



PERKIOMEN TOWNSHIP BOARD OF SUPERVISORS MONTHLY MEETING MINUTES: JUNE 4, 2019

BOARD MEMBERS PRESENT: Dean Becker, Chairman
William Patterson, Vice-Chairman
Vivian Schoeller, 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

MINUTES: The minutes of the May 7, 2019 Board of Supervisors meeting were approved upon motion of Janet Heacock and seconded by Vivian Schoeller. There were no public comments on the motion. The motion was carried by a vote of 5-0.

Executive Session: Dean Becker informed the public that the Board held an Executive Session on April 23, 2019 to discuss a personnel matter.

CORRESPONDENCE: Cecile Daniel informed the Board that she had received the following correspondence:

- ❖ PSATS April-May Bulletin and PSATS Resolutions passed at the 2019 Conference.

PUBLIC COMMENTS: Adam Doyle, of Forge Road in the Cranberry Development, requested that the Board consider the installation of a crosswalk across Brandywine Road at Forge Road. The Board indicated it will investigate and consider Mr. Doyle's request.

OLD/NEW BUSINESS:

- ❖ 54 Wartman Road: George Ozorowski, attorney, was present for HAEG, LLC on the proposed preliminary plan for 54 Wartman Road. At the May Planning Commission Meeting, it was the recommendation of the Planning Commission to the Board to consider approval of this preliminary plan subject to the conditions and waivers as set forth in Resolution 2019-14. The Board reviewed the proposed preliminary plan as presented by Mr. Ozorowski. William Patterson made a motion, seconded by Janet Heacock, to approve Resolution 2019-14, subject to the following conditions and waiver:

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COMPLIANCE WITH ZONING ORDINANCE

1. The Board of Supervisors may require buffering to mitigate the impact of the dwelling on flag Lot 2 because the front yard faces the rear yard of Lot 1, Section 310-49.C.9. The Planning Commission recommended to the Board of Supervisors not to require a buffer between the front yard of Lot 2 facing the rear yard of Lot 1 because there is ample rear and front yards that would allow future lot owners to determine if they wish to plant any buffer vegetation. The Board of Supervisors agreed with the recommendation of the Planning Commission and a buffer was not required between the front yard of Lot 2 facing the rear yard of Lot 1.

COMPLIANCE WITH SUBDIVISION AND LAND DEVELOPMENT ORDINANCE

1. The following shall be complied with:
 - a. Section 264-13 – Submission of Final Plan;
 - b. Section 264-14 – Review of Final Plan;
 - c. Section 264-15 – Recording of Final Plan; and
 - d. Section 264-16 – Performance Guarantee.

COMPLIANCE WITH STORMWATER MANAGEMENT ORDINANCE

1. The basin outlet pipe on lot 2 runs very close to the house and the discharge is very close to the house. SSM recommended moving the discharge point to the north and placing the pop-up emitters as far away from the house as possible. Flow onto the adjacent Lepore property, however, shall not be increased.
2. The existing Type C inlet along Wartman Road shall be clearly noted as being removed on the demolition plan.
3. The top of grate elevation for the two proposed Type M inlets along Wartman Road shall be lowered so the inlets are in a sump condition.
4. It shall be clearly noted that the invert elevation for the two proposed Type M inlets along Wartman Road shall match the invert elevation of the existing pipe.
5. An operation and maintenance plan shall be provided and shall outline required routine maintenance actions and schedules necessary to ensure proper operation of the stormwater facilities, Section 247-34.A.
6. Financial security shall be provided for the construction of all stormwater management facilities, Section 247-33.
7. In accordance with Section 247-35, a Stormwater Maintenance Agreement shall be executed between the Applicant and the Township. The Agreement shall be subject to review and recommendation of approval by both the Township Engineer and Township Solicitor before being approved by the Township. This Agreement shall be recorded in Montgomery County Recorder of Deeds Office simultaneously with the Final Plan.

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8. Note 25 on sheet C-200 shall be revised to state, “Perkiomen Township is hereby granted a blanket easement, in perpetuity, to enter the property to inspect and/or repair any stormwater management facility. Perkiomen Township shall have the right, but not the obligation, to make said repairs.”
9. Sheet C-200 shall include a table showing how much impervious area the BMPs for each lot were designed to handle and how much impervious surface is proposed. This will facilitate the review of any building permit applications for each lot in the future.

SANITARY SEWER COMMENTS

1. The Applicant’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. The planning module shall include Lot 2.
2. Cleanout locations for the gravity laterals for Lots 1 and 2 shall be clearly shown and labelled on sheet C-300.
3. The location of the grinder pump, the cleanout before the grinder pump, the flushing connection and the isolation valve shall be clearly shown and labelled on sheets C-300 and C-310.
4. The Hydromatic Model HPG 200 grinder pump and control panels requirement shall be added to the sanitary sewer general notes on sheet C-300.
5. The attached revised version of PTMA Standard Detail S-S-26 shall be added to sheet C-351 to replace the previous version of the detail.

GENERAL COMMENTS

1. The plan shall indicate the minimum required and the available sight distance for both proposed driveways, using the accepted PennDOT criteria. If vegetation must be removed to obtain adequate sight distance it shall be done as part of initial driveway construction. The plan shall also note how the actual sight distance measurement is taken, so that there is no confusion in determining future compliance.
2. Note 12 on sheet C-100 shall be revised to state, “The owner of each lot is required to maintain their lot in a manner that maintains at least the minimum driveway sight distances noted on this plan.”
3. The proposed street trees shown on sheet L-100 shall be located outside of the ultimate right-of-way and shall also be far enough away from the existing utility lines so as to not grow into them.
4. A Conservation Easement Agreement is required. The Applicant shall submit to the Township, the Township Engineer and Township Solicitor for review and approval, the proposed Conservation Easement and Declaration of Restrictions & Covenants which may be amended as necessary and which shall be recorded in the Montgomery County Recorder of Deeds simultaneously with the final plan.

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5. Copies of revised legal descriptions for each lot shall be provided.
6. Prior to permitting the connection of the new home on Lot 1 to the existing sewer lateral, an internal video shall be supplied of the lateral to Perkiomen Township so that it can be reviewed by staff. This review shall verify if the existing sewer lateral is suitable for use for the connection of the new home to the sewer line. A note shall be added to the Record Plan requiring this videotaping.

WAIVERS (All approved waivers shall be added to the Land Development Plan)

1. The Planning Commission recommended that the Board waive the infiltration requirements of Stormwater Ordinance Section 247-12 due to poor infiltration results. Based upon the infiltration test results SSM recommends granting the requested of the Applicant. The Board of Supervisors granted the waiver based upon the recommendation of the Planning Commission.

There were no public comments on the motion. The motion was carried by a vote of 5-0.

- ❖ AQUA Water Line: Terry Roman, Area Director, Eastern Division for AQUA, was at this meeting to discuss the installation of a water line in Trappe Road from Gravel Pike to Kagey Road. This project was before the Board in early 2018. The project as presented to the Board by Mr. Roman at this meeting has not changed; therefore, SSM's review of February 7, 2018 stands with regard to the outstanding issues of this proposed project. The Highway Occupancy Escrow Agreement sets forth the escrow at \$235,895.00. The agreement allows for the financial guarantee to be either a cash escrow or a Letter of Credit. Mr. Roman indicated that AQUA is going to fund the escrow agreement with a Letter of Credit. Solicitor Picardi had no issue with this. Mr. Roman was made aware that AQUA still needs to obtain the easements from the Perkiomen Fire Company and Township for the regulator pit and discharge manhole. Vivian Schoeller made a motion, seconded by William Patterson, to approve the Highway Occupancy Permit Escrow Agreement between AQUA Pennsylvania Inc. and Perkiomen Township and to grant permission to AQUA to fund the escrow agreement with a Letter of Credit. There were no public comments on the motion. The motion was carried by a vote of 5-0.

SOLICITOR'S REPORT: Solicitor Picardi was present at the meeting and submitted the Solicitor's report to the Board of Supervisors.

PUBLIC SAFETY REPORTS:

- **POLICE REPORT:** The Board is in receipt of the PA State Police Report for May 2019.
- **TRAPPE AMBULANCE** – The Board was not in receipt of a report from Trappe Ambulance.

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- **PLYMOUTH COMMUNITY AMBULANCE ASSOCIATION** – The Board was not in receipt of a report from Plymouth Community Ambulance Association.
- **PERKIOMEN TOWNSHIP FIRE COMPANY:** The Board is in receipt of the reports for April 2019 and May 2019 from the Fire Company.
- **FIRE MARSHAL’S REPORT:** The Board is in receipt of the report for May 2019.
- ❖ John Moran informed the Board that the Fire Company’s annual Car Show is scheduled for the end of August. The Fire Company would like to contact Montgomery County and request permission to use their LED signs to advertise this car show. Mr. Moran indicated the sign or signs would be located on the Township’s property at the intersection of Route 29 & Route 113 and the Township’s property on Mayberry Road. At this time, Mr. Moran is not sure if the signs would be available. An application is required requesting permission from the County to use these signs. There was a discussion regarding zoning. Since the signs would be located on the Township’s property and the Township will be the applicant, the Zoning Ordinance would not apply. The Board had no problem with Mr. Moran’s contacting the County regarding the use of these signs by the Township to advertise the Fire Company’s Annual Car show.

ROAD MASTER’S REPORT: Shawn Motsavage submitted to the Board his Road Master’s Report dated June 3, 2019, for activities occurring during the month of May.

CODE ENFORCEMENT REPORT: John Moran, Jr. submitted to the Board his Code Enforcement report dated June 1, 2019, for activities that occurred during the month of May. In addition to his report:

- ❖ Mr. Moran informed the Board that the Zoning Hearing Board approved the two applications. First, Application No. 19-1, from William and Mary Jo DeRosato for the business property located at 160 Rahns Road, and, Second, Application No. 19-2, from Clinton Frey for property owned at 964 Gravel Pike.
- ❖ Emergency Refueling Services: Mr. Moran informed the Board that he received a Memorandum of Agreement (“MOA”) with Montgomery Department of Public Service. The intent of this agreement would require the Township to reimburse the County for emergency fueling services during large/significant incidents. Solicitor Picardi reviewed the agreement and would like to make some minor/grammatical changes before the Board considers approval of this MOA.

PERKIOMEN TOWNSHIP PLANNING COMMISSION MEETING: Cecile Daniel reported that the Planning Commission held its meeting on May 21, 2019. At that meeting, the Planning Commission discussed the preliminary plans for 54 Wartman Road and submitted to the Board a recommendation on that plan.

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PARK AND RECREATION REPORT: Cecile Daniel informed the Board that SSM had prepared specifications for the installation for the Perkiomen Greene Playground ADA Upgrades. Since SSM estimates that the cost to install these upgrades would be less than \$10,000, the Township would only be required to obtain quotes before proceeding. If the quotes to complete this work are higher than \$10,000, then Ms. Daniel would come back for Board approval. Vivian Schoeller made a motion seconded by William Patterson authorizing Ms. Daniel to obtain quotes to install the Perkiomen Green Playground ADA Upgrade up to \$10,000 without coming back for Board approval. If the quotes received are over the \$10,000, then Ms. Daniel will return to the Board for approval before installing the Perkiomen Greene Playground ADA Upgrades. There were no public comments on the motion. The motion was carried by a vote of 5-0.

At the May meeting there was a discussion regarding the installation of guiderail along Bridge Street at the Lodal Creek Park. There was a discussion as to paying for this work from the Open Space Account. Solicitor Picardi opined that funds to pay for the installation of the guiderail along Bridge Street as part of the Lodal Creek Park can come from the Township's Open Space Account.

LOWER PERKIOMEN VALLEY REGIONAL SEWER AUTHORITY: Cecile Daniel informed the Board that there were no new items to report.

ENGINEERS REPORT: Kevin Conrad reported on the following:

1. 2019 Road Projects: Mr. Conrad presented to the Board Payment Application No. 2 for the 2019 Paving Project. SSM reviewed the application and found it to be accurate and the work covered by the application to be installed according to the project specification. SSM recommended the Board consider approval of Payment Application No. 2 as set forth in their recommendation letter of May 30, 2019. With the recommendation of SSM, Janet Heacock made a motion seconded by Gordon MacElhenney to approve Payment Application No. 2 to Innovative Construction Services, Inc. in the amount of \$341,679.02 subject to receipt of certified payroll for the week ending May 25, 2019. There were no public comments on the motion. The motion was carried by a vote of 5-0.
2. SBL Properties: Mr. Conrad reported that the SBL Properties has requested an escrow release for their project in the Iron Bridge Corporate Center, Lot 1. This request is for release of the entire escrow in the amount of \$74,451.00. SSM is recommending the release of that amount as the project is now complete. Gordon MacElhenney made a motion, seconded by William Patterson, to release the escrow of \$74,451.00 to SBL Properties as this project is now complete. There were no public comments. The motion was carried by a vote of 5-0.

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MANAGER'S REPORT:

1. Resignation: Richard Kratz submitted his letter of resignation as Perkiomen Township's representative to the Lower Perkiomen Valley Regional Sewer Authority (LPVRS). William Patterson made a motion, seconded by Janet Heacock, to accept the resignation of Richard Kratz as Perkiomen Township's representative to the LPVRS. There were no public comments on the motion. The motion was carried by a vote of 5-0.

2. 817 Limerick Road: Ms. Daniel explained the Township received the approval from PADEP on the Planning Module for 817 Limerick Road. As part of this Planning Module, the sewer for the three new homes will go into the sewer system owned by Schwenksville Borough Authority (SBA). Grinder pumps will be necessary for two of the proposed homes. SBA has agreed to provide oversight by agreement with the property owners of these grinder pumps and low-pressure laterals. Resolution No. 2019-15 is a Resolution authorizing Schwenksville Borough or the Schwenksville Borough Authority to provide Sanitary Sewer Service to 817 Limerick Road. The subject of this Resolution is Schwenksville Borough Authority's issuance of permits for the grinder pumps and associated low pressure laterals servicing Lot Nos. 3 and 4 of the proposed development at 817 Limerick Road as required by the PADEP. The Board discussed this matter. Vivian Schoeller made a motion seconded by William Patterson to approve Resolution 2019-15. There were no public comments on the motion. The motion was carried by a vote of 5-0.

3. Open Space/Park & Recreation Coordinator: As discussed at the Executive Session, Ms. Daniel prepared a Job Description for the new position being created for an Open Space/Parks & Recreation Coordinator. Ms. Daniel requested authorization to advertise this new position. Vivian Schoeller made a motion seconded by William Patterson authorizing this advertisement. There were no public comments on the motion. The motion was carried by a vote of 5-0.

4. Workman's Compensation: Ms. Daniel informed the Board that she received the renewal premium for AmTrust for the Township's Workman's Compensation Policy. Ms. Daniel indicated that the premium for the period July 1, 2019 to July 1, 2020 was lower than the current rate.

5. Road Inspection: Ms. Daniel asked about conducting the annual road inspection. Based upon the dates given to her, she asked if August 17th would work with everyone's schedule. The date was fine. Accordingly, the annual Road Inspection will be August 17, 2019, beginning at 9:00 a.m.

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TREASURER’S REPORT: The treasurer presented the May Financial Report showing the receipts and expenditures and the bill list for May. Vivian Schoeller made a motion seconded by William Patterson to approve the bill list for the month of May in the amount of \$272,394.29, and, approve the May Treasurer’s Report to be placed on file for audit. There were no public comments. The motion carried by a vote of 5-0.

SUPERVISORS COMMENTS: Gordon MacElhenney commented on his concern about the Township creating a Township Police Department and that such a department would be expensive to fund.

William Patterson and Janet Heacock thanked the Park and Recreation Committee for their work on the Township’s recent Community Day.

Vivian Schoeller reminded everyone about completing the Township’s Community Survey.

There being no further business, the June public meeting was adjourned upon motion of Vivian Schoeller and seconded by William Patterson.

Respectfully Submitted,

Cecile M. Daniel

Cecile M. Daniel
Township Manager