

**PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING
MINUTES: NOVEMBER 2, 2010**

BOARD MEMBERS PRESENT: Richard Kratz, Chairman
Dean Becker, Vice-Chairman
William Patterson, Member
Gordon MacElhenney, Member
Edward Savitsky, Member

OTHERS PRESENT: Cecile Daniel, Township Manager
Kenneth Picardi, Township Solicitor
Chuck Frantz, Township Engineer
John Moran Jr., Code Enforcement Officer
John Moran Sr., Road Master

Richard Kratz called the November 2, 2010 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m.

MINUTES: The minutes of the October 5, 2010 Board of Supervisors meeting were approved upon a motion made by Gordon MacElhenney and seconded by Dean Becker. There were no public comments on the motion. The motion was passed by a vote of 5-0.

POLICE REPORT: The Board did not receive the PA State Police Report for October.

CORRESPONDENCE:

- **PSATS** – Alert Bulletin
- **CPVRPC** – September Meeting Minutes
- **TRAPPE AMBULANCE** – Copy of Trappe Ambulance Report
- **LOWER FREDERICK REGIONAL AMBULANCE CORP** – Copy of LFRAC Report

SOLICITOR’S REPORT: Kenneth Picardi reported on the following:

1. Mr. Picardi requested an **Executive Session** after the meeting on Tuesday, November 2nd for the purposes of discussing two litigation issues and one real estate issue.
2. T-Mobile – Calabretta – The legal Briefs were submitted by the parties to the Solicitor for the Zoning Hearing Board late last week. A tentative date has been set for the Zoning Hearing Board to render its decision. The tentative date is December 8th.

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3. Betcher Road (Shared Maintenance Agreement) – Trappe Borough has indicated a desire to finalize an agreement with Perkiomen Township regarding the shared maintenance of Betcher Road. Mr. Picardi will be meeting with William Patterson, Road's Liaison, and Cecile Daniel, Township Manager, to discuss the options and intentions of the Township.
4. Earned Income Tax Collector – Mr. Picardi reviewed the Resolution regarding the TCC hiring Berkheimer as the Township's Income Tax Collector, and considers it to be satisfactory. Accordingly, Mr. Picardi recommended that the Township adopt said Resolution.

ROAD MASTER'S REPORT: John Moran Sr. submitted to the Board his Road Master's Report dated November 1, 2010 for activities taking place during the month of October.

FIRE MARSHALL'S REPORT: John Moran Sr. submitted to the Board his Fire Marshall's Report dated November 1, 2010 for activities taking place during the month of October.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board his Code Enforcement Report dated November 1, 2010 for activities taking place during the month of October. In addition to his report, Mr. Moran updated the Board as to the recent public hearings of the Zoning Hearing Board. The first public hearing was for the property located at 648 Gravel Pike and the second public hearing was for the property located at 624 Grater Road.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission for October 19, 2010 was canceled.

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

1. Tax Collection Committee – Ms. Daniel informed the Board that Berkheimer was chosen by the TCC to be Tax Collector for the TCC. A meeting has been set between the members of the TCC and Berkheimer for the purpose of discussing the transition. In anticipation of that meeting, the TCC would like the members of each Governing Body to adopt a Resolution having to do with this transition to Berkheimer. Since Berkheimer already collects the Earned Income Tax for Perkiomen Township adoption of this Resolution is a confirmation of Berkheimer as the Township's Earned Income Tax Collector. Also, the TCC is requesting consideration of an earlier implementation date. Under Act 32, the implementation date is January 1, 2012. Presently, the TCC has been able to move through the process efficiently and as a result, is recommending that the Governing Bodies consider moving forward with an earlier implementation date. The date recommended by the TCC is January 1, 2011. Ms. Daniel presented the Board with Resolution 2010-10. Both she and Mr. Picardi reviewed the proposed Resolution and recommended its approval. With the recommendation of Mr. Picard and Ms. Daniel,

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Dean Becker made a motion, seconded by Gordon MacElhenney to approve Resolution 2010-10 regarding early implementation of the collection of the Earned Income Tax by Berkheimer and establishing Berkheimer as the Tax Collector for Perkiomen Township under the agreement between Berkheimer and the TCC. There were no public comments on the motion. The motion was passed by a vote of 5-0.

2. 2011 Budget: Ms. Daniel reviewed the proposed 2011 Budget with the Board so they could consider authorization to advertise same. Ms. Daniel went through the highlights of each fund (i.e. General Fund and Capital Reserve; Street Light Fund; Fire Tax Fund; Liquid Fuels Fund; and Hydrant Fund). The proposed budget includes the money for the replacement of the Godshall Road Bridge. It also includes doing road work on Mayberry Road, Godshall Road to Bridge Street, and the upper portion of Acoma Lane (Burgess Road to Wartman Road). Ms. Daniel explained that 2011 will bring the removal of the electric caps which will increase the electric costs. At this time it is unclear as to what affect the removal of the rate caps will have on the rates charges by PECO Energy on the Street Light Accounts since those charges are a flat rate based upon the type of street lights in that district. In other words, these charges do not fluctuate based upon the amount of electricity used. There is money in the reserves which should be sufficient to cover any increases in 2011, but depending upon the increases, it may necessitate increases for 2012. The proposed budget reflects the impact of the economy in that the revenues have been reduced or remained the same in such areas as the Real Estate Tax, the Real Estate Transfer Tax, and the Earned Income Tax. The proposed budget shows no transfer in the reserve account. A decision could be made later in 2011 to transfer money into the reserve account depending upon where the Township stands financially. Ms. Daniel informed the Board that due to increases in the sewer costs, the Municipal Authority will need to raise the sewer rates for 2011, but that decision lies with the Municipal Authority members. It was Ms. Daniel recommendation for the Township, that the Board not raise any taxes in the General Fund; the Street Light Fund; the Fire Tax Fund; and the Hydrant Tax Fund. It was Ms. Daniel's recommendation that the Board authorize the advertisement of the budget so that it may be considered for adoption at the December monthly meeting. With the recommendation of Ms. Daniel, Gordon MacElhenney made a motion seconded by Edward Savitsky to advertise the adoption of the 2011 Perkiomen Township Budget for December 7, 2010. There were no public comments on the motion. The motion was passed by a vote of 5-0.
3. 2010 Audit: Ms. Daniel informed the Board that she was in receipt of the audit proposal received from Dreslin and Company. The proposal shows no increase in the fees charged to Perkiomen Township to complete the 2010 audit. This was the second year that Dreslin and Company has submitted a proposal to the Township to complete the Township's Audit with no increase in their services. As required by the Second Class Township Code, the Board needs to advertise the intent to contract with Dreslin and

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Company to complete the 2010 Audit. This must be advertised thirty days prior to the Board's decision. Since the Board normally makes this appointment at their January Reorganization Meeting, the advertisement must be done at least thirty days prior to that meeting. It was Ms. Daniel's recommendation that the Board authorize the advertisement indicating their intent to use Dreslin and Company to complete the 2010 Perkiomen Township Audit. Dean Becker made a motion seconded by William Patterson authorizing Ms. Daniel to advertise the Board of Supervisors' intent, at the January Reorganization Meeting, to appoint Dreslin and Company to complete Perkiomen Township's 2010 Audit. There were no public comments on the motion. The motion was passed by a vote of 5-0.

4. Recycling: Hough Associates submitted information to the Township regarding the PA Department of Environmental 904 Performance Grants. According to Hough Associates' calculation, Perkiomen Township should receive \$22,514.47 for the 904 Performance Grant. Based upon the experience to date, it was Ms. Daniel's opinion that Hough Associates has been of assistance to the Township in gathering the information and processing the information necessary to comply with the Recycling Requirements of the PADEP. As a result, Ms. Daniel submitted a proposed new contract with Hough Associates. The amount to be paid under the new contract is the same amount as was paid under the 2010 contract. Ms. Daniel recommended that the Board consider approval on the 2011 contract. With the recommendation of Ms. Daniel, Edward Savitsky made a motion seconded by Dean Becker to approve the 2011 Recycling Assistance Contract with Hough Associates. There were no public comments on the motion. The motion was passed by a vote of 5-0.

ENGINEERS REPORT: Chuck Frantz reported on the following items:

1. 2010 Road Project Change Orders #4: Mr. Frantz reported that Jason Saylor, of Reading Site Contractors, was okay with closing out this contract and allowing the Township to prepare a change order that would remove those quantities that reflect the 800 LF of road work in front of the Kriebel Property on Seitz Road. Mr. Frantz prepared that change order and sent it to Jason Saylor to have it signed. Mr. Frantz received the signed change order and presented it to the Board for their consideration. Edward Savitsky made a motion seconded by Gordon MacElhenney to approve Change Order No. 4 which will remove the remaining road work of the 2010 Road Project located in the vicinity of the Kriebel Property. There were no public comments on the motion. The motion was passed by a vote of 5-0.

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2. Godshall Road Bridge: Mr. Frantz discussed with the Board the issues regarding the Godshall Road Bridge. Mr. Frantz informed the Board that he and Gordon MacElhenney conducted a site visit on October 29, 2010 to view two nearby ConTech bridge installations with the form liner system and color staining process. Both of these bridge installations were completed in 2005. Mr. Frantz reviewed with the Board what was found during their inspection. In summary, after five years, there were surface pocks and flaking of the structure, particularly in areas immediately adjacent to the road. These areas will eventually leave noticeable patches of exposed concrete which will require some degree of "touch-up" or re-application of color stain within the next five to ten years. Based upon present dollars this "touch-up" could cost somewhere between \$2,000 to \$5,000 depending of the extent of reapplication that may be desired. In conclusion, over the useful life of the bridge (assume 70 years), a stain reapplication of some degree could be required up to seven times, once every ten years, which would result in an additional \$14,000 to \$35,000 in additional maintenance costs to the Township.

There was a discussion on the inspection of the two ConTech Bridges as well as the proposed Godshall Road Bridge and the recently installed Seitz Road Bridge. The issue in all four cases was the parapet walls. All four bridges have parapet walls. Mr. Frantz explained that the purpose of the parapet walls is to keep the traveling public on the road and not fall into the stream. During his inspection, Mr. MacElhenney brought up the condition of the parapet walls on the Seitz Road Bridge. The Board discussed the environmental affect, such as salt or "pocking", on the concrete. There was a discussion regarding the possibility of adding additives to the concrete when fabricating the Godshall Road Bridge. The affects of these additives could slow down the environmental affects to the concrete. In discussing these additives, it was pointed out by Mr. MacElhenney that the Seitz Road Bridge did not have these additives added to the concrete; therefore he was concerned about the future wear and tear of the concrete on the Seitz Road Bridge. There was a discussion regarding placement a sealant on the concrete of Seitz Road Bridge as well as the Godshall Road Bridge. The Board also discussed the possibility of doing "stone facing" on the parapet walls of the Godshall Road Bridge versus the form lining and staining.

In determining the design for the Godshall Road Bridge, Mr. Frantz indicated that the Board could consider replacing the parapet walls with guiderail. The Board discussed the use of installing wooden or metal guiderail in place of the parapet walls. Mr. Frantz pointed out that the Board would be reducing the amount of concrete while adding an additional 80 feet of guiderail to that which is already in place. Mr. Frantz informed the Board that he will need to review the PADOT specification for wooden guiderail. The Board discussed the cost associated with guiderail versus the parapet walls and wooden guiderail versus metal guiderail. It was determined that additional information needed to be provided before a final decision could be made. The Board directed Mr. Frantz to prepare an analysis of these options for the December meeting. Mr. Frantz informed the

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Board that if they wish to remain on schedule, a final decision of the design of the Godshall Road Bridge needs to be made at the December meeting. It was agreed that the December meeting would be the final meeting on the design unless otherwise determined that a meeting prior to the December meeting would be necessary to finalize the design. Also, Mr. MacElhenney will work with Mr. Frantz as to the Seitz Road Bridge and the issue of the metal versus the wooden guiderail on the Godshall Road Bridge.

3. Kagey Road: Mr. Frantz informed that Board that the construction of the installation of the storm sewer in Kagey Road was completed by D. Malloy Paving on Monday, October 25, 2010. Mr. Frantz indicated that his office has reviewed the work and there were no outstanding punchlist items to be addressed. Mr. Frantz is in receipt of application for Payment No. 1 from D. Malloy Paving Inc. in the amount of \$24,810.00. Additionally, Mr. Frantz informed that Board that he has received executed copies of the Certification of Substantial Completion which was dated October 25, 2010. Mr. Frantz also informed the Board that two of the four residents, where their homes back up to Kagey Road, have connected their sump pumps to this storm sewer system. Based upon the status of this project, Mr. Frantz recommended that the Board consider approval of Payment Application No. 1 and execution of the Certificate of Substantial Completion. With the recommendation of Mr. Frantz, Dean Becker made a motion seconded by William Patterson to approve Payment Application No.1 in the amount of \$24,810.00 to D. Malloy Paving, Inc. and execution of the Certificate of Substantial Completion; thereby beginning the one year maintenance period. There were no public comments on the motion. The motion was passed by a vote of 5-0.

RECEIPTS AND EXPENDITURES: The treasurer read the receipts and expenditures for the month of October. After review of same, William Patterson made a motion seconded by Edward Savitsky to authorize payment of the October bills. There were no public comments on the motion. The motion was passed by a vote of 5-0.

NEW BUSINESS:

1. 5K Run: Perkiomen Township is in receipt of the annual request made by the Collegeville Rotary to hold their annual 5K Run. This will be the Collegeville Rotary's 7th Annual Run. As in the past, this run begins at the Perkiomen Valley School District Campus and travels across Township roads. At this time, Ms. Daniel explained that the only item outstanding is the Certificate of Insurance. Since the date for the run is not until April 2, 2011, Ms. Daniel recommended that the Board consider approval of the Collegeville Rotary's request pending receipt of the Certificate of Insurance. With the recommendation of Ms. Daniel, Dean Becker made a motion seconded by William Patterson to approve the request of the Collegeville Rotary to hold their 7th Annual 5K Run on April 2, 2011 pending receipt of the Certificate of Insurance naming the

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Township as an additional insured. There were no public comments on the motion. The motion was passed by a vote of 5-0.

There being no further business, the meeting was adjourned upon a motion made by Dean Becker and seconded by William Patterson.