

**LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS**  
**March 8, 2018**

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled meeting on Thursday, March 8, 2018 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania. 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:** Earl E. Swavely, Jr., Raymond W. Lopez and Robert Mohollen.

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

Commissioner Swavely chaired the meeting and announced it would be recorded and asked speakers to please state their name, address and nature of business for the record.

Solicitor Garner stated that prior to the meeting at 6:30 p.m. the Board met in Executive Session to discuss a matter of personnel. No action was taken.

Commissioner Swavely stated we would be diverting from the original agenda, and asked for a motion to adopt Resolution 1160-18 appointing Michael McGroarty to serve as a member of the Board of Commissioners replacing Stephen Klotz who resigned on February 20, 2018. Commissioner Mohollen made the motion and Commissioner Lopez seconded the motion. Vote was 3-0 in favor.

District Justice Edward Kropp swore in Michael McGroarty as new Commissioner. After the ceremony, Commissioner McGroarty joined the Board members at the table.

Chief Foltz presented Sgt. Robert Greenwood with a commendation from the Pennsylvania Aggressive Driving Enforcement & Education Program for his unwavering support during 2017. He volunteered to work for almost every PA Aggressive Driver campaign that was offered during the year, issuing nearly 110 citations in that 12 month span. Sgt. Greenwood also has been instrumental in coordinating and overseeing all of our DUI Checkpoints in the Township to date, which have resulted in safer roadways by not only removing intoxicated and aggressive drivers, but in many cases deterring the same.

**APPROVAL OF MINUTES:**

Commissioner Lopez made a motion to approve the meeting minutes of the regularly scheduled February 22, 2018 Board of Commissioners meeting. Commissioner Mohollen seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**COMMENTS FROM VISITORS:**

**Brooke Cortez, 2272 E. High Street** addressed the Board in regards to her concerns pertaining to the Township's purchase of several properties at the intersection of High Street and Pleasantview Road. Her first concern is that those properties are all long term rental properties and that many families will be losing their homes. She is requesting more information and a possible timeline for when they may be required to move. Commissioner Swavely mentioned that we do not have a timeline established at this time. Mr. Wagner invited Ms. Cortez to come in to speak with him in regards to her concerns and that at this time no one has been requested to leave and when and if the time comes we would provide more than enough notice.

**Scott Exley, 946 Ivy Lane** stated he was one of the three who submitted an application to fill the empty Commissioner's seat. He thanked the Board for their consideration and stated they did make a great choice.

**Julio Algarin, 63 Pinehurst Drive**, thanked Chief Foltz for responding to an e-mail he sent in regards to his serious concerns pertaining to the power outage experienced last weekend due to the storm.

**Diane Pfanders, 628 Oak Tree Court**, has concerns about the purchase of the auto dealership that will be a storage facility in the near future. Mr. Wagner stated there has been a discussion for storage units, but no plans have been submitted. The owner must go through zoning and they need a use variance from the Zoning Hearing Board. Nothing has been submitted at this time.

**REPORTS:**

Chief Foltz presented the Police Report for the month

He started by thanking our Emergency Management Team and Public Works Team for their dedication and support over the past several storms. He stated he has worked side-by-side with all of these individuals and personally admire the time they devote and sacrifices they make to ensure the safety and welfare of our community.

- Public Works Crews – plowing/salting, spend endless hours here during storms
- Fire Companies – Also volunteer their time to be on-call, respond to and put their lives at risk. This past weekend they spent over 6 hours working with our sewer authority to control a malfunction at the plant, walking in and cleaning up raw sewage on a Saturday evening
- Emergency Management – Ray Lopez goes above and beyond during all major incidents in the township, monitoring emergency resources, operational planning/needs supporting both the residents and the responders. He too spent his Saturday night sitting in the pump station over top raw sewage acting as both the EMC and a safety officer.
- Sewer Authority – Specifically Tim Watson and Rich Yoder who worked feverishly to control the malfunction of the pump station – also handling and working in raw sewage to get things under control.
- Township Manger – came out during each event to support the operations.

The Chief encourages our residents in times of need such as during major township emergencies to call 911, not just for emergencies but for any of their unmet needs. Many times our responders are blamed for things they never knew about, such as someone in need of shelter, electric, etc. We also encourage our residents to use email and contact our EMC's directly via [emergency@lowerpottsgrove.org](mailto:emergency@lowerpottsgrove.org). In addition we are working on ways to have calls from the Administrative offices forwarded to the police department during off hours.

<b>CALLS FOR SERVICE</b>	<b>956</b>
<b>ASSISTS:</b>	<b>11</b>
<b>Given by Lower Pottsgrove PD</b>	
<b>Received by Lower Pottsgrove PD</b>	<b>1</b>
<b>TRAFFIC ENFORCEMENT:</b>	<b>48</b>
<b>Violations Indicated</b>	
<b>DUI Arrests</b>	<b>1</b>
<b>CRIMINAL INVESTIGATIONS:</b>	
<b>Violations Indicated</b>	<b>31</b>
<b>Adults Arrested</b>	<b>9</b>
<b>Juveniles Handled</b>	<b>9</b>

- Although it was slower than normal month for police activity there were several incidents of noteworthiness:
  - During the month we had an officer sustain a back injury during an arrest involving a violent subject after a domestic altercation. The officer remains out on injury leave.
  - Stabbing in the Rolling Hills development
  - Burglary of vacant home under foreclosure in Woodgate
- Our fleet maintenance expenses were up significantly as result of a car requiring a new driveshaft and transfer case and another having repairs from an accident but will be reimbursed through insurance.
- Overtime costs were higher than normal mainly due to the President Day holiday and increased need for shift coverages while 2 officers have been out on injury leave.

#### **SCHOOL SAFETY:**

- To date all of the officers have received both "active shooter" response training and ALICE Training
- Since 2012 we have been in conversations with our School District on School Safety response and planning.
- In 2016 we ramped up these discussion with the new School Administration under Dr. Shirk. We are now progressing efficiently in planning, training, and coordinating our response plans.

- School has taken measures to enhance student and staff safety and continues to evaluate measures to enhance it even further
- We established resource staging sites, media staging sites, Incident Command sites, rally points and reunification sites.
- School Superintendent and Asst. Superintendent met with the chief to review and discuss our current resources and expectations in the event of an active assailant incident in one of our schools. Chief is now working with neighboring Chiefs in Upper & West Pottsgrove townships to coordinate a standardized emergency response plan.
- Pottsgrove administrators also have begun talking with police chiefs in Lower, Upper and West Pottsgrove townships about strengthening district safety measure
- The School District is planning a future student building evacuation drill, and is drafting policies to share with parents about reuniting with their children following a school crisis.
- There is a drill this coming Saturday, March 10<sup>th</sup> at the Western Vo-tech School in Limerick Township. It is a joint venture between their staff, students and Limerick Township. We will be involved with that in addition to the Montgomery County SWAT team.

Mr. Wagner stated that President Foltz would like to schedule a meeting involving some of the Commissioners, the School District officials and the Chief to see how we can get involved and work together on these concerns and programs.

Joe Zlomek asked the Chief if the private schools in our community have been as receptive to these programs. The Chief stated that Coventry Christian has had plans in place and they have been reviewed by our staff and Emergency Management as well. St. Al's is just getting their program started and met with the County Emergency Operations Group and are actively working to get their plans up to speed.

### **Emergency Management**

Eric Linsenbigler delivered highlights from the Emergency Management Reports:

- There were no EOC activations during the month of February.
- The staff continued reviewing and updating information required to maintain accurate security and identification procedures used during Emergency Operations Center activations and continued reviewing and updating our emergency plans and procedures. Software was updated and training has begun on a new emergency management software product that is expected to roll out around the end of the year.
- February 15<sup>th</sup>, perform bi-monthly check of the Critical Incident Management Trailer checking for operational readiness, inventory and proper storage of equipment.
- February 21<sup>st</sup>, attended monthly Emergency Management Training at Montgomery County Emergency Operations Center.

- February 24<sup>th</sup> Saturday, members attended annual all day LGS Emergency Management Training at Pottstown Middle School.

Eric stated that they learned a lot from the power outage event. We took some very good lessons away from that event and have a good plan going forward on how to better communicate with our citizens and how to better handle these type of events. He feels it showed during the second snow storm and we are in a good place moving forward.

Commissioner Lopez handed out a report on what calls had been reported since Friday afternoon, March 2<sup>nd</sup>. He stated that there was a meeting on Wednesday, the 7<sup>th</sup> with Ed Wagner, Chief Foltz, John Fogel and himself to review some things we learned from the first event and to better plan for the second weather event to help ensure we were best prepared.

### **Fire Marshal**

Mr. Babel highlighted the following statistics from his February report:

Station	Total Calls	Total Hrs. of Service	Total Personnel Hrs.	Total Personnel Training Hrs.	Total Fundraising Hrs.
Sanatoga (Station 58)	34	hrs min	127 hrs 4 min	41 hrs 0 min	N/A
Ringling Hill (Station 59)	59	Not Available	Not Available	40 hrs 0 min	227 hrs (18 members)

(Hours are approximate)

**Highway—Public Works Department:** Mr. Wagner presented the February report and it will be posted on the bulletin board.

**C.O.G.**—No report.

**Engineering**—Chad Camburn of 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:

- Sanatoga Green: A draft Sewage Facilities Planning Module was submitted in February and is currently under review.
- Spring Valley Farms Subdivision - Phase 1: a few remaining manholes and sections of sewer main need testing, prior to placing the sewer system into operation. We are currently reviewing as-built plans and the developer's request for escrow releases from the site construction and sanitary sewer securities. A concept plan for a residential clubhouse in Phase 2 was submitted in February, and comments were issued on February 22.

- Gerald Richards Park Improvements – Phase 1: At the Township’s direction we intend to consolidate phases 1 and 2 into a single contract to reduce construction costs.
- Coventry Christian School: The constructed rain garden is not dewatering as was expected from the engineered design. We continue to work with the school’s contractor and engineer for appropriate retrofits to dewater the basin while providing water quality and quantity improvements.

Mr. Camburn stated that a ¾” pipe at the Porter Road Pump Station had a burst and filled up the pump station over 20’ deep. That pump station pumps through two 18” pipes and a 10” pipe at very high pressures. We obviously do everything possible to ensure these problems don’t occur, but when they do it is great to see that the Emergency responders are certainly up to the job.

In addition, Mr. Camburn welcomed Mr. McGroarty back to the Board and looks forward to working together again.

**Treasurer**—Mr. Wagner stated that Mrs. Marsteller was ill and presented the report on her behalf. He stated that she collected \$242,833.00 for the month of February with the majority being real estate.

**Solicitor**—Solicitor Garner provided a written report with a synopsis of all projects his office worked on during the month of February and stated he would be happy to discuss any topic(s) of concern.

One item of importance is that Mr. Wagner has directed that he work with P3 Towers in the preparation of a site lease. There may be some interest in constructing a tower on Township property. Obviously the benefit to the township is a significant revenue share with respect to that cell tower.

**Parks and Recreation** Mr. Wagner announced that the 17<sup>th</sup> annual Easter Egg Hunt will be held on Saturday, March 24<sup>th</sup> at 10:00 a.m. for children between the ages of 2 thru 8. There will be prizes, games and an appearance by the Easter Bunny. The rain date, if necessary, will be on March 31<sup>st</sup>.

**Pottstown Metropolitan Regional Planning Commission** Mr. Wagner stated that the last meeting was on February 28, 2018. Karen Whittaker, a transportation planner for DVRPC, discussed the Pottstown Regional Traffic Analysis and that there are 18 intersections to be analyzed as part of the study, four of which are in Lower Pottsgrove; Bleim @ 663, Bleim @ New Hanover Square Road, Bleim @ Pleasantview and High @ Sanatoga Road. There also is a meeting being held next week with New Hanover Township staff to discuss the potential detour through Lower Pottsgrove which will result from the Bridge Replacement on Swamp Pike @ Wagner Road.

**Lower Pottsgrove Township Authority**

Mr. Wagner reported the next meeting of the Lower Pottsgrove Township Authority will be held on Monday, March 12, 2018. They will discuss incident that occurred at the pump station this past Saturday where a ¾" gauge indicator broke which resulted in 20 ft. of raw sewage filling up the pump station. Thanks to Sanatoga Fire Company for their assistance in cleaning up the mess. The pumps came back on at 4:15 a.m. and the two pumps are being rebuilt.

**CORRESPONDENCE AND INFORMATION:**

Based upon the amended application and information provided, Commissioner Lopez made the motion to allow the Zoning Hearing Board to act accordingly in regards to Application Z.2018-02 for 2298 E. High Street. Commissioner Mohollen seconded the motion. Vote was 3-0 in favor. Commissioner McGroarty abstained from the vote as he was not involved in the original discussions and had yet seen the new renderings.

A presentation in regards to the P3 Tower proposal has been requested for the March 22, 2018 meeting. Mr. Wagner to schedule with Mr. Romanowski

**OLD BUSINESS:**

None

**SUBDIVISION AND LAND DEVELOPMENT:**

None

**NEW BUSINESS:**

Commissioner Mohollen made the motion to nominate Commissioner Swavely as the new Vice President. Commissioner Lopez seconded the motion. Vote was 3-0 in favor.

Commissioner Lopez made the motion to authorize Commissioner Swavely to execute the Participant Continuing Disclosure Agreement in connection to the DELVAL Loan program. Commissioner Mohollen seconded the motion. Vote was 4-0 in favor.

Commissioner Lopez made the motion to approve Bursich Associates Engineering Proposal of \$32,800 associated with Phase II project for Gerald Richards Park. Commissioner Mohollen seconded the motion. Vote was 4-0 in favor.

Mr. Camburn stated that they do have infiltration testing tentatively scheduled for early/mid next week in the event the motion was approved.

Commissioner Mohollen made the motion to reimburse Sgt. Will James for tuition and books @ Wilmington University in the amount of \$5,001.90 (this is part of the police contract). Commissioner Lopez seconded the motion. Vote was 4-0 in favor.

Chief Foltz spoke to the Commissioners regarding the contract and the terms of the reimbursement option and has some kind of cap so that all officers would be able to participate in the program.

**RESOLUTIONS AND ORDINANCES:**

Commissioner Mohollen made the motion to adopt Resolution 1159-18 authorizing the sale of the remaining six decommissioned police radios for \$1,020 plus shipping to Portsmouth, OH Police Department. Commissioner Lopez seconded the motion; motion approved (4-0).

**Warrant #870**—Warrant #870 for the month of February will be available next week.

**COMMISSIONERS' COMMENTS:**

**Commissioner McGroarty** thanked the other Commissioners for their selection; he is honored to serve on this board and is looking forward to serving the community. He thanked the Emergency Responders for, what has always been for him as a resident and also during his previous term on the Board, the fantastic job they do during storms or incidents in the community and stated this is one of the reasons he enjoys both living in and serving this community.

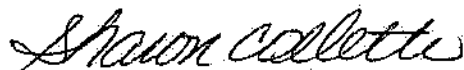
**Commissioner Mohollen** welcomed Commissioner McGroarty back to the Board. He is very happy to have him back and looks forward to working with him and believes Mike will be a great asset to the Board. Commissioner Mohollen congratulated Earl on his nomination of VP. He commended all of those who have put in the extra time and efforts during the recent events in the township, "It is amazing what a small township can do and we are very lucky to have these people in the positions they are in."

**Commissioner Lopez** thanked those who applied for the vacant Commissioners seat. "It is heartwarming to know we have a lot of quality people in our township who are willing to spend the time and the effort to give to the township." He appreciates all those efforts and those applications. Commissioner Lopez welcomed Commissioner McGroarty to the Board. He thanked the fire department and all those who helped out during the winter storm events.

**Commissioner Swavely** gave special thanks to Commissioner Lopez for all the extra efforts manning the EOC watch desk during the weather events. He thanked everyone for the significant efforts of all those involved in the sewer plant event.

There being no further business, the public meeting adjourned at 7:55 p.m. The next meeting will be held on March 22, 2018 at 7:00 p.m.

Respectfully submitted,



Sharon Colletti  
Township Secretary