



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: DECEMBER 3, 2024

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

ABSENT: Gary Filzen, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Nicholas Szeredai, Township Engineer
John Moran Jr., Code Enforcement/Zoning Officer
(Absent)
Shawn Motsavage, Township Road Master

CONSENT AGENDA: Dean Becker made a motion, seconded by Pamela Margolis, to approve the consent agenda items as follows: a) Minutes: November 6, 2024; b) Monthly Reports: [REMOVED the PA State Police Report for November and the Ambulance Report as they have not been received as of this meeting]; Perkiomen Township Fire Company Report for November and Fire Marshal Report; c) Financial Matters: Authorize for Payment of Bills for November in the amount of \$140,110.21 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.

PUBLIC COMMENTS: There were no public comments.

OLD/NEW BUSINESS: There was no old/new business.

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

In addition to his written report, Solicitor Picardi reported on the following:

- **Ground Lease:** Solicitor Picardi prepared a ground lease agreement ("Lease") between Perkiomen Township and Ryan Lehman. Prior to the purchase of 182 Trappe Road, the Township was made aware that Mr. Lehman has been farming approximately three acres of this property for several years. Farming is an allowed activity under the Open Space Act which provides the funds to purchase this property. The term of the Lease is one year. The Lease will automatically renew at one-year increments unless terminated by either party upon a sixty-day notice. The rental fee for this Lease is

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minimal (i.e. twenty-five dollars per year). This leasing arrangement was discussed while considering the purchase of this property. Currently, the Township has no intended use for this area of the property. The remaining terms set for this within this Lease are standard. Solicitor Picardi requested Board authorization to send the lease to Mr. Lehman. The Board discussed the Lease. Pamela Margolis made a motion seconded by Albert Champion, to authorize Solicitor Picard to send the Lease to Ryan Lehman for his review and consideration. There were no public comments. The motion carried by a vote of 4-0.

- **License Agreement:** Solicitor Picardi explained that the Township has received the signed License Agreement that will allow the owner of 17 Wartman Road to cut the grass at property owned by the Township at 19 Wartman Road. Solicitor Picardi informed the Board that this is a standard License Agreement that has been used before for similar situations. This matter is now before the Board for consideration. Dean Becker made a motion, seconded by Albert Champion, to approve the License Agreement that allows the owner of 17 Wartman Road to mow the grass and otherwise maintain a portion of the property located at 19 Wartman Road which is owned by the Township. 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 Report dated December 1, 2024, for activities occurring during the month of November.

CODE ENFORCEMENT REPORT: John Moran, Jr. was absent from this meeting but submitted to the Board his written Report dated December 1, 2024, for activities occurring during the month of November.

ENVIRONMENTAL ADVISORY COUNCIL (EAC): There were no items to discuss.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel informed the Board that the Planning Commission held its meeting on November 19, 2024. At that meeting, the Planning Commission discussed the Preliminary Plan Application that was filed by the Artisan Land Company for the Landis Property located on Centennial Street near Schwenksville Borough and Lower Frederick Township.

PARK AND RECREATION REPORT: Kevin Motsavage gave an update on the removal of the bamboo at 10 Skippack Pike. Approximately 90% of the bamboo has been removed. The remaining 10% is in an area that is difficult to access. This area will need to be monitored to see if the bamboo begins to grow back.

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

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ENGINEERS REPORT: Nicholas Szeredai was present and submitted his written engineers' report to the Board.

In addition to his report, Mr. Szeredai updated the Board on the following:

- 2025 Road Project: Mr. Szeredai is requesting authorization to place the 2025 Road Project on PennBid in February 2025. This road project will involve road work to be completed to Burgess Road. Albert Campion made a motion seconded by Dean Becker authorizing Mr. Szeredai to advertise the 2025 Road Project on PennBid during the month of February 2025. There were no public comments. The motion carried by a vote of 4-0.
- Traffic Signal Pavement Markings Modifications: At the June Monthly Meeting, Mr. Szeredai brought to the Board's attention an issue at the intersection of Township Line Road and Meyers Road that is controlled by a traffic signal. Mr. Szeredai discussed reviewing the pavement markings at this intersection to see if circulation could be improved. Vehicles traveling westbound on Meyers Road do not make the left-hand turn onto Township Line Road wide enough. If the left-hand turn is not taken wide enough, this turning movement could result in a potential vehicle conflict with vehicles which are sitting on Township Line Road waiting to turn left onto Cemetery Road. It was Mr. Szeredai's opinion that it might be beneficial to relocate the stop bar associated with the northbound left-turn lane on Township Line Road further away from the intersection to improve circulation. At that June Meeting, Mr. Szeredai was authorized to contact PennDOT and request that the location of the pavement markings at this intersection be reviewed. After some back and forth on this, PennDOT approved the changes to be made to the pavement markings. PennDOT issued a modified Traffic Signal Permit. This permit is good for one year. At this meeting, Mr. Szeredai is requesting authorization from the Board that allows Shawn Motsavage and him to obtain quotes to install the proposed pavement markings as approved by PennDOT. Pamela Margolis made a motion, seconded by Dean Becket, to approve Mr. Szeredai's request to obtain quotes on the relocation of the pavement markings. There were no public comments. The motion carried by a vote of 4-0.

MANAGER'S REPORT: Cecile M. Daniel

- 2025 Perkiomen Township Budget: Ms. Daniel reviewed the proposed 2025 budget for Perkiomen Township. As there were no changes made at the November Monthly Meeting, the 2025 proposed budget before the Board is the same as presented and authorized for advertisement in November.
 - The General Fund Budget and Capital Fund Budget - The Operating Budget for the 2025 General Fund Budget is proposed at \$3,911,414.00. The proposed Revenues are estimated at \$3,797,710.00. The 2024 revenues were estimated at \$3,563,814.00. The major differences for the revenues from the 2024 Operating

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Budget to the 2025 Operating Budget were increases in the Earned Income Taxes (both for the EIT and the Open Space EIT) and expected interest. The proposed expenditures are estimated at \$3,911,414.00. The 2024 expenditures were estimated at \$3,608,614.00. The difference is providing for the \$500,000.00 under Floodplain Management should the Township have to pay from the General Fund the work that may be required to be completed for the demolition of 574 Gravel Pike.

- The amount to be spent under the Capital Budget dropped largely because the Board has completed most of the capital projects that were planned. For 2025, the Capital Budget is proposed at \$390,410.00. This proposed budget will cover the purchase of equipment. The 2024 Budget had the Capital Budget at 1,098,410.00. When comparing the proposed 2025 budget to the 2024 budget, there is a reduction in this budget of \$708,000. Under the proposed Capital Budget, the money to complete the 2025 Road Project is 100% coming from the Liquid Fuels Budget versus splitting the cost of this project between the Capital Budget and the Liquid Fuels Budget.
- When added together, the total cost of the proposed 2025 General Fund and Capital Fund Budget is \$4,301,824.00. After a final review of the projected costs, it is estimated that the amount coming from the Township Reserve to balance this budget is \$504,114.00. For 2025 the proposed budget for the General Fund and the Capital Fund is \$4,301,824.00. For 2024 the budget for the General Fund and Capital Fund was \$4,707,024.00. This represents a decrease between the proposed 2025 Budget and the adopted 2024 Budget of \$405,200.00 or an 8.6% decrease. This decrease is due to the Capital Budget being reduced.

There is NO tax increase being proposed for the General Fund for 2025.

- The Liquid Fuels Budget is proposed at \$881,881.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadways. As stated previously, the money to cover the proposed 2025 Road Project (Burgess Road) will come -entirely from this budget.
- The Fire Tax Budget is \$1,672,600.00.

In the 2025 Fire Tax Budget, the Fire Company proposes to purchase a new truck. The proposed budget shows the expenditure of \$750,000 toward this purchase. The remainder of the money needed to purchase this truck will come from the 2% loan from the state that has been approved for this purchase. The \$150,000 will cover the operating expenses of the fire company.

There is NO tax increase being proposed for the Fire Tax Fund for 2025.

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Ms. Daniel informed the public that for 2025 there is no tax increase being proposed for both the General Fund Budget and the Fire Tax Budget. As a result, the tax rates will remain the same for 2025 as they were in 2024.

Ms. Daniel informed the Board she has prepared two resolutions for the Board's consideration:

- The first Resolution is No. 2024-19 which is the Tax Levy for Perkiomen Township for the year 2025. Dean Becker made a motion, seconded by Albert Campion, to approve Resolution 2024-19 setting forth the following 2025 Tax Levy for Perkiomen Township as follows: Tax rate for General Purposes, the sum of .35 mils and for Fire Tax purposes, the sum of .6 mils. This tax levy represents no increase in the millage rate for Perkiomen Township for General Purposes and Fire Tax purposes for the year 2025. There were no public comments on the motion. The motion carried by a vote of 4-0.
- The second Resolution was No. 2024-20 which adopts the 2025 Perkiomen Township Budgets. Albert Campion made a motion, seconded by Dean Becker, approving Resolution 2024-20, which is broken down as follows: General Fund/Capital Budget: \$4,301,824.00; Fire Tax Budget: \$1,672,600.00; and Liquid Fuels Budget: \$881,881.00. When added together the total revenues and expenditures for all funds for 2025 will be \$6,856,305.00. There were no public comments on the motion. The motion carried by a vote of 4-0.
- 2025 Meeting Schedule: Ms. Daniel reviewed the proposed meeting schedule for 2025. This meeting schedule will cover the Monthly Meetings, the Municipal Authority, the Park & Recreation, the Planning Commission, and the Environmental Advisory Council meetings. Ms. Daniel mentioned that there will be a change in the date and time for the Municipal Authority Meetings. These meetings will now be set for the second Thursday of each month at 4:00 pm. If the Board finds this schedule acceptable, Ms. Daniel requests authorization to advertise the 2025 Meeting Dates. The proposed dates were reviewed, and Dean Becker made a motion, seconded by Albert Campion authorizing advertisement of the 2025 Meeting Dates for Perkiomen Township. There were no public comments. The motion carried by a vote of 4-0.
- Planning Commission: Ms. Daniel informed the Board that she has received a letter from Erin Conlen volunteering to complete the term of Stuart Ozer on the Planning Commission. The current term for Mr. Ozer on the Planning Commission expires December 31, 2025; therefore, Ms. Conlen's term will run from December 2024 to December 31, 2025. Pamela Margolis made a motion, seconded by Albert Campion, to appoint Erin Conlen to complete the remainder of Stuart Ozer's term on the Planning Commission. There were no public comments. The motion was carried by a vote of 4-0.

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- Intermunicipal Agreement: Ms. Daniel informed the Board that the Perkiomen Township Municipal Authority has approved an Intermunicipal Agreement with Upper Providence Township regarding the cross connection of public sewer for properties located between the two municipalities. Under this agreement there are two properties in Perkiomen Township where the sewer flow will go into the Upper Providence Sewer Collection System. There are three properties in Upper Providence where the sewer flows will go into the Perkiomen Township Municipal Authority Sewer System. Sewer flows from all five properties will be discharged into the Lower Perkiomen Valley Regional Sewer Authority (LPVRSA) Treatment Plant located in Oaks. All five properties are located on Wartman Road. Perkiomen Township is involved because the Township is a signer to the Regional Agreement that created the LPVRSA. This was discussed and Dean Becker made a motion, seconded by Albert Campion, approving the Intermunicipal Agreement between Perkiomen Township, Perkiomen Township Municipal Authority, and Upper Providence Township. There were no public comments. The motion was carried by a vote of 4-0.

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

Respectfully Submitted,

Cecile M. Daniel

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Township Manager