



## **PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: MARCH 3, 2015**

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

**ABSENT:** Gordon MacElhenney, Member

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

Dean Becker called the March 3, 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 February 24, 2015 to discuss a personnel matter.

**CONDITIONAL USE APPLICATION:** The Board reconvened the public hearing on the following Conditional Use Application:

**Conditional Use Application 2014-05** – Joseph A. Horgan – Joseph A. Horgan filed a Conditional Use Application to allow the regrading of Lot 7 & Lot 8 in steep slope areas of 15% - 25%, and, the encroachment of a deck on Lot 8 in the 10 foot steep slope buffer area. The public hearing was conducted by Solicitor Picardi. The public hearing held in January was recessed and reconvened on Tuesday, February 3, 2015, at 7:00 P.M. At that date and time, the Board considered that portion of Conditional Use Application 2014-05 related to Lot #8. The Board rendered a decision on Lot 8 and recessed the public hearing on Lot #7 to March 3, 2015. The public hearing for Lot#7 was reconvened at this time. Anthony Kells, on behalf of Horgan, presented to the Board a revised plan for Lot #7 dated February 10, 2015. The Planning Commission previously reviewed this revised plan at its meeting on February 17, 2015. At that meeting, the Planning Commission recommended that the Board approve the revised plan for Lot #7 subject to complying with the conditions set forth in SSM's letter date February 11, 2015. Mark Stabolepszy was present to review the comments in SSM's letter of February 11,



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2015, and also recommended that the Board approve the revised plan for Lot #7. Upon the closing of the public hearing, Richard Kratz made a motion seconded by William Patterson to approve Conditional Use Application 2014-05 as it related to Lot #7 as amended and consistent with and subject to the amended plan dated February 10, 2015 subject to the conditions set forth in SSM's letter dated February 11, 2015 and in particular the ground cover planting in the place and in the variety set forth in SSM's letter. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**MINUTES:** The minutes of the February 3, 2015 Board of Supervisors meeting were approved upon motion of William Patterson and seconded by Janet Heacock. There were no public comments on the motion. The motion was carried by a vote of 4-0.

**POLICE REPORT:** The Board reviewed State Police Report for January.

### **CORRESPONDENCE:**

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

**SOLICITOR'S REPORT:** In the February 24<sup>th</sup> Executive Session, Kenneth Picardi updated the Board regarding an ongoing personnel matter and requested that this personnel matter be further discussed in an Executive Session following this meeting. As to some of the other issues that Solicitor Picardi has been working on, they will be discussed under the agenda items later in the meeting.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated March 1, 2015 for activities taking place during the month of February. Jordan Cohen, a resident on Hamilton Road, voiced concerns about unattended basketball equipment in the right-of-way. In particular, he sought clarification of the procedure for removal of unattended basketball equipment from the right-of-way as required by Ordinance No. 223. On the issue of Ordinance No. 223, the Board indicated



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that they were not inclined to amend the Ordinance. Regarding the issue of removal of the unattended basketball equipment from the right-of-way, both Shawn Motsavage and John Moran Jr. clarified the issue of how and where unattended sports equipment should be removed from the street and/or the public right-of-way.

**FIRE MARSHALL'S REPORT:** John Moran Sr. submitted to the Board his Fire Marshall's Report dated March 1, 2015 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, 2015 for activities taking place during the month of February.

- Discussion regarding Third Party Inspection, Review Services & Resolution 2015-9:  
At the February meeting, Mr. Moran submitted to the Board a proposed contract between Perkiomen Township and Code Inspection, Inc. whereby Code Inspection would provide third party UCC Services to Perkiomen Township. Since the Board did not have an opportunity to review the agreement prior to the February meeting, it was agreed that the agreement would be considered at the March meeting. The Board had before it for consideration two documents. The first document was the agreement between Perkiomen Township and Code Inspections, Inc. Solicitor Picardi made changes to the agreement prior to this meeting. The changes were acceptable to Code Inspections and were made prior to the Board receiving the agreement for consideration at this meeting. The Board reviewed the agreement and William Patterson made a motion seconded by Richard Kratz to approve the agreement and authorized the appropriate officials to execute same on behalf of Perkiomen Township. There were no public comments. The motion was carried by a vote of 4-0. The second document was Resolution 2015-9. This Resolution appoints John Moran Jr. as the Township's Building Code Official and appoints Code Inspections, Inc. as the third party agency for Perkiomen Township. Upon due consideration of Resolution 2015-9, Janet Heacock made a motion seconded by Richard Kratz to approve said Resolution. There were no public comments on the motion. The motion was carried by a vote of 4-0.



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- **Emergency Response Plans Request:** Mr. Moran explained that the Perkiomen Township Fire Company is in the process of updating their emergency response plans for both the fire company needs as well as for the emergency needs of the Township. The response plans would list the quantity and type of resources that would be required for an initial call for services and any additional resources should they be needed. The response plans divide the Township into different zones. These plans were last updated in the mid 1990's and both he and William Patterson, Perkiomen Township Emergency Management Coordinator, recommended the Board consider updating these plans. SSM is familiar with this project and submitted a proposal, per Mr. Moran's request, to complete this work. The proposal is broken down into three tasks. Mr. Moran feels that only task 1 and task 2 need to be completed for an estimated amount of \$1,800. Mr. Moran is presenting this proposal for the Board's consideration and approval. The Board discussed with Mr. Moran the scope of work and SSM's proposal to update the emergency response plans. Janet Heacock made a motion seconded by Richard Kratz to approve SSM's proposal to complete the work for Task 1 and Task 2 for an estimated cost of \$1,800. There were no public comments on the motion. The motion was approved by a vote of 4-0.

**PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING:** Cecile Daniel reported that the Planning Commission held its regular meeting on February 17, 2015. At the February meeting, the Planning Commission reviewed the Conditional Use Application 2014-05 for Lot #7, as amended, and the proposed preliminary plan of the Umstead Development. There was also a Joint Meeting with the Board of Supervisors that was held on February 24, 2015. At that Joint Meeting, the Planning Commission and Board completed a review of the new Flood Plain Ordinance for Perkiomen Township.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz informed the Board that at the February meeting of the LPVRSa, there was discussion on mediating the issues between Lower Providence Township and LPVRSa.

**ENGINEERS REPORT:** Mark Stabolepszy reviewed the following item:

1. **2015 Road Projects:** Mr. Stabolepszy reviewed with the Board the proposed schedule for the 2015 Road Project. In anticipation of putting the 2015 Road Project out to bid, Mr. Stabolepszy requested consideration by the Board of Resolution 2015-10. This Resolution would be the adjustment clause for bituminous material. The



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adjustment was established by PennDOT as a method of dealing with increases and decreases in prices for the roadway material used in the Township's road projects. The clause is commonly referred to as an "Escalator/De-Escalator Clause" and is set forth in PennDOT Publication 408. The Township has adopted this clause in prior years as a way to adjust for the fluctuations in the price for bituminous material. Upon review of the proposed 2015 Road Project, Richard Kratz made a motion seconded by William Patterson to approve Resolution 2015-10 – Approving the price adjustment clause for the purchase of bituminous materials for the 2015 Township Road Project. There were no public comments on the motion. The motion was carried by a vote of 4-0.

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

1. Haldeman Road: Both Ms. Daniel and Mr. Stabolepszy informed the Board that PennDOT was contacted regarding Haldeman Road. As part of this turnback, PennDOT would require the Township to take ownership of the large stormwater junction box that is located in Haldeman Road. PennDOT would retain ownership of the 48" diameter pipe that crosses Route 73. PennDOT has not made a determination as to how much they would contribute to the repairs to be made to Haldeman Road. It appears that PennDOT will not contribute all of the money needed to make the repairs that Mark Stabolepszy and Shawn Motsavage have outlined for Haldeman Road. The Board requested that Ms. Daniel and Mr. Stabolepszy clarify with PennDOT how much funding they would be willing to commit for this turnback. Also, since one of the Board members was not present at this meeting, the Board felt that all five Board members should be present for a discussion on this matter. This matter was then tabled to the April Monthly Meeting.
2. General Code: Ms. Daniel informed the Board that she and Solicitor Picardi are in the process of completing the steps necessary to adopt the General Code. Since this process includes amendments to both the Township's Subdivision and Land Development Ordinance and Zoning Ordinance, a public hearing will be required prior to the Board's adoption of the General Code. Solicitor Picardi informed the Board that everything can be accomplished in one evening. The aim would be to hold the public hearing first and then consider the adoption of the Ordinance regarding the adoption of General Code. In order to proceed, Ms. Daniel is recommending that the Board set a public hearing date of May 5, 2015 for the amendments to both the Township's Subdivision and Land Development and Zoning Ordinance and the date



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for consideration of the adoption of General Code. With recommendation of Ms. Daniel, William Patterson made a motion seconded by Richard Kratz to set the date for the public hearing for the amendments to both the Township's Subdivision and Land Development Ordinance and Zoning Ordinance and the consideration of adoption of the General Code for May 5, 2015. There were no public comments on the motion. The motion was passed by a vote of 4-0.

3. Open Space: Ms. Daniel updated the Board as to the Rain Garden Project and indicated that she would also like to explore the paving of a portion of the gravel parking lot that is located along the Township building. The idea would be to install basketball hoops in this area to provide a location for people to be able to play basketball. The Board did not have a problem with this idea.

**RECEIPTS AND EXPENDITURES:** The treasurer reviewed the receipts and expenditures for the month of February. After review of same, Richard Kratz 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 4-0.

### **NEW BUSINESS:**

1. PSATS Convention: The annual PSATS Convention is scheduled to be held from April 19 through April 22, 2015 in Hershey, PA. At this time, it is unclear if anyone will be able to attend the PSATS Convention due to schedules. It was decided that the Board members will let Ms. Daniel know whether or not they can attend this convention once they know their schedules; therefore she will keep this on the agenda until the deadline for the PSATS Convention.

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