



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

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

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

Gordon MacElhenney called the March 5, 2013 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m.

MINUTES: The minutes of the February 5, 2013 Board of Supervisors meeting were approved upon motion of Dean Becker and seconded by Richard Kratz. There were no public comments on the motion. The motion was carried by a vote of 5-0.

POLICE REPORT: The Board reviewed the written State Police Report for February.

CORRESPONDENCE:

- **CPVRPC** – February meeting minutes.
- **TRAPPE AMBULANCE & LOWER FREDERICK REGIONAL AMBULANCE CORPS** - Reports.
- **PSATS** – News Bulletin

SOLICITOR'S REPORT: Kenneth Picardi reported that the Montgomery County Commissioners, at their February 7, 2013 meeting, voted preliminarily to approve the transfer of the property the Township owns at 309 Gravel Pike to Community Medical and Dental Center ("CMDC") and to transfer the CDBG funds from the Township to CMDC. Mr. Picardi reported that the matter must be advertised, and the County Commissioners are expected to take formal action on this matter at their meeting on or about March 21, 2013. Mr. Picardi will update the Board as he hears more on this matter. All other issues he has been working on will be discussed later on the agenda.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

ROAD MASTER'S REPORT: Shawn Motsavage submitted to the Board his Road Master's Report dated March 1, 2013 for activities taking place during the month of February. In addition to his report, Mr. Motsavage discussed the following matters with the Board:

- 2013 Materials & Supply Bid: Mr. Motsavage informed the Board that he is in the process of bidding out the 2013 Materials & Supply Bid. Absent will be the bid for the purchase of gasoline. Recently, Mr. Motsavage was informed that as part of the Pennsylvania Co-stars Program, the Township can piggyback on the contract for the purchase of gasoline through the use of Wright Express Universal Fleet Gas Cards. The use of these Fleet Gas Cards will allow the Township more flexibility of locations where gasoline can be purchased. Mr. Motsavage explained that under the state contract, the Wright Express will pay an annual rebate of 1.6% back to the Township at the end of the year. Mr. Motsavage informed the Board that he wanted to see, during the year, how successful the Township will be in saving money on the purchase of gasoline for the Township fleet. If it appears that this approach is costing more than before, than he will return to the Board with this information.
- Purchase of Truck: In the 2013 Perkiomen Township Budget, there were funds earmarked to purchase a new truck for the Township. Mr. Motsavage explained that the purchase of this new truck would replace the 2001 Chevy Pick-up. Mr. Motsavage reviewed the Pennsylvania Co-stars Program to see what types of vehicles were available on the state contract. After investigated this information, Mr. Motsavage contacted Bergey's Buick GMC in Souderton for the truck and E. M. Kutz in Reading for the plow, bed liner, spreader, steel rack, and strobe light. Mr. Motsavage reviewed the proposals submitted by both companies before bringing the information to the Board for consideration. Bergey submitted a quote in the amount of \$28,890.00 to purchase a 2013 GMC Sierra 3500HD 4WD and E. M. Kutz submitted a quote in the amount of \$12,960.00 to purchase a plow, bed liner, spreader, steel rack, and strobe light. Mr. Motsavage found the proposals to be consistent with the equipment that he was looking for; therefore, it was his recommendation that the Board consider approval of the two proposals. After reviewing the proposals as presented, William Patterson made a motion seconded by Dean Becker to accept the proposal from Bergey's Buick GMC for a 2013 GMC Sierra 3500HD 4WD in the amount of \$28,890.00 and the proposal from E. M. Kutz to purchase a plow, bed liner, spreader, steel rack, and strobe



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

light for \$12,960.00 for a total of \$41,850.00. There were no public comments on the motion. The motion was carried by a vote of 5-0. Also, Mr. Motsavage made mention of proposed vehicle replacement schedule the he put together to be used during the preparation of future budgets.

- **CCTV System:** During the discussion with the State Police on security at the Township Administration Building and Garage, the recommendation was made to consider the installation of a camera system for safety and security purposes. Mr. Motsavage investigated the cost to install a closed circuit television system. Two proposals were obtained for a local contractor to provide twenty-four hour, seven day coverage. The reason for the two quotes is to consider first a system that would meet the Township's present needs, but would not allow for expansion. The second quote would give more flexibility and growth should the Township decided later to add more cameras. The difference in the two quotes is approximately \$400.00. The Board reviewed the two quotes and Janet Heacock made a motion seconded by William Patterson to purchase a CCTV System from Gary D. Rich, Cable Contracting in the amount of \$4,723.00. There were no public comments on the motion. The motion was carried by a vote of 5-0.

FIRE MARSHALL'S REPORT: John Moran Sr. submitted to the Board his Fire Marshall's Report dated March 1, 2013 for activities taking place during the month of February.

CODE ENFORCEMENT REPORT: John Moran Jr. submitted to the Board his Code Enforcement Report dated March 1, 2013 for activities taking place during the month of February. In addition to his report, Mr. Moran reported on the following:

The Zoning Hearing Board (ZHB) held their meeting on February 27, 2013. At that time, the ZHB took under consideration two applications. The first application was to render a decision on an application filed by the Gelets of 21 Wartman Road. The ZHB rendered a decision in favor of the Gelets and granted their application. The second application was filed by Jeremy Kashuba and Jacquelyn Alutis of 443 Mayberry Road. The ZHB heard the application and rendered a decision in favor of Jeremy Kashuba and Jacquelyn Alutis.

Last, Mr. Moran was informed by the PA State Police, that in order to obtain information in the course of his responsibilities as the Township's Code Enforcement Officer, he would need a formal document indicating that his position was authorized by the Board of Supervisors. It was recommended that this document be in the form of a Resolution.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

As a result, Mr. Moran, Mr. Picardi, and Ms. Daniel prepared a draft Resolution for consideration by the Board. This Resolution would appoint John Moran Jr. as the Township's Code Enforcement Officer for the enforcement of Township Ordinance pursuant to Section 1601 of the Second Class Township Code. The Board discussed and reviewed the proposed Resolution and Dean Becker made a motion seconded by Richard Kratz to approve Resolution 2013-9 formalizing the appointment of John Moran Jr. as the Code Enforcement Officer of Perkiomen Township. There were no public comments on the motion. The motion was carried by a vote of 5-0.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its February meeting on February 19, 2013. The Planning Commission continued its discussion on various updates to the Township's Zoning Ordinance.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Richard Kratz updated the Board members on the progress with the update to the Act 537 Plan and middle interceptor. In addition, Mr. Kratz informed the Board that the letter that was authorized to be sent to the LPVRS at the February meeting was forwarded to the Regional Sewer Authority at their February Meeting.

MANAGER'S REPORT:

1. Mask Trust Subdivision: Ms. Daniel explained that this was a small three lot subdivision located on Gravel Pike. The Developer of this development was known as Mask Trust. In 2009, the Developer did not finish the project. At that time, Wachovia Bank was the holder of the escrow for this development. Kenneth Picardi obtained from Wachovia Bank the remaining money left in the escrow account to finish the public improvements. After paying off the outstanding amount owed the Township, the remaining balance in this Mark Trust Account is \$8,624.45. Daniel Coghlan and Shawn Motsavage have been working to obtain the cost information to complete the public improvements in this development. Based upon Mr. Coghlan's report, P.K. Moyer has submitted a quote to complete the improvement for a cost of \$8,500.00. This quote includes the installation of the remaining trees as shown on the approved development plan. In addition to the items listed in the quote received from P.K. Moyer, the plans call for the installation of a Snout (this has to do with the stormwater management requirements) and electrical box riser/frame. Mr. Motsavage obtained an estimate to purchase a Snout for \$736.00 and a quote for the electric box riser/frame for \$289.35. The total amount to complete this project is



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

estimated at \$9,525.35. Not all of the trees on the approved plans have been installed and the escrow did not include money for these trees. As a result, there are insufficient funds in the remaining escrow to purchase these trees. The Board would need to authorize spending the money for these trees. The Board discussed the remaining public improvements and whether the residents still wanted the trees as listed in P.K. Moyer's proposal. At this time, it is unclear if the residents still would like the remaining trees. In order to move forward to complete this project, Dean Becker made a motion seconded by Richard Kratz to approve the proposal from P.K. Moyer and authorized the purchase of the Snout and electrical box riser/frame to be installed by P.K. Moyer. Prior to P.K. Moyer purchasing these trees, the residents should be contacted to see if they still would like these trees to be installed. The funds to complete this work will come from the remaining escrow funds being held by the Township. The Township will cover the cost to purchase only those trees that the resident wants and as shown on the plan and not yet installed. Any resident that does not want the tree(s) shall give up their claim to the trees in the future. There will be no substitutions. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. Flood Plain Ordinance: Montgomery County Planning Commission forwarded a letter to the Township regarding the need to update the Township's Flood Plain Ordinance. After receiving this letter, Ms. Daniel informed the Board that she contacted the State Coordinator of the National Flood Insurance Program to obtain more information. Based upon that contact, Ms. Daniel was directed to the FEMA Site to review and obtain the draft Flood Plain Ordinance being proposed for Pennsylvania. The draft Ordinance proposes the adoption of an Ordinance that is separate from the Zoning Ordinance and the Subdivision Ordinance. Ms. Daniel explained that portions of our present Flood Plain Ordinance are found in two separate ordinances: the Zoning Ordinance and the Subdivision Ordinance. In her conversation with the State Coordinator, the Township could continue to have these two separate Ordinances or adopt one Ordinance that would be freestanding from the Zoning and Subdivision Ordinances. To avoid conflict among the Ordinances, upon adoption of a new, free-standing Flood Plain Ordinance, the Board would need to repeal the Sections of the Zoning and Subdivision Ordinances that address the Flood Plain Regulations. The Board discussed which direction to proceed in this matter and after much discussion, the Board directed that the Township's Floodplain Ordinance be set up as a freestanding Ordinance and that the Planning Commission be a part of putting together this proposed Ordinance.



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

ENGINEERS REPORT: Daniel Coghlan reviewed the following items:

1. 2013 Road Projects: Based upon the discussion and decisions made at the February Monthly meeting, Mr. Coghlan informed the Board that the 2013 Road Project is on schedule. The project will be out for bidding before the end of the week. The mandatory pre-bid meeting is set for March 18th with the opening set for the end of March. The schedule is to have the Board make an award at the April Monthly Meeting for this project.
2. Wartman Road: A meeting was held with representatives of District 6 of Penn Dot to discuss the Wartman Road Rehabilitation Project and the current scope of work to be completed. This scope included the decision made by the Board at the February Monthly Meeting to add a wearing course overlay on Wartman Road and the section of Bridge Street from Wartman Road to Gravel Pike. In addition, this discussion included a portion of Wartman Road that was omitted in the original turnback of Wartman Road to Perkiomen Township. This section is .34 miles of roadway. The original turnback was 1.86 miles. The total amount of the roadway involved in this turnback should be 2.2 miles of roadway. The Township will receive additional funding from Penn Dot for this .34 miles of roadway. When discussing this with District 6, the Township will need to adopt a Resolution authorizing the turnback of the .34 miles of roadway of Wartman Road. District 6 representatives indicated they did not see why the money it paid to the Township could not cover the wearing course overlay. The representatives indicated that they will see if Harrisburg will increase the amount of funds the Township received under the turnback agreement to cover the complete cost of the wearing course overlay. The Township would then be responsible to complete the remaining items of this project with either an outside contractor or the Township's Road Crew. The first step in this process is the adoption of Resolution 2013-10 to add the .34 miles of Wartman Road to the turnback project. After discussing this project, Richard Kratz made a motion seconded by Dean Becker to adopt Resolution 2013-10 and add the .34 miles of Wartman Road to the turnback from Penn Dot to Perkiomen Township. There were no public comments on the motion. The motion was carried by a vote of 5-0.
3. Road Issues: There were two road issues Mr. Coghlan wanted to discuss with the Board. The first road issue involved the resurgence of the groundwater complaint at 110 Regent Road. Mr. Coghlan explained that groundwater coming from 110 Regents Road flows across the driveway and the driveway becomes icy during the winter months. The water that does not freeze drains off the driveway and across a



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

small stretch of lawn. This groundwater does not appear to adversely affect the two remaining downhill neighbors. Mr. Coghlan was requesting direction from the Board regarding further investigation into the groundwater problem at 110 Regents Road. The Board discussed this problem and before the Board decided what steps to take next, Mr. Picardi was asked to investigate the legal responsibility of the Township in this matter.

The second road issue was a complaint that was received from the Township from the resident at 283 Bridge Street concerning safety issues at the intersection of Bridge Street and Seitz Road. In assessing the complaint, Mr. Coghlan discussed with the Township staff possible options to address the safety concerns at this intersection. Before proceeding further, Mr. Coghlan requested authorization from the Board to fully evaluate the intersection and to develop a recommendation for the Township's consideration. Richard Kratz made a motion seconded by Dean Becker authorizing Mr. Coghlan to complete a safety study and investigation at the intersection of Bridge Street and Seitz Road. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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

NEW BUSINESS:

1. **Comstar:** Comstar is constructing a new industrial building in the Iron Bridge Corporate Center. Due to the weather and winter season, not all the public improvements can be installed since they are located outside of the building. Comstar is requesting a temporary Use & Occupancy Permit from the Township that would allow them to occupy the building and complete the outside improvements when the weather improves. According to Mr. Coghlan the cost of the remaining public improvements is \$99,120.00. Comstar has submitted an escrow agreement and a check in that amount to guarantee the installation of these public improvements. Mr. Moran informed the Board that none of the remaining public improvements involves the construction and inspection of the building. Since there were no building construction issues and Comstar had submitted an escrow agreement and a check to guarantee the remaining public improvement, Janet Heacock made a motion seconded by Richard Kratz to approve the escrow agreement between CGP Properties, LP,



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 5, 2013

Susquehanna Bank, and Perkiomen Township and issue the temporary Use and Occupancy Permit. There were no public comments on the motion. The motion was passed by a vote of 5-0.

SUPERVISORS COMMENTS

Richard Kratz discussed the issue of either the condition of the signs or lack of signs for people coming into Perkiomen Township. The access points coming into the Township should be looked at to see whether the sign needs to be repaired or if a sign should be installed. Also, consideration should be given to signs that inform the public as to the location of the Village of Rahns and Village of Graterford.

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