

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
January 2, 2018

The Board of Commissioners of Lower Pottsgrove Township held its reorganization meeting on Monday, January 2, 2018 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania. Meeting was called to order at 5:30 p.m. and the Pledge of Allegiance was recited.

SWEARING IN OF COMMISSIONERS:

Pursuant to the First Class Township Code, His Honor District Justice Edward C. Kropp, Sr., District 38-1-12, administered the Oath of Office to the Township's most recently elected officials from the November 2017 election:

Earl E. Swavely
Raymond W. Lopez
Robert W. Mohollen
Jennifer V. Marsteller
Virginia Smith

The following were in attendance:

Board of Commissioners: Bruce L. Foltz, Stephen M. Klotz, Earl E. Swavely, Jr., Raymond W. Lopez and Robert Mohollen.

Edward C. Wagner, Manager; Jennifer V. Marsteller, Treasurer/Tax Collector; Michael A. Foltz, Chief of Police; Lew Babel, Fire Marshal; Charles Garner, Solicitor; Chad Camburn, Township Engineer and Sharon Colletti, Secretary.

Commissioner Foltz announced the meeting was being recorded and asked speakers to please state their name, address and nature of business for the record.

REORGANIZATION:

Mr. Wagner asked for nominations for the position of President of the Board of Commissioners. Commissioner Swavely made a motion to nominate Bruce L. Foltz as President. Commissioner Klotz seconded the motion. There were no other nominations. Motion was unanimously approved. Vote was 5-0 in favor.

Mr. Wagner turned the meeting over to Board President Foltz, who announced the board officers, board committees, conference groups, staff positions and professional advisors:

Board President
 Board Vice-President
 Vacancy Board
 Solicitor

Engineer
 Secretary

Bruce L. Foltz
 Stephen Klotz
 Garry R. Schmoltze
 Charles D. Garner, Jr. and the firm
 of Wolf Baldwin & Associates
 Bursich Associates
 Sharon Colletti

Township Treasurer	Jennifer Marsteller
Deputy Township Treasurer	Virginia Smith
Zoning & Code Enforcement Officer	Joseph Groff
Fire Marshal	Lewis E. Babel, Jr.
Deputy Fire Marshal	Joseph Groff
Assistant Fire Marshal	Richard Lengel
Emergency Management Coordinator	Ray Lopez
Deputy Emergency Management Coordinator	Mike Foltz
Asst. Emergency Management Coordinator	Eric Linsenbigler
	Sharon Colletti
C.A.O. for Pension Funds	Edward Wagner

COMMITTEES

The following committees are hereby re-affirmed:

Finance/Budget	Edward Wagner Michele Christman
Police Committee	Stephen Klotz Earl Swavely

CONFERENCE GROUPS

Joint Pottsgrove Recreation Board	Earl Swavely (elected official) Patty Bleakley (citizen rep)
Regional Planning	Ray Lopez Tom Troutman
Economic Development	Ray Lopez
Building	Bruce Foltz Ray Lopez
Fire	Earl Swavely
Trash	Bob Mohollen
County of Governments (C.O.G.)	Bruce L. Foltz
Highway	Bruce L. Foltz

Commissioner Klotz made a motion to adopt Resolution No. 1148-18 and accept all nominations as read by Commissioner Foltz. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

APPROVAL OF MINUTES:

Commissioner Klotz made a motion to approve the meeting minutes of the regularly scheduled December 21, 2017 Board of Commissioners meeting. Commissioner Lopez seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

COMMENTS FROM VISITORS:

None

REPORTS:

Chief Foltz presented the Police Report for the month

CALLS FOR SERVICE	1,020
ASSISTS:	
Given by Lower Pottsgrove PD	4
Received by Lower Pottsgrove PD	1
TRAFFIC ENFORCEMENT:	
Violations Indicated	59
DUI Arrests	3
CRIMINAL INVESTIGATIONS:	
Violations Indicated	41
Adults Arrested	18
Juveniles Handled	4

- The Department obtained (2) Laser Labs Enforcer II Tint meters through a grant
 - No cost to the Department, but the Department must relay data back to Laser Labs over 60 day period
- Detectives continue to investigate fraud by skimming device that occurred at Turkey Hill over the past month. Approximately (47) victims have been identified. The source of the compromise has been found and remedied with cooperation of Turkey Hill Corporate Loss Prevention.
- Skimming devices have been installed upon or attempted to be installed on several outdoor ATM's at various local financial institutions over the past month. Detectives are working on this case and have obtained photographs of potential suspects. Case is actively being worked on in cooperation with USSS.

Emergency Management

Commissioner Lopez delivered highlights from his Emergency Management Reports: There were no EOC activations and due to the Holidays there was very little activity in the department.

Fire Marshal

Mr. Babel highlighted the following statistics from his January and December reports:

Station	Total Calls		Total Hrs. of Service		Total Personnel Hrs.		Total Personnel Training Hrs.	
	Jan	Dec	Jan	Dec	Jan	Dec	Jan	Dec
Sanatoga (Station 58)	20	27	35 hrs.	33 hrs.		44 hrs.		19
Ringling Hill (Station 59)	23	28	N/A	N/A	N/A	N/A	N/A	N/A

(Hours are approximate)

Highway—Public Works Department: Commissioner Foltz read the Public Works Report for the month of and December 2017. Reports will be posted on the bulletin board.

C.O.G.—No report.

Engineering—Bursich Associates provided a written Engineers' Report updating the Board on various projects and activities going on in the Township. He highlighted the following projects:

- **Spring Valley Farms:** after the holiday break, the contractors have started back up at Deer Ridge. The internal work, for the most part, is done; all the base course is done, the curbing is done and the storm sewer and sanitary sewer all internal to the site is done. They have to make the final connection on Deer Ridge for the sanitary sewer which should be done within the next week. Commissioner Mohollen asked about the status of the work on Deer Ridge Drive and when it would be complete as there have been complaints. Mr. Wagner stated the contractor said they needed two days, but he feels they have another week of work to wrap up.
- **Gerald Richards Park:** we received another letter from the Conservation District. We are still having difficulties getting our permit and hope to have it resolved shortly. Mr. Wagner stated that we may need to seek involvement from the County Commissioners. Commissioner Klotz wanted to be sure that this work would not impact the baseball and/or soccer schedules. Mr. Wagner indicated that the work would not start until May.
- **Rupert Road Bridge:** in speaking with the County, they indicated construction is to begin June 8th with the hopes for the work to be complete before the start of the 2018 school year.

Treasurer—Mrs. Marsteller did not have the Tax Collector's Monthly Report for the month of December 2017 because she is in the process of closing out the year 2017.

Solicitor—Solicitor Garner's written report provided a synopsis of all projects his office worked on during the month of December.

Parks and Recreation Mr. Wagner reported that late last month the Township received a grant in the amount of \$175,000 thru the Department of Conservation and Natural Resources to rehabilitate and further develop Gerald Richards Park, which is Phase II. This consists of reconstruction of the Little League ball fields up by Coventry Christian, replacing 1,200 LF of trail as well as building a practice field and a rain garden. This will require a similar permit from the Conservation District.

Pottstown Metropolitan Regional Planning Commission Mr. Wagner stated they met on December 7, 2017. The main focus was a presentation by Karen Whittaker, a transportation planner for DVRPC, who spoke in regards to the Pottstown Regional Transportation Project. There will be a follow-up meeting on the 24th of January.

Lower Pottsgrove Township Authority

Mr. Wagner reported the next meeting of the Lower Pottsgrove Township Authority will be held on Monday, January 8, 2018. We will be discussing the 2018 capital improvement projects proposed by the Borough as well as a discussion on the contract for our I&I Contractor, Sewer Specialty Services.

CORRESPONDENCE AND INFORMATION:

Review of Zoning Hearing Application 2018-01 for 1903 N. Keim Street regarding dimensional regulations and building coverage percentage. The hearing will take place on Wednesday, January 17th.

OLD BUSINESS:

None.

SUBDIVISION AND LAND DEVELOPMENT:

None.

NEW BUSINESS:

Commissioner Mohollen made the motion to award the On Road and Off Road Diesel Bids to Penn Petroleum, Inc. of Boyertown. Commissioner Lopez seconded the motion and it unanimously approved. All in favor (5-0).

RESOLUTIONS AND ORDINANCES:

Commissioner Mohollen made the motion to adopt resolution 453-P amending and establishing certain fees, deposits and escrows payable to the Township. Commissioner Lopez seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Lopez made the motion to adopt Resolution 1149-18 reappointing Ronald Dinnocenti to the Lower Pottsgrove Planning Commission. Commissioner Mohollen seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Klotz made the motion to adopt Resolution 1150-18 reappointing Cody Robbins to the Lower Pottsgrove Sewer Authority. Commissioner Swavely seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Swavely made the motion to adopt Resolution 1151-18 reappointing Keith Diener as a full member to the Zoning Hearing Board. Commissioner Klotz seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Klotz made the motion to adopt Resolution 1152-18 reappointing Don Wirt to the Lower Pottsgrove Building Code Appeals Board. Commissioner Swavely seconded the motion and it was unanimously approved; all in favor (5-0).

Commissioner Swavely made the motion to adopt Resolution 1153-18 reappointing Vernest Lightcap to the Lower Pottsgrove Building Code Appeals Board. Commissioner Lopez seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Mohollen made the motion to adopt Resolution 1154-18 utilizing credit cards as a form of payment for building permits, recycle bins, etc. Commissioner Lopez seconded the motion and it was unanimously approved; all in favor (5-0)

Commissioner Lopez made the motion to adopt Resolution 1155-18 authorizing the auction of the 2006 Dodge Charger. Commissioner Mohollen seconded the motion and it was unanimously approved; all in favor (5-0)

Warrant #868—Mr. Wagner advised Warrant #868 will be emailed to the Board of Commissioners.

COMMISSIONERS' COMMENTS:

Commissioner Mohollen wished everyone a Happy New Year and said he was proud to be re-elected as a Commissioner in the township.

Commissioner Lopez had no comment.

Commissioner Swavely thanked the police and fire departments for their service in 2017.

Commissioner Klotz wished everyone a Happy New Year. He congratulated all those who were sworn in tonight and thanked the police and fire departments for their continued service.

Commissioner Foltz thanked the Commissioners for their re-nomination as President and thanked the staff for their hard work during 2017. He is looking forward to working together as a team to run the Township.

Mr. Wagner had no comment.

There being no further business, the public meeting adjourned 5:59 p.m. The next meeting will be held on January 25, 2018 at 7:00 p.m.

Respectfully submitted,


Sharon Colletti
Township Secretary