

**LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS****November 9, 2017**

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled meeting on Thursday, November 9, 2017 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 attended:

**Board of Commissioners:** Bruce Foltz, President; Earl Swavely; Raymond Lopez, Robert W. Mohollen. Steve Klotz was not in attendance.

Charles Garner, Solicitor, Edward C. Wagner, Manager; Police Sergeant William James; Lew Babel, Fire Marshal; Chad Camburn, Township Engineer; Jennifer Marsteller, Treasurer and Sharon Colletti, Secretary were also in attendance.

Commissioner Foltz stated that the meeting will be recorded.

Commissioner Lopez made the motion to approve the minutes from the October 19, 2017 meeting. Commissioner Swavely seconded the motion; all in favor (4-0)

**PRESENTATION:**

Mr. Al Rossi, Project Manager at PA American Water, made a presentation to the Board in regards to expanding their service into the southern portion of the Township in order to accommodate the proposed Sanatoga Green property as well as other potential properties. He presented two scenarios for the expansion and was looking for a letter of support from the Commissioners to be included with his application to the PUC.

Commissioner Lopez made the motion to authorize the Township Manager to write a letter of support to the PUC to allow PA American Water to provide water to the southern portion of the Township under scenario number two. If approved the expanded franchise area would consist of south of the Route 422 Expressway to Linfield Road between Evergreen and Sanatoga Roads. Commissioner Mohollen seconded the motion; all in favor.

**COMMENTS FROM VISITORS:**

**Joe Zlomek**, asked about the resolution of the bussing relative to Deer Ridge Drive sewer line extension project for the Spring Valley Farms Development. Mr. Wagner stated that this year they started a new bus stop at Deer Ridge Drive and Summit Way. They are going back to the old bus stop located at Deer Ridge and Laurel until the construction is over to eliminate the need for the bus to travel Deer Ridge Drive. The school district notified the residents yesterday, November 8, 2017.

## REPORTS OF OFFICIALS AND COMMISSIONS

### Police Report:

<b>CALLS FOR SERVICE:</b>	<b>1,151</b>
<b>ASSISTS:</b>	
<b>Given by Lower Pottsgrove PD</b>	<b>8</b>
<b>Received by Lower Pottsgrove PD</b>	<b>1</b>
<b>TRAFFIC ENFORCEMENT:</b>	
<b>Violations Indicated</b>	<b>84</b>
<b>DUI Arrests</b>	<b>0</b>
<b>CRIMINAL INVESTIGATIONS:</b>	
<b>Violations Indicated</b>	<b>107</b>
<b>Adults Arrested</b>	<b>24</b>
<b>Juveniles Handled</b>	<b>14</b>

All statistics and information are included in the Chief's report.

- Of special note this month is that Lower Pottsgrove PD has received notice from the National Center for Missing and Exploited Children (NCMEC) that we will receive recognition and certification of their Missing Kids Readiness Project. Our agency has met all criteria for the certification: all officers received several hours of on-line training learning about the Dynamics & Response to Missing Children. Patrol officers had to undergo a 2-hour training, and all command staff had to undergo a 3 hour training. The Chief is intending to pursue Executive Level Training from NCMEC in 2018. NCMEC advised us that we are one of only 48 agencies in the US to be certified in their program and only 1 of four in PA.
- On October 14th the Chief held the first Coffee with the Chief event at Gatsby's. It was well attended and well received. We look forward to growing it into a "Coffee with a Cop" and holding additional events in effort to reach out to our communities.
- During the month, we saw an increase in thefts from unlocked vehicles. The suspects even entered unlocked garages to rummage through cars in a few neighborhoods. Chief directed additional patrols to these areas and detectives are still investigating. Anyone with information on suspects is encouraged to call police. Everyone is reminded to lock their cars to help prevent such incidents.
- Police seized several marijuana plants discovered by fire personnel responding to the 4100 block of Walnut Ridge recently for a dryer fire. Fire personnel observed the plants and notified officers on scene who secured a search warrant. Officers located a small marijuana grow operation in the second floor bedroom. Charges were filed on an adult occupant of the home.
- Police seized almost a pound of crystal methamphetamine during an investigation at Days Inn on October 27th. Det. Kienle and Ofc. McCue went to the hotel to serve a criminal warrant. Upon attempting the service they obtained a consent search of a backpack in the room and located the crystal methamphetamine along with various other drugs and paraphernalia; an arrest was made. The hotel continues to be a problematic location with

ongoing criminal activity. Chief is continuing to work with Wyndham Resorts who hold the franchise to address the ongoing issues.

**Emergency Management:** Eric Linsenbigler, Assistant Emergency Management Coordinator, presented the Emergency Management report.

- There were no EOC activations in October. We did experience heavy rains and flash flooding on October 30<sup>th</sup>. Also, in the early morning hours of October 30<sup>th</sup>, the Critical Incident Management Trailer was deployed to Buchert Road due to a motor vehicle accident hitting a utility pole which caused Buchert road to be closed for an extended period of time.
- The Emergency Management Team has been attending pre-exercise training sessions in anticipation of the Limerick Drill which will take place next Tuesday, November 14<sup>th</sup>. The staff members who will be participating in the exercise went through a tabletop exercise last week to prepare them for next week's drill. This year, both FEMA and PEMA will be observing our actions in our EOC, so we devoted most of our energy on the preparation of this exercise during the month of October.

**Fire Marshal:** Fire Marshal Babel noted the following statistics for the month of October:

Station	Total Calls	Total Hrs. of Service	Total Personnel Hrs.	Total Personnel Training Hrs.	Total Fundraising Hrs.
Sanatoga (Station 58)	23	25 Hours 0 Minutes	44 Hours 6 Minutes	80 Hours 0 Minutes	N/A
Ringling Hill (Station 59)	18	N/A	N/A	N/A	N/A

(All hours are approximate)

Fire Marshal passed around some photos of a training exercise held on site at Sanatoga Fire Station depicting a bus rollover rescue. 26 people were involved in the training and learned about different methods required in such a rescue.

**Highway – Public Works Department:** Commissioner Foltz read the Public Works Report for the month of October 2017 and announced it would be posted in the lobby.

**C.O.G.:** Commissioner Foltz had no report.

**Engineer:** Chad Camburn, P.E. of Bursich Engineering, highlighted the following items from his report:

- Sanatoga Green: Preliminary Plan approval was granted on July 20, 2017. Our latest review letters were issued on April 28, 2017, and are currently awaiting revised plans and design reports. A meeting was held with the developer team and LPTA staff and consultants on October 27, to discuss sewer fees.
- Spring Valley Farms: Final recording documents have been reviewed and will be provided to the Township for signatures. The site contractor has finished rough grading the 59 lots in phase one, and they are ready for the builder to take control of them. Sanitary sewer and

stormwater infrastructure are nearly complete. The sanitary sewer connection to the existing system in Deer Ridge Drive is expected to begin during the week of November 13. Representatives of our office and Township and Authority staff are performing site observations.

- Gerald Richards Park Improvements – Phase 1: Continuing to get permits through Conservation District and met with them again on October 31, 2017. Unfortunately in order to drive on the pavement, drive on the grass or put dirt on dirt you are required to install a permanent stormwater BMP. We are investigating ways to get around that as all of the options cost money.

**Treasurer:** Ms. Marsteller reported that she collected \$ 5,719.00 for the Township

**Solicitor:** Mr. Garner stated the Commissioners had a copy of his report. During discussions with the Manager, he had questioned why the Board was not simply provided with notice of appeals that were filed to the Zoning Hearing Board and that in many municipalities, the governing body is routinely provided with applications for information purposes. He felt that it may be beneficial to add a list, or section, to the agenda of any upcoming hearings.

Mr. Wagner stated in the future he would list them on the agenda for the Commissioners Correspondence and Information section of the agenda.

**Parks and Recreation:** Mr. Wagner presented the report. He followed up on the previous presentation from the Predators Baseball organization. Mr. Wagner spoke with Mike Stokes on October 24<sup>th</sup>; he followed up on October 31<sup>st</sup> with an e-mail and provided a copy of a lease that was completed in 2000 between Boyertown Soccer and New Hanover Township. He was going to look to various other leases within the County. The lease provided was a non-exclusive for a period of five years with an option to renew for another five years. The club was responsible for all of the maintenance for this 10-acre tract which is located on Dotterer Road off of Route 663. The park was open to the public when Boyertown Soccer was not using it. If the Township were to enter into any agreement with the Predators Organization, it would need approval from the County.

Mr. Wagner stated that he secured enrollment numbers from Pottsgrove Little League and reported that in 2015 there were 247 children enrolled; in 2016 204 children and in 2017 191 children. This reflects approximately a 23% decrease in enrollment over the past three years. Brian Cogliano updated Mr. Wagner with the current enrollment breakdown of the Predators Organization. He reported that of the 96 children who participate in the Predators Organization, 29 are from Pottsgrove School District; 20 of who reside in Lower Pottsgrove. Out of the 25 volunteers, 20 are from the Pottsgrove School District; 9 are from Lower Pottsgrove.

**Pottstown Metropolitan Planning Commission:** Mr. Wagner gave the report and stated the Regional Planning Commission Meeting took place on October 25<sup>th</sup>. The annual membership dues were \$3000 for the year. Donna Fabry who was a long-time adviser is moving on to the Environmental Portion of the Montgomery County Planning Commission and Marley Bice will be taking over so there will be a transition.

**Lower Pottsgrove Township Authority:** Mr. Wagner stated the next meeting will be next Monday November 13, 2017. At the last meeting the Authority approved a 30Kw diesel generator for the Villa Drive pump station in order to have back-up power. The installation of the concrete pad will begin on Monday with the assistance of our public works department which will save some us money. The generator should arrive sometime after the Thanksgiving holiday and will be installed by BSI Electrical Contractors who installed our generator at the Township Building.

#### **CORRESPONDENCE AND INFORMATION**

None

#### **OLD BUSINESS**

Commissioner Mohollen stated that the Investment Policy for Police & Non-Uniform Pension Plans had been reviewed in house and also by our outside investment counselors and found they conform to other general policies of this nature in other Municipalities. He made the motion that we accept the Investment Policy for Police & Non-Uniform Pension Plans. Commissioner Lopez seconded the motion; all in favor (4-0)

#### **SUBDIVISION AND LAND DEVELOPMENT:**

None

#### **NEW BUSINESS:**

Commissioner Swavely made the motion to reimburse Officer Wil James for tuition and books @ Wilmington University in the amount of \$4,920.89. Commissioner Swavely did clarify that this is something that is covered in the police contract. Commissioner Lopez seconded the motion; all in favor (4-0)

Commissioner Mohollen made the motion to authorize the Manager to advertise and make available for public inspection the tentative budget for fiscal year 2018. Commissioner Lopez seconded the motion; all in favor (4-0)

Commissioner Mohollen made the motion to advertise the Resolution and Ordinances listed below:

- Resolution No. 344-36 Establishing the Rates for Act 511 Taxes for 2018
- Ordinance No. 133-QQ Setting the Real Estate Property Tax Rate for 2018
- Ordinance No. 134-RR Setting the Rate of Assessment of Street Lighting for 2018

Commissioner Swavely seconded the motion; all in favor (4-0)

The property tax rate will be increased .25 mil in order to create a Capital Reserve Fund and will be a new line item in the budget. The reserve fund can be used from time to time, for the construction, purchase or replacement of or addition to municipal buildings, equipment, machinery, motor vehicles, or other capital assets of the township. This reflects an average increase of \$31.25 per household. Approximately \$149,000.00 will be generated for the reserve in the first year.

#### **RESOLUTIONS AND ORDINANCES**

None

**Mr. Wagner stated that Warrant #866 for the month of October 2017 would be finalized and sent out.**

**COMMISSIONERS COMMENTS:**

**Commissioner Mohollen** congratulated Commissioners Lopez and Swavely for their victories in the recent election. He stated that the polling stations had several high school volunteers present for the day and suggested that Mr. Wagner write a letter of thanks to whomever at the high school coordinated the activity as he thought it was great to see the students involved.

**Commissioner Lopez** commended the Sanatoga Fire Company for taking the initiative to have such a well-attended training on their site in efforts to prepare their members for what could be potentially bad situation. He congratulated the Police Department for their certification into the Missing Children Program. In honor of Veterans Day, he also extended his thanks to all of the Veterans who have served and are currently serving.

**Commissioner Swavely** Congratulated the Police Department on their achievement and stated it is a great honor to be one of only four departments in the state to receive the certification. He thanked the Township staff for their hard work for the Community Day Celebration and thought it was a great event and was well received.

**Commissioner Foltz** thanked Sgt. James for filling in for the Chief. He extended his thanks to Commissioners Swavely, Lopez and Mohollen for coming back to the Board for another term.

**Ed Wagner** thanked Commissioner Mohollen for his insight and help with the budget and also thanked Michele Christman for her continued hard work in putting together the budget this year and every year.

**Solicitor Garner** announced that the Commissioners would be meeting in Executive Session immediately with a possibility of some action at 8:19pm

The Board of Commissioners reconvened the meeting at 10:14pm. Township Solicitor Charles Garner announced there was an executive session to discuss real estate and personnel matters and no actions were taken. Commissioner Mohollen made the motion to authorize the Township Manager to advertise the Board of Commissioners meeting for Tuesday, November 28<sup>th</sup> at 8:00pm. This will replace the scheduled meeting for Thursday November 16<sup>th</sup> at 7:00 pm. Commissioner Lopez seconded the motion; all in favor (4-0)

There being no further business, the public meeting was adjourned at 10:15 p.m.

Respectfully submitted,

  
Sharon Colletti  
Township Secretary