

LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS
May 19, 2016

The Board of Commissioners of Lower Pottsgrove Township held its regularly scheduled work session meeting on Thursday, May 19, 2016 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: Bruce L. Foltz, President; Stephen M. Klotz, Vice President; Earl E. Swavely, Jr. and Raymond W. Lopez.

Edward C. Wagner, Manager; Charles D. Garner, Jr., Solicitor and Michele Cappelletti, Secretary.

Commissioner Foltz announced the meeting was being recorded and asked speakers to please state their name, address and nature of business for the record.

EXECUTIVE SESSION:

As required by the Sunshine Act, Solicitor Garner announced the Board of Commissioners met in executive session at 6:00 p.m. prior to the meeting to discuss matters pertaining to litigation and personnel. No action was taken.

RESOLUTIONS AND ORDINANCES:

Resolution No. 1106-16—Commissioner Klotz made a motion to approve Resolution No. 1106-16 appointing David McKechnie as a Lower Pottsgrove Township Police Officer. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

Chief Foltz introduced Ofc. McKechnie and said he will be the Department's 20th police officer. Chief Foltz delivered a brief biography outlining Ofc. McKechnie's personal and professional accomplishments.

After approval of the Resolution No. 1106-16, His Honor District Justice Edward C. Kropp, Sr., District 38-1-12 administered the Oath of Office to Ofc. David McKechnie.

Resolution No. 1107-16—Commissioner Klotz made a motion to approve Resolution No. 1107-16 appointing Robert W. Mohollen as a Commissioner in Lower Pottsgrove Township to fill the existing vacancy caused by the resignation of James Vlahos. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 4-0 in favor.

After approval of Resolution No. 1107-16, His Honor District Justice Edward C. Kropp, Sr., District 38-1-12, administered the Oath of Office to Commissioner Robert Mohollen. After being sworn in, Commissioner Mohollen joined his fellow Commissioners at the Board table.

COMMENTS FROM VISITORS:

Tony Doyle, 1745 Kepler Road, welcomed Commissioner Mohollen.

Mr. Doyle asked if the \$100,000 contribution from the developer of Sanatoga Greene is to be used only for parks and recreation. Mr. Wagner replied yes, the developer is paying a fee in lieu of the parks and recreation requirements as outlined in the Gateway Mixed Use zoning ordinance.

Mr. Doyle asked how he could find out if there are contributions made by the various sports organizations, for example, soccer and baseball, to use the Township's fields. Mr. Wagner advised Mr. Doyle to submit a Right to Know request for that information.

Mr. Doyle said the Township spends a lot of money maintaining the fields at Gerald Richards Park and they look decent; however, the common areas are overgrown with dandelions. He felt money should be spent on maintaining the common areas, not just the fields. Commissioner Foltz said the Road Crew spends hours weeding and feeding the fields with materials donated by the Soccer Association. Mr. Doyle agreed the fields are in good shape, his concern was with the maintenance of the common areas.

Mr. Doyle said he has been coming to Township meeting for 20 years. He said this then and he's saying it now—the entrance to Gerald Richards Park is not wide enough to accommodate cars going in and out at the same time. He felt the entrance should be widened. He hopes the Board takes the time to think and plan with the new developments coming into the Township.

CORRESPONDENCE AND INFORMATION:

None.

OLD BUSINESS:

Mr. Wagner addressed two matters regarding the zoning hearing that took place on May 17, 2016 at 6:00 p.m. at the Lower Pottsgrove Township Municipal Building:

Application No. 2016-03 of Daniel Freas, 1111 Crestwood Drive

The Board authorized Mr. Wagner to oppose the Applicant's request for a variance to construct a 40 ft. x 36 ft. pole barn. The hearing was continued at the request of the Applicant to Tuesday, June 21, 2016 at 6:00 p.m.

Application No. 2016-02 of Castle Caldecott, LLC (Sanatoga Greene Development)

The Board authorized Mr. Wagner to oppose the Applicant's request for variances from the Township's parking requirements as well as the parks and recreation requirements.

At the hearing, the applicant stated they would withdraw the request for a variance relating to the parking requirements and agreed to construct two (2) parking spaces, instead of 1.7 parking spaces, per garden apartment.

Regarding the parks and recreation requirements, Mr. Wagner worked with the developer and negotiated a \$100,000 fee in lieu of. Mr. Wagner thought the fee would be beneficial to use at the Township's various parks.

The zoning hearing for Application No. 2016-02 of Castle Caldecott, LLC (Sanatoga Greene Development) was indefinitely continued.

SUBDIVISION AND LAND DEVELOPMENT:

H&K Application to PA DEP—Mr. Wagner received a letter from the H&K Group advising it is making application to the PA Department of Environmental Protection Bureau of Air Quality for the temporary installation of a portable crushing plant within the existing Pottstown Trap-Rock Quarry, Sanatoga, Lower Pottsgrove Township. H&K is providing notice to the Township in compliance with PA DEP regulations. The Board had no concerns with the H&K application and no action was taken.

NEW BUSINESS:

Police Department Locker Room—Commissioner Klotz made a motion to approve a proposal to renovate the Police Department locker room in the amount of \$8,395 plus the purchase and installation of new lockers at a cost of \$786.91 (total project cost \$9,181.91). Commissioner Swavely seconded the motion.

Commissioner Mohollen asked how long the project is proposed to take. Chief Foltz advised once approved, it can start within 3 or 4 weeks. Commissioner Klotz asked for the timeline for completion and Chief Foltz replied 2 weeks. Commissioner Mohollen asked if the project will impede any police department activities. Chief Foltz said other than the locker rooms, it does not interfere with Police Department activities, and temporary accommodations will be made for the officers going on and off duty.

With a motion on the floor made by Commissioner Klotz and seconded by Commissioner Swavely, motion carried unanimously by a vote of 5-0 in favor.

Solicitor Garner advised in compliance with the Sunshine Act, the public should have the right to provide comments on any item not specifically listed on the agenda that the Board chooses to act on. Commissioner Foltz asked for public comments and Chief Foltz further explained the details of the locker room project.

Tony Doyle commented the locker room proposal was presented with short notice. He felt in the future, the Commissioners should have a few days to review before voting.

Commissioner Foltz said the 2 commissioners on the Police Committee were aware of the project and both he and Commissioner Lopez were kept up to date on the matter. Unfortunately, the new Commissioner appointed tonight did not have a chance to review prior to the meeting.

LED Sign Contract—Mr. Wagner reported the Township received 6 bids for construction and installation of a digital sign at the Municipal Building. He advised we were successful in getting a grant for this project. The lowest bidder did not provide the required information as specified in the bid documents and was disqualified.

Mr. Wagner advised the lowest responsible bid came in at \$21,750.00 for a double-sided sign. Township staff called references provided by the bidder and the references checked out. Solicitor Garner said the bids were very competitive.

Commissioner Lopez made a motion to award the contract for construction and installation of a double-sided LED sign at the Township Municipal Building to Forman Signs at a cost of \$21,750.00. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Motion to Advertise Oil and Chip Bid—Mr. Wagner reported last year was the first year for the oil and chip project and it was very successful. Mr. Wagner and John Fogel met and determined Porter Road (which turns into Sanatoga Station Road) should be oiled and chipped this year. Mr. Wagner advised \$50,000 has been budgeted for this project and he requested authorization to advertise the oil and chip bid.

Commissioner Lopez made a motion to advertise the 2016 Oil and Chip Bid for consideration at the July 5, 2016 Board of Commissioners meeting. Commissioner Swavely seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Motion to Advertise Public Works Maintenance Building Bids—Commissioner Foltz advised the bid would be to construct a pole barn at the Public Works Facility on Pleasant View Road. The proposed building would allow the Public Works staff to consolidate its work space, provide a heated facility for them to work on equipment and will provide restrooms and office space. Mr. Wagner said the 3 telephone/written quotes for the project exceeded the bidding threshold of \$19,400; therefore, the Township is required to go through the formal bid process.

Commissioner Lopez made a motion to advertise the Public Works Maintenance Building project for bid. Commissioner Klotz seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Draft Investment Policy for Police and Non-Uniformed Pension Plans—Mr. Wagner advised the Draft Investment Policy for Police and Non-Uniformed Pension Plans was included in the Commissioners packets for review and comments. No action was required at this time.

Warrant #848— Commissioner Klotz made a motion to approve Warrant #848 for the month of April 2016. Commissioner Swavely 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 April 2016, as submitted by Jennifer Marsteller. Commissioner Lopez seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

COMMISSIONERS' COMMENTS:

Commissioner Mohollen commented he is very happy to be part of the Board and hopes he can help where his talents are best used.

Commissioner Lopez welcomed Commissioner Mohollen on board and said he was sure all looked forward to working with him.

Commissioner Swavely also welcomed Commissioner Mohollen to the Board.

Commissioner Klotz welcomed the Township's newest police officer, Ofc. David McKechnie. He felt what Chief Foltz and the Township are doing to put the best police officers on the street is incredible.

Commissioner Klotz welcomed Bob Mohollen to the Board and said he is going to be a great asset. He is looking forward to working with him.

Commissioner Foltz is also looking forward to working with Commissioner Mohollen and thanked him for stepping up to the plate on short notice.

MANAGER'S COMMENTS:

Mr. Wagner reported 3,007 yearly trash bills were sent out on May 17, 2016.

Mr. Wagner advised PennDOT's proposal to replace the bridge on Pleasant View Road near the Quarry is on display in the Municipal Building lobby for 30 days. The bridge is structurally deficient and PennDOT's goal is to start construction of the new bridge in 2018.

Mr. Wagner reported the Township is kicking-off Pottstown Health and Wellness Foundation's On Your Parks, Get Set, Go contest. Lower Pottsgrove will be hosting the Mercury Mile on Wednesday, June 15, 2016 at 12 noon at Sanatoga Park.

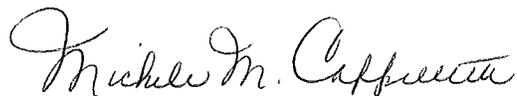
Solicitor Garner welcomed Mr. Mohollen to the Board. He advised a Board member cannot serve on the Zoning Hearing Board and the Board of Commissioners; therefore, Commissioner Mohollen would need to tender his resignation from the Zoning Hearing Board. Commissioner Mohollen advised he already provided his resignation.

Commissioner Klotz then made a motion to accept the resignation of Robert Mohollen from the Lower Pottsgrove Township Zoning Hearing Board. Commissioner Lopez seconded the motion and it was unanimously approved. Vote was 5-0 in favor.

Commissioner Foltz announced the regularly scheduled June 6, 2016 Board of Commissioners meeting will be cancelled and rescheduled for June 9, 2016 at 7:00 p.m.

There being no further business, the public meeting adjourned 7:30 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Michele M. Cappelletti".

Michele M. Cappelletti
Township Secretary