



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: DECEMBER 6, 2022**

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**BOARD MEMBERS PRESENT:** Vivian Schoeller, Chairman  
Albert Campion, Member  
Pamela Margolis, Member

**ABSENT:** Adam Doyle, Vice-Chairman  
Dean Becker, Member

**OTHERS PRESENT:** Cecile Daniel, Township Manager  
Kenneth Picardi, Township Solicitor  
Nicholas Szeredai, Township Engineer  
Jeff Thoms, SSM Structural Engineer  
John Moran, Code Enforcement Officer  
Shawn Motsavage, Township Road Master

Chairperson Vivian Schoeller called the meeting to order at 7:00 pm.

**CONSENT AGENDA:** Albert Campion made a motion, seconded by Pamela Margolis, to approve the Consent Agenda items as follows: a) Monthly Meeting Minutes of November 1, 2022, the PA State Police Report for October 2022, the Ambulance Report, Perkiomen Township Fire Company, and Fire Marshall Reports; b) Financial Matters: Authorize for Payment of Bills for the month of November in the amount of \$584,584,76 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 3-0.

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

### **BUSINESS ITEMS:**

- **2023 Proposed Budget:** Ms. Daniel reviewed the 2023 proposed budget for Perkiomen Township. As there were no changes made at the November Monthly Meeting, the 2023 proposed budget before the Board is the same as presented and authorized for advertisement in November. The proposed Operating Budget for the 2023 General Fund Budget is projected at \$3,330,203.00. The major differences from the 2022 Operation Budget are increases in the Act 511 Taxes and expected interest (based upon the receipts in 2021 and 2022). The major increase in the expenditures is a result of transferring \$169,000 to the Fire Company to aid in 2023 while the discussion on an increase in the Fire Tax is agreed upon. The cost to cover the proposed Operating Expenses will be covered by the proposed Operating Revenues. The amount to be spent under the Capital

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Budget is proposed at \$1,544,644. The amount set forth for the Building Repairs went down as most of this project will be completed in 2022. What remains for this project will be the work to be determined for the Salt Bins. The money to cover this work will come from the Township Reserves. The construction cost of the Pollution Reduction Plan (PRP) was increased as the expenditure is based on the actual bid amount. Some of the expenses listed under Stormwater Management Category were placed under the Operating Budget and not in the Capital Budget. (Example proposed expenses due to the Environmental Advisory Council.) The cost for the installation of the traffic signal at Bridge Street, Gravel Pike, & Graterford Road increased as this number is now based upon the actual bid amount. The cost to cover some of the items in the Capital Budget are as follows: For the PRP this project will be covered with money coming from the American Rescue Fund and the MONTCO 2040 Grant. For the Traffic Signal the ARLE Grant and the money from the Department of Correction - will cover most of this project. The remainder of the cost will come from the Township's Reserves. The money to cover the proposed 2023 Road Project will be split between the Township Reserves and Liquid Fuels Fund. This will make the total 2023 Perkiomen Township General Fund Operating and Capital Budget \$4,854,640.00.

- The Liquid Fuels Budget is proposed at \$684,658.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadways. The remaining portion of the proposed 2023 Road Project (Schoolhouse Road) will come from this budget.
- The Fire Tax Budget is \$642,150.00.

There is **NO TAX INCREASE** being proposed in 2023 for 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. 2022-24 which is the Tax Levy for Perkiomen Township for the year 2023. Pamela Margolis made a motion, seconded by Albert Campion, approving Resolution 2022-14 setting forth the following 2023 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 2023. There were no public comments on the motion. The motion passed by a vote of 3-0.
- The second Resolution was No. 2022-25 which adopts the 2023 Perkiomen Township Budgets. Pamela Margolis made a motion, seconded by Albert Campion, approving Resolution 2022-25, which is broken down as follows: General Fund/Capital Budget: \$4,854,640.00; Fire Tax Budget: \$642,150.00; and Liquid Fuels Budget: \$684,658.00. When added together the total revenues and expenditures for all funds for 2023 will be \$6,181,448.00. There were no public comments on the motion. The motion passed by a vote of 3-0.

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**SOLICITOR’S REPORT:** Kenneth Picardi was present and submitted to the Board the written Solicitor’s report. In addition:

- License Agreement: At the September and October meetings, the Board discussed the idea of entering into separate License Agreements with the property owners of 18 Wynnewood Drive and 224 Township Line Road. For 18 Wynnewood Drive, the agreement would allow the property owner, for the limited purpose only, to plant, tend, and enjoy flowers, vegetables, and other vegetation within a specific portion of the Township’s Open Space. This will be a limited license for the current property owners only. The Board will also retain the right to terminate the agreement upon sixty-day’s notice, and, the property owner agrees to never make any legal (ownership) claim to the area being used. The License Agreement for 224 Township is essentially the same. Under that agreement, the property owners will be allowed to cut and mow a certain portion of the Township’s Open Space located directly behind their property. The property owners cannot use the area for parking, placing structures, having parties or fireworks, etc. Solicitor Picardi informed the Board that he received the signed agreement from the owners of 18 Wynnewood Drive but is still waiting for the signed agreement from the property owners at 224 Township Line Road. It was the recommendation of Solicitor Picardi to consider the approval of the License Agreement with the property owners of 18 Wynnewood Drive. With the recommendation of Solicitor Picardi, Albert Campion made a motion, seconded by Pamela Margolis, to approve and have executed the License Agreement between Keith and Anne Bell of 18 Wynnewood Drive and Perkiomen Township. There were no public comments. The motion carried by a vote of 3-0.
- Intersection of Route 29 & Route 113: Solicitor Picardi requested an EXECUTIVE SESSION with the Board to discuss the Township’s appraisal of the Office Tavern property. Due to there being only three members of the Board present at this meeting, Solicitor Picardi recommended the Executive Session be rescheduled for a later date. The Board members present agreed to this recommendation.
- Appeal: The Township received a copy of an Appeal of L. Scott Cook from the decision of the Montgomery County Board of Assessment on Mr. Cook’s Real Estate assessment. Solicitor Picardi is requesting the Board authorize him to file an Entry of Appearance on the Township’s behalf and to Intervene in this matter. Pamela Margolis made a motion, seconded by Albert Campion, authorizing Kenneth Picardi to do those two things. There were no public comments. The motion carried by a vote of 3-0.

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

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**CODE ENFORCEMENT REPORT:** John Moran, Jr. submitted to the Board his written Code Enforcement Report dated December 1, 2022, on activities that occurred during the month of November.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported on the items that were discussed at the Planning Commission Meeting held on November 15, 2022. The Planning Commission discussed the proposal by Springhill Realty on a text amendment for property located behind 841 Gravel Pike behind the Landis Shopping Center.

**PARK AND RECREATION REPORT:** Kevin Motsavage submitted to the Board his report for the month of November. The bridge located in Lodal Creek/Lodal Creek Park is gone except for the two abutments. There will be periodic inspection in this area to see whether any erosion has taken place.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** William Patterson informed the Board that the Regional Authority reviewed their 2023 proposed budget and a five-year capital budget. The final restoration work in the area where the middle interceptor was installed is to be completed by Spring 2023. The meters damaged by Hurricane Ida are being replaced with an expected completion date of January 2023.

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

- Deed of Dedication: Mr. Szeredai informed the Board that all the items are complete for the dedication of Kestrel Drive and Blue Heron Drive located in the Iron Bridge Corporate Center to the Township. Gorski Associates has executed the Deed of Dedication and Solicitor Picardi has prepared Resolution 2022-23 accepting these two streets as part of the Township's public road system. It was the recommendation of Mr. Szeredai that the Board adopt Resolution 2022-23 so that Solicitor Picardi can record the documents and we can add these two streets to the Township's Liquid Fuels Map. With the recommendation of Mr. Szeredai, Albert Campion made a motion, seconded by Pamela Margolis, to approve Resolution No. 2022-23 – Acceptance of Kestrel Drive and Blue Heron Drive in the Iron Bridge Corporate Center Phase 3A and authorize Solicitor Picardi to record the documents. There were no public comments. The motion carried by a vote of 3-0.
- 2023 Road Project: Mr. Szeredai discussed with the Board a proposed detour plan related to the 2023 Road Project. This project proposes a total reconstruction of Seitz Road from Bridge Street to the paving joint near Raintree Circle. The estimated cost for traffic control with the detour in place is \$15,000. If the contractor is not allowed

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to complete this reconstruction work with a detour plan in place, the estimated cost for the traffic control would be more expensive. Currently, if the contractor is required to work on one single lane at a time, the cost for traffic control is estimated at \$75,000. The detour route will consist of using Bridge Street and Fox Heath Boulevard so that the traveling public can use Township Roads to get from one side of Seitz Road to the other. The side roads will remain open to allow for limited local use only. The present schedule to complete this work is in the summer when school would be closed. The estimated time to complete this work is over a three-to-five-week period. The Board discussed the proposed detour plan. Albert Campion made a motion, seconded by Pamela Margolis, approving the detour plan as presented to them by Nicholas Szeredai. This detour will be in place to complete the reconstruction of Seitz Road from Bridge Street to the joint located near Rain Tree Circle. Bridge Street and Fox Heath Boulevard will be used as the planned detour for this project. There were no public comments. The motion carried by a vote of 3-0.

- 93 Trappe Road: Mr. Szeredai informed the Board that he is recommending the release of the escrow in the amount of \$65,079.72 for the installation of the stormwater bed constructed at 93 Trappe Road. As part of this recommendation, Mr. Szeredai indicated that release of these funds is not a certification that the stormwater bed was constructed according to the approved plan, as the Township was not given the opportunity to inspect the bed when it was installed. The property owner shall be responsible for any necessary repairs to be made in the future and will hold the Township harmless for any costs or damages caused by any future failures of this stormwater bed. The property owner has been informed of this stipulation and has agreed to it by signing a hold harmless statement. With the recommendation of Mr. Szeredai, Albert Campion made a motion, seconded by Pamela Margolis, releasing the \$65,079.72 for the installation of stormwater improvements made at 93 Trappe Road. There were no public comments. The motion carried by a vote of 3-0.
- Municipal Building Upgrades Project: Jeff Thoms updated the Board on this Project: Issued punchlist items to Uhrig Construction and for the Mechanical Contract, The HVAC work is finished in the office area. Payment Applications No. 7 in the amount of \$7,194.69 and covers the work completed as of October 31, 2022 and Payment Application No. 8 in the amount of \$4,685.95 and covers the work completed as of November 30, 2022 was received from Uhrig Construction, Inc. Mr. Thoms reviewed the application and found it to be accurate; therefore, he is recommending the Board approve the payment applications. With the recommendation of Mr. Thoms, Pamela Margolis made a motion, seconded by Albert Campion, to approve Payment Application No. 7 in the amount of \$7,194.69 and Payment Application No. 8 in the amount of \$4,685.95 to Uhrig Construction, Inc. There were no public comments on the motion. The motion carried by a vote of 3-0. Next, Payment Application No. 1 in the amount of \$120,600.00 was received from Hirschberg Mechanical and covers the work completed

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through November 30, 2022. Mr. Thoms reviewed the application and found it to be accurate; therefore, he is recommending the Board approve the payment application. Albert Campion made a motion, seconded by Pamela Margolis, to approve Payment Application No. 1 in the amount of \$120,600.00 to Hirschberg Mechanical. There were no public comments on the motion. The motion carried by a vote of 3-0. As to the salt shed project, Mr. Thoms indicated that he is working on a design so that all the work can be completed inside the salt shed. As part of this work, he is developing pricing. Mr. Thoms is also looking into the cost for a full replacement of the salt shed to compare the cost for both options.

**MANAGER’S REPORT:** Cecile M. Daniel reported on the following:

- 2023 Meeting Schedule: Ms. Daniel review the proposed meeting schedule for 2023. This meeting schedule will cover the Monthly Meetings, the Municipal Authority, the Park & Recreation, the Planning Commission, and the Environmental Advisory Council meetings. If the Board finds this schedule acceptable, Ms. Daniel requests authorization to advertise the 2023 Meeting Dates. The proposed dates were reviewed, and Albert Campion made a motion, seconded by Pamela Margolis, to authorize advertisement of the 2023 Meeting Dates for Perkiomen Township. There were no public comments. The motion carried by a vote of 3-0.
- Limerick Township: As required by the PA Municipal Planning Code, Limerick Township submitted to Perkiomen Township a request for comments on their proposed Official Map. The purpose of this map is to show existing and proposed public streets, indicate proposed public improvements, establish open space trails and potential installation of sidewalks. A public hearing on the map is set for January 17, 2023. Limerick Township’s Official Map was reviewed by the Township and there were no comments made for this proposed map. Ms. Daniel will respond to Limerick Township regarding their official map.
- Supervisor Position: Ms. Daniel informed the Board that she received a resignation letter from Vivian Schoeller. Ms. Schoeller is resigning her position from the Board of Supervisors effective December 31, 2022. In her letter, Ms. Schoeller indicated she is moving outside of the Township. Albert Campion made a motion, seconded by Pamela Margolis, accepting the resignation letter of Vivian Schoeller. There were no public comments on the motion. The motion carried by a vote of 3-0.
- Correspondence: Ms. Daniel reviewed with the Board the correspondence for the month of November.

There being no further business, the December public meeting was adjourned upon motion made by Albert Campion and seconded by Pamela Margolis.

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Respectfully Submitted,

*Cecile M. Daniel*

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Cecile M. Daniel  
Township Manager