

**Minutes - Board of Commissioners  
Upper Pottsgrove Township**

**July 15, 2013**

A meeting of the Board of Commissioners was held on Monday, July 15, 2013, at the Upper Pottsgrove Township Administrative Office, 1409 Farmington Avenue, with Commissioners Dolan, Noll, and Taylor present. Also present were Township Solicitor Charles D. Garner Jr., Township Manager Jack P. Layne, Jr.; Police Chief William A. Moffett, Public Works Director Frank Quinter and Township Secretary Cynthia Saylor. There were 12 people present in the audience. Commissioners Miller and Spaide were absent. Commissioner Noll arrived at 7:10 P.M. Commissioner Taylor called the meeting to order at 7:12 P.M.

**MOMENT OF SILENCE** - Mr. Taylor requested a moment of silence in honor of the men and women who are currently serving and those who have served our country in the armed forces.

**PLEDGE OF ALLEGIANCE** - Those assembled pledged allegiance to the flag.

**PUBLIC COMMENTS:**

**JOHN WEST - 1611 Applegate Lane** - Advised that he was taping the meeting

**KEITH KEHL - 1941 Gilbertsville Road** - Questioned whether it is permissible to run a bulldozer across a township road i.e. Moyer Road. Chief Moffett stated yes at a construction site. Mr. Kehl stated that the equipment is chewing up the road. Chief Moffett said he would talk to the Developer. Mr. Kehl expressed concern regarding a ditch located at the corner of Gilbertsville and Moyer Roads and stated that when the township mows; the tire from the tractor makes the gully deeper. He further stated that when it rains the water accumulates in the ditch, becomes stagnant and attracts mosquitoes. Public Works Director, Frank Quinter, stated he would look into the matter. Mr. Kehl questioned whether the Township applied for county funding in order to purchase open space and noted that if county funding was used we would not have had to borrow additional money. Commissioner Taylor explained that the Township makes use of multiple sources of money for open space purchases and we have used county funding as well as private funding (Pottstown Area Health and Wellness). When Mr. Kehl asked if the Township used county money to purchase the Prout Farm; Mr. Taylor stated "no." Attorney Garner stated that the county money is dried up and there is no money available. Commissioner Dolan stated that Montgomery County did two open space programs; the first was in 1992 and the other was in 2005. The County allotted a certain amount of money to each municipality depending on the size and the number of people in the Township. Mr. Dolan explained that both times we exhausted those funds; however, we purchased the Prince property and the Stauffer property. There was another property the township wanted to purchase and we applied to the county and there was no money to give out. The Township thoroughly exhausted all the county money. Commissioner Taylor stated the Township is preserving land so that this community stays viable and valuable in the future. In another matter Mr. Kehl expressed concern regarding the installation of a sewer line going through open space property and referenced all the dead trees there.

**DON CLANCY - 1296 Vale Circle** - Expressed his concern that when the houses in Turnberry Farms were built; Rotelle Builders collected approximately \$500/\$700 per household which was to be used to fund a park and to address some of the drainage issues within the development.

**DON CLANCY CONT'D** - Mr. Clancy referenced a particular drainage area where the water drains into an open pit in which a child could fall into. It was agreed that Mr. Clancy would discuss the matter with Public Works Director, Frank Quinter. Mr. Clancy referenced the \$500/\$700 that Rotelle Builders collected from each household, totaling approximately \$300,000, was given to the township. Attorney Garner stated the Township received approximately \$75,000 to \$80,000 and said that he did not know where the difference was spent; however, this money was to be used for maintaining the open space and entrance areas. The builder and the HOA were involved in discussions on how best to utilize the money. Mr. Garner stated that there was never any discussion about creating a playground or a park. He further stated that the money was always earmarked for open space maintenance by the township. Attorney Garner suggested that Mr. Clancy come to the Township building to look at the approved plans, to look at the lots and where the proposed park would have been located. Commissioner Taylor advised Mr. Clancy to get together with Mr. Quinter in order to identify those areas where there are drainage issues on public property. Mr. Clancy also expressed concern regarding the number of downed trees as a result of Hurricane Sandy. It was agreed that Mr. Clancy would meet with Public Works Director, Frank Quinter, to address these issues.

**JOHN WEST - 1611 Applegate Lane** - Expressed his concern regarding a pothole at the turning lane of the Route 100/State Street intersection at Bikeline.

**MARTIN SCHREIBER - 138 Rose Valley Road** - Reported that there is a "stop ahead sign" missing on Gilbertsville Road. Mr. Quinter noted that PennDot has already been notified.

#### **EMERGENCY SERVICES REPORT**

**FIRE COMMITTEE REPORT** - Commissioner Dolan reported that the Fire Committee will meet on Thursday, July 18, 2013. He further reported that the AdHoc Committee will meet either this Wednesday or next Wednesday.

**PLANNING & ZONING REPORT** - Commissioner Taylor stated he had nothing to report.

**PUBLIC WORKS REPORT** - Public Works Director, Frank Quinter, reported that the Highway employees continued locating, removing and replacing clean-out caps on approximately 85 laterals in order to have them televised, installed new split rail fence at parking area along Maugers Mill Road; met with Brown Tree Services and marked out 6 dead trees in Cherrytree Park to be removed; took possession of 9 foot mower deck for John Deere Tractor; continued mowing and trimming all township owned properties, cleaned up downed tree along Snyder Road, cleaned storm inlets, before, during and after rain event and located approximately 25 PA One Calls.

**PARKS, RECREATION & OPEN SPACE REPORTS** - No report.

**SPECIAL TOWNSHIP PROJECTS** - Commissioner Noll stated there were no updates.

**TOWNSHIP ENGINEER'S REPORT** - A copy of the monthly report will be posted on the bulletin board.

**TOWNSHIP SOLICITOR REPORT** - Attorney Garner reported that he along with the Township Manager have been in contract negotiations with the police department.

**JOHN WEST - 1611 Applegate Lane** - Suggested looking into whether the Township's healthcare benefits provide for gym memberships for the police department.

**TOWNSHIP MANAGER REPORT** - Mr. Layne reported that he assisted in coordinating efforts to complete the settlement process for the 2013 Borrowing; participated in the initial contract negotiations with the Police Department, attended a meeting with Lower Pottsgrove, West Pottsgrove and Pottstown representatives to discuss pertinent municipal sewer issues; and met with Managers from Lower Pottsgrove, West Pottsgrove and the Borough of Pottstown to discuss the utilization of a third-party firm to review the Borough's wastewater treatment facility operations. Mr. Layne provided an update with regards to construction within the Coddington View Development. Commissioner Taylor reported that the sewer line inspections have been completed, and the light standards have been installed in Phase I of the development. He further reported that the paving will take place soon within Phase I of the development.

**FRANCE KRAZALKOVICH - 92 Stonehill Drive** - Requested clarification regarding the location of the different phases within the Coddington View development. Mr. Krazalkovich expressed his thanks and appreciation to the members of the Board for all their efforts with regards to the Coddington View Development.

**MONTHLY FINANCIAL REPORT** - Mr. Layne reported that the Township has received 59.8% of its budgeted revenues and disbursed 43.6% of the budgeted expenditures as of June 30, 2013.

**NEW BUSINESS** - None.

**OLD BUSINESS** - None.

**OTHER PUBLIC COMMENT:**

**JOHN WEST - 1611 Applegate Lane** - Referenced the modular buildings across the parking lot from the administrative office and questioned whether they belonged to the Township. Mr. Layne stated that the owner asked permission to store them there and he will be moving them out sometime in August.

**COMMISSIONERS COMMENTS:**

**COMMISSIONER TAYLOR** - Referenced the Commerce Drive issue at State Street and noted that drivers cannot make a left hand turn onto State Road to access Route 100. Commissioner Taylor stated that he has been in contact with the owners of Bikeline and PennDot to see if they would allow or approve for an intersection further away from Route 100 and they agreed that this would be a "good fix". After a brief discussion, a motion by Dolan, seconded by Noll, to authorize the Township Engineer to walk the property and determine if this would be feasible. All aye votes.

**PAYMENT OF BILLS - Amended Bill List July 15, 2013** - A motion by Dolan, seconded by Noll, to approve the amended Bill List dated July 15, 2013, for General Fund in the amount of \$73,502.35; Fire Fund in the amount of \$5,673.74; Sewer Fund in the amount of \$278,704.96; Open Space Fund in the amount of \$8,517.98; State Fund in the amount of \$367.36 and Escrow Fund in the amount of \$4,913.38. Total Disbursements ~ \$371,679.77. All aye votes.

**FRANCE KRAZALKOVICH - 92 Stonehill Drive** - Requested a breakdown of the invoice from Ridge Support in the amount of \$15,148.00. Mr. Krazalkovich also questioned whether the Ricoh copier is leased or purchased. Mr. Layne stated that it was purchased and the township has owned it for approximately seven (7) years.

When **JOHN WEST, 1611 Applegate Lane**, questioned what the new server will support; Mr. Layne stated the computers in the Administrative offices. Mr. West requested clarification regarding the payment made to Rouse Chamberlin for sewer improvements in the amount of \$250,000.

**FRANCE KRAZALKOVICH - 92 Stonehill Drive** - Questioned the invoice to Elliott Greenleaf/Siedzikowski. Attorney Garner stated they were the bankruptcy counsel that represented the Township when THP filed for bankruptcy.

**APPROVAL OF MINUTES - June 17, 2013** - It was noted that Mr. Clancy's address was incorrectly printed in the June 17, 2013, minutes. A motion by Noll, seconded by Dolan, to approve the amended minutes of the June 17, 2013 meeting. All aye votes.

**EXECUTIVE SESSION** - At 7:56 P.M. Commissioner Taylor announced that the Board would be meeting in Executive Session to discuss matters of litigation, real estate and collective bargaining with no decisions being made. The meeting reconvened at 8:40 P.M.

**ADJOURNMENT** - There being no further business, a motion by Dolan, seconded by Noll, to adjourn the meeting at 8:42 P.M. All aye votes.

Respectfully submitted,

Cynthia H. Saylor,  
Township Secretary