

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
May 7, 2018

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled meeting on Monday, May 7, 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: Bruce L. Foltz, Earl E. Swavely, Jr., Raymond W. Lopez, Robert Mohollen; Michael McGroarty was not in attendance

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

Commissioner Foltz announced the meeting 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 6:00 p.m. the Board met in Executive Session to discuss a matter of personnel and threatened litigation. No action was taken.

APPROVAL OF MINUTES:

Commissioner Lopez made a motion to approve the meeting minutes of the regularly scheduled April 26, 2018 Board of Commissioners meeting. Commissioner Mohollen seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

COMMENTS FROM VISITORS:

Tony Doyle, 1745 Kepler Road wanted to ensure the Commissioners did their due diligence in regards to the cell towers and visited others cell towers that close to the township.

Mr. Donald Woodley, 209 Evergreen Road first stated that he is wholeheartedly in favor of the township's acquisition of the properties on High Street and Brown Street and supports the new campus as he is well aware that the current building is too small. He then expressed concerns in regards to and wanted to bring to the Board's attention his personal situation with having to replace his septic system and well because he is not able to tie into sewer. As the Board was not aware of this current situation, they have requested they be given some time to look into whether there is any possible resolution available.

REPORTS:

Chief Foltz presented the Police Report for the month

CALLS FOR SERVICE	872
ASSISTS:	
Given by Lower Pottsgrove PD	12
Received by Lower Pottsgrove PD	3
TRAFFIC ENFORCEMENT:	
Violations Indicated	105
DUI Arrests	9
CRIMINAL INVESTIGATIONS:	
Violations Indicated	61
Adults Arrested	18
Juveniles Handled	2

- Directed patrols have been assigned to conduct traffic enforcement along the 600-900 block of N. Pleasantview Road after a traffic study indicating a number of non-compliant motorists exceeding the speed limit.
- On Sunday evening April 15, 2018 The US Gas station at E High Street & Sunnyside Avenue was robbed at knife-point. The sole actor entered the store in an aggressive manner, assaulting both a customer and the clerk before forcing open the register and fleeing with cash. Investigation is ongoing.
- One of the two new 2018 Ford Interceptor SUV's is now in service. The other shall follow within the week. Both have a new graphics look which was done with consideration of cost and efficiency of getting new vehicles into service. The new design will save the township approx. \$1,000/car. If the change is well-received, we will transition to the new look with our fleet.
- A proposal was received from Upper Pottsgrove Township PD to purchase our 2013 Dodge Charger patrol unit (88-13) with a total of 93,000 miles for an amount of \$4,500. Chief will ask the Board to consider selling this vehicle privately to Upper Pottsgrove PD in lieu of listing on Municibid. Past similar used patrol vehicles sold on Municibid for ranges of \$2,000 to \$4,000. Car would be sold with most equipment in it (excluding radio and computers). Selling the vehicle in this fashion saves approximately \$800 in decommissioning costs such as strip out and graphics removal. Car would be sold "as is".

Emergency Management

- There were no EOC activations for the month of April.
- A full review of our Emergency Operations Plan is currently being conducted. Additionally, updating is also in progress to our notifications manual. Once all required updates are completed, the Emergency Operations Plan will be ready for

the Board of Commissioners to adopt our Emergency Operations Plan by Resolution and presented to the County for recording.

- Bruce Foltz and Ray Lopez attended Emergency Management Training titled the “Incident Command System for Elected Officials” held on April 30th in Montgomery Township and presented by the Montgomery County Department of Public Safety. Ray Lopez also attended the monthly training presented by Montgomery County at the County EOC in Eagleville.

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)	26	90 hrs 5 min	207 hrs 10 min	35 hrs 2 min	
Ringling Hill (Station 59)	18	N/A	N/A	N/A	

(Hours are approximate)

The fire departments will be conducting training drills at one of the properties acquired, and donated, by the developers for the Sanatoga Green development.

Highway—Public Works Department: Commissioner Foltz presented the April 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: submitted final land development plans and reports on April 20th and are currently under review
- Spring Valley Farms Phase 1: escrow releases were recommended on May 3, 2018. A conceptual design for a clubhouse and parking lot in phase 2 was also reviewed; they will need zoning relief for these projects
- Gerald Richards Park: infiltration testing was performed on April 18, and design of the improvements is ongoing.
- Rupert Road Bridge: bids were advertised for bidding on April 6, 2018 and the bids were opened on May 4th. Low bid was received from Richard E. Parsons Construction Company at \$822,000.00. County anticipates awarding the contract within the next month and Notice to Proceed within 45 days. This puts completion of the project around mid-October. The School District has been notified of the schedule.

Treasurer—Mrs. Marsteller stated that she collected \$27,352.00 for the month of April.

Solicitor—Solicitor Garner provided a written report with a synopsis of all projects his office worked on during the month of April. He highlighted one item on the report - the request of an intercounty transfer of a liquor license to be utilized for the sale of beer in the Redners Grocery Store.

Parks and Recreation Mr. Wagner stated that we had 47 children attend the fish rodeo on Saturday the 5th. The weather was perfect and he thanked all those who organized the event with a special thanks to Sunnybrook and the Gulati family.

Pottstown Metropolitan Regional Planning Commission Mr. Wagner stated the last meeting was on April the 25th and the main topic was a review of the mini-grant programs.

Lower Pottsgrove Township Authority

Mr. Wagner reported that the May meeting is cancelled and the next meeting of the Lower Pottsgrove Township Authority will be held on Monday, June 11th.

CORRESPONDENCE AND INFORMATION:

None

OLD BUSINESS:

Commissioner Lopez gave an update on in regards to the Infrastructure Committee.

As a result of the safety inspection performed last month, we solicited quotations from three vendors to remove the unsafe trees. The lowest bid was received from Todd's Tree Service in the amount of \$5,200.00.

Commissioner Mohollen made the motion to accept the proposal from Todd's Tree Service in the amount of \$5,200.00 to remove the designated trees at the newly acquired Township properties. Commissioner Swavely seconded the motion; all in favor (4-0).

We have been continuing to interview Architects, Design Professionals, Construction Managers and Financial Consultants. As a result, we would really like to get some pricing and fee schedules; specifically pricing to get a Feasibility Study done. Mr. Wagner has been getting feedback from other Municipalities who have recently been through this process and has been scheduling various meetings and visits to those specific buildings.

Commissioner Mohollen made the motion to authorize the Committee get prices and fee schedules to obtain a Feasibility Study. Commissioner Lopez seconded the motion; all in favor (4-0)

Mr. Wagner gave an update regarding the cell tower at 1239 N. Pleasantview Road. He stated that after the last meeting he met with Mr. Romanowksi and his team along with John Fogel. They discussed relocating the cell tower a little further inland and also were

able to reduce the size of the footprint. This allows for future expansion of the salt bin if need be. Mr. Romanowski gave John the authorization to solicit quotes for the electronic gate and to get the one that best suits the needs of the Township. We did receive a draft agreement which the solicitor is reviewing which includes terms for the temporary tower and also for usage and reimbursement for township electric. Hopefully this will be ready for the June meeting.

SUBDIVISION AND LAND DEVELOPMENT:

None

NEW BUSINESS:

Commissioner Lopez regretfully made the motion to accept the resignation of David Richards from the Sewer Authority Board. Commissioner Swavely seconded the motion; all in favor (4-0)

Commissioner Lopez made the motion to authorize the manager to send written notice to the tenant at 2270 E. High Street 1st Floor stating their lease will be not be renewed January 1, 2019 per the existing lease agreement. Commissioner Mohollen seconded the motion; all in favor (4-0)

Commissioner Lopez made the motion to authorize the manager to send written notice to the tenants of 2255 Brown Street, 2272 E. High Street, 2270 E. High Street 2nd Floor and 2258 E. High Street 2nd Floor terminating their lease effective September 30, 2018. The leases currently are month-to-month and require only a 30-day written notice. Commissioner Swavely seconded the motion; all in favor (4-0)

RESOLUTIONS AND ORDINANCES:

Commissioner Swavely made the motion to adopt Resolution 1164-18 adopting police department policies and directive manual policy 46.2 Active Shooter Situations. Commissioner Lopez seconded the motion; motion approved (4-0).

Commissioner Lopez made the motion to adopt Resolution 1165-18 authorizing the sale of the 2013 Dodge Charger to Upper Pottsgrove Township for \$4,500.00. Commissioner Swavely seconded the motion; motion approved (4-0).

Warrant #872—Warrant #872 for the month of April will be available next week.

COMMISSIONERS' COMMENTS:

Commissioner Mohollen had no comment

Commissioner Lopez thanked all who participated in the fish rodeo

Commissioner Swavely said it was great to see everyone who came out to the fish rodeo and thanked all those who organized the event

Commissioner Foltz had no comment

Mr. Wagner reminded everyone that Friday the 11th would be the last day to accept applications for the vacancy on the Sewer Authority.

Commissioner Lopez made the motion to advertise the May 24, 2018 meeting to begin at 6:30. Commissioner Mohollen seconded the motion; all in favor (4-0)

There being no further business, the public meeting adjourned at 7:53 p.m. The next meeting will be held on May 24, 2018 at 6:30 p.m.

Respectfully submitted,

Sharon Colletti
Township Secretary