**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: NOVEMBER 5, 2025**

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| BOARD MEMBERS PRESENT: | Pamela Margolis, Chairperson<br>Dean Becker, Vice-Chairman<br>Albert Campion, Member<br>Adam Doyle, Member<br>Corey Hulse, Member |
| OTHERS PRESENT: | Cecile Daniel, Township Manager<br>Kenneth Picardi, Township Solicitor<br>Richard Almquist, Assistant Township Solicitor<br>Nicholas Szeredai, Township Engineer<br>John Moran Jr., Code Enforcement/Zoning Officer<br>Shawn Motsavage, Township Road Master |

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

**CONSENT AGENDA:** Dean Becker made a motion, seconded by Albert Campion, to approve the consent agenda items as follows: a) Minutes: October 7, 2025; b) Monthly Reports: PA State Police Report for October, Ambulance Reports, Perkiomen Township Fire Company Report for October and Fire Marshall Report; c) Financial Matters: Authorize for Payment of Bills for October in the amount of $321,243.61 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 made at this meeting.

**OLD/NEW BUSINESS:**

- Animal Control: Tracy and Jon Daywalt from Daywalt's Animal Control, Inc. were present to update the Board on the animal control services they provide in Perkiomen Township. In 2024, there were a total of four calls that covered incidents involving three loose dogs and one involving a dog bite case. So far in 2025, there have been a total of four calls. Mrs. Daywalt indicated that there was one case that went to court recently. She also discussed an issue involving a resident that had several cats living on the property. Recently, there was another issue involving a cat problem. During this period Mrs. Daywalt indicated that she had a conversation with the state police on the working relationship between the two organizations. When an incident takes place, the Township Resident can call either the Township or the state police. If the call goes to either the state police or the Township, there is a procedure to dispatch it

to Daywalt Animal Control. This procedure creates a record of the calls and creates a record of the incident. Mrs. Daywalt indicated she has worked out a procedure with the state police that when called, she will let the State Police know whether they are out on another call. If she is on a call, she will notify then when done so they can move onto the next call. According to Mrs. Daywalt, their company is in twenty-seven different municipalities. The workload differs depending upon the number and type of incidents taking place. Moving forward, Mrs. Daywalt will send to the Township a summary of her work on the information she discussed at this meeting, and the Township will forward the PA State Police Reports to Daywalt's Animal Control, Inc.

- Artisan: Jackie Erixxon of Artisan Land Company and Joan London, Artisan's attorney, were at this meeting to discuss Artisan's final plan application for the Landis Tract. It was explained that Artisan received preliminary plan approval months ago after which a final plan application was submitted. At the October Planning Commission meeting, the Planning Commission recommended approval of the final plan subject to some conditions. Assistant Township Solicitor Richard Almquist prepared a draft resolution, essentially granting final plan approval subject to a number of conditions. Artisan received a copy of the draft resolution, reviewed it, and had questions and concerns about that resolution. Mrs. Erixxon indicated that, at the October Planning Commission, time was spent going through any concerns that needed to be addressed. There was one engineering concern discussed dealing with the eastern entrance. This issue was then addressed between SSM and Langan, Artisan's engineer. Upon review of this draft resolution, Mrs. Erixxon felt that the draft contains a considerable number of engineering comments or conditions that Mrs. Erixxon felt had already been worked through. There was discussion regarding the conditions of approval that Mrs. Erixxon was referring to. Assistant Township Solicitor explained why he prepared the resolution the way he did. His goal was to ensure the approval and conditions would withstand any future challenges to the resolution. Assistant Solicitor Almquist opinioned that just referencing SSM's letter(s) may be insufficient; therefore, some of the comments have been incorporated into the conditions of the final Resolution of approval. Also, Lower Frederick Township and Schwenksville Borough have not approved those portions of the plan that lie within their jurisdiction. Revisions made by those municipalities or even the comments of Montgomery County Conservation District could be made that could still affect portions of the property within Perkiomen Township. Some of the comments refer to the Township Engineer as monitoring requirements to have the engineer check to make sure that everything has been satisfied. Assistant Solicitor Almquist indicated that the last letter from the Township Engineer is going to be a clean letter that states the plans are ready for signature and reporting and by that time all the conditions will have been met. He noted that the plans would be signed and released for recording

once approved by all three municipalities. The existing MPC time extension granted to the Township ends on November 7, 2025. Mrs. Erixxon opined that instead of taking more time at the Board of Supervisors meeting to discuss this final plan/resolution, Artisan would provide a time extension that would allow for a staff meeting to work through the conditions of final plan approval and to see if there could be any revisions made to this resolution. There was discussion between Artisan and the Township concerning moving forward on the draft resolution or Artisan granting the Township an extension on consideration of Artisan's final plan. Mrs. Erixxon and Mrs. London excused themselves briefly from the meeting room to discuss their options. Once they returned. Mrs. Erixxon indicated she had a conversation with her office and that Artisan would not accept the current resolution as it has been written. It was Artisan's opinion that some of the items in the resolution have been addressed with the Planning Commission. As a result, it was Artisan's opinion that new items have been added that have not been previously discussed. As a result, Artisan offered an MPC time extension on the final application, subject to a staff meeting to go over the resolution and plan. This time extension would be to December 5, 2025, which is after the December meeting of the Board of Supervisors. According to Assistant Solicitor Richard Almquist this extension must be followed up in writing in order to be binding. Mrs. Erixxon indicated this extension will be followed up on company or law firm letterhead and sent by email to the Assistant Township Solicitor and to Ms. Daniel. Due to the timing of the existing extension, November 7, 2025, the extension would need to be received by November 6, 2025. After discussing this position, Pamela Margolis made a motion, seconded by Dean Becker, that Perkiomen Township approves Resolution 2025-18 as presently drafted and will execute the Resolution unless, by November 6, 2025 at 2:00 p.m., the Township receives a letter signed by Artisan or its authorized representative extending the deadline for action by the Township until December 5, 2025. There were no public comments. The motion carried by a vote of 5-0.

- Montgomery County Association of Township Officials (MCATO): Ms. Daniel informed the Board that the Fall Convention of MCATO is scheduled for November 12, 2025. At this time, Ms. Daniel received the agenda for this meeting and asked whether any of the Board Member would like to attend this convention. If so, then it must be approved by the other Board Members. The Board Members discussed possible attendance and Dean Becker made a motion, seconded by Albert Campion, designating Corey Hulse and Pamela Margolis as the Township's representatives at the MCATO's November 12th meeting. 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.

- Corey Hulse asked about the small development referred to in Solicitor Picardi's report for 202 Centennial Street in the Village of Rahns. Solicitor Picardi explained the property presently contains a three-unit apartment building and the owner is proposing to construct a building addition that would house three additional apartments. This proposal complies with the Zoning Ordinance; however, there remains some outstanding engineering issues that need further resolution.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted his written Report to the Board dated November 1, 2025 for activities occurring during the month of October.

- In addition to his report, there was a discussion with Mr. Motsavage on the Township's leaf program on how it has grown over time and the establishment and mechanics of the pick-up schedule for this program.

**CODE ENFORCEMENT REPORT:** John Moran, Jr., submitted to the Board his Code Enforcement written report dated November 1, 2025, for activities that occurred during the month of October.

**ENVIRONMENTAL ADVISORY COUNCIL (EAC)**: Steve Servey is a member of the Township's EAC. Mr. Servey would like to attend the EAC Networking Fall Gathering on November 15, 2025 at Penn State Great Valley Campus. The cost to attend this conference is ninety dollars. Mr. Servey explained that the conference will include workshops that would be beneficial to the EAC as well as the Township. The Board discussed Mr. Servey's request. Adam Doyle made a motion, seconded by Corey Hulse, to authorize Mr. Servey's attendance at the EAC Networking Fall Gathering on November 15, 2025 which includes the registration fee of ninety dollars and mileage at the current IRS rate. There were no public comments. The motion carried by a vote of 5-0.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel informed the Board that there was a Planning Commission Meeting on October 21, 2025. The Planning Commission discussed Artisan's final plan application for the Landis Tract and discussed some Zoning Ordinance changes the PC is working on.

**PARK AND RECREATION REPORT**: Kevin Motsavage informed the Board that the State Correctional Inmates were recently out and help clean trash along some of the Township's Roads.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY**: William Patterson updated the Board on activity of the LPVRSA November Meeting. At that meeting there were six Capacity Rights Agreement approved, approved fourteen EDUs Chapter 94 Consistency Letters, and last approved the Operating Budget for LPVRSA for 2026.

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

- 405 Wartman Road: Linmike, LLC has submitted a Final Release payment for the construction of a new home at 405 Wartman Road. This release was reviewed, and Mr. Szeredai is recommending a Final Release in the amount of $25,423.75. The Board considered the recommendation of Mr. Szeredai and Dean Becker made a motion, seconded by Albert Campion, to approve the Final Escrow release for Linmike, LLC in the amount of $25,423.75. There were no public comments. The motion carried by a vote of 5-0.
- Pollution Reduction Plan – PRP Improvements: Mr. Szeredai explained that he is requesting approval of the Confirmation of Services for the 2026 Stream Restoration Maintenance Program. As part of the PRP Improvement's Project, there is a five-year maintenance and monitoring program. The 2026 maintenance and monitoring will be for year four of PA Department of Environmental Protection mandatory monitoring program. The work being performed under the Confirmation of Services is the same as what was completed under year three. The cost to complete this was $11,000.00. Mr. Szeredai informed the Board that the first five years are the most important. After the fifth year, it would be up to the Board to decide if they want to continue this monitoring program. After discussion of this proposal, Adam Doyle made a motion, seconded by Albert Campion, to approve the SSM Confirmation of Services to complete the 2026 Stream Restoration Maintenance Program for the Township's PRP Improvements Project. There were no public comments. The motion carried by a vote of 5-0.

**MANAGER'S REPORT:** Cecile M. Daniel

- 2026 Perkiomen Township Budget: The 2026 Proposed Budget for the 2026 General Fund Budget is proposed at $6,965,578.00. This is a combination of the proposed Operation Budget and the proposed Capital Budget. Operating Budget: $4,342,978.00/Capital Budget: $2,622,600.00 = Total General Fund Budget: $6,965,578.00

The proposed 2026 revenues are estimated at $3,934,225.00. The 2026 proposed expenditures for the Operation Budget is estimated at $4,342,978.00. Most of the operating expenditures are the same as set for 2025, but there were some items added. The items added to the Operating Budget were as follows: (A) the Building Repairs – (1) Lights under the canopy that need repair. Some of them work and some of them do not. There is also an access issue to make the repairs that needs to be addressed and some of the "Top Hat" features need work as well.; (2) Replace the chain link fence – areas of the fence from the Township Building to the Garage needs to be replaced; (3) Concrete – areas of sidewalk and curbing should be replaced; and (4) Reseal the parking lot front and back and restripe it. There may be a need to replace some of the parking bumpers. (B) The Perkiomen Township Fire Company – the Perkiomen Township Fire House: This includes the expense for the architectural firm Buchart Horn for design and oversee the constructing of a new fire house. The 2026 proposed expenditures for the Capital Budget is estimated at $2,622,600,00. The items added to the Capital Budget for 2026 are as follows: (1) construction of the Highland-Huber Park which includes funds coming from the three grants and the open space fund. (2) construction of a pole barn, and (3) the proposed road maintenance project (microsurfacing/curb ramp repairs/guide rail projects). The amount estimated to come from the Township Reserves to balance the budget is $1,031,353.00.

There is NO tax increase being proposed for the General Fund for 2026.

The Liquid Fuels Budget is proposed at $920,531.00. This budget will cover the expenditures needed for the daily maintenance and operation of the Township's roadways. The money to cover the remaining portion of the proposed 2026 Road Project (Brookside Road) will come from this budget.

The Liquid Fuels Budget is $920,531.00

In the 2026 Fire Tax Budget, the Fire Company proposes to purchase a new truck. This budget covers the normal operating expense and money toward the purchase of this truck.

The Fire Tax Budget is $1,919,563.00.

**There is NO tax increase being proposed for the Fire Tax Fund for 2026.**

After reviewing this information, Dean Becker made a motion, seconded by Albert Campion, to authorize the advertisement of the proposed 2026 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.

- Perkiomen Township Website: Ms. Daniel explained that she is working with Randy Freid (Perfexion, Inc.), the Township's current web company, and Corey Hulse on redesigning the Township's website. Part of what is driving this upgrade is the need to comply with the Federal Requirement on ADA accessibility for websites. Based

upon the Township's population, the website must comply with these regulations by April 2027. Based upon the need to do this work, it was Ms. Daniel's opinion that this would be a good time to update the website. To complete this work, funds have been split between the 2025/2026 budget. Mr. Freid submitted a proposal for this redesign for $13,230.00 with the cost to add ten additional web pages at $3,150.00. The Board discussed this proposal and the scope of work. Adam Doyle made a motion, seconded by Corey Hulse, to approve the proposal received from Perfexion, Inc. for the redesign of the Perkiomen Township Website. There were no public comments. The motion carried by a vote of 5-0.

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

Respectfully Submitted,

*Cecile M. Daniel*

Cecile M. Daniel
Township Manager