

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
December 19, 2013 Close-Out Meeting

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled close-out meeting on Thursday, December 19, 2013 at the Lower Pottsgrove Township Municipal Building, 2199 Buchert Road, Pottstown, Pennsylvania. Meeting was called to order at 7:00 p.m. The following attended:

Board of Commissioners: Jonathan H. Spadt, President; Bruce L. Foltz, Vice President; Michael McGroarty; James D. Kaiser and Stephen M. Klotz.

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

COMMENTS FROM VISITORS:

Tony Doyle, 1745 Kepler Road, requested that in 2014, the new Board uses restraint when it comes to legal fees. Mr. Doyle would like to see routine legal documents prepared in house by Township staff.

Mr. Doyle was concerned about the number of miles put on the Township-owned vehicles by Sewer Authority personnel and asked if the employees are taking the trucks home.

Mr. Doyle requested that the next picture taken of the Board of Commissioner be of a better size and quality so it is complimentary to the Commissioners.

APPROVAL OF MINUTES:

Commissioner McGroarty made a motion to approve the minutes of the December 2, 2013 Board of Commissioners meeting. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

CORRESPONDENCE AND INFORMATION:

None.

OLD BUSINESS:

None.

SUBDIVISION AND LAND DEVELOPMENT:

None.

NEW BUSINESS:

Township Auditor—Mr. Wagner reported that the Township received three (3) proposals to conduct the 2013, 2014 and 2015 audits of the Township, Tax Collector, Sanatoga Fire Company and Ringing Hill Fire Company. Dreslin and Company of East Norriton, Pennsylvania submitted the lowest proposal, which is as follows:

Calendar Year	Township	Tax Collector	Ringing Hill Fire Company	Sanatoga Fire Company
2013	\$9,500	\$1,500	\$1,650	\$1,650
2014	\$9,800	\$1,550	\$1,700	\$1,700
2015	\$10,100	\$1,600	\$1,750	\$1,750

The Township contacted three municipal clients serviced by Dreslin and Company and the responses were extremely positive. Mr. Wagner recommended that the Board accept the proposal and appoint Dreslin and Company as the Township's auditors.

Commissioner Foltz made a motion to accept the proposal and appoint Dreslin and Company to conduct the audits of the Lower Pottsgrove Township, Tax Collector, Ringing Hill Fire Company and Sanatoga Fire Company financial statements for the years ending 2013, 2014 and 2015, at the rates quoted above. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

On-Road Diesel Fuel Contract—Mr. Wagner reported that the Township received the following bids for on-road diesel fuel, which is used for the Township's public works vehicles:

Vendor Name	Vendor Address	Market Bulk Price Per Gallon at 4:00 P.M. on December 12, 2013
Penn Petroleum, Inc. T/A William R. Gift	2314 Farmington Ave. P. O. Box 329 Boyertown, PA 19518	\$3.129 per gallon
Automotive Service	P. O. Box 2157 Reading, PA 19608-0157	\$3.36 per gallon
Superior Plus Energy	224 Valley Creek Blvd. Exton, PA 19341	\$3.2461 per gallon Phila. OPIS Daily Average + \$.1650 day of delivery

Mr. Wagner recommended that the Board accept the lowest bid submitted by Penn Petroleum, Inc., T/A William R. Gift, subject to a legal review of the bid documents by the Solicitor.

Commissioner Klotz noted there was a considerable difference in the bids and asked if the price fluctuates with the market. Mr. Wagner said yes, it does fluctuate and the price quoted is as of December 12, 2013.

Commissioner Klotz made a motion to award the contract for on-road diesel fuel to Penn Petroleum, Inc., T/A William R. Gift. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Off-Road Diesel Fuel Contract—Mr. Wagner reported that the Township received the following proposals for off-road diesel fuel, which is used for the Township's generators:

Vendor Name	Vendor Address	Market Bulk Price Per Gallon at 4:00 P.M. on December 12, 2013
Penn Petroleum, Inc. T/A William R. Gift	2314 Farmington Ave. P. O. Box 329 Boyertown, PA 19518	\$3.149 per gallon
Automotive Service	P. O. Box 2157 Reading, PA 19608-0157	\$3.358 per gallon
Superior Plus Energy	224 Valley Creek Blvd. Exton, PA 19341	\$3.2745 per gallon Phila. OPIS Daily Average + \$.1900 day of delivery

Mr. Wagner recommended that the Board accept the lowest proposal submitted by Penn Petroleum, Inc., T/A William R. Gift, subject to a legal review of the proposal by the Solicitor.

Commissioner Klotz asked why the price of off-road diesel is more than the price of on-road diesel. Mr. Wagner advised it's due to the volatility of the market.

Commissioner McGroarty made a motion to award the contract for off-road diesel fuel to Penn Petroleum, Inc., T/A William R. Gift. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Tuition Reimbursement—Mr. Wagner requested approval of Officer James Kenney's Request for Reimbursement for Tuition and Books in the amount of \$1787.00 for the Spring Semester.

Commissioner Klotz made a motion to approve Officer James Kenney's Request for Reimbursement for Tuition and Books, in the amount of \$1787.00. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

January 2014 Meeting Dates—Commissioner Foltz made a motion to approve and advertise the January 2014 meeting dates of the Board of Commissioners, Authority, Planning Commission and Parks and Recreation Board. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Full meeting calendar for the year 2014 will be presented for approval at the 2014 Reorganizational Meeting on January 6, 2014.

Resignation Letter—Commissioner Spadt announced that the Board received a letter of resignation from Civil Service Commission member John Genther. Commissioner Spadt said Mr. Genther has been a real asset and served on the Civil Service Commission for over six years.

Commissioner Klotz thanked Mr. Genther for his service and made a motion to accept, with regret, the resignation of John Genther from the Civil Service Commission. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

RESOLUTIONS AND ORDINANCES:

Ordinance No. 146-NN—Mr. Wagner reported in accordance with the arbitration ruling that was handed down on November 25, 2013, the 2014 annual budget has been amended to reflect a 4% increase for uniformed employees.

Commissioner Kaiser made a motion to approve Ordinance No. 146-NN, adopting the Lower Pottsgrove Township 2014 amended annual budget. Commissioner McGroarty seconded the motion. Commissioners Kaiser, McGroarty and Spadt voted Aye; Commissioners Foltz and Klotz voted Nay. Motion carried by a vote of 3-2.

Ordinance No. 133-MM—Commissioner Kaiser made a motion to approve Ordinance No. 133-MM, fixing the real estate property tax rate for the year 2014. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Ordinance No. 134-NN—Commissioner Foltz made a motion to approve Ordinance No. 134-NN, fixing the rate of assessment of street lighting in the Township for the year 2014. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Resolution No. 344-32—Commissioner Kaiser made a motion to approve Resolution No. 344-32, establishing the rates for the Act 511 taxes for 2014 at the same rates as the previous year. Commissioner McGroarty seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Warrant #819— Commissioner Kaiser made a motion to approve Warrant #819 for the month of November 2013. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Acceptance of Treasurer's Report—Commissioner Klotz made a motion to accept the Treasurer's Report for the month of November 2013, as presented by Jennifer Marsteller. Commissioner Kaiser seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

PRESENTATIONS:

Commissioner Spadt presented Commissioner McGroarty with a plaque for his four years of service as a Lower Pottsgrove Township Commissioner. Although he did not know Commissioner McGroarty well when he came on board, Commissioner Spadt knew he would be a real asset to the Township. He said Commissioner McGroarty spoke his mind, but did so reasonably, and he was committed to the Township's integrity.

Commissioner Spadt also presented a plaque to retiring Township Manager Rod Hawthorne. Commissioner Spadt spoke of his many years of working with Rod and said from the beginning, he saw him as a mentor. He said Rod's pragmatic approach to problem solving stands out, as he was by the book when he needed to be but was also

flexible when he needed to take another approach. Rod expressed his appreciation and said he had a good run.

Scott Exley expressed his appreciation to Rod, both as a Township resident and as the Township's engineer. He said Rod has been a mentor to him and it was a pleasure working together. He wished Rod the best of luck moving forward with his family and next career.

Commissioner Klotz thanked Commissioner McGroarty for doing a tremendous job. Commissioner Klotz said although they haven't agreed on everything, they handled their differences professionally. He said Mike is a great asset and thanked him for his service and always being community-involved.

Commissioner Klotz thanked Rod for the help and direction he has given to him over the years. He said Rod cares for the Township and it shows. Commissioner Klotz expressed his appreciation to Rod for all he has done and said Rod has always been a gentleman.

Commissioner Klotz also thanked Township staff for working hard to do things that the Board doesn't see. From the Road Crew to the Office to the Police Department, Commissioner Klotz thanked everyone for their service to the Township this past year.

Commissioner Kaiser thanked Commissioner McGroarty for his service. He said Mike speaks the truth and his mind. Commissioner Kaiser said he admires Mike both as a friend and as a commissioner and he will miss his voice.

Commissioner Kaiser said it was great to have Rod to guide him during his first term on the Board. He thanked Rod for everything he has done and looks forward to seeing him at the football games.

Commissioner Kaiser thanked staff for another great year and expressed his appreciation to the administrative staff, Police Department and road crew. He thanked his fellow commissioners and Solicitor Holloway for their service to the Township. Commissioner Kaiser is also looking forward to working together with in-coming commissioner Shawn Watson and Ed Wagner.

Commissioner McGroarty expressed his appreciation to everyone. He thanked Joe Zlomek for attending the meetings, for his fairness and honesty and for providing a valuable service to the community. He thanked the residents for electing him to serve as a commissioner, as it was an honor and pleasure to do so. He thanked the officers in the Police Department, the Road Crew and administrative staff for running and keeping Lower Pottsgrove a first class township. He thanked the members of all the Township's Boards and Commissions, as these positions are not elected and are completely voluntary. He said first class people are what make this a first class township.

Commissioner McGroarty thanked Township engineers Scott Exley and Chad Camburn for always keeping the best interest of the Township and the residents in the forefront.

Commissioner McGroarty thanked his fellow commissioners and former commissioner Jim Phillips for 4 great years. He said they have not always agreed, but that is what a Board like this needs, and he thanked them for serving the community. He thanked Alyson Elliott for her technical work and the fine job she does behind the scenes.

Commissioner McGroarty welcomed back Ed Wagner and feels the Township is in good hands. He thanked Solicitor Holloway for his counsel, wisdom and advice over the past 4 years, which has always been in the best interest of the Township and its residents.

Commissioner McGroarty did not have enough superlatives to say about Rod. He praised Rod's political savvy and his management skills. Commissioner McGroarty said Rod is one of the best and he has the utmost respect for him. He thanked Rod for his time and he leaves here calling Rod a friend.

Commissioner Foltz thanked Commissioner McGroarty for being on the Board. He said it has been a pleasure to work with Mike and he appreciates his time and expertise. He also thanked staff for another year of service.

Commissioner Foltz said he and Rod have always respected one another and thanked him for his years of service to the Township.

Commissioner Spadt echoed all his fellow commissioners' comments. He said looking forward, the Board is going to move in a different direction. He is good with his new role and is looking forward to Shawn coming on board.

Solicitor Holloway thanked Commissioner McGroarty for his kind words. He appreciated that Mike always trying to do what was best. Solicitor Holloway said he worked with Rod since 1991 and there has been no one who has done more for this Township than Rod.

Rod said since 1988, he has served under 17 commissioners and 2 solicitors, which shows stability. He said many of the Boards of the Township are filled with volunteer members who are doing the jobs they do professionally, which helps the Township, all to the Commissioners' credit. Rod said he has been lucky to have worked with good commissioners, which also makes for a Township that is stable. He said the Township has an excellent staff and the best in the business, which is also a credit to this Board and previous Boards. Ed Wagner did a terrific job when he served as Assistant Manager at Lower Pottsgrove, then he moved on to a Manager's position. Ed has almost 20 years of management experience and he is already taking a leadership role. Rod also welcomed Shawn Watson aboard.

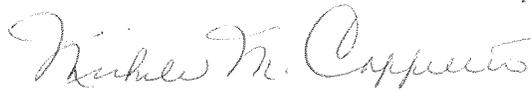
In closing, Rod said it has been a great run with everyone he has worked with professionally inside and outside of the Township. He said Lower Pottsgrove Township is a first rate community and he thanked the Commissioners, staff and residents.

Commissioner Spadt reflected on the comments that were made and said Rod is leaving a significant legacy, one that he should be very proud of.

There being no further business, the public meeting adjourned at 7:45 p.m.

Next meeting will be held on Monday, January 6, 2014 at 7:00 p.m.

Respectfully submitted,

A handwritten signature in cursive script, reading "Michele M. Cappelletti".

Michele M. Cappelletti
Township Secretary