



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: OCTOBER 1, 2013

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

**ABSENT:** 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

Chairman Gordon MacElhenney called the October 1, 2013 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m.

**MINUTES:** The minutes of the September 3, 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 4-0.

**POLICE REPORT:** The Board reviewed the written State Police Report for the month of September. Neither comments nor discussion followed.

### **CORRESPONDENCE:**

- **PSATS** Bulletin Report
- **CPVRPC** – Meeting minutes for the September 16, 2013 meeting. Mr. Becker informed everyone that a joint public hearing on the final draft of the update to the CPVRPC Comprehensive Plan has been set for Monday, November 18<sup>th</sup>.
- **TRAPPE AMBULANCE & LOWER FREDERICK REGIONAL AMBULANCE CORPS** – Reports received.



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**SOLICITOR'S REPORT:** Mr. Picardi informed the Board that several of the issues he has been working on will be discussed later on the agenda. Mr. Picardi requested an Executive Session to discuss a real estate matter. In addition, Mr. Picardi prepared a draft Ordinance establishing regulations and restrictions for the discharge of firearms in the Township. The draft Ordinance was a continuation of the discussion that occurred at the September Meeting. The objective is to establish a balance in creating regulations that limit the discharge of firearms in the Township with the legal rights of firearm owners. The Board reviewed the draft Ordinance and felt that additional work needed to be completed. Mr. Picardi will re-evaluate what he has proposed and return to the November Meeting with a revision to the draft Ordinance.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his written Report dated October 1, 2013 for activities taking place during the month of September. During Supervisor's comments, the Board requested that Mr. Motsavage develop a replacement and cost schedule for the Township's vehicle, equipment, and machinery inventory.

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

**CODE ENFORCEMENT REPORT:** John Moran Jr. submitted to the Board his written Report dated October 1, 2013 for activities taking place during the month of September. In addition to his report, Mr. Moran informed the Board that the Zoning Hearing Board granted the variance request for 17 School House Road at its public hearing on September 25, 2013.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held their September meeting on September 17, 2013. This meeting was a joint meeting with the Board of Supervisors in order to discuss the proposed Zoning Ordinance Amendments.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz informed the Board members that the LPVRSa proposes no increase in EDU charges for the year 2014.



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### **MANAGER'S REPORT:**

1. 2014 Road Project & No Parking Ordinance: During the recent inspection of the roads, the Board discussed a list of roads to be prepared for the next four years. For this meeting, Ms. Daniel requested authorization to move forward on the list of roads to be considered for repair in 2014. Based upon the present condition of the roads, the following roads for 2014 were identified: Welsh Road, Raleigh Road, Horseshoe Road, Buchert Road, some base repair on Godshall Road from the bridge to Brookside Road, and the proposed traffic signal at Betcher Road at its intersection with Route 113, and Iron Bridge Drive. For 2015 the following roads are listed: Martingale Road, Saddle Court, Roman Drive, Panepinto Drive, Adrian Road, Barbara Lane, French Road, Kathryn Lane, and Kagey Road; for 2016 the following roads are listed : Bonnie Lane, Cornwallis Way, Liberty Alley, Greenshire Boulevard, Hamilton Road, Red Coat Road, Greene Boulevard, and Betcher Road; for 2017 the following roads are listed : Salem Road, Lexington Road, Concord Road, Bridge Street from Seitz Road to Fox Heath Boulevard, Colony Drive, and Godshall Road from the bridge to Wartman Road. The roads listed for 2015 through 2017 are to be re-evaluated each year to determine whether the roads as listed for that year should be made a part of that year's road maintenance program. The Board authorized the proposed roads to be repaired for 2014 proceed as listed. The information will be made a part of the proposed 2014 Budget, and SSM will prepare a Confirmation of Services for road repair work in 2014. In addition, Ms. Daniel recommended that the master list of roads be updated to include the work that has been completed since the last update in 2010. This master plan is critical to keeping track of the road repair work that has been completed and the work that is projected to be completed over the years for all roads in the Township. The Board authorized SSM to prepare a Scope of Services to update the Township's Master Road Inventory. Last, during road inspection, the Board considered the parking situation on the roads in the Township. The Board directed that SSM and Shawn Motsavage inspect areas in the Township, that meet the MUTCD Regulations, where parking should be restricted on the public roads.
2. 2013 Audit: Ms. Daniel reported that she received the proposal from Dreslin and Company to complete the 2013 Township/Fire Company Audit. The proposal represents no increase in the cost to complete the 2013 audit. As required by the Township Code, the intent to use Dreslin and Company to complete the 2013



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Township/Fire Company audit must be advertised for 30 days. Since the Board usually makes this decision at the January Meeting, Ms. Daniel requested permission to advertise its intent to consider making this appointment at that meeting. Upon the request of Ms. Daniel, William Patterson made a motion seconded by Dean Becker authorizing Ms. Daniel advertise the Board's intention to consider using the services of Dreslin and Company to complete the 2013 Township/Fire Company Audit at the January, 2014 Board of Supervisors' Meeting. There were no public comments on the motion. The motion was carried by a vote of 4-0.

3. Collegetville Trappe Municipal Authority Request: Ms. Daniel informed the Board, that she received a letter from Edmund Mullin representing Collegetville Trappe Municipal Authority (CTMA). CTMA is a joint authority of Collegetville Borough and Trappe Borough. Presently, CTMA handles the sewer service for Collegetville Borough and Trappe Borough and they have an arrangement for handling the water service in each Borough. Mr. Mullin's letter indicates that Collegetville Borough and Trappe Borough wish to formalize the handling of the water service in each Borough and formally add this responsibility to CTMA. Presently, there are four Perkiomen Township properties along Betcher Road where the water services is provided by Collegetville-Trappe Joint Public Works. Mr. Mullin's letter indicates that Perkiomen Township does not have an Intermunicipal Ordinance or Intermunicipal Agreement with Collegetville-Trappe Joint Public Works to provide water service for these four properties. Mr. Mullin is requesting the Board adopt an Intermunicipal Ordinance and enter into an Intermunicipal Agreement so that Collegetville-Trappe Joint Public Works can lawfully handle water service for these four properties. The Board discussed the request from Mr. Mullin and authorized both Mr. Picardi and Ms. Daniel to work on an Intermunicipal Ordinance and Intermunicipal Agreement for review and consideration by the Board.
3. Public Hearings: As indicated earlier in the meeting, a joint public hearing has been scheduled for the update to the CPVRPC Comprehensive Plan. This public hearing is held before the governing bodies of each participating members of the CPVRPC. In order to help move this process along, the CPVRPC has recommended holding a joint public hearing. In addition, the Perkiomen Township Planning Commission has completed an amendment to the Township's Zoning Ordinance. This amendment also requires a public hearing before the governing body. Since both the update and the zoning amendment require a public hearing before the Board of Supervisors (governing body), Ms. Daniel is recommending that the Board hold its own public



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hearing on this update to the CPVRPC Comprehensive Plan and a public hearing on the Zoning Ordinance Amendment. There is no requirement that Perkiomen Township needs to be a part of this joint public hearing on the update to the CPVRPC Comprehensive Plan. The only requirement is that a public hearing be held before the governing body. As Perkiomen Township is a member of the CPVRPC, the Board must hold a public hearing. With the recommendation of Ms. Daniel, Dean Becker made a motion seconded by Richard Kratz to hold a public hearing on Monday, November 18, 2013 on the update to the Central Perkiomen Valley Regional Comprehensive Plan and the proposed Zoning Ordinance Amendment that was prepared by the Perkiomen Township Planning Commission. There were no public comments on the motion. The motion was carried by a vote of 4-0.

### **ENGINEERS REPORT:** Daniel Coghlan reviewed the following items:

1. 2013 Road Projects: Mr. Coghlan informed the Board that the 2013 Road Project is complete. In completing this project, Mr. Coghlan updated the Board on his conversation with the contractor regarding the Bridge Street Ride Quality Issue. The contractor requested the reduction in the contract price, that the Board is seeking, be reduce to \$2,500 not the \$3,500 the Board is requesting. At this time, the Board is not willing to accept anything less than \$3,500 as a reduction in the contract price to resolve the ride quality issue. The contractor submitted Payment Application No. 3 and Payment Application No. 4. Payment Application No. 3 involves the Bridge Street wearing course item which is at the center of the ride quality issue. The Board drove Bridge Street during the recent road inspection and found that the ride quality has gotten better. As a result, the Board was willing to move forward with consideration of Payment Application No. 3. Mr. Coghlan explained that this payment application was in the amount of \$58,704.00. Mr. Coghlan explained that there is sufficient money in the retainage to cover the proposed \$3,500.00 deduction. Upon review of the information, Dean Becker made a motion seconded by Richard Kratz to approve Payment Application No. 3 to D. Malloy Paving in the amount of \$58,704.00. There were no public comments on the motion. The motion was carried by a vote of 4-0. Next, Mr. Coghlan informed the Board that the contractor submitted Payment Application No. 4 in the amount of \$48,362.26. This work covers the work completed on Countryside Court and Longwood Road. Mr. Coghlan again explained that there is sufficient money in the retainage to cover the proposed \$3,500.00 deduction. During the discussion on this request, Anthony Stevenson of the Cranberry HOA, asked about the condition of two of the driveways located on



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Countryside Court. The Board informed Mr. Stevenson that they inspected these two driveways during the recent road inspection and concluded that repairs to the driveway are the responsibility of the respective property owners. Also, Mr. Stevenson informed the Board that the HOA was not completely satisfied with the work the contractor did on the curbing work, and the HOA will be dealing with the contractor privately on that issue. After discussion of the payment request, William Patterson made a motion seconded by Richard Kratz to approve Payment Application No. 4 to D. Malloy Paving in the amount of \$48,362.26. There were no more public comments on the motion. The motion was carried by a vote of 4-0. According to Mr. Coghlan the maintenance period on the 2013 Road Project began in August, 2013. Before the expiration of this maintenance period, SSM will conduct an inspection to see if there are areas that need to be addressed. This inspection will include the three areas that Mr. Stevenson mentioned that were crack sealed.

2. Wartman Road Rehabilitation Project: Mr. Coghlan informed the Board that Allan Myers has completed most of the work for this project. There are some punch list items that still need to be addressed. During the installation of the wearing course for this project, Allan Myers notified Mr. Coghlan that they exceeded the wearing course tonnage set forth in the bid by approximately 20%. This issue still needs to be addressed. Mr. Coghlan informed the Board that Allan Myers has submitted Payment Application No. 1 in the amount of \$342,647.85. This request does not include any payment for the wearing course tonnage overrun. As a result, Mr. Coghlan is recommending the Board approve this payment request. With the recommendation of Mr. Coghlan, Dean Becker made a motion seconded by William Patterson to approve Payment Application No. 1 to Allan Myers in the amount of \$342,647.85. There were no public comments on the motion. The motion was carried by a vote of 4-0.
3. Bridge Street Storm Sewer Project: Mr. Coghlan informed the Board that bids were received for the Bridge Street Storm Sewer Rehabilitation Project. This project was bid with two options. All bids were reviewed for both Based Bid Option A and Base Bid Option B. Based upon those bids, Mr. Coghlan is recommending that the Board proceed with Based Bid Option B and award this bid to SJM Construction in the amount of \$64,195.00. Mr. Coghlan explained that all easements have been obtained and the environmental clearance has been received from the PA Fish and Board Commission. The only item that is still outstanding is the General Permit needed from the PADEP. If the Board awards this bid to SJM Construction, receipt of this General Permit should be a condition of proceeding with the project. Dean Becker



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made a motion seconded by Richard Kratz to award Base Bid Option B to SJM Construction Company for \$64,195.00 with the condition that the Notice to Proceed will not be issued by the Township until receipt of the PADEP General Permit. There were no public comments on the motion. The motion was carried by a vote of 4-0.

4. Township Building Improvement Project: Mr. Coghlan informed the Board that he is in receipt of payment applications from the electrical contractor and HVAC/mechanical contractor for the improvements to the Township Administration Building. For the electrical contractor, Mr. Coghlan reviewed Payment Application No. 1 in the amount of \$675.00 and Payment Application No. 2 in the amount of \$12,060.00. Mr. Coghlan is recommending the Board approve these two payments with the condition that the Township be in receipt of the certified payroll records. With the recommendation of Mr. Coghlan, William Patterson made a motion seconded by Dean Becker to award Payment Application No.1 in the amount of \$675.00 and Payment Application No. 2 in the amount of \$12,060.00 to MJF Electrical Contracting conditioned upon the Township receiving the certified payrolls records. There were no public comments on the motion. The motion was carried by a vote of 4-0. Next, Mr. Coghlan reviewed Payment Application No. 1 from the HVAC/mechanical contractor in the amount of \$7,020.00. Mr. Coghlan recommended that the Board approve this payment application. William Patterson made a motion seconded by Dean Becker to approve Payment Application No. 1 to Rogers Mechanical Company in the amount of \$7,020.00. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**RECEIPTS AND EXPENDITURES:** The treasurer read the receipts and expenditures for the month of September. After review of same, Dean Becker made a motion seconded by Richard Kratz to authorize payment of the September bills. There were no public comments on the motion. The motion was passed by a vote of 4-0.

### **NEW BUSINESS:**

1. Perkiomen Valley Library: In July, 2013, Kathy Arnold Yerger, Executive Director of the Montgomery County Norristown Public Library, Carol Ewing, Advisory Board President of the Perkiomen Valley Library, and Aileen Johnson, Branch Library Manager of the Perkiomen Valley Library were present to discuss with the Board the Level of Services and the cost to provide those services to residents of Perkiomen Township. At the conclusion of that discussion, the Board informed the three women



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they may wish to come back to the October Meeting and update the Board on the library's activities and its financial picture. Such an update and additional information would then help the Board when discussing the 2014 Perkiomen Township Budget. All three women were present at the October meeting and updated the Board as to the library's activities, as well as where the library stands based upon its current financial data. The Board welcomed the updated information and will consider the information when preparing the 2014 Perkiomen Township Budget.

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