



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 7, 2023

BOARD MEMBERS PRESENT: Adam Doyle, Chairman
Pamela Margolis, Vice-Chairperson
Dean Becker, Member
Albert Campion, Member
Gary Filzen, Member

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

CONSENT AGENDA: Albert Campion made a motion, seconded by Dean Becker, to approve the consent agenda items as follows: a) Minutes: February 7, 2023; b) Monthly Reports: PA State Police Reports for January and February, Ambulance Reports, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for February in the amount of \$79,009.47 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 was a resident on Mayberry Road expressing concern about the increase in the amount of litter that is on both the local roads as well as the state roads. There was a discussion on who could be contacted on trying to address this on the state roads such as Township Line Road and Gravel Pike. In the past prisoners would come as a group and pick up trash on Township Line Road. Also, residents would do the same thing. PennDOT was contacted regarding this issue and based on their feedback, they do not have adequate resources to consistently go out and clean up litter. The Township will contact the PA Correctional Facility to see what type of program they have for having the prisoners participate in a litter removal program. Cecile Daniel will also contact both Perkiomen Township's State Senator and State Representative for assistance as well.

OLD/NEW BUSINESS:

- **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 23 through April 26, 2023 in Hershey, PA. Gary Filzen expressed interest in attending this convention. Ms. Daniel informed the Board they needed to authorize Mr. Filzen's attendance at this convention. Pamela Margolis made a motion, seconded by Dean

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2023**

Becker authorizing Gary Filzen's attendance at the PSATS Convention (April 23 through April 26 2023) and appointed him as the voting delegate for Perkiomen Township. There were no public comments. The motion carried by a vote of 5-0.

SOLICITOR'S REPORT: Kenneth Picardi was present at the meeting and submitted his written report to the Board of Supervisors. In addition, Solicitor Picardi informed the Board that he had a conversation with the Lower Frederick Township's Solicitor regarding a matter taking place on Smith Road. This matter deals with the construction of a new home on Smith Road. Currently, Solicitor Picardi has not heard anything further from the Solicitor of Lower Frederick.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated March 3, 2023, on activities occurring during the month of February. Mr. Motsavage also requested permission to advertise the Materials and Supplies Bids for 2023. Dean Becker made a motion, seconded by Albert Campion, authorizing Shawn Motsavage to proceed with the advertisement for these bids. There were no public comments on the motion. The motion carried by a vote of 5-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated March 1, 2023, on activities that occurred during the month of February. In addition to his report. Mr. Moran informed the Board that there are two applications before the Zoning Hearing Board. The first application is for 722 Limerick Road. The applicant is seeking a Variance to construct a detached garage which is proposed to be 8.5 feet from the side lot lines. The Zoning Ordinance for the R-1 District requires 15 feet. In addition, the applicant is seeking a Special Exception for the proposed garage because it will be larger than 1,000 square feet. The proposed garage is 36x30 feet. The second application is for 800 Arbor Lane. The applicant is seeking a Variance to construct an in-ground swimming pool. This proposed swimming pool is partially located in the required front yard setback approximately 15 feet into their corner lot property. The Board discussed both applications with Mr. Moran and deliberated whether to take a position for, against, or neutral on either application. It was determined that the Board had no opposition to either application; therefore, they would take a neutral position.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported on the items that were discussed at the Planning Commission Meeting held on February 21, 2023. The Planning Commission discussed the Zoning Text Amendment for the property located along Harrison Avenue behind 841 Gravel Pike and the Landis Shopping Center.

PARK AND RECREATION REPORT: Kevin Motsavage had no items to report for this meeting.

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2023**

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson was absent from this meeting.

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

- 2023 Road Project: Mr. Szeredai informed the Board that the bids for the 2023 Road Project were opened on February 24, 2023. There was a total of five bids received via PennBID. The bids were reviewed, and the lowest responsible bid was received from Innovative Construction Services, Inc. The bid was reviewed for both technical and administrative compliance. No deficiencies were found; therefore, Mr. Szeredai recommended that the Board award the 2023 Road Project bid to Innovative Construction Services in the amount of \$416,789.50 and that the Chairman be authorized to sign the Agreement subject to the review of the contract documents by the Township Engineer, Township Solicitor, and Township Manager. The Board discussed the recommendation of Mr. Szeredai. On this recommendation, Dean Becker made a motion, seconded by Pamela Margolis, awarding the 2023 Road Project to Innovative Construction Services Inc. of Folcroft, PA in the amount of \$416,789.50 and authorized the Chairman to sign the Agreement subject to the condition as set forth by Mr. Szeredai. There were no public comments. The motion carried by a vote of 5-0.
- Perkiomen Greene: Asphalt Walking Path: At the February Meeting the Board discussed the work that is needed to replace the existing asphalt walking path that the Township owns in Perkiomen Greene. SSM moved forward and developed a bid package, including construction details and notes to replace this asphalt path. The estimated cost to replace the existing asphalt walking path is \$145,000. The next step is to authorize the advertisement of this project. Mr. Szeredai is recommending that the bid be available on PennBid on March 10, 2023. The bids will be opened on March 24, 2023 with the award to be considered at the April 4, 2023 Board meeting. On Mr. Szeredai's recommendation, Albert Champion made a motion, seconded by Gary Filzen, authorizing the advertisement of the Perkiomen Greene – Asphalt Path Replacement Project. There were no public comments. The motion carried by a vote of 5-0.
- Municipal Building Upgrades: Jeffrey Thoms updated the Board on the Municipal Building Upgrade Project. Contract No. 1 is coming close to being closed out. The contractor is addressing the punch list items. For Contracts No. 2 and No. 3, there is an issue with Carrier about setting a delivery time for the HVAC units two and three. The delivery date keeps getting moved back. Mr. Thoms is working on this issue. Mr. Thoms presented Payment Application No. 9 from Uhrig Construction to the Board. This payment request was for \$19,658.79 and is for work completed through February 28, 2023. This request was reviewed and found to be accurate, and the work covered

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2023**

under this application completed according to the specification. It was the recommendation of Mr. Thoms that the Board approve this payment request. On the recommendation of Mr. Thoms, Albert Campion made a motion, seconded by Dean Becker, to approve Payment Application No. 9 for Uhrig Construction in the amount of \$19,658.79. There were no public comments. The motion carried by a vote of 5-0.

- Salt Bin Issue: At the February meeting, the Board discussed the cost for the strengthening of the salt bins versus removal and rebuilding the bins. There was also a discussion on the life span of structural reinforcement versus take down and total rebuild. The discussion continued at this meeting so that the Board could assess which option is financially better for the Township. Mr. Thoms discussed the cost benefit of reinforcement versus replacement. The existing salt bin is almost thirty years old. A new structure would have a life expectancy of fifty years. The discussion was how much more time would the reinforcement of the existing structure give the Township. Mr. Thoms estimated that the addition time would be twenty years for an estimated cost of \$350,000. This additional twenty years, when added to the almost thirty years spent, would extend the life of the existing salt bins to roughly the original fifty years. This would mean that in twenty years, the Township would have to replace the existing salt bin structure and build a new structure. This scenario was compared against removing the existing salt bin and constructing a new one for an estimated cost of \$500,000. In twenty years, the cost to replace the existing bins will most likely exceed \$500,000. There is another building located on the Township's property that is a combination of garage and salt bins. This building contains two salt bins. There was a discussion about extending this building by adding one more salt bin and removing the existing three bay salt bin structure. The scenario, if feasible, would eliminate the need to reinforce the existing structure and may cost less than building a brand new three bay salt bin structure. Mr. Thoms was asked to analyze this alternative and determine the cost benefit of moving toward that alternative.

MANAGER'S REPORT: Cecile M. Daniel

- Emergency Operation Plan (EOP): William Patterson was not present at this meeting to discuss the Township's updated EOP with the Board. This discussion will be moved to the April Meeting.
- Hurricane IDA: Ms. Daniel reported on the two Federal Programs that the Township is participating in due to the damage caused by Hurricane IDA:
 - Hazardous Mitigation Program: Under this program, the Township is working on purchasing certain properties. The properties being purchased were reviewed under an application the Township submitted with FEMA and PA Emergency Management Agency (PEMA) in 2022. This application was approved and as part of this process, PEMA has submitted to the Township an agreement covering the

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2023**

activities for the acquisition and demolition of the structures and clean-up of these properties. The Board discussed the Hazardous Mitigation Agreement to be executed by William Patterson as the Township's Emergency Management Coordinator and Designated Agent. The contract award under this agreement is \$2,423,224.61 and the term of the agreement is August 6, 2022 through September 5, 2025. Dean Becker made a motion, seconded by Albert Campion, to approve the Hazardous Mitigation Grant Program Agreement with PEMA and authorized William Patterson to execute said agreement subject to the review by Solicitor Picardi. There were no public comments. The motion carried by a vote of 5-0.

- Public Assistance Program: This program covers damage caused to certain public facilities. Under this program the Township has submitted requests for public assistance to make repairs to the Cranberry Boulevard Bridge, the Godshall Road Bridge, and a section of the sewer main that crosses the Lodal Creek in Graterford. Also, as part of this program, the Township will need to designate an agent to be responsible for execution of any forms and documents on behalf of Perkiomen Township. This designation is the same as the one required under the Hazardous Mitigation Grant Program. Before the Board is the Public Assistance Grant Program Agreement between PEMA and Perkiomen Township and Resolution 2023-12. This Resolution establishes William Patterson (Township's Emergency Management Coordinator) as the Township's Designated Agent. As part of this approval, the Board considered authorizing Mr. Patterson to execute said Agreement. Albert Campion made a motion, seconded by Gary Filzen, to approve the Public Assistance Grant Program Agreement with PEMA, to approve Resolution 2023-12 establishing William Patterson as the Township's Designated Agent, and, authorize Mr. Patterson to execute said agreement subject to review by Solicitor Picardi. There were no public comments. The motion carried by a vote of 5-0.
- Highland-Huber Park Phase 1: At the February meeting, the Board approved the proposal from Simone Collins to prepare a grant application to PA Department of Conservation & Natural Resources (DCNR). This grant would be to install Phase 1 improvements in the Highland-Huber Park. According to Peter Simone, the Board will need to adopt a Resolution as part of the application process. This Resolution indicates the Township wishes to undertake the project titled Highland-Huber Park Phase 1 Improvements. If the Township is awarded the grant, the Township will be required to sign a Grant Application Agreement binding the Township to the terms of DCNR's requirements. The first phase includes designing and engineering of this project. The designing and engineering will be completed upfront, to establish the construction details for each of the phases as set forth in the Highland-Huber Park Master Plan. In conversation with Mr. Simone, he recommended that the Township apply for a million dollars. At this time, it is not clear as to how much the Township will need to spend to

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: MARCH 7, 2023**

offset the amount of money coming from the grants the Township would be applying for. In addition, the Township is not committed until the contracts are signed for these grants. The deadline to file for the DCNR Grant is April 5 2023. Ms. Daniel informed the Board that she will review with the Park & Recreation Board the Confirmation of Services from SSM on the design and engineering of Highland-Huber Park. The first step in this process is considering the approval of Resolution 2023-13 which is the Resolution Page for the DCNR Grant. Dean Becker made a motion, seconded by Pamela Margolis, to approve Resolution 2023-13 – Resolution Page for the Highland-Huber Park Phase 1 Improvements Grant Application with DCNR. There were no public comments. The motion carried by a vote of 5-0.

SUPERVISORS COMMENTS: Albert Champion asked for a status of the fuel tank spill that took place in February near Gravel Pike at Plank Road. John Moran indicated that the clean-up could be wrapping up on the remediation work following this spill.

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

Respectfully Submitted,

Cecile M. Daniel

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Township Manager