



## PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: OCTOBER 6, 2015

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**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 October 6, 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 conducted a Road Inspection on October 3, 2015, for the purpose of evaluating the roads, for discussion later in this meeting, which will be part of the 2016 Road Project.

**MINUTES:** The minutes of the September 1, 2015 Board of Supervisors meeting were approved upon motion of Gordon MacElhenney 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 the State Police Report for the months of August and September.

### **CORRESPONDENCE:**

- **TRAPPE AMBULANCE** – August Report.
- **PLYMOUTH COMMUNITY AMBULANCE** – September Report.

**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. In addition to his report, Solicitor Picardi presented to the Board a draft amendment to Section 105 of the Abandoned Vehicle Ordinance. If the Board wishes to consider adoption of this draft amendment, Solicitor Picardi informed the Board that they need to authorize the advertisement of same. After review of the proposed amendment, Richard Kratz made a



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motion seconded by William Patterson authorizing Cecile Daniel to advertise the draft amendment to Section 105 of the Abandon Vehicle Ordinance for consideration by the Board at its November Monthly Meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.

No Parking Ordinance – Solicitor Picardi informed the Board that he submitted a draft No Parking Ordinance to staff to be reviewed. Hopefully, it will be ready for the Board's review at the November Monthly Meeting.

**ROAD MASTER'S REPORT:** Shawn Motsavage submitted to the Board his Road Master's Report dated October 1, 2015 for activities taking place during the month of September. In addition to his report, Mr. Motsavage presented to the Board his review and recommendation regarding the outside contractors for the 2015/2016 Snow Removal Bids. Mr. Motsavage informed the Board that the Township is split into two zones. Bridge Street is the dividing line for the two zones. Zone 1 is located south of Bridge Street to the border with Collegeville and Trappe Boroughs. Mr. Motsavage recommended that the bid for Zone 1 be awarded to P.K. Moyer and Sons. Zone 2 is located north of Bridge Street to the border with Limerick Township. Mr. Motsavage recommended that the bid for Zone 2 be awarded to Buck Enterprises. With the recommendation of Mr. Motsavage, Gordon MacElhenney made a motion seconded by Janet Heacock to award the 2015/2016 Snow Removal Bids to: Zone 1 – P.K. Moyer and Sons and Zone 2 – 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 October 1, 2015 for activities taking place during the month of September.

**CODE ENFORCEMENT REPORT:** John Moran Jr. submitted to the Board his Code Enforcement Report dated October 1, 2015 for activities taking place during the month of September. In addition, Mr. Moran updated the Board on the Property Maintenance Code violations.

Mr. Moran also discussed with the Board the Citizen Complaints received from the Williamsons of 228 Bridge Street. Both Mr. & Mrs. Williamsons were present at this meeting. In order to be able to investigate the Williamson's complaint, Mr. Moran would need assistance from the Township Engineer. The timing of both the noise and emissions



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is difficult due to the unpredictability when they occur. For the portion of the complaint related to noise, the Township does own a decibel meter, but timing may be an issue. Mr. Conrad informed the Board that a data logger could be rented to log the information versus having to all of a sudden be available to measure the sound levels. Mr. Conrad estimated that this could cost around \$1,000.00. For the portion of the complaint related to the emissions, the Township would need to work with SSM Group in renting special equipment to take emission readings and have this information analyzed. Kevin Conrad explained that due to the unpredictability of the emissions, it will be difficult to monitor this aspect of the Williamson's complaint. Mr. Conrad explained that the sampling canisters have a shelf-life of three weeks. If no emissions are measured after the three weeks, these canisters need to go back and be re-certified. Each time this re-certification takes place, it costs extra money. Presently, the estimated cost to rent the canisters and complete the analysis could be around \$2,200.00, and the cost to re-certify the canister would be an additional \$115.00/canister every three weeks. Solicitor Picardi informed the Board that the neighbors, the Franks, declined the Township's request to schedule the sound/emission testing of their vehicles to see if they are violating the Township's Zoning Ordinance. Based upon the cost to the Township to complete the emission testing, Mr. Williamson informed the Board that he would not request the Township spend that amount of money due to the inconsistency of when the emissions are occurring. As to the issue of noise, the Board discussed how random the noise of the vehicles may be and discussed pursuing this aspect of the complaint. In order to try and accomplish this, Richard Kratz made a motion seconded by Janet Heacock to authorize spending up to and not exceeding \$1,500.00 for the renting of a data logger and noise analyzer. 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 meeting on September 15, 2015. At that meeting, the Planning Commission reviewed the General Painting Land Development Plan and the 111 Centennial Street Subdivision.

**LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY:** Richard Kratz informed the Board there was nothing new to report from the LPVRSa meeting held in September.



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

1. 2015 Road Projects: The contractor for the 2015 Road Project submitted a request for their final payment, Payment Application No. 3. This request for payment was in the amount of \$11,732.02. SSM reviewed the request for payment, found it to be in compliance with the contract documents and recommended the Board approve this payment. After reviewing the information presented, Richard Kratz made a motion seconded by William Patterson to approve Payment Application No. 3 to Innovative Construction Services, Inc. in the amount of \$11,732.02. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. 2016 Road Projects: As Dean Becker informed the public earlier in the meeting, the Board conducted a Road Inspection on October 3, 2015. Based upon that inspection, both Mr. Conrad and Ms. Daniel presented for the Board's discussion a list of streets to be made a part of the 2016 Road Project. The list of streets and proposed work is as follows: Abbey Lane, Cambridge Lane, Cannonball Court, Chatham Lane, Devon Lane, Drury Lane, Gunpowder Court, Musket Court, Penny Lane, and Stephanie Lane – entire length, proposed work: select base repair and microsurface; Bonnie Lane – from the curve to the cul-de-sac, proposed work: select base repair and microsurface; Greenshire Boulevard – entire length, proposed work: select base repair, mill portions, and overlay; Cornwallis Way – Bonnie Lane to Cornwallis Way, proposed work: select base repair and microsurface; Martingale Road – entire length, proposed work: select base repair, mill first section, overlay; Saddle Court – entire length, proposed work: select base repair, full width mill, overlay; Bridge Street – Seitz Road to Birchwood Driveway north of Exmoor Road, proposed work: select base repair, replace storm pipe and inlets (if necessary) along and across Bridge Street at the Birchwood Development; and Maple Avenue – entire length, proposed work: select base repair. The estimated cost to complete this work is \$523,000.00.

Ms. Daniel also presented a schedule of roads to be considered for the year 2017. This list included the following streets: Barley Sheaf Lane – entire length, proposed work: select base repair only; Betcher Road – Township side – entire length, proposed work: select base repair and overlay; Bridge Street – Seitz Road to Birchwood Driveway north of Exmoor Road, proposed work: overlay; Brighton Road – entire length, proposed work: select base repair and overlay; Colony Drive – entire length, proposed work: select base repair and overlay; Cranberry Boulevard,



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Elizabeth Court, King Road, Northridge Road, Queen Road – entire length, proposed work: select base repair and microsurface; Panepinto Drive and Roman Drive – entire length, proposed work: select base repair and overlay. The estimated cost to complete this work is \$546,000.00.

The Board discussed the list of roads as presented and whether there would be any changes to the list or the proposed work to be completed for 2016 and 2017. After reviewing the list and information presented, the Board directed that the list of roads and proposed work for the 2016 roads should remain as presented. As to the 2017 roads, it will remain as is, but subject to change, depending upon review and inspection next year. The Board authorized SSM Group to prepare a Confirmation of Services and beginning working on putting together the 2016 Road Project.

### MANAGER'S REPORT:

1. Haldeman Road: Ms. Daniel updated the Board as to the status of this issue. As of this date, no word has been received back from PennDOT as to the final status of the turnback of Haldeman Road.
2. PA Historical and Museum Commission: As directed Ms. Daniel sent a letter to the PA Historical and Museum Commission regarding a request to have the Commission reassess the designation of the Village of Rahns as a Historical District. Ms. Daniel submitted to the Board the response from the Commission. The reply sets forth the information that the Township would need to submit to the Commission for this reassessment of the Commission's designation. It was Ms. Daniel opinion that, in order to bring together this information, the Township would need to hire a consultant who is experienced in gathering the information set forth in the Commission's letter. The Board felt that the cost to hire someone to do this work would be too expensive; therefore, the Board will not pursue this matter at this time.
3. Open Records Request: The last time the Board reviewed its Public Record Access Policy was in 2009. Since that time, there have been a number of matters related to the Right-to-Know Law that have been clarified by the Pennsylvania Office of Open Records and the Pennsylvania Courts. Ms. Daniel discussed some of these decisions with Solicitor Picardi. At this meeting, Ms. Daniel reviewed with the Board changes to the existing policy that include such items as: all requests should be in writing, all



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requests should be on the form provided by the Township, the location of where to find the forms, changes to contact information and posting. Since the issues surrounding the Right-to-Know Law are always evolving, there may be other changes that Ms. Daniel may bring to the Board's attention. In consideration of these changes, Ms. Daniel submitted for the Board's review Resolution 2015-22. This resolution would adopt a Public Record Access Policy of the Board as recommended by Ms. Daniel. The Board discussed the updated policy and Richard Kratz made a motion seconded by William Patterson to adopt Resolution 2015-22. There were no public comments on the motion. The motion was carried by a vote of 5-0

4. Lease Agreement – Telecommunications Tower: Perkiomen Township has an agreement with T-Mobile for the Telecommunications Tower located on the Township's property at 1 Trappe Road. There is an agreement between T-Mobile and Crown Castle, whereby Crown Castle manages the leases for T-Mobile. Crown Castle, on behalf of T-Mobile, submitted a Letter Agreement requesting consideration by the Board to modify the terms of the lease. Solicitor Picardi reviewed the requested modifications to the lease and recommended that the Board not pursue the request of Crown Castle/T-Mobile at this time. The Board agreed with the recommendation of Solicitor Picardi. Ms. Daniel will relay this decision back to Crown Castle/T-Mobile.
5. 2015 Audit: Ms. Daniel reported that she received the proposal from Dreslin and Company to complete the 2015 Perkiomen Township/Fire Company Audit. The proposal represents a small increase to complete the 2015 audit. As required by the Township Code, the intent to use Dreslin and Company to complete the 2015 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. The Board reviewed the proposal and Janet Heacock made a motion seconded by William Patterson authorizing Ms. Daniel to advertise the Board's intent to utilize the services of Dreslin and Company to complete the 2015 Perkiomen Township/Fire Company Audit at the January, 2016 Board of Supervisors' Meeting. There were no public comments on the motion. The motion was carried by a vote of 5-0.



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6. Montgomery County Association of Township Supervisors: Ms. Daniel informed the Board that she was notified that the fall MCATO Convention was scheduled for Friday, October 16, 2015. Ms. Daniel needs to notify MCATO as to anyone's intention to attend this meeting. The Board checked their schedules and indicated that they could not make this meeting. Ms. Daniel will relay this information to MCATO.

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

### **NEW BUSINESS:**

1. Montgomery County Comprehensive Plan: Brian Olszak and John Cover of the Montgomery County Planning Commission presented the new Montgomery County Comprehensive Plan called Montco 2040: A Shared Vision.
2. PECO Green Open Space Program: Suzanne Ryan of PECO Energy and Holly Harper of the Natural Lands Trust were present to award Perkiomen Township with the grant under PECO's Green Regional Open Space Program. This grant will assist Perkiomen Township with the installation of a Rain Garden and retrofit of the detention basin located on the Township's property located at 1 Trappe Road.
3. Centennial Street Subdivision: Chuck Frantz of the C2C Design Group and his client Frank McLaughlin of the FM Development Company, Inc. were present to discuss a proposed minor subdivision located at 111 Centennial Street. This property is an existing home located in the Village of Rahns. The proposal is to subdivide the property into 2 lots. One of the lots will contain the existing home and the second lot will be a new lot. This proposal is a preliminary/final subdivision plan and was reviewed at the September Planning Commission. At its September meeting, the Planning Commission recommended that the Board grant preliminary/final approval with the conditions and waivers as set forth in Resolution 2015-21. The conditions and waivers are set forth below:



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### COMPLIANCE WITH STORMWATER MANAGEMENT ORDINANCE

1. The following discrepancies shall be resolved on the “Infiltration Bed” and “Typ. Roof Leader Connection” details on sheet 5 of 6:
  - a. The bottom of bed elevation shown on the “Infiltration Bed” detail does not match the elevation shown on the grading plan.
  - b. The top and bottom of bed elevations shown on the “Infiltration Bed” detail give a total bed height of 1.75’, instead of the 1.5’ shown on the detail and the grading plan.
  - c. There are several inconsistencies between the “Infiltration Bed” and “Typ. Roof Leader Connection” details.
  - d. A cleanout is shown on the “Infiltration Bed” detail at the edge of the bed where the outlet pipe is located. This cleanout is not shown on the grading plan.
  - e. A detail should be provided for the connection between the distribution pipe and the overflow pipe.
2. The applicant shall provide the Township with the letter of adequacy from the Montgomery County Conservation District for the E&S Plan, Section 247-24.C(2).
3. An access easement is required for the stormwater facilities, Section 247-24.B.19. A drainage easement has been provided on the plan for the infiltration bed, but shall also include the stone trench.
4. A Stormwater Operation and Maintenance Agreement is required, Section 247-35. The Agreement shall reference the access easement and shall include a financial guarantee (in an amount established or approved by the Township Engineer) for stormwater management facilities, Section 247-33.
5. Where existing pavement removal is proposed, the soil will need to be addressed to ensure it is not overly compacted. A detail and procedure, in accordance with the PA BMP Manual, shall be provided on the plans.
6. The word “should” must be replaced with “shall” in the Subsurface Infiltration Bed Operations and Maintenance notes on sheet 6 of 6.
7. The plans shall indicate how the stone trench will be connected to the infiltration bed. The bottom of the stone trench is at elevation 165 and the top of the infiltration bed is at elevation 164.50 where they meet.





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### **GENERAL COMMENTS**

1. The plans shall be revised to show the location and detail regarding the sewer lateral for lot 2. If any portion of the sewer later for lot 2 is located on lot 1 or within 10 feet of lot 1, the plan shall contain a sewer lateral easement and the applicant shall submit a sewer lateral easement agreement satisfactory to the Township/Township Solicitor.
2. A note shall be added to the Preliminary/Final Subdivision Plan stating that there shall be no trees or shrubs planted in the drainage easement.
3. Street Trees – A street tree shall be located on the plan to be planted on lot 1.
4. For lot 2, prior to the issuance of a Building Permit, the applicant shall submit a “Building Permit Plan” showing the required setbacks, grading, elevation and location of all structures and impervious coverage all of which shall be generally consistent with the approved plans. Prior to the issuance of a Certificate of Occupancy, the applicant shall submit an “As-Built Plan” showing the location of the setbacks, grading, elevation and location of all structures, and impervious coverage all of which shall be generally consistent with the approved “Building Permit Plan.” Both shall be subject to review and approval of the Township Engineer.
5. The developer’s engineer is responsible for completing and submitting the necessary forms associated with the PaDEP Sewage Facilities Planning Module Application, as required by Perkiomen Township.
6. The applicant shall be required to purchase capacity from the Lower Perkiomen Valley Regional Sewer Authority prior to Perkiomen Township signing the Record Plan.

### **WAIVERS (All approved waivers shall be added to the Preliminary/Final Subdivision Plan)**

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

1. The Planning Commission recommended that the Board of Supervisors grant a waiver of Section 264-20.A to allow a plan scale of 1”=20’ rather than the required 1”=50’.
2. The Planning Commission discussed the potential requirement for curbing, Section 264-35.C. The Planning Commission recommended that the installation of curbing be waived as none exists along the rest of the street.
3. The Planning Commission discussed the potential requirement for sidewalk, Section 264-35.D. The Planning Commission recommended that the installation of sidewalk be waived as none exists along the rest of the street.



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The Board reviewed the proposed preliminary/final plan and the recommendation of the Planning Commission. Upon due consideration of the recommendation of the Planning Commission, Richard Kratz made a motion seconded by Gordon MacElhenney to approve Resolution 2015-21 – preliminary/final subdivision plan of the FM Development Company, Inc. There were no public comments on the motion. The motion was passed by a vote of 5-0.

4. Perkiomen Valley Library: Carol Ewing, of the Perkiomen Valley Library, Meredith Glodek,, President of the Perkiomen Valley Library, Aileen Johnson, Branch Library Manager of the Perkiomen Valley Library, and Kathy Arnold-Yerger, Executive Director of the Montgomery County Norristown Public Library, were present to update and discuss with the Board the Level of Services the library provides to residents of Perkiomen Township. At the conclusion of that discussion, the Board thanked the women for their attendance and for updating the Board on the library's activities and its finances. The Board welcomed the updated information and will consider the information when preparing the 2016 Perkiomen Township Budget.

**SUPERVISORS COMMENTS:** Gordon MacElhenney asked about the recent report of the Perkiomen Township Fire Company Relief Association. William Patterson responded to Mr. MacElhenney's inquiry.

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