

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS  
October 18, 2012

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled work session meeting on Thursday, October 18, 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; Michael McGroarty, James D. Kaiser and Stephen M. Klotz.

R. Kurtz Holloway, Solicitor; Rodney P. Hawthorne, Manager; Alyson Elliott, Assistant Manager and Michele Cappelletti, Secretary.

Board Vice President Bruce L. Foltz was absent from the meeting.

**COMMENTS FROM VISITORS:**

None.

**APPROVAL OF MINUTES:**

Commissioner Klotz made a motion to approve the meeting minutes of the October 1, 2012 Board of Commissioners meeting. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**RESOLUTIONS AND ORDINANCES:**

None.

**CORRESPONDENCE AND INFORMATION:**

The following information was included in the Commissioners' packets:

1. Letter from Lucille D. Gough, President & CEO, Visiting Nurse Association of Pottstown and Vicinity (VNA).
2. Letter from Tisha Albert, Director, Bureau of Licensing regarding new/transfer of liquor license for 2209 E. High Street (Cilluffo).
3. Voting Machine Delivery/Pickup Notice.
4. Zoning Hearing Application No. 2012-11 of Heather J. Borawski, 783 Bleim Road.

**SUBDIVISION AND LAND DEVELOPMENT:**

None.

**OLD BUSINESS:**

**Municibid**—Mr. Hawthorne reported that the 2006 Ford Crown Victoria was relisted for sale on Municibid. He requested that the Board accept the high bid of \$2,106.00 and award the bid to Albert Russo (pcs).

Commissioner Klotz made a motion to accept the high bid in the amount of \$2,106.00 for the 2006 Ford Crown Victoria, Item No. 13954 on Municibid, submitted by Albert Russo (pcs). Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Montgomery County Collection of Delinquent Tax Account Update**—Solicitor Holloway reported that in January 2013, Montgomery County will begin charging a 5% commission on delinquent taxes, regardless of whether or not the County is doing the actual collection of those taxes. He pointed out that the 5% collection fee will not be added to the taxpayer's bill unless the County does the collecting. Currently, the Township uses a private collector, Portnoff Associates, to collect its delinquent taxes. Unless we can work something out with Portnoff, the Township will be responsible to pay the County its 5% commission. The question is, can Portnoff Associates collect enough delinquent tax revenue to make it worth it for the Township to keep using them. Portnoff has volunteered to come to a meeting to speak to the Board about this matter.

Commissioner Kaiser asked if we have a history of what was collected before and after Portnoff. Solicitor Holloway said there is a timeframe and collection was slow under the old County system. Commissioner Kaiser said he needs the numbers beforehand. Commissioner McGroarty asked if Portnoff can build in the 5% so it wouldn't be coming out of the Township's pocket. Solicitor Holloway does not think we could justify charging a taxpayer for collection fees that are incurred because the Township is using a private collector. Commissioner Spadt asked if the County is using its own staff or outsourcing. Solicitor Holloway said the County is outsourcing to the law firm of Rudolph Clarke and Kirk in January 2013.

Mr. Hawthorne will get the figures of what was collected before and after Portnoff and will arrange for representatives of Portnoff to attend the November 1, 2012 Board of Commissioners meeting.

**Snow Plowing Proposals**—Mr. Hawthorne reported that the Township received proposals for snow plowing for the 2012-2013 plowing season from three contractors: Sacks & Sons, Haines & Kibblehouse and Howard Lynch.

In the past, we have accepted all bids so we have a variety of equipment. This year, Mr. Hawthorne recommended that the Board accept the proposal of the lowest bidder, Sacks & Sons. This contractor can provide all the vehicles listed on the Schedule of Equipment and provide drivers. Hourly rates were quoted for several different pieces of equipment and the consistent low price per vehicle was proposed by Sacks & Sons.

The following is a list of all proposals received for snow plowing:

Contractor	40+/- hours ¼ ton pick up truck w/minimum 8 ft. power angle blade w/operator	42+/- hours dump truck (33,000 # or 5 ton equivalent) w/9 ft. or 10 ft. power angle blade w/operator	42+/- hours 80,000 # maximum triaxle dump truck w/operator	42+/- 1 Ton Truck (or above) w/operator	Other Equipment
	2012	2012	2012	2012	2012
<i>Sacks &amp; Sons</i>	\$125/hr.	\$125/hr.	\$200/hr.	\$125/hr.	\$150/hr. rubber tire loader 3 yd.
<i>Haines &amp; Kibblehouse</i>	\$149/hr.	\$155/hr.	\$145/hr.	\$150/hr.	\$244/hr. Road grader w/operator (1) \$227/hr. 950 rubber tire loader w/oper. (1) \$247/hr. 966 rubber tire loader w/oper. (1) \$290/hr. 980 rubber tire loader w/oper. (1)
<i>Howard Lynch</i>	\$100/hr.	No proposal	No proposal	No proposal	No proposal

Commissioner McGroarty asked if Mr. Hawthorne felt confident that Sacks & Sons can handle all the needs of the Township and if there is a reason we are not accepting all three. Solicitor Holloway said generally, you want to go with the lowest bidder. Mr. Hawthorne and John Fogel both said Sacks & Sons can handle it. Solicitor Holloway said we are trying to draw the Township away from controversy and with one contractor, there is no question of who John calls.

Commissioner Kaiser made a motion to accept the lowest proposal for snow plowing for the 2012-2013 snow plowing season, submitted by Sacks & Sons. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

#### **NEW BUSINESS:**

**Resolution No. 953**—Commissioner McGroarty made a motion to approve Resolution No. 953, Reappointing Thomas Troutman as a member of the Lower Pottsgrove Township Parks and Recreation Board. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Resolution No. 954**—Commissioner McGroarty made a motion to approve Resolution No. 954, Reappointing William Wolfgang as a member of the Lower Pottsgrove Township Planning Commission. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Warrant #805**— Commissioner Klotz made a motion to approve Warrant #805 for the month of September 2012. Commissioner Kaiser 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 September 2012, as submitted by Jennifer Marsteller. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0.

**COMMISSIONERS' COMMENTS:**

**None.**

**EXECUTIVE SESSION:**

Commissioner Spadt announced that an executive session would be held immediately following the public meeting to discuss a personnel matter.

Joe Zlomek of the Sanatoga Post asked if anyone has approached the Township about the impact on real estate if National Penn Bank's offices leave the Township. Mr. Hawthorne has not had any calls to that effect from National Penn Bank. He will call the Bank and inquire if the Bank's Training Center and Business/Marketing Center, both located in Sunnybrook Village, will remain in the Township. Mr. Hawthorne wants to make sure that they are staying. Mr. Zlomek heard they are both leaving, but did not know if this was true.

There being no further business, the public meeting adjourned at 7:18 p.m.

Next meeting will be held on Thursday, November 1, 2012 at 7:00 p.m.

Respectfully submitted,



Michele M. Cappelletti  
Township Secretary