

**LOWER POTTS GROVE TOWNSHIP    BOARD OF COMMISSIONERS**  
**February 11, 2013**  
**(Rescheduled from February 3, 2014)**

The Board of Commissioners of Lower Pottsgrove Township did not hold its regularly scheduled meeting on Monday, February 3, 2014 due to inclement weather. The meeting was rescheduled and held on Tuesday, February 11, 2014 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 were in attendance:

**Board of Commissioners:** Bruce L. Foltz, President; Stephen M. Klotz, Vice President; Shawn D. Watson and James D. Kaiser.

Robert L. Brant, Solicitor; Edward C. Wagner, Manager; Sgt. Robert Greenwood, Police Department; Lew Babel, Fire Marshal; Chris Wilcox, Emergency Management Coordinator; Jennifer V. Marsteller, Treasurer/Tax Collector; Scott Exley, Township Engineer and Michele Cappelletti, Secretary.

Commissioner Jonathan H. Spadt was absent.

**APPROVAL OF MINUTES:**

Commissioner Klotz made a motion to approve the minutes of the January 23, 2014 Board of Commissioners meeting. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**COMMENTS FROM VISITORS:**

**Bill Wolfgang**, Pruss Hill Rd., had the following questions/comments about changes in the 2014 Budget:

1. Mr. Wolfgang asked why the Assistant Manager position was eliminated. Commissioner Foltz said building is down because of the economy and to save money, jobs were combined. The duties associated with that position are being handled by current staff. Commissioner Kaiser said it was his understanding that it was a firing.
2. Mr. Wolfgang asked why there was a change of Solicitor and how Mr. Brant was selected. Commissioner Klotz said the Board looked at the situation and, based on feedback they received from the public, decided to make a change. Commissioner Klotz explained the Board is striving to be more business friendly and Mr. Brant, who was formerly the Township's Zoning Solicitor, fits very well into the Board's plans for the future.
3. Mr. Wolfgang was concerned about the cost of adding three officers to the Police Department and asked if they were needed. Commissioner Klotz said there has been an increase in serious crimes in the Township and his position has always been to make sure the Police and Fire Departments are properly staffed. His intention is to have two officers on the street to handle any situations that may arise and he fully supports the addition of another officer this year.

Commissioner Kaiser said the Township is implementing monthly Police Committee meetings. He wants to see statistics and a plan that would indicate when to hire a police officer. He supports using some type of gauge or threshold that would determine when the Township needs more officers. Commissioner Klotz agreed with thresholds and emphasized that the goal will be to have two police officers on all shifts.

4. Mr. Wolfgang thanked John Fogel and the road crew for the excellent condition of the roads.

## **REPORTS:**

### **Police**

Sgt Greenwood thanked Chief Foltz for having him come to tonight's meeting to deliver the Police Report. He reported there were 998 calls for service in January 2014 and highlighted the following from the monthly report:

#### **1. Calls for Service/Departmental Activities:**

- a. The Department has now taken over all costs associated with the modems for MDT connections in patrol cars. Previously Montgomery County funded four of the modems.
- b. The Department is using Central Booking Services at Montgomery County Correction Facility for processing prisoners. Sgt. Greenwood explained how this process is more efficient and cost effective.
- c. As of January 27, 2014, Ofc. Royce Repka was released from his Field Training Program and is now operating on his own.
- d. Several projects were completed to assist with meeting accreditation requirements. Sgt. Greenwood expressed appreciation for the following donations to the Department:
  - Ofc. David Slothower constructed and installed two temporary prisoner detention benches in the Police Dept.
  - Commissioner Watson donated and installed a granite countertop to finish the cabinet constructed by Ofc. Slothower.
  - Albitz Garage donated services to retrofit the Department's refrigerator which holds and secures temporary evidence such as blood and DNA evidence.
  - J. D. Eckman volunteered services and welded door hinges on the evidence storage room
  - Commissioner Bruce Foltz donated time and material to install an electrical shut-off/override switch for the garage.
- e. The Department is participating in Project Childsafe, a firearms safety program designed to protect children from unsecure firearms.
- f. On January 28, 2014, the Department underwent its Mock Accreditation. Overall the Department received positive feedback. Any deficiencies will be addressed.
- g. Police Committee meeting calendar was set and dates will be advertised.

Commissioner Foltz asked Sgt. Greenwood what accreditation will do for the Department. He responded that only a small number of Police Departments in Pennsylvania are accredited and being accredited will put the Department in an elite status. Mr. Brant added that one of the most

important benefits is that it will enable the Department to apply for grants. Accreditation is one of the top achievements a Police Department can attain.

**2. Criminal Investigations/Arrests:**

- a. During the early morning hours of January 13, 2014, police responded to a single family home on Kepler Road for a robbery. Detectives are continuing to investigate.

**3. Fleet:**

- a. Fleet Manager, Ofc. Musselman has been working with the Chief to spec out new car orders for 2014. Sgt Greenwood requested authorization to proceed with the purchase of two vehicles: One (1) 2014 AWD Dodge Charger for patrol (replaces Car #4) and one (1) new vehicle for the Chief (either a 2014 AWD Dodge Durango SUV or 2014 AWD Dodge Charger). Vehicles are in the 2014 budget and would be purchased through New Holland Dodge, a CoStars vendor.

Commissioner Kaiser asked what the plans are for old vehicles. Sgt. Greenwood reported that the marked vehicle will be sold on Municibid. The Chief's current vehicle will be used by the Township Manager, and the current Manager's vehicle (Dodge Durango) will be transferred to the unmarked fleet.

After discussion, Commissioner Klotz made a motion to authorize the purchase of two (2) vehicles for the Police Department through New Holland Dodge, a CoStars vendor. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Emergency Management**

Emergency Management Coordinator (EMC) Chris Wilcox reported there were no EOC activations in January 2013. The Township did declare a snow emergency on January 21, 2014. Mr. Wilcox reported he and the Township Manager have been in close contact with Montgomery County Public Safety and have been monitoring the severe weather events.

Commissioner Foltz asked if the Township can submit any charges for reimbursement. Mr. Wilcox said costs are being figured out and paperwork is being prepared. Mr. Wagner said there could be some reimbursable items.

**Fire Marshal**

Mr. Babel presented two reports to the Board of Commissioners: The year-end 2013 Fire Marshal's Report and the December 2013 report. He reported the following statistics:

Station	Total Calls	Total Hrs. of Service	Total Personnel Hrs.	Total Personnel Training Hrs.	Total Fundraising Hrs.
	Dec. 2013	Dec. 2013	Dec. 2013	Dec. 2013	Dec. 2013
Sanatoga (Station 58)	37	36	412	184	Not provided
Ringling Hill (Station 59)	29	27	161	49	208

(Hours are approximate)

Sanatoga Fire Company also provided a Member's Service Hours report for October 2013 to January 2014. Commissioner Foltz liked this report because it lists the names of the volunteers and the hours worked. He expressed his appreciation to the volunteers for putting in a lot of their own personal time.

Commissioner Foltz asked if Goodwill Ambulance has a station at Ringing Hill Fire Company. Ray Lopez, Vice President of Ringing Hill Fire Company, was at the meeting and responded that Ringing Hill does have an agreement with Goodwill. The arrangement is on a trial basis to see if there are enough calls to support Goodwill being there. Commissioner Foltz asked if the Township would be divided into districts and how calls would be answered by Pottstown or Ringing Hill. Mr. Lopez said the first available would answer the call.

Bill Wolfgang asked if the Township has thought about billing a homeowner's insurance company for ambulance calls. Don Woodley, President of Sanatoga Fire Company, said Sanatoga does bill insurance companies for accidents on the highway to recoup costs and the collection rate is very low.

**Highway—Public Works Department:** Commissioner Foltz read the Public Works Report for January 2014. He commented that the Public Works Department has been very busy and did a tremendous job clearing the roads during the recent snow storms. Report will be posted on the bulletin board.

**C.O.G.**—Due to weather conditions, there was a poor turnout at the meeting held on January 14, 2014 at East Coventry Township. No action was taken.

**Engineering**—Bursich Associates provided an Engineers' Report updating the Board on various projects and activities going on in the Township.

Mr. Exley reported that Ken Starr is interested in meeting with the Township regarding the Rupert Road Bridge. Commissioner Klotz, Mr. Wagner and Mr. Exley will represent the Township at the meeting. Mr. Starr's secretary will provide available dates.

**Treasurer**—Ms. Marsteller presented the Tax Collector's Monthly Report to Taxing Districts for the month of January 2014 to the Commissioners for review. She reported the collection rate was 97.5% in 2012 and 97.9% in 2013. She is currently getting bills ready to go out on March 1, 2014.

### **Solicitor**

Mr. Brant thanked Commissioner Foltz and the Board for his appointment as Solicitor. He said staff has been very cooperative and Michele Cappelletti, Ed Wagner and Chad Camburn of Bursich Associates have brought him up to speed, particularly on the many development projects in the Township. Mr. Brant highlighted the following from his written report to the Board of Commissioners:

1. The Buchert Ridge Development is moving toward a conclusion and the Township provided direction to the developer on that project.
2. The Southview Development is up to date and is in the final detail stage.
3. Mr. Brant worked with Wil Hallman, Carrie Nase and John McMenamin on the 1338 Lynn Drive Development.

4. Chad Camburn provided Mr. Brant with the draft Stormwater Ordinance. This ordinance needs to be advertised.

Commissioner Klotz likes that Mr. Brant's report keeps the Board up to date and said he looks forward to seeing it every month. Commissioner Foltz agreed and said great job.

#### **Parks and Recreation and Pottstown Metropolitan Regional Planning**

**Grants**—Mr. Wagner reported that the Township received notice that it was not awarded a \$25,000 grant from Pottstown Health and Wellness Foundation and DCNR. Jen Griffith has contacted Pottstown Health and Wellness Foundation for more information on why we were denied.

Mr. Wagner also reported that the Township is looking into a Community Block Grant to upgrade the restrooms at Sanatoga Park. The Parks and Recreation Board will discuss this grant at its February 24, 2014 meeting.

**Regional Planning**—Meeting was cancelled.

#### **Lower Pottsgrove Township Authority**

**Southview**—Mr. Wagner reported that the Authority approved the dedication of all sanitary sewer lines in the Southview Development at its meeting held on February 10, 2014.

**I&I**—The Township is continuing with its I&I program. Third party contractor Sewer Specialties will be back in the Township and will be working on Welsh Drive, Keim Street, North Valley Road, Cedar Hill Road and the Woodgate Development. The Township intends to install flow meters and the ultimate goal is to get out of the consent order from DEP in early 2015.

#### **CORRESPONDENCE AND INFORMATION:**

**Town Hall Meeting**—Commissioner Foltz announced that the Montgomery County Commissioners cancelled their Town Hall Meeting scheduled for Thursday, February 6 at 7:00 p.m. at the Lower Pottsgrove Township Municipal Building. The meeting has not yet been rescheduled. Mr. Wagner thanked Scott Exley for working with the County Commissioners to set up this meeting.

**Amended Zoning Hearing Application No. 2014-01**—Mr. Wagner reported that Kyle Laverty, 1377 Hilltop Road, submitted a revised proposal dated January 27, 2014, with photographs attached. Mr. Wagner asked the Board if it still intended to oppose Mr. Laverty's application at the zoning hearing scheduled for February 19, 2014 at 6:00 p.m.

After discussion, the Board decided it would oppose the new proposal submitted by Mr. Laverty. Commissioner Watson made a motion to authorize the Township Manager to attend the zoning hearing on February 19, 2014 to oppose, on behalf of the Board of Commissioners, the revised proposal submitted by Kyle Laverty, 1377 Hilltop Road. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

#### **OLD BUSINESS:**

**Police Committee Meetings**—Commissioner Klotz made a motion to advertise the 2014 Police Committee Meeting Dates. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Commissioner Kaiser asked if the meetings are open to the public. Mr. Brant said the meetings are open to the public but noted that due to the sensitive nature of some of the topics that may be discussed, portions would be exempt under the Sunshine Law. In those situations, the Police Committee can recess into Executive Session.

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

**1338 Lynn Drive (Wil Hallman)**—Mr. Brant presented draft **Resolution No. 999-14**, granting preliminary/final approval of the subdivision plan of Wil Hallman Retirement Development, LLC for 1338 Lynn Drive. The applicant's attorney, Carrie Nase, has been working with Mr. Brant's office on finalizing the language in the resolution.

After discussion, Commissioner Klotz made a motion to approve draft Resolution No. 999-14 granting preliminary/final approval for the subdivision plan called 1338 Lynn Drive, subject to revisions that have been reviewed and approved by the Township Solicitor. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Buchert Ridge Phase II Development (Wil Hallman)**—Mr. Brant reported that the Buchert Ridge Phase II timeline is up to date. Ms. Nase advised that they are working on resubmitting the final plans for Phase II and have met with Township staff and the engineer, but they have been tied up with PennDOT and the Montgomery County Conservation District. John McMenamin advised they are trying to satisfy the requirements of DEP and the Conservation District to address storm water, and then they will address the PennDOT issues.

There was discussion on installing sidewalk on the side of the street across from Buchert Ridge Community. Mr. Brant said he gave Buchert Ridge Community some suggestions on how to help the project along. Mr. McMenamin said things are progressing and moving in a positive direction. Mr. Hallman thanked the Township for its cooperation.

#### **NEW BUSINESS:**

**Equipment Rental and Labor Agreement**—Commissioner Klotz made a motion to advertise the Notice to Bidders for the 2013-2014 Equipment Rental and Labor Agreement. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

#### **RESOLUTIONS AND ORDINANCES:**

**Resolution 999-14**—See SUBDIVISION AND LAND DEVELOPMENT.

**Ordinance No. 146-NN**—Commissioner Klotz made a motion to approve the 2014 Amended Final Budget. Commissioner Watson seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

**Warrant**—Warrant No. 821 for January 2014 will be distributed via email for the Commissioners' review.

#### **COMMISSIONERS COMMENTS:**

**Commissioner Foltz** announced that the February 20, 2014 Board of Commissioners meeting has been cancelled. The next regularly scheduled meeting will be held on March 3, 2014 at 7:00 p.m.

**Commissioner Watson** thanked EMC Chris Wilcox and the Road Crew for the excellent job they did handling the 13<sup>th</sup> storm of the year. He also thanked Chief Foltz and the Police Department for all the hours they are spending in pursuit of accreditation.

**Commissioner Klotz** echoed Commissioner Watson's appreciation to the Road Crew. He asked about a large mound of snow on Kepler Road, near its intersection with Sunnybrook Road. He said John Fogel has been clearing this area and asked Township staff keep an eye on it.

**Commissioner Klotz** stated that the Police have been working extra hard and every day the officers are taking risks. He believes Lower Pottsgrove has the best police force around.

**Commissioner Klotz** offered kudos to SRO Will James. He witnessed Ofc. James handling a student in trouble and said there was a mutual respect between the officer and the student. Commissioner Klotz believes community policing is huge and a police officer should be someone you want to go to in the community.

**Commissioner Klotz** offered kudos to Mr. Brant for his informative report and for keeping the Board up to date.

**Commissioner Foltz** thanked Sgt. Greenwood for coming to the meeting. He felt this opportunity gives our police officers a chance to interact with the Board and the community.

**Commissioner Foltz** stated that this Board has made a lot of changes. He was pleased with the reports submitted by Police, Fire and Emergency Management and he thanked Mr. Brant and Mr. Wagner for keeping the Board informed as to what is going on. He said staff is doing a great job managing extra work and job duties and he expressed his appreciation to all.

**Sgt. Greenwood** said Mr. Wagner promised to go out on the road with the police officers and he did, after hours. He said it means a lot to the officers that the Commissioners and staff care enough to see firsthand what they do.

There being no further business, the meeting was adjourned at 8:30 p.m.

Next regularly scheduled meeting will be held on Monday, March 3, 2014 at 7:00 p.m.

Respectfully submitted,



Michele M. Cappelletti  
Secretary