

**LOWER POTTS GROVE TOWNSHIP BOARD OF COMMISSIONERS MEETING**  
**Monday April 3, 2023**

The Board of Commissioners of Lower Pottsgrove Township held their regularly scheduled meeting on Monday April 3, 2023, at the Lower Pottsgrove Township Building, located at 2199 Buchert Road, Pottstown, Pennsylvania.

Board of Commissioners: Raymond W. Lopez, Earl E. Swavely, Robert Mohollen, and Michael McGroarty were present. William Keohane attended via telephone.

Edward C. Wagner: Manager, Richard Bell: Police Chief, Jim McCarthy: Township Engineer, Jamie Ottaviano: Solicitor were also present. Lew Babel: Fire Marshal and Nicole Varady: Secretary were absent.

The regularly scheduled meeting was called to order by President Raymond W. Lopez at 6:30 p.m. and the Pledge of Allegiance was recited.

Commissioner Lopez stated that the meeting will be recorded, and he asked any speakers to give their names and address for public comments.

Mr. Ottaviano announced that at 5:30 P.M. today before the Board of Commissioners Meeting, an Executive Session was held for informative purposes dealing with potential litigation and a real estate matter. No formal decisions were made.

**APPROVAL OF MINUTES:**

Commissioner McGroarty made the motion to approve the minutes of the March 23, 2023 Board of Commissioners meeting. Commissioner Swavely seconded the motion, and it was unanimously approved. The vote was 5-0 in favor.

**REPORT FROM THE TOWNSHIP MANAGER:**

Mr. Wagner reported that the left arrow was installed at the intersection of East High Street and North Pleasantview Road last Monday April 3. Mr. Wagner as well as Chief Bell have reported numerous improvements in the morning and afternoon with traffic being cleared out. The new playground at Sanatoga Park is complete and children were able to play on it this morning. Bathrooms at Sanatoga Park have been repainted from floor to ceiling in preparation of the concert series. Mr. Fogel and his crew are working to prepare the ballfields at Gerald Richards Park in anticipation of opening day on April 22. The Easter Egg Hunt that was rained out April 1<sup>st</sup> has been rescheduled for April 8<sup>th</sup> at 10 A.M. at Gerald Richards Park. There will be approximately seventeen (17) girls from the High School Softball Team in attendance to help.

**COMMENTS BY VISITORS: NONE**

## REPORTS OF OFFICIALS AND COMMISSIONS:

### Police:

Chief Bell presented the Police report for the month of March 2023.

<b>CALLS FOR SERVICE</b>	<b>1133</b>
<b>Directed Patrols / Extra Patrols</b>	<b>823</b>
<b>ASSISTS:</b>	
<b>Given by Lower Pottsgrove PD</b>	<b>10</b>
<b>Received by Lower Pottsgrove PD</b>	<b>1</b>
<b>TRAFFIC ENFORCEMENT:</b>	
<b>Violations Indicated</b>	<b>160</b>
<b>Traffic Citations Issued</b>	<b>146</b>
<b>DUI Arrests</b>	<b>1</b>
<b>Accident Investigations</b>	<b>19</b>
<b>CRIMINAL INVESTIGATIONS:</b>	
<b>Violations Indicate</b>	<b>31</b>
<b>Adults Arrested</b>	<b>11</b>
<b>Juveniles Handled</b>	<b>6</b>
<b>Youth Aid Panel/Reprimand Release</b>	<b>0</b>
<b>Juvenile Court</b>	<b>0</b>
<b>Adult Court/Citations (Juvenile)</b>	<b>2</b>
<b>MH/Involuntary Commitment</b>	<b>1</b>

Chief Bell reported that the new Car 4 was lettered and is currently being fitted with lighting and sirens and should be in service soon. The old Car 4 has been sold on Municibid. Commissioner Lopez inquired about the price Car 4 was sold for. Mr. Wagner informed him that it was sold for \$9,000. The reserve was set for \$8,500 so it was sold for \$500 more. The car should be picked up on Wednesday or Thursday of this week. The buyer is coming from the Pittsburgh area. The Police Department is making arrests and serving search warrants to get illegal guns off the street. Every few days a gun is confiscated out of a vehicle or off a person who possesses one illegally. Commissioner Lopez thanked him and the Police department for the excellent job.

### Emergency Management:

Commissioner Lopez reported there were no Emergency Operations Center activations for the month of March 2023. He has been reviewing, approving, and cataloguing updated emergency plans from daycare centers and long-term healthcare facilities that have been recently submitted. On March 29-30, Amy Henderson attended an Emergency Planning Training Course at Montgomery County Public Safety Training Campus to get her accreditation in Emergency Management. Commissioner Lopez passed along his appreciation for her efforts. There was no monthly Emergency Management Meeting for the Month of March. Updated information will be provided for the new Township website once it is active. Preparations continue for the Emergency Drill at Limerick in September. Mr. Zlomek inquired whether the daycare centers and healthcare facilities are required to provide emergency plans. Commissioner Lopez explained that it is not mandated but it is in the best interest of the facility to have them in for approval of the Municipal Emergency Management. Mr. Zlomek also asked for a projected date for the new website. Mr. Wagner reported that the goal is July 1 and there will be an update with a presentation by staff once it is ready.

**Fire Marshal:**

Mr. Wagner presented Fire Marshal Lew Babel's March 2023 report.

<b>Station</b>	<b>Total Calls</b>	<b>Total Hrs. of Service</b>	<b>Total Personnel Hrs.</b>	<b>Total Personnel Training Hrs.</b>	<b>Total Fundraising Hrs.</b>
<b>Sanatoga (Station 58)</b>	32	19 hrs. 1 min	82 hrs. 55 mins	213 hrs. 0 mins	10 hrs. 45 mins
<b>Ringling Hill (Station 59)</b>	26	11 hrs. 40 mins	51 hrs. 29 mins	433 hrs. 0 mins	26 hrs. 30 mins

Mr. Wagner announced the Sanatoga Fire Company Easter Sale is this week and is being promoted on their sign as well as on social media. He also reported that the house at 217 Evergreen Road that was utilized for training, attributing to the high number of training hours, has been demolished and the lot was seeded. They had the house for a total of three (3) weeks. He thanked H&K for allowing the Township to use the building.

**Highway Public Works Department:**

Mr. Wagner presented the March 2023 report which includes the installation of guide rail at the Snell Road Bridge and the Intersection of Pruss Hill Road and Schaffer Road. The Public Works Department has been working on the mowing equipment and removed two (2) salt spreaders, cleaned storm drains, trimmed trees at Crimson Lane Park, completed slit seeding Field #7 at Gerald Richard's Park and reseeded the goal areas, repainted the park bathrooms, cleaned storm drains, patched potholes, and rebuilt the inlet on Medical Drive.

**Engineer:**

Jim McCarthy of McCarthy Engineering Associates provided a written Engineer's Report for the month of March 2023 updating the Board on various ongoing projects in the Township. Mr. McCarthy informed the Commissioners that Spring Valley has requested Phase 2 and 3 to start the punch list. There is a follow-up meeting with the contractor and the Township Engineers this week. Pruss Hill Road closeout documents were sent to PennDOT on March 14. It has been reported that PennDOT has been slow to issue reimbursements to several Municipalities. There were no questions.

**Solicitor:**

Solicitor Ottaviano provided a written report with a synopsis of all projects his office worked on for the month of March. Due to the confidential and privileged information he will answer any questions during the Executive Session if necessary.

**Parks and Recreation:**

Mr. Wagner announced that he has already gone over the Egg Hunt and the update on the playground at Sanatoga Park so there is no further information.

**Planning Commission:**

Mr. Wagner reported that Royal Farms submitted revised plans on Friday afternoon. The storage facility pad site and circulation has been taken off the plans and it is noted that it will be a "future

storage facility.” They will be on the agenda for the April 17<sup>th</sup> Planning Commission Meeting looking for preliminary/final of just the Royal Farms Store.

**Lower Pottsgrove Township Authority:**

Mr. Wagner announced that the Authority meets next Monday, April 10. On the agenda is authorization to go out to bid for the Hilltop Road sewer line replacement from Buchert Road to Cedar Hill Road as well as lining projects at the Porter Road Pump Station.

**CORRESPONDENCE AND INFORMATION:**

**PennDOT proposed safety improvements at the intersection of East High Street & South Sanatoga Road**

Mr. Wagner explained that the Township received an email last week from PennDOT stating they are interested in repainting some of the intersections and putting stop bars at the North and South Sanatoga Road, extend yellow and white dots to advise people to not encroach the intersections due to crash data. It will be done through thermoplastic products. All signs will be made with high reflective sheeting and will include reflective stripes on the pole. The installation work will be completed at no cost to the township. The Township will then be responsible for maintaining the roads in the future through low-cost improvements. John Fogel would add this to his line painting projects in the future. The goal, if approved, would be for PennDOT to start the project in the fall. Commissioner Swavely inquired about what the “low-cost” improvements would be. Mr. Wagner explained the improvements would be primarily painting. Commissioner Mohollen ensured that Mr. Fogel agreed with this and that the cost to maintain would be minimal. Mr. Wagner explained that it would likely be every other year that it would require painting and that John Fogel was excited about the project.

Commissioner Keohane made a motion to approve PennDOT’s one-time proposed safety improvements at the intersection of East High Street & South Sanatoga Road. Commissioner McGroarty seconded the motion, and it was unanimously approved. The vote was 5-0 in favor.

**2023 PennDOT Liquid Fuels Tax Fund Allocation Letter**

Mr. Wagner announced the letter was received March 28. Liquid Fuels went up two (2) percent, or \$6,355.00, specifically \$325,944.00 to \$332,299.00.

**2023-03 Zoning Hearing Application for 1805 Glen Eagles Drive in the R-2 Residential District. The Applicant is requesting a variance to 250-59.B to encroach in the side and rear yard setbacks for the construction of two decks.**

Mr. Wagner explained that the property currently has two (2) existing decks. The second existing deck is twenty (20) feet in length, eight (8) feet wide, and four (4) feet high. The proposed deck will be twenty-four (24) feet in length, twelve (12) feet wide, and four (4) feet high. The homeowners are cleaning up two old decks around their existing pool. They are under the previous R-2 Zoning District of which Glen Eagles was built on a smaller lot. The Commissioners will leave the decision up to the Zoning Hearing Board.

**OLD BUSINESS: NONE**

**SUBDIVISION AND LAND DEVELOPMENT: NONE**

**NEW BUSINESS:**

**Motion to engage Maher Duessel Consultants regarding ARPA (American Rescue Plan Act) compliance & reporting of expenditures.**

Mr. Wagner explained that this is a consulting firm that assists us with any reporting or auditing to comply under U.S. Treasury. It was discussed during the 2023 budget process with the Finance Committee.

Commissioner Mohollen made a motion to engage Maher Duessel Consultants regarding ARPA (American Rescue Plan Act) compliance & reporting of expenditures. Commissioner McGroarty seconded the motion, and it was unanimously approved. The vote was 5-0 in favor.

**RESOLUTIONS AND ORDINANCES: NONE**

**REVIEW OF WARRANT #931 FOR THE MONTH OF MARCH 2023**

Mr. Wagner announced it is currently being worked on.

**COMMISSIONERS COMMENTS:**

Commissioner Keohane asked if it would be beneficial to put a sign on the southside of Pleasantview Road regarding the left turn arrow at East High Street and North Pleasantview, so drivers are aware of the change. Chief Bell stated he would investigate signage available that meets PennDOT standards. Commissioner Mohollen suggested a temporary sign on the Township property. Chief Bell will report his findings to the Commissioners. Commissioner Keohane also thanked Mr. Fogel and his crew for the excellent job installing the new playground at Sanatoga Park and painting the bathrooms. He is looking forward to hosting another fun concert series at the park.

Commissioner McGroarty read an email written to Chief Bell from the father of a young resident who was involved in a vehicle accident where she turned in front of one of the police vehicles causing damage to the vehicle. He went on to praise and thank Sergeant Walters for his "discipline, dedication, and sense of compassion to a little girl who will not forget that he had his dad hat on to tell her it would be OK." Commissioner McGroarty thanked Chief Bell for sharing the email and asked that his thanks be passed along to Sergeant Walters as well.

Commissioner Mohollen thanked Mr. Wagner for passing along thanks to the H & K Group for allowing the Township to utilize 217 Evergreen Road for training, as true-life experience is most beneficial for our fire companies. He also provided an update stating that Fire Marshal Babel is recovering after an accident, and he hopes to be back next week.

Commissioner Swavely also thanked John Fogel and his crew for their work on the Sanatoga Playground equipment.

Commissioner Lopez added to Commissioner McGroarty's comments regarding the Police Department, particularly Sergeant Walters for his consistent leadership and hard work. He also pointed out the leadership that Chief Bell shows trickle down to all the men and women in the Police Department and is commendable. The Commissioners are thankful and proud of all the efforts of our Police.

Mr. Wagner had no comments.

Mr. Ottaviano had no comments.

Commissioner Mohollen made a motion to adjourn the meeting. Commissioner McGroarty seconded the motion. The vote was 5-0 in favor. There being no further business, the public meeting was adjourned at 6:58 P.M. The next meeting will be on Thursday, April 20, 2023, at 6:30 P.M. at the Lower Pottsgrove Township Building.

Respectfully submitted,

A handwritten signature in cursive script that reads "Nicole Varady".

Nicole Varady  
Township Secretary