

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
January 7, 2019

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled meeting on Monday, January 7, 2019 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania. The meeting was called to order at 7:00 p.m. and the Pledge of Allegiance was recited.

The following were in attendance:

Board of Commissioners: Bruce L. Foltz, Earl E. Swavely, Jr., Raymond W. Lopez, Bob Mohollen and Michael McGroarty.

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

President Foltz announced the meeting would be recorded and asked speakers to please state their name, address and nature of business for the record.

Judge Edward Kropp performed the swearing in ceremony for new officer Michael Tantorno who will be starting his first shift after the meeting.

SUBDIVISION AND LAND DEVELOPMENT:

None

COMMENTS FROM VISITORS:

Deb Penrod, Vice President, Pottstown Regional Public Library addressed the Board in regard to cultivating a better collaboration with the supporting municipalities. She stated her purpose here tonight was to introduce herself; thank the Commissioners for the first quarterly check; extend an open invitation for anyone to come and learn about finances of the organization; and is looking for any interested people to serve on the board at the library.

Tony Doyle, 1745 Kepler Road asked about the percentage of obligations for the pensions; Mr. Wagner stated he would have to contact the actuary for the exact amount. In regards to the budget, Mr. Doyle asked if Mr. Wagner took a cut in pay and why the Fire Marshal has not received a raise in five years. Mr. Doyle again brought up the trees on Kepler Road needing to be cut by PennDOT. Mr. Wagner stated he has contacted them multiple times on Mr. Doyle behalf. Mr. Doyle asked about the .25 capital reserve tax and what it was for; it was explained that the tax revenue can be used to cover any capital related expenses. The tax actually increased in 2018.

REPORTS:

Chief Foltz presented the Police Report for the month

CALLS FOR SERVICE	961
ASSISTS:	
Given by Lower Pottsgrove PD	4
Received by Lower Pottsgrove PD	6
TRAFFIC ENFORCEMENT:	
Violations Indicated	37
DUI Arrests	3
CRIMINAL INVESTIGATIONS:	
Violations Indicated	66
Adults Arrested	20
Juveniles Handled	13

- The Department is ready to roll-out the Body Worn Camera for the SRO. The Board has the proposed policy before them for adoption. Policy was developed in cooperation with Montco. District Attorney's Office and we'd like to roll the program out by the end of the month.
- On Dec 20th, Ofc. Aaron Diefenderfer abruptly resigned to pursue his career with a different agency. As a result Chief Foltz is requesting the Board give the approval to move ahead with giving a conditional offer of employment to Christopher Vasek, the next available candidate on the certified eligibility list.
 - 28 yrs of age, from Chester County. Currently employed as a part-time police officer at Birmingham Twp. PD. Holds Bachelor's degree from West Chester University
- Sgt. Greenwood retired from the dept. on Jan 3rd, 2019 after 34 yrs of service.
- A Traffic Study was done on Hause Ave. and the results are in Commissioners packet for review to restrict parking on Hause Avenue
- Detectives conducted a sting operation this past month in reference to the investigation into the Letgo robberies & thefts reported previously. Two arrests were made and the investigation is still active.
- Department took delivery of two (2) New Ford Interceptor Utility vehicles. Currently the cars are being upfitted. They were purchased as leftovers, saving the township a considerable amount of money

Commissioner Swavely made the motion to make a conditional offer of employment to Christopher Vasek. Commissioner Lopez seconded the motion; all in favor (5-0)

Commissioner Lopez made the motion to advertise Hause Avenue Parking Restriction Ordinance. Commissioner Mohollen seconded the motion; all in favor (5-0)

Emergency Management

- There were no EOC activations for the month of December.
- **Summary of 2018 activities**
- There were four (4) EOC activations during 2018, which were all attributed to severe weather conditions. Along with the full activations, we also responded to a number of weather “Alerts” and “severe weather Watches” throughout the year.
- Members of the Emergency Management Team met to prepare for PAC 10 Games.
- There were 21 trainings attended by Emergency Management Team members along with one training attended by Bruce Foltz.
- Additionally, Ed Wagner and Ray Lopez attended a review of the Montgomery County Fire Services Study.
- There was a response by a number of Township staff members to an incident at the Sewer Pump Station.
- The Emergency Operations Plan was given a full review was updated.
- Our Emergency Operations Plan Contacts List and notifications manual was updated.
- We performed a live test of the EverBridge notification system with all Township personnel.
- The Mitigation Plan was reviewed and updated.

This year will include a bi-annual Exercise for Limerick Generating Station including all municipalities with the Emergency Plan Zone in November. Preparations will begin shortly to prepare for this exercise.

Fire Marshal

Lew Babel highlighted the following statistics from his December report:

Station	Total Calls	Total Hrs. of Service	Total Personnel Hrs.	Total Personnel Training Hrs.	Total Fundraising Hrs.
Sanatoga (Station 58)	37	36 hrs 25 min	74 hrs 25 min	11 hrs 23 min	
Ringling Hill (Station 59)	38				

(Hours are approximate)

Mr. Babel stated the yearly report will be ready for the February meeting. In addition, there have been some personnel changes at Sanatoga. They have a new (returning) Chief and a new Fire Police Captain.

Highway—Public Works Department: President Foltz presented the December report.

C.O.G. — the next meeting will be held on April 9, 2019 at the Lower Pottsgrove Township Building.

Engineering—Chad Camburn of Bursich Associates provided a written Engineers' Report updating the Board on various projects and activities going on in the Township along with an open status report. He highlighted the following projects:

- **Sanatoga Green:** Latest review letters were issued on October 11, 2018. On December 20 revised sanitary sewer design plans, per our meetings with the design engineer and revised stormwater plans and a design report for the areas that were affected by the sanitary sewer changes. The information is currently under review.
- **Spring Valley Farms Subdivision:** 27 lot plans have been approved to date, and Occupancy Permits have been issued for five (5) houses. Installation of sanitary sewer, stormwater and water utilities was completed for the first 12 lots (60-71) in phase 2. Review comments on the Grading Permit plan to raise Phase 2 of the site was issued on January 3, 2019.
- **Sanatoga Marketplace:** A review letter for the draft Sewage Facilities Planning Module package was issued on December 19, 2018.
- **663 Storage Center:** The application process construction of between 177 and 300 storage units along N. Charlotte Street between Orlando Road and Maugers Mill Road. Our latest review letters were issued on December 13, 2018. The applicant did not appear at the December 2018 Planning Commission meeting. We are currently awaiting revised plans and design reports.

Commissioner Foltz thanked Chad for his diligence and hard work on the Rupert Road Bridge.

Treasurer—Jen Marsteller presented the December report along with a year-end recap and comparison to 2017. In 2017 98.22% of the total and 120 Liens were processed. In 2018 98.43% and 103 properties were issued Liens.

Solicitor—Solicitor Garner provided a written report with a synopsis of all projects his office worked on during the month of December. He highlighted the following items:

- We've been working Mr. Wagner and Mr. Groff in preparing a driveway Ordinance. This would be a regulatory ordinance with regards to new driveways and alterations to existing driveways. A draft ordinance will be forthcoming within the next month or so.
- Mr. Garner was contacted by the attorney for Sanatoga Green and indicated that they likely would be coming in with the next phase of the project, the non-residential portion of the project. They are looking at the potential for a medical office along with a hospital in lieu of a hotel.

Parks and Recreation - Mr. Wagner stated there was no meeting in December and the next meeting will be on Monday, January 28th.

Pottstown Metropolitan Regional Planning Commission – Mr. Wagner stated the next meeting should be on January 23rd but had not received official notification.

Lower Pottsgrove Township Authority will meet on Monday, January 14th. A discussion will take place in regards to the outcome of a meeting with DEP held on December 18th and the status of our water quality permit for Sanatoga Lake Pump Station. In addition the Authority will consider renewing the contract with Sewer Specialty Services to perform I&I for 2019.

Township Infrastructure Committee - Commissioner Lopez stated the Committee met on December 20th and continue to work with the Architects on the preliminary programs, and to identify the rooms and spaces we need and their configuration within the different departments. We are starting to develop different design models and possible scenarios for the structure.

CORRESPONDENCE AND INFORMATION:

None

OLD BUSINESS:

None

NEW BUSINESS:

Commissioner McGroarty made the motion to award the On-Road and Off-Road Diesel Bids to Penn Petroleum Inc. of Boyertown. Commissioner Mohollen seconded the motion; all in favor (5-0)

Commissioner McGroarty made the motion to advertise the Equipment Rental Bid for consideration at the February 21st meeting. Commissioner Mohollen seconded the motion; all in favor (5-0).

Commissioner Lopez made the motion to advertise Ordinance 340 Grass, Weeds & Vegetation Maintenance & Ordinance 341 Snow and Ice Removal. Commissioner McGroarty seconded the motion; all in favor (5-0).

Commissioner Swavely made the motion to approve the MOU for Sergeant Greenwood to utilize 104 hours of sick leave. Commissioner Lopez seconded the motion; all in favor (5-0)

RESOLUTIONS AND ORDINANCES:

Commissioner Lopez made the motion to adopt Resolution #453-Q Amending and Establishing Certain Fees, Deposits and Escrows Payable to the Township. Commissioner Mohollen seconded the motion; all in favor (5-0)

Commissioner Swavely made the motion to adopt Resolution 1177-19 reappointing Sean Pence to the Lower Pottsgrove Sewer Authority. Commissioner Lopez seconded the motion; all in favor (5-0)

Commissioner Mohollen made the motion to adopt Resolution 1178-19 reappointing Scott Fulmer to the Lower Pottsgrove Planning Commission. Commissioner McGroarty seconded the motion; all in favor (5-0)

Commissioner Mohollen made the motion to adopt Resolution 1179-19 reappointing Joseph Vecchio as a Full Member to the Zoning Hearing Board. Commissioner McGroarty seconded the motion; all in favor (5-0)

Commissioner Swavely made the motion to adopt Resolution 1180-19 reappointing Gregory Delp to the Lower Pottsgrove Building Code Appeals Board. Commissioner Lopez seconded the motion; all in favor (5-0)

Commissioner Lopez made the motion to adopt Resolution 1181-19 to confirm Brian Weil as Fire Police for Ringing Hill Fire Company. Commissioner Swavely seconded the motion; all in favor (5-0)

Commissioner Lopez made the motion to adopt Resolution 1182-19 Amending and Adopting Policies to be included in the Lower Pottsgrove Township Police Department Policies & Directives Manual. Commissioner Swavely seconded the motion; all in favor (5-0)

Commissioner Lopez made the motion to adopt Resolution 1183-19 reappointing Garry Schmoltze to the Vacancy Board. Commissioner Swavely seconded the motion; all in favor (5-0)

Mr. Wagner stated Warrant #880 for the month of December 2018 would be e-mailed to the Board pending its completion.

COMMISSIONERS' COMMENTS:

Commissioner McGroarty offered congratulations and welcome to new Officer Tantorno. Secondly he thanked the Infrastructure Committee for continuing to take the time to work on the development of the new campus. Lastly congratulations and thanks to Chief Foltz on the success of the sendoff for Sergeant Greenwood.

Commissioner Mohollen it was great to see the police department and the township support for the sendoff for Sergeant Greenwood. He thanked all of those who do what they do for the Township on a daily basis.

Commissioner Lopez welcomed Officer Tantorno on board. He feels that the turnout for Officer Greenwood's last ride was a strong indication of how much he was respected in the Township.

Commissioner Swavely also commented on the departure of Sergeant Greenwood and stated he will be missed. Commissioner Swavely also thanked the various committees,

police department, emergency management and the fire departments for all their work this past year.

President Foltz stated he was unable to make Sergeant Greenwood's send-off but thanked everyone for their efforts in making it such a success and memorable event for Bob.

Mr. Wagner announced that there is a vacancy on the Pottsgrove Recreation Board and anyone interested or knows someone who is interested in the position should contact him. Mr. Wagner also stated that he received a letter on Friday, January 4th in regards to 422. H&K received the PennDOT contract in the amount of \$18 Million to repave and repair seven structures within a five-mile stretch between the Royersford and the Sanatoga Interchanges. There will be lane and ramp restrictions during non-peak traffic hours. Construction to start in spring of 2019 and last through 2021.

Solicitor Garner asked the Board to consider having a brief Executive Session after the meeting to discuss a matter of litigation. No action will be taken and we will not reconvene.

There being no further business, the public meeting adjourned at 7:44 p.m.

The next meeting will be held on Thursday, January 24, 2019.

Respectfully submitted,

Sharon Colletti
Township Secretary

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS**January 7, 2019****Addendum**

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled meeting on Monday, January 7, 2019 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania.

This portion of the meeting minutes were transcript by the Township Manager

APPROVAL OF MINUTES:

Commissioner Lopez made a motion to approve the meeting minutes of the regularly scheduled December 3, 2018 and December 20, 2018 Board of Commissioners meetings. Commissioner Mohollen seconded the motion. Solicitor Garner proceeded to point out there were two separate parts of the Minutes prepared for the December 3rd meeting. Mr. Garner recommended to the Township Manager based on the discussion that took place regarding three property owners who resided at Deer Ridge Drive and the fact our Township Secretary Sharon Colletti resides in one of the properties. The Township Manager will act as the Acting Township Secretary to transcribe that portion of the meeting minutes. If there are any discussions that occur in the future the same procedure will be implemented. Mr. Garner's suggestion was intended to insulate not only Mrs. Colletti but the Board for any perceived conflict. It was unanimously approved. Vote was 5-0 in favor.

Steven Smith, 2007 Deer Ridge Drive stated he was one of the three property owners at Deer Ridge Drive and asked if the addendum to the December 3rd meeting minutes were considered a public record. Mr. Garner explained this is considered a public record despite there are two different authors to the December 3rd meeting minutes. Mr. Smith wanted to make sure the minutes were verified for accuracy from the last meeting.

Respectfully submitted,



Edward C. Wagner
Township Manager