

**LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS**  
**May 21, 2020**

The Board of Commissioners of Lower Pottsgrove Township held their regularly scheduled meeting on Thursday, May 21, 2020 through live video feed. 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, Early E. Swavely, Raymond W. Lopez, Robert Mohollen and Michael McGroarty were all present through live video feed.

Edward C. Wagner, Manager; Charles Garner, Solicitor; and Kathryn Vlahos, Secretary were also present through live video feed.

Commissioner Foltz stated the meeting will be recorded and viewed through live video feed through Zoom due to Covid-19 pandemic, he asked any speakers to give their name and address for public comments. The township is following social distancing guidelines recommended by the Center for Disease and Control to limit exposure.

Solicitor Garner stated that in accordance with the Sunshine Act prior to tonight's meeting the Board met on May 5, 2020 and May 12, 2020 in Executive Session to discuss a matter of personnel, no action or decision was made.

**APPROVAL OF MINUTES:**

Commissioner Lopez made the motion to approve the minutes of the May 4, 2020 Board of Commissioners meeting. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**COMMENTS BY VISITORS:** None.

**CORRESPONDENCE AND INFORMATION:** None.

**OLD BUSINESS:**

**Emergency Management Briefing on Township's Response to Covid-19**— Commissioner Lopez explained that during the COVID-19 event, the Lower Pottsgrove Township Office of Emergency Management strives to maintain a high state of readiness in accordance with the Township's Emergency Operations Plan. To accomplish this, the Emergency Management Team works closely with Lower Pottsgrove Township's numerous departments to establish a safety net of policies and procedures to provide for the safety of citizens in an emergency. In addition, through various outreach initiatives, the Emergency Management Team encourages residents, businesses, and visitors to become and remain prepared for natural and man-made disasters.

The Department has established measures for both non-planned and expected events utilizing networks that span across not only the Township, but our neighboring municipalities, Montgomery County, the state, and our nation. Staff participates in trainings offered throughout the year, keeping up to date with the latest measures put in place by state and national agencies.

The Emergency Management Team supplies Township employees with the provisions they need to serve in a time of need, along with daily reports to the elected officials.

The Emergency Management Team supports Pennsylvania's three-phase matrix to determine when counties and/or regions are ready to begin easing some restrictions on work, congregate settings, and social interactions.

The Team looks forward to reaching the recovery stage of this pandemic and will support the community as needed during this anticipated process.

**Update on Infrastructure Committee**— Commissioner Lopez stated that the Infrastructure Committee suspended their meetings when the COVID-19 crisis struck, however, Infrastructure Committee meetings have resumed recently with virtual meetings, in an effort to keep the project moving.

The site engineer has been working to finalizing the civil engineer plan which is close to being complete. The civil engineer plan addresses soil testing and the make-up of the soils below grade level to determine the need for improvements to address stormwater management and to determine how much fill will be needed at the site.

Additionally, we are reviewing the site plan for the placement of the parking lots, driveways, curbing and sidewalks.

Our architect, Alloy5, is simultaneously working on our building floor plan. The Committee is reviewing potential equipment that requires a dedicated area for placement and storage. This would be equipment used for presentations, recording, transmitting meetings and sound amplification, all of which, requires the efficient placement and have space requirements and involves connectivity to our computers and internet connections. Discussions were also held to consider a building HVAC system, a security system, a video camera system, and a backup generator.

The Infrastructure Committee intends to conduct routine meetings from this point moving forward.

**SUBDIVISION AND LAND DEVELOPMENT:** None.

**NEW BUSINESS:**

**Solicit bids for Municipal Trash Contract** - Commissioner McGroarty made a motion to authorize to solicit bids for a Municipal Trash Contract. Commissioner Mohollen seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**Accept the Retirement of Chief Michael Foltz** — Commissioner Swavelly made a motion to accept the retirement of Chief Michael Foltz effective July 26, 2020. Commissioner Lopez seconded the motion and was approved 4 in favor, 0 against and Commissioner Foltz abstaining for reason of conflict of interest.

**RESOLUTION AND ORDINANCE:**

**Ordinance #348**— Commissioner McGroarty made a motion to adopt Ordinance #348 Amending Chapter 228, Section 27 Vehicles Weight Limits established on Certain Streets and Bridges. Commissioner Mohollen seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**Ordinance #349**— Commissioner Lopez made a motion to adopt Ordinance #349 amending Chapter 185 Sewer, Article X Procedures upon Transfer of Property. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**Resolution #453-R(B)**- Commissioner Lopez made a motion to approve Resolution # 453 R(B), Amendment for establishing certain fees, deposits and escrows payable to the Township. Commissioner Mohollen seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**Warrant #896**- Commissioner Mohollen made a motion to approve Warrant # 896 for the month of April 2020. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**Acceptance of Treasurer's Report**- Commissioner Mohollen made the motion to accept the Treasurer's Report for the month of April 2020. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

**COMMISSIONERS COMMENTS:**

**Commissioner McGroarty** – Commissioner McGroarty expressed his regrets on the retirement of Chief Foltz.

Commissioner McGroarty also thanked the Police Department, Fire Department, Commissioner Lopez and his emergency management team and staff at the township for keeping the township open, safe and most importantly informed on the Covid-19 virus.

**Commissioner Mohollen** – Commissioner Mohollen echoed all of Commissioner McGroarty's comments.

Commissioner Mohollen also stated that it is a sad time that Chief Foltz is retiring, personally he is happy for him and stated he is leaving some big shoes to fill.

**Commissioner Lopez**— Commissioner Lopez echoed Commissioners sentiments about Chief Foltz.

**Commissioner Swavely** – Commissioner Swavely wish Chief Foltz the best of luck in all of his future endeavors. Commissioner Swavely also thanked Chief Foltz for all of his dedication and years of service to the township.

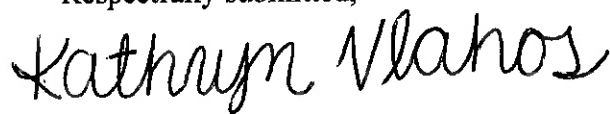
**Commissioner Foltz**—Commissioner Foltz had no comments.

**Mr. Wagner**— Mr. Wagner had no comments.

**Solicitor Garner** – had no comments.

There being no further business, the public live video feed meeting was adjourned at 7:22 p.m.  
The next meeting will be on Thursday, June 4, 2020 at 7:00 p.m.

Respectfully submitted,

A handwritten signature in black ink that reads "Kathryn Vlahos". The signature is written in a cursive, flowing style.

Kathryn Vlahos  
Township Secretary