



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: NOVEMBER 6, 2024

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

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

ARTISAN CONDITONAL USE APPLICATION: The Board held a meeting at 6:30 pm for the purpose of rendering its decision on the Artisan Conditional Use Application. First, Solicitor Picardi informed the Board of an offer by Artisan Land Company to extend the deadline for action on Artisan’s pending Preliminary Plan before the Township. This time extension offer is from December 4 2024 to February 5, 2025. This was discussed and the Board signaled they understood this time extension and directed Solicitor Picardi to notify Artisan of this understanding by the Board. Second, Solicitor Picard moved to the Conditional Use Application. In reviewing the application and supporting documentation entered in evidence by Artisan, it is clear that the Landis Tract has several environmental constraints. Development of this property under the Open Space Residential Zoning Overlay District (OSR) would allow the development to be constructed as a cluster; thereby avoiding all of the sensitive environmental areas. Artisan is proposing that this development be managed by a Homeowner’s Association. Solicitor Picardi reviewed the conditions that are before the Board and indicated that Artisan is aware and understands them. Dean Becker remarked on the recent extension of time granted to the Township to review the preliminary application. Although he commended Artisan’s decision, he does not enjoy the process the Township has been going through to get deadline extensions. Gary Filzen made a motion, seconded by Pamela Margolis, to approve the Conditional Use Decision for Artisan Land Company for the Landis Tract subject to the conditions set forth in the written decision. There were no comments on the motion. The motion was carried by a 5-0 vote as follows: Pamela Margolis: Aye; Albert Campion: Aye; Dean Becker: Aye; Gary Filzen: Aye; Adam Doyle: Aye.

Adam Doyle then called the public meeting to order at 7:00 pm.

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EXECUTIVE SESSION: Adam Doyle informed the public that prior to the November 6, 2024 meeting, the Board held an Executive Session to discuss a Real Estate Matter.

CONSENT AGENDA: Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: October 1, 2024; b) Monthly Reports: PA State Police Report for September and October, Ambulance Report, Perkiomen Township Fire Company Report for October and Fire Marshal Report; c) Financial Matters: Authorize for Payment of Bills for October in the amount of \$1,172,236.28 and 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: 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:

- License Agreement: Solicitor Picardi explained that the Township has not yet received the signed License Agreement that would allow the property owner at 17 Wartman Road to cut the grass at property owned by the Township at 19 Wartman Road. This matter was tabled pending receipt of the signed agreement.

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his written Report dated November 1, 2024, for activities occurring during the month of October.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his written Report dated November 1, 2024, for activities that occurred during the month of October.

In addition to his report, Mr. Moran informed the Board that, as of November 1, 2024, Perkiomen Township is under a full burn ban. This means that no open fires are allowed anywhere in the Township.

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 October 15, 2024. At that meeting, the Planning Commission first discussed briefly the Conditional Use Application filed by the Artisan Land Company for the Landis Property located on Centennial Street near Schwenksville Borough and Lower Frederick Township. Second, John Kennedy conducted an informal meeting with the surrounding residents on Spring

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Hill's proposal to rezone a portion of Spring Hill's property to Elderly Residential District 2. The next step will be to hold an official public hearing on Spring Hill's request to rezone these twenty-five acres located on Harrison Avenue and behind the Landis Grocery store.

PARK AND RECREATION REPORT: Kevin Motsavage gave an update on the Highland-Huber Park Project. PA Department of Environmental Protection (DEP) is requiring more work than was originally planned for. To complete this work with DEP, the project has been split into two phases. Phase one will use all the money that was budgeted for this project. When phase one is complete, the Board will need to evaluate whether it wants to complete the rest of this project. Moving to complete phase two will require setting aside more money to complete the engineering design for phase two of this project.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: William Patterson reported on the following: (1) Discussed the 2025 Budget and (2) A cell phone company contacted LPVRSa regarding the possibility of renting a portion of the Authority's property for the construction of their cell tower.

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:

- Lodal Creek Park: Mr. Szeredai submitted to the Board Application for Payment No. 2, which is the final payment for this project. The application is in the amount of \$8,555.90 and it has been reviewed and found to be accurate. The punch list items have been completed. Mr. Szeredai's recommendation was to approve this final payment application to Jurich, Inc. With this recommendation, Albert Campion made a motion, seconded by Dean Becker, to approve Payment Application No. 2 (Final) to Jurich, Inc. in the amount of \$8,555.90. There were no public comments. The motion carried by a vote of 5-0.
- Hazard Mitigation/Demolition Project:
 - 10 Skippack Pike: Mr. Szeredai informed the Board that he discussed with Shawn Motsavage, Road Master, the possibility of having the road crew remove the bamboo at this property. Mr. Motsavage informed the Board that the road crew went out and removed most of the bamboo. The goal is to go back out and remove the rest at a future time. Also, the road crew applied a bamboo herbicide available from a local hardware store to prevent the bamboo from growing back. If this method works, the road crew will not have to return to remove the bamboo. Currently, the road crew is waiting to see the results of the herbicide application to determine if the method is working. The vendor that provides the small branch disposal services for the Township has agreed to take the bamboo that was cut down.

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- Hazard Mitigation Grant Program: Mr. Szeredai informed the Board that the Hazard Mitigation Project for 574 Gravel Pike was bid under Scenario No. 1. In addition, a quote was obtained from Earth Engineering for the boring geotechnical work required by PennDOT. There was one bid received for the demolition of 574 Gravel Pike from Davidheiser Construction Services. This bid was in the amount of \$159,500.00. The amount of the bid was close to the engineering estimate under Scenario No. 1. Mr. Szeredai reviewed the references for Davidheiser Construction Services and, found them to be acceptable, and recommended that the Board award the contract to Davidheiser. In a separate matter, Mr. Szeredai recommended that the Board accept the quote from Earth Engineering to complete the boring geotechnical investigation at a price of \$8,900.00 with the option, if necessary, to add a third day not to exceed \$11,550.00. The Board discussed both recommendations. Dean Becker made a motion, seconded by Albert Campion, to award the 574 Gravel Pike – Hazard Mitigation/Demolition Project to Davidheiser Construction Services in the amount of \$159,500.00 and authorized the Township Manager to sign the contract subject to the Township Solicitor’s review of the documents. There were no public comments. The motion carried by a vote of 5-0. Next, Albert Campion made a motion, seconded by Gary Filzen, to accept the quote received from Earth Engineering for the boring geotechnical work in the amount of \$8,900.00 with an optional third day of digging if necessary for a price not to exceed \$11,550.00. There were no public comments. The motion carried by a vote of 5-0.
- Salt Shed Addition: Jeffrey Thoms informed the Board that SSM has determined that concrete repairs need to be made in areas of the existing two bays due to delamination. These areas need to be removed. There is a \$10,000.00 allowance that will cover this expense. It was determined that the amount of work that needs to be completed will exceed this contract allowance. The change order received was in the amount of \$18,277.00. The contract allowance of \$10,000.00 was subtracted from this amount making the increase to the contract only \$8,277.00. The new contract price is now \$376,677.00. Mr. Thoms explained that there were two allowances. The first allowance was the \$10,000.00 general allowance and the second one is a \$10,000.00 allowance for inspections. Currently, the amount used against the inspection comes to \$5,000.00. If this amount holds the overall contract price may end up being \$5,000.00 less than the new contract price of \$376,677.00. Mr. Thoms recommended that the Board approved Change Order No. 1 that will result in a contract increase of \$8,277.00. With the recommendation of Mr. Thoms, Albert Champion made a motion, seconded by Pamela Margolis, to approve Change Order No. 1 to A.K. Petersheim Builders which resulted in a contract increase of \$8,277.00. The motion were no public comments. The motion carried by a vote of 5-0.

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- Next, Jeffrey Thoms submitted to the Board, Application for Payment No. 1 which is the partial payment for Kite and Key Electric. The application is in the amount of \$11,503.80 and it was reviewed and found to be completed according to the project specifications. Mr. Thoms' recommendation was to approve this payment application. With this recommendation, Gary Filzen made a motion, seconded by Dean Becker, to approve Payment Application No. 1 to Kite and Key Electric in the amount of \$11,503.80. There were no public comments. The motion carried by a vote of 5-0.

MANAGER'S REPORT: Cecile Daniel reported on the following:

- 2025 Perkiomen Township Budget: Ms. Daniel presented to the Board the proposed 2025 Perkiomen Township Budget.
 - 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 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.

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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 100% 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.

After reviewing this information, Dean Becker made a motion, seconded by Gary Filzen, authorizing the advertisement of the proposed 2025 Perkiomen Township Budget for consideration by the Board at the December Board Meeting. There were no public comments. The motion was carried by a vote of 5-0.

- Signal Service Contract: The Board was in receipt of a 2-year renewal Traffic Signal Maintenance Contract with Signal Service, Inc. The base price of this contract is \$2,375.00 for preventive maintenance inspections on all Township's traffic signals, school signal lights and the flashing light on Route 73 near Haldeman Road. This contract also covers on-call services based upon its current labor and equipment rates. Ms. Daniel recommended the Board approve the 2-year contract. With the recommendation of Ms. Daniel, Dean Becker made a motion, seconded by Albert Champion, to approve this 2-year Traffic Signal Maintenance Contract with Signal Service, Inc. There were no public comments on the motion. The motion carried by a vote of 5-0.
- Planning Commission: Ms. Daniel informed the Board that Stuart Ozer and Christopher Thomas have submitted resignation letters. These resignations are for the Township's Planning Commission. For Mr. Ozer, his work responsibilities have changed, and this has affected his ability to attend the Planning Commission Meetings. The current term for Mr. Ozer on the Planning Commission expires December 2025. For Mr. Thomas, he has moved out of the Township. The current term for Mr. Thomas expires December 2027. Dean Becker made a motion, seconded by Pamela Margolis, to accept the resignations of Stuart Ozer and Christopher Thomas. There were no public comments. The motion was carried by a vote of 5-0.
- Supervisor's Compensation: Ms. Daniel informed the Board that Act 94 of 2024 was signed into law in October, 2024. This act will go into effect on December 1, 2024. This new law increases the allowable compensation caps for Township Supervisors. In

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order to implement the increase, the Board is required under Section 606(a) to adopt this change by Ordinance. Once adopted, any Township Supervisor elected after its adoption will be compensated at this new rate. Under Act 94, and based on the Township's population, Supervisor compensation will increase from \$2,500/year to \$4,190/year. The Board authorized the Township Solicitor to prepare such an Ordinance for their review.

- Upper Providence Township: Upper Providence submitted to Perkiomen Township a draft Comprehensive Plan Update. As a neighboring municipality and in accordance with the Municipalities Planning Code (MPC)§ 301.(c) and § 302.(a), Upper Providence Township distributed this draft to Perkiomen Township for review and comment. Ms. Daniel indicated she reviewed sections of the document. The only thing that she found was under Appendix A: Trail Focus Memo # 10. Schoolhouse Run Trail. Based upon what was set forth in this plan, if implemented, this trail would connect with Perkiomen Township by the PECO Corridor. This corridor runs along the property the Township recently purchase at 182 Trappe Road. The Board had no issue with sending a letter to Upper Providence regarding this trail concept. Perkiomen Township would be interested in discussing the possibility with Upper Providence should the Township consider exploring a trail in this area.

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

Respectfully Submitted,

Cecile M. Daniel

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Township Manager