



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

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

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

Dean Becker called the April 7, 2015 Board of Supervisors Meeting to order in the Perkiomen Township Administration Building at 7:00 p.m. Mr. Becker informed the public that the Board held an Executive Session on prior to this meeting to discuss a personnel matter.

**MINUTES:** The minutes of the March 3, 2015 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by William Patterson. There were no public comments on the motion. The motion was carried by a vote of 5-0.

**POLICE REPORT:** The Board reviewed State Police Report for February & March.

### **CORRESPONDENCE:**

- **TRAPPE AMBULANCE** – February Report.
- **PLYMOUTH AMBULANCE** – March Report.
- **CENTRAL PERKIOMEN VALLEY REGIONAL PLANNING COMMISSION:** March Report.
- **PSATS BULLETIN:** February & March

**SOLICITOR'S REPORT:** Solicitor Picardi reported that some of the items he has been working on will be discussed under the agenda items later in the meeting.



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated April 1, 2015 for activities taking place during the month of March. In addition to his report, Mr. Motsavage prepared a memo for the Board setting forth his recommendation on the 2015 – 2016 Materials, Supplies, Line Painting and Open Space Mowing Bid results. Mr. Motsavage's reviewed his memo of April 7, 2015 with his recommendation. William Patterson made a motion seconded by Gordon MacElhenney to award the 2015-2016 Materials, Supplies, Line Painting and Open Space Mowing Bids as follows: (a) for the Equipment Bid - the award go to P.K. Moyer and Sons (b) for the Line Painting and Thermoplastic Bid - the award be split as follows: (1) all the line painting go to Traffic and Safety Signs, Inc. and (2) all the thermoplastic work go to Traffic Lines, Inc.; (c) for the Materials and Supply Bid - the award be split as follows: (1) all the hot asphalt portion of the bid go to Independence Construction and (2) all the remaining portion of the bid go to Highway Materials, Inc.; (d) for the Open Space Mowing Bid - the award go to Buck Enterprises. 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 April 1, 2015 for activities taking place during the month of March.

**CODE ENFORCEMENT REPORT:** John Moran Jr. submitted to the Board his Code Enforcement Report dated April 1, 2015 for activities taking place during the month of March.

- Property Maintenance Code Report: At this meeting, Mr. Moran updated the Board on the status of the notices sent to several property owners regarding their violations of the Township's Property Maintenance Code.
- 93 Trappe Road: Mr. Moran informed the Board that the property owners of 93 Trappe Road submitted an application to the Zoning Hearing Board. The application was a request for a Special Exception to construct a 3,000 square foot private detached garage on the west side of their property. The Board discussed this application and decided to take no position in the matter. Accordingly, the Board informed Solicitor Picardi that he was not required to attend the public hearing for this application on behalf of the Township.



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held its regular meeting on March 17, 2015. At the March meeting, the Planning Commission reviewed the preliminary plan of the Umstead Development.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz informed the Board that at the March meeting of the LPVRS, there was discussion regarding the hiring of a third engineer to evaluate the location of the middle interceptor. As of this time, no decision has been made.

**ENGINEERS REPORT:** Kevin Conrad reviewed the following item:

1. 2015 Road Projects: Mr. Conrad explained that on March 31, 2015 the Township received 2 bids for the 2015 Road Project. The two bids were from Innovative Construction Services, Inc. in the amount of \$391,748.95 and Reid Paving Contractors, Inc. in the amount of \$442,806.11. SSM reviewed the bid package received from Innovative Construction Services, Inc. for technical and administrative compliance. SSM found the bid included a statement that there were no subcontractors for this project. This error was corrected the day after the bid opening by Innovative Construction Services. They informed SSM that this statement was in error, that they would be using a subcontractor, and supplied the name of the subcontractor. SSM had no issue with the proposed subcontractor. Both SSM and Solicitor Picardi felt that, after review of the applicable section of the contract documents, that this issue was patently insignificant. It was SSM's recommendation to award the 2015 Road Project to Innovative Construction Services. The Board discussed with both Mr. Conrad and Solicitor Picardi the bid submitted by Innovative Construction Services. Based upon the recommendation of SSM and Solicitor Picardi, Gordon MacElhenney made a motion seconded by Janet Heacock to award the 2015 Road Project to Innovative Construction Services, Inc. in the amount of \$391,748.95. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. Township Wide Road Maintenance Program: SSM prepared a road maintenance program that establishes the road work to be considered for the roads in the Township. The program lists the roads to be completed each year and the type of road work to be scheduled plus its estimated cost. The use of microsurfacing has been used extensively in developing this program. The final determining factor



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

whether to use this technique will depend upon the condition of the road. This program runs from 2015 to 2028. The program will be used in the development of the road budget for each specific year. This program is flexible as each year may require a change to the list of roads to be repaired as well as the proposed repairs to be made. SSM requested the Board review the proposed program to provide feedback on the implementation of this plan.

3. Township Wide Parking Restriction Study: SSM has completed a draft Township wide parking restriction study for the roads that are owned by Perkiomen Township. This study breaks the restrictions in the following: Restrict parking on both sides of the road for its entire length; Restrict parking on one side of the road for its entire length; Restrict parking for specific areas along a road; and Allow parking on both sides of the road for the entire length. This study is in draft form because the Board may wish to evaluate the recommended parking restriction as proposed by SSM on a street by street basis. SSM requested the Board review the draft study to provide feedback on how the Board would like to implement this plan with the Township residents.
4. Wartman Road Curve Advisory Signs: Since the Township now owns Wartman Road an assessment was made as to the curve advisory signs that are located on Wartman Road. SSM prepared a list of changes that the Board should consider in addressing the advisory signs on the curves in Wartman Road. Upon going over the list as prepared by SSM, William Patterson made a motion seconded by Janet Heacock authorizing that the signs be installed or modified according to SSM's letter of March 25, 2015. There were no public comments on the motion. The motion was carried by a vote of 5-0.

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

1. Haldeman Road: Both Ms. Daniel and Mr. Stabolepszy informed the Board that PennDOT was contacted regarding Haldeman Road. PennDOT will not give an estimate as to how much money the Township may receive in this turnback. First, the Board will need to agree on the improvements. Once the Board does that, then the list will be sent to PennDOT District 6 for review. Once the District is okay with the work to be completed, then the information is forwarded to Harrisburg. It is in Harrisburg that the final decision is made as to the amount of money given in a turnback project. In order to get a final list of the repairs to Haldeman Road, SSM felt that they need at least one more day to complete its evaluation. The Board



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

discussed moving forward with the request of SSM. William Patterson discussed the benefit to the Township by taking over this road. There are only a handful of residents that live on Haldeman Road. When comparing what it might cost to repair this road, with the amount of money given to the Township from PennDOT, the money might be better spent dealing with other areas in the Township that have a greater need. Mr. Patterson informed his fellow supervisors that this idea should be put on the back burner for a later time. Richard Kratz indicated that there are approximately 25 to 35 Perkiomen Township residents that live on Haldeman Road. These residents as well as school buses use Haldeman Road. In the bigger picture, the Board should consider taking over other state roads that are in Perkiomen Township. Mr. Kratz did clarify that he is not talking about the following roads for this turnback program: Gravel Pike (Route 29), Route 73, Route 113, and Township Line Road. Mr. Kratz does not want to put this topic on the back burner, but wants to move forward. Janet Heacock indicated that she would like to see what type of repairs that SSM feels should be made to Haldeman Road and the estimated cost to make these repairs. In consideration of the expressed viewpoints, Richard Kratz made a motion seconded by Janet Heacock authorizing SSM to spend one more day fine tuning the list of repairs that they feel should be made to Haldeman Road for the Board's consideration. The motion was carried by a 3: Yes – 1: No - William Patterson voting no and 1: Abstention - Dean Becker abstaining.

2. Speed Humps: The Township received two request for speed humps. Under PennDOT Traffic Calming Handbook there are guidelines that need to be followed on whether or not speed humps should be installed. These guidelines include is the number of cars that travel the street and their speed. The Board authorized the first step in this process by setting up the Township's speed counter to evaluate how many cars travel Maple Avenue and Longwood Road and establish the speeds of those cars.

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

### **NEW BUSINESS:**

1. Resolution 2015-11: Umstead Subdivision: Carolyn Umstead of 14 Wartman Road would like to subdivide her 9.92 acre property into 4 lots. Lot #1 will include the existing home that is located at 14 Wartman Road. Lot #2, Lot #3, and Lot #4 will be new lots. These three new lots will access Koons Road (private road) by way of a



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

shared driveway. All four lots will be developed under the R-2 Zoning District with single family homes. Anthony Hibbeln, applicant's engineer, and Thomas Keenan, applicant's attorney, was before the Board to review and discuss Mrs. Umstead's proposed subdivision. The Planning Commission review the proposed plan at their March Planning Commission Meeting and recommended that the Board grant preliminary approval with the following conditions:

### **COMPLIANCE WITH ZONING ORDINANCE**

1. The Board of Supervisors may, at its discretion, require landscape buffering along the property line of lot 3 to mitigate the impact of the flag lot dwelling, Section 8.12.C.9. At the March Planning Commission meeting, the Planning Commission discussed this and recommended that the Board not require said buffer.

### **COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE**

1. The Planning Commission recommended that the Board of Supervisors approve the following waivers subject to the Township Engineer determining that the additional information to be submitted by the Applicant is acceptable and recommends that the waivers be granted:
  - a. A waiver of Section 502.5 relative to the maximum Minor Street gradient of ten percent, for Koons Street. The gradient on the portion of Koons Street to be improved is not shown on the plan. A profile view shall be provided on the plan for the portion of Koons Street that is proposed to be improved.
  - b. A waiver of Section 502.7 relative to providing vertical curves for Koons Street. It is not currently known if vertical curves are required for Koons Street. A profile view shall be provided on the plan for the portion of Koons Street that is proposed to be improved.
  - c. A waiver of Section 502.8.d relative to providing a leveling area for Koons Street at Lodle Street. A profile view shall be provided on the plan for the portion of Koons Street that is proposed to be improved.
  - d. A waiver of Section 502.8.f relative to providing the appropriate radii curb returns for Koons Street at Lodle Street. A plan view shall be provided on the plan for the portion of Koons Street that is proposed to be improved, including the Lodle Street intersection.
2. The Planning Commission recommends that the Board grant a waiver of Section 502.3 and Section 504.2.a to the applicant allowing the improvement to Koons Street as follows: to provide an 18-foot wide cartway from a point approximately 30 feet



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

southwest of the proposed common driveway, to Lodle Street. This portion of Koons Street, including the entire Lodle Street intersection, shall be shown in plan view along with a proposed profile for the portion of Koons Street to be improved.

3. The Planning Commission recommends that the Board grant a waiver of Section 504.2.a to allow the improvement of Koons Street cartway to consist of bituminous millings rather than hot mix bituminous paving. This waiver would be as follows: the proposed hot mix paving shall be used for the southwestern-most 67' of the section to be improved. The remaining section of Koons Street to Lodle Street shall be improved by excavating out the appropriate depth of material (as defined by the proposed profile) and placing a 6" depth of milled bituminous pavement (in two 3" lifts). The pavement structure details for the two sections of Koons Street shall be clearly shown and identified on the plans.

### **COMPLIANCE WITH STORMWATER MANGEMENT ORDINANCE**

1. The plan shall be revised to meet the stream bank erosion requirements of Section 305. To demonstrate compliance with Section 305, calculations shall be provided that compare the 2-year post-construction storm to the 1-year pre-construction storm for all areas of proposed impervious surface (common driveway, individual lot driveways, roof tops, etc.).
2. Evidence of E&S approval from the Montgomery County Conservation District shall be submitted to the Township, Section 313.C.
3. In accordance with Section 703, a Stormwater Maintenance Agreement satisfactory to the Township shall be provided.
4. A note has been added to the PCSM Plan that identifies that each lot owner is responsible for stormwater BMP operation and maintenance. The following sentence shall be added to the end of that note: "Refer to the PCSM BMP Maintenance Program notes on Sheet 3 of 16 for specific operation and maintenance procedures."
5. SSM noted that they could not verify the viability of infiltration at BMP 2 because infiltration testing results (TP 4) determined an infiltration rate of 0.00 in/hr at the proposed bottom of bed elevation (48" depth). SSM also noted that infiltration was evident at 60" (TP 3) and suggested that proposing infiltration at that depth was a viable option. The applicant has acknowledged that infiltration was evident in TP 3 at a lower test elevation (60" depth), but still believes that infiltration can occur at a depth of 48" where an infiltration rate of 0.00 in/hr was tested. For infiltration to occur at BMP 2, the bottom of bed elevation must be lowered by 12" to match the depth where infiltration was determined to be a viable option. The plans shall be revised accordingly.
6. The grading plan shall be updated to provide additional detail in order to demonstrate that the entire drainage area delineated for BMP 4 will be captured by BMP 4.



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015

---

7. All BMPs shall be labeled on the PCSM Grading and Drainage Plan (Sheet 2 of 16).

### SANITARY SEWER COMMENTS

1. The location of the proposed access and maintenance easement over the shared driveway and across lot 3 has been deemed acceptable by representatives of the PTMA. The sewer lateral for lot 3, however, shall be moved outside of the easement for the most part, such that none of the proposed cleanouts are located in the easement. This is necessary to prevent damage to the cleanouts by PTMA vehicles.
2. The northern limit of the easement area to be dedicated to PTMA at the sewer line shall be approximately 10 feet north of MH S-3.
3. Easement descriptions and exhibits (plans) shall be submitted to SSM for review and to the Authority Solicitor for review. These will need to cover both the sewer line easement area and the access easement area.
4. The developer's engineer is responsible for completing and submitting the necessary forms associated with the Pennsylvania Department of Environmental Protection Sewage Facilities Planning Module Application, as required by Perkiomen Township.

### GENERAL COMMENTS

1. The applicant shall add the following note to the Record Plan/Plan of Subdivision:  

Koons Street (Private Street – Access). Developer acknowledges that the subject property abuts Koons Street, which is a private street. Developer proposes to use Koons Street for access to the proposed residential lots. Developer does not own, nor have any written or recorded right, easement, or right-of-way to access her property via Koons Street. Rather, Developer contends that she has such right based on past practice and/or common law principles. Developer understands and agrees that the receipt of preliminary and/or final plan approval from Perkiomen Township does not change the above facts, nor does it establish, grant, or award Developer, her heirs, administrators, executors, successors or assigns, any right or entitlement to the use of Koons Street for access to the subject property, and Developer is proceeding in this regard at her own risk. It is further understood and agreed that Perkiomen Township shall have no responsibility or liability for the maintenance of the improved portion of Koons Street, which shall remain the responsibility of Developer, her successors and assigns, and/or the adjacent property owners.
2. The Egress Access and Maintenance Declaration proposed by Developer shall be subject to review and recommendation of approval by both the Township Solicitor and Township Engineer before being approved by the Township.





## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: APRIL 7, 2015**

---

This approval is further conditioned upon Developer filing a Final Plan Application within one (1) year and compliance with any conditions generated during the final plan review process.

After reviewing the proposed preliminary plan of Carolyn Umstead, and the conditions of the Planning Commission, Richard Kratz made a motion seconded by William Patterson to approve Resolution 2015-11. Resolution 2015-11 approves the preliminary plan of Carolyn Umstead and sets forth the conditions for which the approval is granted. The Board also approves the requested waivers subject to the Township Engineer determining that the additional information submitted by the applicant is acceptable. The Board, per the recommendation of the Township Planning, will not require a landscape buffer along the property line of Lot 3 as this lot is a flag lot and would be the only lot that would require such a buffer. There were no public comments on the motion. The motion was passed by a vote of 5-0.

2. **PSATS Convention:** The annual PSATS Convention is scheduled to be held from April 19 through April 22, 2015 in Hershey, PA. Due to the schedule of the Board members no one will be able to attend the PSATS Convention this year.

### **COMMENTS FROM THE PUBLIC**

Aileen Johnson of the Perkiomen Valley Library was present to update the Board as to the current activities as well as future activities taken place at the library. The Board thanked Mrs. Johnson for the update.

There being no further business, the meeting was adjourned upon a motion made by Gordon MacElhenney and seconded by Janet Heacock.