

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
November 21, 2013

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled work session meeting on Thursday, November 21, 2013 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania. Meeting was called to order at 6:04 p.m. and the Pledge of Allegiance was recited. The following attended:

Board of Commissioners: Jonathan H. Spadt, President; Bruce L. Foltz, Vice President and Michael McGroarty.

Commissioner Foltz advised that Commissioner Stephen Klotz would be late and would arrive at the meeting at 7:00 p.m.

Commissioner James Kaiser participated by telephone from South Africa.

Rodney P. Hawthorne, Manager; Edward C. Wagner, Manager; Alyson Elliott, Assistant Manager; Michele Christman, Finance Director and Michele Cappelletti, Secretary.

Solicitor R. Kurtz Holloway was absent from the meeting.

NEW BUSINESS:

Approval of 2014 Tentative Budget—Commissioner Spadt announced because of the time difference in South Africa, the Board would be taking the agenda items out of order and the tentative budget would be discussed first. Commissioner Kaiser was telephoned at 6:08 p.m. so he could participate in the budget discussion.

Commissioner Foltz said he would not approve the \$65,000 contribution to the Pottstown Regional Public Library or the 25% raise for the Assistant Manager.

Mr. Wagner provided a spreadsheet showing Fire Services Revenue and Expenses for the Years 2008 through 2014. Mr. Wagner advised to cover \$36,000 in expenses, which does not include the audit, the fire tax would have to be raised from .58 mills to .66 mills. The additional cost would be \$10,000, based on an assessed value of \$125,000.

Commissioner McGroarty said this was discussed with the fire companies and he felt comfortable with raising the fire tax instead of taking the funds out of unreserved.

Commissioner Kaiser said taking the funds out of unreserved is off the table. He said the fire companies do not want to take a hit so the options are to: 1. Raise the fire tax to .66 mills or 2. Pass the original increase in millage, from .58 mills to .60 mills, and the fire companies would have to find the money on their own. Commissioner Kaiser supported either option but he did not think the money should be taken out of unreserved.

Commissioner Spadt supported increasing fire tax to .66 mills.

Commissioner Foltz asked what the increase is going to cost each household. Mr. Wagner said based on \$125,000 of assessed value, the cost would be \$82.50, an increase of approximately \$10.00. Commissioner Foltz said the Commissioners all agree the fire companies need the money and he had no problem with raising the fire tax by \$10.00.

Commissioner McGroarty made a motion to approve the 2014 tentative budget, as amended, to include an adjustment raising the fire tax millage from .58 to .66. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Motion to Advertise Ordinance No. 146-NN—Commissioner Kaiser made a motion to advertise Ordinance No. 146-NN, adopting the 2014 tentative budget, as amended. Commissioner McGroarty seconded the motion. Commissioners Spadt, McGroarty and Kaiser voted Aye. Commissioner Foltz voted Nay. Motion carried by a vote of 3-1.

Motion to Advertise Resolution No. 344-32—Commissioner McGroarty made a motion to advertise Resolution No. 344-32, establishing the rates for the Act 511 taxes for the year 2014. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Motion to Advertise Ordinance No. 133-MM—Commissioner McGroarty made a motion to advertise Ordinance No. 133-MM fixing the real estate property tax rate for the year 2014. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Motion to Advertise Ordinance No. 134-NN—Commissioner Foltz made a motion to advertise Ordinance No. 134-NN fixing the rate of assessment of street lighting in the Township for the year 2014. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Overtime Policy and Holiday Pay—Mr. Hawthorne reported that in 1999, the Board of Commissioners approved a policy to pay double time to hourly road crew employees who worked on the following major holidays: Christmas, New Year's Day, Easter and Thanksgiving. Later, former manager Greg Prowant issued a memo and added July 4 to the list of holidays. Mr. Hawthorne asked the Board to consider if they want to continue paying double time for hours worked on certain holidays or to pay time and one-half in accordance with FSLA.

Commissioner Foltz supported paying double time for Christmas, New Year's Day, Easter and Thanksgiving. He felt employees should be properly compensated for working on those holidays, but he recommended removing July 4 from the list. The Board agreed with Commissioner Foltz's recommendation.

After discussion, Commissioner Foltz made a motion to authorize paying hourly road crew employees double time on the following holidays only: Christmas, New Year's Day, Easter and Thanksgiving. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Commissioner Foltz said the overtime hours should be closely monitored to prevent abuse of the double-time policy. Mr. Wagner will issue a new memo to employees outlining the policy.

On-Road and Off-Road Diesel Fuel—Mr. Wagner reported that based on last year's consumption, the cost to provide on-road diesel fuel to the Township tank on Pleasantview Road (Pole Barn) was over \$19,000; therefore, the Township is required to formally bid this contract.

The Township also uses off-road diesel fuel to power the generators at the Township Building, Sanatoga Pump Station and Porter Road Pump Station. Since the cost for fuel at these locations was under \$18,900, the Township does not have to go through the formal bid process and can request proposals instead.

Commissioner McGroarty made a motion to advertise a notice to bidders for the on-road diesel fuel contract. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Warrant #818— Commissioner McGroarty made a motion to approve Warrant #818 for the month of October 2013. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Acceptance of Treasurer's Report—Commissioner Foltz made a motion to accept the Treasurer's Report for the month of October 2013, as submitted by Jennifer Marsteller. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

COMMENTS FROM VISITORS:

None.

APPROVAL OF MINUTES:

Commissioner McGroarty made a motion to approve the meeting minutes of the November 7, 2013 Board of Commissioners meeting. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

RESOLUTIONS AND ORDINANCES:

Ordinance No. 306 BCW Rezoning—Commissioner McGroarty made a motion to advertise Ordinance No. 306, Amending The Zoning Map Attached To And Incorporated in Chapter 250 of the Code of The Township of Lower Pottsgrove Adding Certain Areas of Land to the Interchange District and to set and advertise January 23, 2014 at 6:45 p.m. as the hearing date to receive public comment. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

CORRESPONDENCE AND INFORMATION:

Request for Waiver of Trash Fees—Mr. Hawthorne reported that 73 Pine Hurst drive was destroyed by fire. The Township received an email from the property owners requesting that their trash fees be waived. He advised that the Authority has already waived the sewer bills.

After discussion, Commissioner McGroarty made a motion to waive the trash invoice for the property located at 73 Pine Hurst Drive until such time that the residents are back residing in the house. Commissioner Foltz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

SUBDIVISION AND LAND DEVELOPMENT:

None.

OLD BUSINESS:

Recommended Changes to the Zoning Ordinance—Tabled.

COMMISSIONERS' COMMENTS:

None.

MANAGERS' COMMENTS:

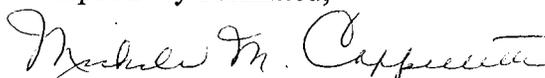
Mr. Hawthorne recommended that the gates to Sanatoga Park be closed for the season. Commissioner Foltz asked Mr. Hawthorne if he discussed this with the Police Department and Mr. Hawthorne did not. Commissioner Kaiser asked if the soccer was over. Mr. Hawthorne said yes, all activities are done and he discussed this with John Fogel. Commissioner Foltz recommended that Mr. Hawthorne first talk to the Police before closing the gates for the season.

EXECUTIVE SESSION:

Commissioner Spadt asked Commissioner Foltz if he wanted to hold an executive session. Commissioner Foltz did not want to have an executive session without Commissioner Klotz being present.

Commissioner Spadt adjourned the public meeting at 6:30 p.m. There was no executive session. Next meeting will be held on Thursday, November 7, 2013 at 7:00 p.m.

Respectfully submitted,



Michele M. Cappelletti
Township Secretary