding process, the bidders indicated they generally had full schedules for the remainder of 2022. In addition, with the timing of this project, the stabilization and plant germination would take place during the time of year that would not be ideal. There was a discussion on the possibility of moving the start date to Spring of 2023. The actual start date set forth in the Notice to Proceed would determine whether this project would begin in 2022 or 2023. Also, this project is part of the Township's MS4 Permit which includes the completion of the Pollution Reduction Plan (PRP). After speaking with PADEP, the project deadline for the Township's PRP is March 30, 2026; therefore, extending this project into Spring 2023 would not be an issue with the Township's MS4 Program. SSM discussed with LandStudies the bid received from Flyway Excavating. The bid amount was fair and the cost representative of the current market. As a result, Mr. Szeredai recommended that the Board award the PRP project to Flyway Excavating, Inc. With the recommendation of Mr. Szeredai, Dean Becker

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

made a motion, seconded by Pamela Margolis, to award the Perkiomen Creek Tributary Floodplain Restoration Project to Flyway Excavating, Inc. of Mount Joy, PA in the amount of \$466,800.00. There were no public comments. The motion carried by a vote of 5-0.

- Municipal Building Upgrades: Jeffrey Thoms update the Board on the Municipal Building Upgrades. Under the General Contract, the contractor has completed approximately sixty percent of the work excluding the HVAC work. Some of the incidental work is complete for the electrical work. There is approximately thirty-five percent of the contract work left to be completed for Phase 1. Things are on track for the Phase 1 schedule. It is expected that the windows will be delivered in September. Based upon information from the HVAC Contractor, they are now anticipating delivery of the HVAC units in October. For the doors, delivery of the FRP door for the Maintenance Building is not expected until December.
- Next, for the skim coat parging on the exterior masonry walls of the Maintenance Building – As discussed at the June meeting, Mr. Thoms requested a change order for this work. This work would be deducted from the set aside in the contract for work to be completed on the Maintenance Building. The amount of the set aside is \$10,000. The Change Order from the contractor to complete this work was \$6,881.74. Since this was less than the \$10,000 authorized to be spent at the June Meeting, the contractor was authorized to complete this work. The amount remaining in the set aside is \$3,118.26. Since this change is coming from the set aside, there will be no increase to the contract price which was already awarded earlier by the Board.
- Next, Mr. Thoms investigated the cost to provide vinyl siding as a finish for the Maintenance Building. The contractor informed Mr. Thoms that the cost to install the vinyl siding would be \$32,001.68. At the construction meeting, Mr. Thoms indicated that this amount was too high. As a result, the contractor was informed that the cost to install the vinyl siding was not accepted.
- Next, was the issue of removing and replacing the EIFS finish on the east wall of the Township Building. At the June meeting, Mr. Thoms explained that there are moisture concerns on the east side of the building. To address this situation, Mr. Thoms was authorized to request a quote to remove the existing EIFS finish, apply self-adhering flashing around the windows and re-install a new EIFS finish. The contractor submitted a cost of \$15,139.66 to complete this work. Mr. Thoms explained that there is a set aside amount within the contract where the cost to complete this could be used. The set aside in the contract for the Township Building is \$20,000. Use of the set aside would result in no increase in the contract amount which was already awarded by the Board. It was Mr. Thoms recommendation that this work be completed. Since the amount of the work is less than the set aside for the Township Building, the Board authorized Mr. Thoms to proceed with this work. The amount remaining in the set aside is \$4,860.34.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

- Next, Mr. Thoms informed the Board that he is working on the damage assessment report on the structural concerns with the support walls of the salt bins located on the east side of the parking lot. Mr. Thoms updated the Board on his investigation. As part of this assessment, he wants to meet with Shawn Motsavage on the next steps in dealing with this situation.

MANAGER’S REPORT: Cecile M. Daniel

- Stormwater Management Ordinance: Ms. Daniel informed the Board that the Stormwater Management Ordinance and exhibits have been advertised for consideration at this meeting. Adoption of Ordinance 239, titled Perkiomen Township Stormwater Ordinance 2022 will repeal, in its entirety, the existing Stormwater Ordinance, known as Ordinance No. 189. The new Ordinance follows the model Stormwater Management Ordinance created by the PA Department of Environmental Protection. Adoption of this new Ordinance is a requirement of the Township’s MS4 NPDES Permit. Exhibits to this Ordinance include a Stormwater Operation & Maintenance Agreement, Stormwater Management Design Criteria, a Simplified Approach to Stormwater Management for Small Projects, A Simplified Approach Stormwater Operation & Maintenance and Project Improvement Agreement, and a Township Stormwater Management Permit Application. This Ordinance was reviewed by the Planning Commission and authorized that it be moved on to the Board for consideration. Ms. Daniel recommended that the Board adopt Ordinance No. 239 – Stormwater Management Ordinance of 2022. Upon its adoption, it will be forwarded to PADEP as part of the Township annual MS4 Report. With the recommendation of Ms. Daniel, Pamela Margolis made a motion, seconded by Albert Campion, to adopt Ordinance No. 239 – An Ordinance of the Township of Perkiomen repealing Ordinance No. 189 Known as the Perkiomen Township Stormwater Management Ordinance of 2005 and Replacing Same with Ordinance 239 to be Known as the Perkiomen Township Stormwater Management Ordinance of 2022. There were no public comments. The motion carried by a vote of 5-0.
- Small Wireless Facilities Ordinance: Ms. Daniel informed the Board that the Perkiomen Township’s Small Wireless Facilities Ordinance of 2022 (Ordinance No. 241) is ready for the Board’s consideration. This Ordinance was prepared in response to the passage of Act 50 which is known as the Small Wireless Facilities Deployment Act. This Act governs the placement of small wireless facilities in the public rights-of-way. This Ordinance is being established as a freestanding Ordinance that provides reasonable, non-discriminatory, and uniform standards for siting, designing, permitting, and maintaining these small wireless facilities and as allowed under Act 50. Under Act 50, the regulations under Ordinance No. 241 will not become effective until ninety days after its adoption. In addition, Act 50 required municipalities to amend existing Ordinances so they comply with this Act. Presently, the regulations governing telecommunication are set forth under the Zoning Ordinance. To comply with Act 50,

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

those sections that are in the Zoning Ordinance and conflict with the Small Wireless Facilities Ordinance must be repealed. Ordinance No. 240 has been prepared as an amendment to Township's Zoning Ordinance. As an amendment to this Ordinance, the Board must first hold a public hearing. This amendment was prepared in conjunction with Ordinance No. 241; therefore, Ms. Daniel is recommending that the Board consider setting a public hearing on this amendment for the August 2, 2022 Monthly Meeting. With the recommendation of Ms. Daniel, Pamela Margolis made a motion, seconded by Dean Becker, to hold a public hearing August 2, 2022 on the proposed Ordinance No. 240 – a Zoning Ordinance Amendment. There were no public comments. The motion carried by a vote of 5-0. Next, was consideration of adopting Ordinance No. 241. Under this Ordinance, there is a provision that allows for the creation and adoption of a Design Manual for the small wireless facilities permitted under this Ordinance. The Planning Commission has been working on development of such a manual. There is also relief that can be considered by the Board to be granted from the height limitation and from the underground districts. Any consideration for relief under Act 50 must be reasonable, non-discriminatory, and uniform. The design manual can be important when considering a request for relief. Ms. Daniel recommended that the Board adopt Ordinance No. 241. After ninety days, this Ordinance will regulate the Small Wireless Facilities that will be located within the Township's rights-of-way. With the recommendation of Ms. Daniel, Dean Becker made a motion, seconded by Albert Campion, to adopt Ordinance No. 241 – An Ordinance of the Township of Perkiomen Providing for a New Chapter (Small Wireless Facilities). This Ordinance will be known as the Perkiomen Township Small Wireless Facilities Ordinance of 2022. There were no public comments. The motion carried by a vote of 5-0. Ms. Daniel indicated that once the Planning Commission has completed a draft of the Design Manual, she will submit it to the Board for consideration.

- MONTCO 2040 Grant Program: Ms. Daniel informed the Board that she received the agreement with Montgomery County for the MONTCO 2040 Grant Program. This Agreement sets forth the terms and conditions the Township must follow under this grant program. Under this Agreement, the money coming from the grant, will be used for the installation of the Perkiomen Creek Tributary Floodplain Restoration Project. This project must be substantially completed by June 30, 2024. Under the MONTCO 2040 Grant Application, Ms. Daniel is listed as the primary contact person. Information received from the County indicates that the Agreement must be executed by the primary contact individual. It was Ms. Daniel's recommendation that the Board approve this agreement and authorize her to execute it. Pamela Margolis made a motion, seconded by Dean Becker, approving the Agreement and authorizing Cecile Daniel, Township Manager, to execute the MONTCO 2040 Program Implementation Grant Agreement between the County of Montgomery and Perkiomen Township. There were no public comments. The motion carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

- Crossing Guard Services Agreement: Ms. Daniel presented to the Board the proposed agreement with Advanced Protection Company to provide Crossing Guard Services for Perkiomen Township. These services will be provided at the intersection of Kagey Road, Forge Road, and Campus Drive. The cost for these services will be split equally with the Perkiomen Valley School District. This is the same company that provided the services for the previous school year. The agreement is a one-year contract and will run from July 1, 2022 to June 30, 2023. In addition to this contract, the Board also needs to consider adoption of a new Resolution naming Advanced Protection Company as the one to provide crossing guard services for the 2022/2023 school year as well as authorizes the Chairperson to execute this renewal contract. It was the recommendation of Ms. Daniel that the Board approve Resolution 2022-17 for this renewal agreement with the condition that the Township receive the standard Certificate of Insurance. With this recommendation, Dean Becker made a motion, seconded by Adam Doyle, to approve Resolution 2022-17 which approves the renewal Crossing Guard Agreement with Advanced Protection Company with the condition that the Township receive the standard Certificate of Insurance and authorizes the chairperson to sign the agreement. There were no public comments. The motion carried by a vote of 5-0
- Resignation: Angelo Butera is a member of the Perkiomen Township Municipal Authority. Mr. Butera submitted to the Board his letter of resignation from the Municipal Authority as he is moving out of the Township. Albert Campion made a motion, seconded by Dean Becker, to accept the resignation letter of Angelo Butera from the Perkiomen Township Municipal Authority. There were no public comments. The motion carried by a vote of 5-0.
- Spring Hill Realty, Inc: Ms. Daniel informed the Board that she has not received the traffic study from Spring Hill Realty related to its requested rezoning and zoning text amendment, for property located on Harrison Avenue, behind the Landis Shopping Center.
- Correspondence: Ms. Daniel made mention that she received a letter from the firm of Page, Wolfberg & Wirth. With this letter, the legal firm informed Perkiomen Township that on October 15, 2022 at 12:00 A.M., the Emergency Medical Services of the Trappe Fire Company will no longer be providing ambulance service to the residents of Perkiomen Township. After that date and time, the ambulance services will be provided by Freedom Valley Medical Rescue. According to the letter, the ambulance services provided will come from the same stations that the EMS of Trappe came from. As to the annual donation made by the Township to EMS Trappe Fire Company, the Board authorized that this still be given to EMS Trappe Fire Company for the year 2022.

There being no further business, the July public meeting was adjourned upon motion made by Dean Becker and seconded by Albert Campion.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: JULY 5, 2022**

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager