



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: SEPTEMBER 5, 2023

BOARD MEMBERS PRESENT: Adam Doyle, Chairman
Pamela Margolis, Vice-Chairperson
Albert Campion, Member
Gary Filzen, 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
Shawn Motsavage, Township Road Master

CONSENT AGENDA: Albert Campion made a motion, seconded by Gary Filzen, to approve the consent agenda items as follows: a) Minutes: Draft August 1, 2023; b) the PA State Police Reports for July & August, Ambulance Reports, Perkiomen Township Fire Company Report, and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for August in the amount of \$594,501.62 and the Treasurer's Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 4-0.

EXECUTIVE SESSION: Adam Doyle informed the public that the Board of Supervisors held an Executive Session on Thursday, August 10, 2023. The purpose of the Executive Session was to discuss a Real Estate Matter. The Board of Supervisors held an Executive Session prior to the September 5, 2023 meeting to discuss the following: (1) Potential Litigation; (2) Real Estate Matter; and (3) Personnel. Mr. Doyle also informed the public that the Board of Supervisors would hold another Executive Session after this meeting to discuss Personnel.

PUBLIC COMMENTS: There were no public comments made at this meeting.

OLD/NEW BUSINESS:

- Environmental Advisory Council (EAC): Dominic Bruzzese was at the meeting as a member of the EAC. Mr. Bruzzese made a formal introduction of the EAC to the public. The EAC was established in January 2022. The purpose of this Council is to advise the Board on environmental issues, to encourage the use of renewable energies and protect and preserve natural resources, consider possible uses of open space, and create an inventory of natural areas. Mr. Bruzzese informed the public that the EAC

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meetings are the third Thursday of each month. The meetings are held in the Township Administration Building from 6:30 pm to 8:00 pm. The EAC's mission is to connect, educate, and advocate for the residents in providing environmental enhancement and promote community health and well-being. Moving forward, Mr. Bruzzese intends to come to the October meeting and provide more information on projects the EAC is looking to work on.

- Freedom Valley EMS: William Patterson informed the Board that Freedom Valley Municipal Advisory Committee held their meeting on August 29, 2023. At that meeting the following was discussed: Review of their services from January 1, 2023 to June 30, 2023; One of the main topics was the staffing, hiring and training of EMT'S and Medics. Freedom Valley is hoping that they can be 90-95% staffed at all 4 Stations by December 2023; For the first 6 months, PERKIOMEN TOWNSHIP had 159 calls during that period; 24% of their calls are non-revenue or minimally billable (i.e. where the ambulance receives little or no funds for services); In its primary dispatch area, arrival time from dispatch is 8.22 minutes. The goal is to improve this as crew status improves; The re-coding of the calls is being investigated to better assist in the dispatching of an ambulance; Freedom is providing coverage at football games, attend Community Day events, and other events where they are requested; Freedom is working on their 2024 budget and anticipates having something for the municipalities shortly. The next quarterly meeting will be in November with a date to be determined. The EMS crisis is not only a Freedom Valley problem, but it is a critical situation for the entire Commonwealth.
- Limerick Generating Station Drill: William Patterson informed the Board that the drill for the Limerick Generating Station is scheduled for September 26, 2023. In addition, Mr. Patterson informed the Board that the Township's Emergency Notification will be switched over to ReadyMontco. This is a service that is provided at no cost to municipalities in Montgomery County.

SOLICITOR'S REPORT: Solicitor Picardi submitted his written report to the Board. In addition to that report, Solicitor Picardi updated the Board on the following:

- 182 Trappe Road: In the Executive Session that was held prior to this meeting, there was a discussion on exploring the purchase of the property located at 182 Trappe Road. This investigation would include the appraisal of the property and the completion of a Phase 1 Environmental Study. For the appraisal, Solicitor Picardi indicated that the price to complete this would be \$3,800.00 and for the Phase 1 Environmental Study, the price given was \$2,250.00. Gary Filzen made a motion, seconded by Albert Campion, to proceed with an appraisal and a Phase 1 Environmental Study. There were no public comments. The motion carried by a vote of 4-0.

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- **Fireworks Ordinance:** Solicitor Picardi informed the Board that in 2022 the Pennsylvania Legislature adopted Act 74. This act amended the existing Fireworks Law which allowed the municipalities to establish some regulation as it relates to fireworks. Solicitor Picardi indicated that PSATS developed a model ordinance under Act 74, and he has edited this model. Before the Board for discussion is the review of the revised final document of a Fireworks Ordinance. This proposed Ordinance would be established under the rules and regulations set forth under Act 74. The Board discussed the proposed Fireworks Ordinance. Gary Filzen made a motion, seconded by Albert Campion, authorizing Solicitor Picardi to advertise the proposed Fireworks Ordinance for consideration by the Board at the October Meeting. There were no public comments. The motion carried by a vote of 4-0.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his written Road Master Report dated September 1, 2023, for activities occurring during the month of August.

In addition to his report, Mr. Motsavage requested authorization to advertise the Snow & Ice Removal Bids for 2023/2024. Albert Campion made a motion, seconded by Gary Filzen, authorizing said advertisement. There were no public comments on the motion. The motion carried by a vote of 4-0.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted his written Code Enforcement Report to the Board dated September 1, 2023, for activities that occurred during the month of August.

In addition to his report, Mr. Moran requested permission to attend the Fire Investigation Training taking place in State College, PA. This is a three-day Conference being offered by the Pennsylvania Association of Arson Investigators. This conference will be held from October 16 through October 18, 2023. The Board discussed this request. Pamela Margolis then made a motion, seconded by Albert Campion, to approve Mr. Moran’s request and will cover the following expenses: registration, hotel room, mileage, and meals for the three-day conference. There were no public comments on the motion. The motion carried by a vote of 4-0.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that there was no Planning Commission meeting in August.

PARK AND RECREATION REPORT: Kevin Motsavage informed the Board that the electronic recycling and shredding event is scheduled for September 9th and the next Park & Recreation Meeting is scheduled for September 14th.

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LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson informed the Board that there was no meeting in August.

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:

- **Bridge Street & Route 29 Traffic Signal:** Mr. Szeredai presented to the Board an Application for Payment No. 5 and Change Order No. 1 for the installation of the new traffic signal. This is a partial payment application received from Marino Corporation in the amount of \$118,129.79 and includes the increase in the contract price set forth in Change Order No. 1. Change Order No. 1 is in the amount of \$2,327.14 and is for a 6-inch underdrain extension. It was the recommendation of Mr. Szeredai to approve this change order. With this recommendation, Albert Campion made a motion, seconded by Gary Filzen, to approve Change Order No. 1 in the amount of \$2,327.14. There were no public comments on the motion. The motion carried by a vote of 4-0. For Application for Payment No. 5, Mr. Szeredai informed the Board that the work completed under this payment application was installed according to the project specification; therefore, Mr. Szeredai's recommendation was to approve this partial payment application. With this recommendation, Albert Campion made a motion, seconded by Gary Filzen, to approve Application for Payment No. 5 – Partial in the amount of \$118,129.79. There were no public comments on the motion. The motion carried by a vote of 4-0. In addition, Mr. Szeredai informed the Board that the contractor submitted a change order to address drainage issues in front of the Gravel Pike Inn. This change order involves the installation of a yard drain and 25 L.F. of pipe. The change order is under negotiation with the Marino Corporation. At last month Meeting, Mr. Szeredai indicated that Marino Corporation submitted a change order for the relocation of conduit as part of this project. At that meeting, SSM was not recommending approval of that change order. Moving forward this change order would be Change Order No. 3. At this meeting, Mr. Szeredai requests authorization from the Board to negotiate Change Order No. 2 and Change Order No. 3. This request was discussed by the Board. Pamela Margolis made a motion, seconded by Albert Campion, authorizing SSM/Mr. Szeredai to negotiate the price of Change Order No. 2 which involved the installation of a yard drain and 25 L.F. of pipe and Change Order No. 3 which involves the relocation of conduit as part of the installation of the traffic signal. There were no public comments. The motion carried by a vote of 4-0.
- **Pollution Reduction Plan (PRP):** Mr. Szeredai informed the Board that most of the work has been completed. SSM is now working with the contractor on the punch list items. This will require additional services; therefore, Mr. Szeredai presented to the Board a Confirmation of Services to cover this work. This work will include additional inspections that will be needed to oversee the replacement of plants that died due to the

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draught. In addition, Land Studies is going to perform maintenance activities which will include two herbicide treatments in the Fall. These treatments will be necessary to keep any invasive plants out of the floodplain restoration area. Under this Confirmation of Services, it will include Project Close-Out and Fall Maintenance for a price of \$6,900.00. The Board reviewed the status of this project and those services being provided under this Confirmation of Services. Gary Filzen made a motion seconded by Albert Campion to approve this Confirmation of Services in the amount of \$6,900.00. There were no public comments. The motion carried by a vote of 4-0.

- 2024 Road Project: At the August Meeting, Mr. Szeredai discussed with the Board potential roads that would be part of the 2024 Road Project. First, the section of Seitz Road (Rain Tree Circle to Fox Heath Boulevard) should be finished. The proposed work would include the reconstruction of this section of the road and will be like what was just completed in the 2023 Road Project for the other section of Seitz Road. The estimated cost to complete this section is \$410,000.00. Second will be additional roads as possible alternative roads. These alternative roads could be in the Fox Heath Development. Dartmoor Road and Fell Lane will be listed as alternate streets that will be milled and overlaid. The decision to complete the alternative roads will depend on the cost of the total 2024 Road Project which is presently estimated to be \$588,000. The Board discussed what the 2024 Road Project will include. Direction was given to prepare a Confirmation of Services for consideration at the October Meeting that will include the completion of the restoration work on Seitz Road as the base bid and adding as alternates milling and paving of Dartmoor Road and Fell Lane.
- 401 Wartman Road: Mr. Szeredai informed the Board that this lot was created by the 2 lot Minor Subdivision Plan of 401 Wartman Road. One of the lots, 401 Wartman Road, has been sold. Mr. Szeredai has reviewed the stormwater/building permit application for this lot. Before the permit for the construction of the new home can be issued, the property owner needs to enter into the Township's standard Stormwater Operation & Maintenance and Project Improvement Agreement. Mr. Szeredai has reviewed the agreement and recommended that the Board consider its approval subject to review by the Township Manager and the Township Solicitor. With the recommendation of Mr. Szeredai, Albert Campion made a motion, seconded by Gary Filzen, to approve the standard Stormwater Operation & Maintenance and Project Improvement Agreement for 401 Wartman Road subject to review by the Township Manager and Township Solicitor. There were no public comments. The motion carried by a vote of 4-0.

MANAGER'S REPORT: Cecile M. Daniel

- Hazard Mitigation Grant Program: Ms. Daniel and William Patterson updated the Board on the purchase of the six properties that are part of the FEMA Hazard Mitigation Grant Program. The appraisals for these properties have been completed. Susan

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Mazzitelli has prepared the Offer of Purchase Letters based upon those appraisals and the FEMA Requirement regarding Duplication of Benefits. Ms. Daniel gave to the Board a copy of the letters and a spreadsheet listing the appraisal amounts and the offer amounts. The Board discussed the information and had no questions regarding these letters. Ms. Daniel informed the Board that these letters will be sent out to the property owners by the end of the week. Next, Ms. Daniel discussed with the Board whether they would be willing to authorize SSM to put out for bid the demolition of the structures on these properties once they have been purchased and all the necessary paperwork related to the demolition was complete. The goal is to keep this process moving forward. The Board considered the request of Ms. Daniel. Gary Filzen made a motion seconded by Albert Campion authorizing the advertisement of the demolition of the structures located on the properties that are part of the Hazard Mitigation Grant Program upon the purchase of the properties and completion of all necessary paperwork. There were no public comments. The motion carried by a vote of 4-0.

- Traffic Calming Discussion: Ms. Daniel updated the Board on the discussion on the issue of Traffic Calming in Betcher Road. Both the PA Local Technical Assistance Program (LTAP) and SSM have reviewed this matter. Due to the concern of the existing curves in the road as well as the road grade, traffic calming does not appear to be appropriate for Betcher Road. In addition, since Betcher Road is the boundary line between Perkiomen Township and Trappe Borough, the Borough needs to be a partner in this. Since it is unclear as to the opinion of the Borough, Ms. Daniel was authorized to send the LTAP information to Trappe Borough and ask for a response on the matter of traffic calming in Betcher Road.
- Budgetary Expenditure Considerations: Ms. Daniel discussed with the Board certain expenditures under the 2023 Budget.
 - First was the matter of the Open Space Fund. When the 2023 Budget was adopted, the plan was to try for a DCNR Federal Land and Water Conservation Grant. The amount of the grant would have reduced the amount of money the Township would have had to set aside for the Highland-Huber Park. The Township applied for this grant and during the review, DCNR informed the Township the application was moved to another grant. The Township's application would be considered under their Keystone Funding Grant. The funds of that grant were less than what the Township was trying for. The Township plans to use the allowed funding amount under the Open Space Fund (25%) toward the construction of this park. For 2023, this will mean that other items being considered for funding from the Open Space Fund would have to come from the General Fund. Of the projects listed, it was agreed to continue with the engineering of Highland-Huber Park. Payment for this will come from the General Fund. As to the replacement of the storm sewer system in Lodal Creek Park, it was agreed that this work will be completed in 2024 with the funds coming from the General Fund. Last was the update to the Township's

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Open Space Plan. If this update is completed, funding for this will come from the General Fund.

- Second was the purchase of a new telephone system for the Township and Garage. Ms. Daniel explained that since 1995, when the original telephone system was installed, there have been upgrades and replacement of certain phones as needed. The existing telephone system is starting to have issues and should be replaced. Under the 2023 Budget, funds were included to replace the existing telephone system. Ms. Daniel presented to the Board a quote that she obtained from CoStars - Eastern Telephone Telecommunications (ET&T). ET&T has been the company the Township has used to provide support for the Township's existing telephone system. Their quote, which was for a NEC Univerge SV9100 Communication Package, was in the amount of \$13,907.46. Ms. Daniel recommended that the Board approve the purchase of the new telephone system not to exceed \$14,000.00. After the Board discussed this purchase, Gary Filzen made a motion, seconded by Albert Campion, to approve the purchase of the NEC Univerge SV9100 Communication Package from Eastern Telephone Telecommunications not to exceed \$14,000.00. There were no public comments. The motion carried by a vote of 4-0.
- Third was the purchase of leaf container boxes. Ms. Daniel informed the Board that there was money placed in the 2023 Budget for recycling equipment. Shawn Motsavage obtained a quote to purchase a knockdown leaf box with options. The present quote is for one box because Co-Stars - Golden Equipment Inc. only had one in stock. Mr. Motsavage is looking to purchase a total of two knockdown leaf boxes. Mr. Motsavage is requesting that the Board approve the purchase of two boxes so that he can purchase the one box now and the second box when the stock is replenished. After discussion of the purchase, Gary Filzen made a motion, seconded by Pamela Margolis, to approve the purchase of two knockdown leaf boxes from Golden Equipment Inc. for a cost of \$14,034.00. There were no public comments. The motion carried by a vote of 4-0.
- Montgomery County Association of Township Officials (MCATO): The Fall Convention of MCATO is scheduled for October 18, 2023. There was a discussion as to who from the Board would be attending this meeting. Gary Filzen made a motion, seconded by Albert Campion, that Pamela Margolis be the Township representative at the Fall MCATO Convention. There were no public comments. The motion carried by a vote of 4-0.

There being no further business, the September public meeting was adjourned upon motion made by Albert Campion and seconded by Gary Filzen.

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Respectfully Submitted,

Cecile M. Daniel

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Township Manager