LOWER POTTSGROVE TOWNSHIP BOARD OF COMMISSIONERS
February 23, 2012

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled work session meeting on Thursday, February 23, 2012 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: Jonathan H. Spadt, President; Bruce L. Foltz, Vice President; Michael McGroarty; and Stephen M. Klotz.

Rodney P. Hawthorne, Township Manager, Alyson Elliott, Assistant Manager and Michele Cappelletti, Secretary.

Commissioner James Kaiser and Solicitor R. Kurtz Holloway were absent from the meeting.

EXECUTIVE SESSON:
Commissioner Spadt announced that an executive session was held tonight from 6:00 p.m. to 6:50 p.m. to discuss a personnel matter.

Commissioner Klotz made a motion authorizing the engagement of attorney Michael Torchia to work with special counsel on the personnel matter that was discussed during executive session. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Joe Zlomek of the Sanatoga Post asked Commissioner Spadt if he could comment further. Commissioner Spadt said he could not.

COMMENTS FROM VISITORS:
Tony Doyle, 1745 Kepler Road, thanked Mr. Hawthorne and Ms. Elliott for connecting with the sports organizations and moving forward with plans to use Sanatoga baseball field. Ms. Elliott said the Park Board is working on developing an agreement between the Township and the sports organizations.

Mr. Doyle noticed that the Township is moving along with the Rupert Road Bridge. Commissioner Spadt said the Township is making progress and they do see a resolution in sight.

Mr. Doyle said it was good that there will be stop signs and speed limit signs on S. Park Rd. He felt that the road should be paved if there are going to be ballgames at Sanatoga Park. He asked if S. Park Rd. is on the paving list and Mr. Hawthorne said it is. Mr. Doyle requested a copy of the paving list and Mr. Hawthorne will provide that information.

Mr. Doyle stated that water bills can be paid online to Pottstown Borough. Mr. Hawthorne explained that sewer and trash bills can be paid by mail or in person at the Township office. The office does not accept credit cards but sewer bills can be paid online with a credit card through a third party service. There is a service fee charged, but this fee does not come back to the Township.

Mr. Doyle stated that the Sewer Authority does not report to the Board of Commissioners at the first meeting of the month, like everybody else does. Mr. Hawthorne said anytime the Authority has done anything, such as bonds, it has been shared with the Board. He said if the Commissioners want a monthly report, they can have it. Commissioner McGroarty stated that the Planning Commission, like the Authority, does not report to the Board. Both the Authority and Planning Commission minutes are posted online.

Mr. Doyle mentioned that the picture of the five Commissioners on the Township website is very poor quality. He also felt the picture should have been posted three days after the Commissioners took office. Joe Zlomek stated that he took the photo and emailed it to Jen Corley. The photo ended up in Jen's Spam folder. Mr. Zlomek resent it and Jen had it posted within three days. Mr. Zlomek offered to size the photo properly.

Commissioner Klotz asked Mr. Zlomek if he charged the Township for the photo. Mr. Zlomek responded that he did not charge the Township and Commissioner Klotz thanked him.

APPROVAL OF MINUTES:
February 6, 2012—The minutes of the February 6, 2012 regularly scheduled Board of Commissioners meeting were presented for approval. Since Commissioner Foltz was absent from this meeting, he asked if Donna Cleaver again inquired about the vacancies on the Zoning Hearing Board and Planning Commission. It was confirmed that Mrs. Cleaver did ask follow up questions on February 6, 2012.

Commissioner McGroarty proposed the following amendment on Page 1382:

As stated:
Commissioner Kaiser made a motion to approve Resolution No. 453-J, amending and establishing certain fees, deposits and escrows payable to Lower Pottsgrove Township. **Commissioner Kaiser** seconded the motion and it was unanimously approved. Vote of 3-0 in favor.

As Amended:
Commissioner Kaiser made a motion to approve Resolution No. 453-J, amending and establishing certain fees, deposits and escrows payable to Lower Pottsgrove Township. **Commissioner Klotz** seconded the motion and it was unanimously approved. Vote of 3-0 in favor.

Since Commissioner Foltz and Commissioner McGroarty were absent from the meeting of February 6, 2012 and Commissioner Kaiser was absent from tonight's meeting, the minutes were not approved.

February 16, 2012—Commissioner Klotz made a motion to approve the minutes of the February 16, 2012 Special Meeting of the Board of Commissioners. Commissioner McGroarty seconded the motion. Motion carried by a vote of 3-0 in favor. Commissioner Spadt was not present at the special meeting and recused himself from the vote.

Mr. Zlomek asked if official action was taken at the meeting of February 16, 2012. Commissioner Klotz replied that the Board authorized the purchase of a life insurance policy for Chief Shade and appointed Joseph Walsh, Esquire of the law firm Walsh and Pancio in Lansdale as special counsel to represent the Township in regards to a code violation.

RESOLUTIONS AND ORDINANCES:
Ordinance No. 303 and 304: Mr. Hawthorne stated that a resident asked for a reduction in the speed limit and installation of stop signs on S. Park Road. He presented both ordinances for approval.

Commissioner McGroarty made a motion to approve Ordinance No. 303, An Ordinance Amending the Lower Pottsgrove Township Code of Ordinances, Chapter 228, Vehicles and Traffic, by Establishing a Speed Limit of 30 Miles per Hour on South Park Road and Posting of Speed Signs. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Commission McGroarty made a motion to approve Ordinance No. 304, An Ordinance Amending the Township of Lower Pottsgrove Code of Ordinances, Chapter 228, As Amended, To Establish Two (2) Stop Intersections on South Park Road, Lower Pottsgrove Township. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

CORRESPONDENCE AND INFORMATION:
The following information was included in the Commissioners' packets:

1. Solicitor's response to Commissioner's Question. Re: Appointment of Scott Fulmer, Current School Board Member to Lower Pottsgrove Zoning Hearing Board.
2. Information from Montgomery County Planning Commission. Re: Model Floodplain Ordinance.
3. PSATS Annual Conference.
4. Notification that Director of the Pottstown Regional Public Library has resigned.

SUBDIVISION AND LAND DEVELOPMENT:
None.

OLD BUSINESS:
Manager's Memorandum of Understanding (MOU)—Commissioner Spadt stated that when the Board approved Mr. Hawthorne's MOU a few weeks ago, the motion made by Commissioner Foltz was to approve the MOU for Township Manager Rod Hawthorne, pending personnel policy manual review and changes. Commissioner Spadt requested that the Board authorize the Solicitor to revise the Township's personnel policy manual to be consistent with Mr. Hawthorne's MOU, with respect to the change in the Manager's vacation days. Commissioner Spadt said the Board will look at the personnel policy manual globally later.

Commissioner Foltz made a motion to authorize Solicitor Holloway to amend the Lower Pottsgrove Township Personnel Policy Manual to reflect the change in the Manager's vacation days. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

NEW BUSINESS:
Model Floodplain Ordinance—Ms. Elliott delivered a report on a model floodplain ordinance prepared by the Montgomery County Planning Commission and the Montgomery County Conservation District. The Township will be required to update its floodplain ordinance to comply with FEMA standards sometime in the near future.

Warrant #797— Commissioner Klotz made a motion to approve Warrant #797 for the month of January 2012. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Acceptance of Treasurer's Report—Commissioner Klotz made a motion to accept the Treasurer's Report for the month of January 2012, as submitted by Jennifer Marsteller. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

COMMISSIONERS' COMMENTS:
Commissioner Klotz said he quickly reviewed Zoning Hearing Application 2012-02 and he had several questions about it. He asked for the map and/or drawings that accompanied the application. Mr. Hawthorne asked Commissioner Klotz if he wants the maps and drawings attached to all zoning hearing applications, or just this application. Commissioner Klotz does not need copies of the attachments for each application.

Commissioner Klotz asked Commissioner Spadt when do the Commissioners have the opportunity to ask questions about a motion. Commissioner Spadt said officially, after the motion is made, but questions can be brought up at any time.

Commissioner Klotz commented on the 30 mph speed limit on S. Park Road. He said it looked like a resident asked about it and it was done. He explained that before anything was done, a traffic study was conducted by the Police Department to determine if the requested action was warranted. Commissioner Klotz said in the past, he recommended a 25 mph speed limit on all Township-owned streets but Chief Shade did not think it was

feasible at that time. Commissioner Spadt said he will address this with Commissioner Kaiser at Police Committee.

Commissioner McGroarty had no comments.

Commissioner Foltz has been getting around to different homes and rentals and asked about doing inspections on rental properties in the Township. He said some homes have unsafe conditions and the owners won't do anything about it. He suggested a rental inspection that would include code compliance of fire systems, handrails, etc. He said such an inspection would be done for safety reasons and would bring additional income to the Township. He asked the Board if they thought rentals inspections were feasible.

The Board supported Commissioner Foltz's proposal. Commissioner Foltz then made a motion to look into establishing a registration and inspection procedure for rental properties in Lower Pottsgrove Township. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Manager's Comments:
Generator—Mr. Hawthorne advised that the 2012 Budget includes $40,000 to be used towards the purchase of a generator for the Administration Building. He was seeking support to move forward with this purchase and develop specifications for the size of the generator, natural gas fuel supply, etc. The specifications will be prepared and reviewed by the Solicitor and the bid proposal will be advertised.

Commissioner Klotz made a motion to authorize staff to proceed with the specifications and bid process for a generator for the Lower Pottsgrove Township Municipal Building. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Commissioner Foltz said he would like to be involved in developing the bid specifications for the generator.

There being no further business, the public meeting adjourned at 7:29 p.m.

Next meeting will be held on Monday, March 5, 2012 at 7:00 p.m.

Respectfully submitted,
Michele M. Cappelletti
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Township Secretary