

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

**November 3, 2014**

A special meeting of the Board of Commissioners was held on Monday, November 3, 2014, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Elwood Taylor, Herbert C. Miller Jr., Russell Noll, Renee Spaide and Martin Schreiber present. Also present were Police Chief William Moffett, Public Works Director Frank Quinter, Township Manager Carol R. Lewis, and Financial Advisor Matt Dallas. The meeting was called to order at 7:00 P.M.

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

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

**PUBLIC COMMENT (non-agenda items)** – There were no public comments on non-agenda items.

**OLD BUSINESS:**

**DISCUSS 2015 BUDGET** – The General Fund has an ending balance of \$1,746.00 with a \$50,000.00 surplus carryover. The cash balance carryover will be refined as we approach the end of the year. There was more earned income tax revenue than what was projected.

M. Schreiber had questions about the cost for ammunition, training and employee overtime.

R. Noll questioned the telephone line item. The Board then discussed line item 01-414-314, zoning and legal services. They wanted to know what the \$20,000.00 was for. C. Lewis will research and report back to them. The Board next reviewed Section 452 relating to parks and recreation. They discussed the tax for open space. M. Schreiber felt that the residents should be able to vote on it, and it should be added to a referendum. R. Noll agreed that the tax could be a hardship in hard times. The ending balance is \$51,746.00 to the good. M. Dallas pointed out that under line item 462 the Board will notice a debt reduction due to the DVRFA note refinancing.

**DISCUSS HEALTHCARE PROGRAM** – C. Lewis discussed the healthcare program for the Township. If the Township stays with our current provider, there will be a 22 percent increase due to the new healthcare laws and the packages that they are required to offer. She is proposing that the Township go with Benecon which is a self-insured program. They deal with municipalities, and one of the largest advantages to the municipality is their transparency. The Commissioners can see where every dollar of their healthcare money goes. She explained how the program works. At this point, it looks like it would only be a one percent increase, and it would be a better program for the employees. Instead of an HMO, the employees would move to a PPO which does not require referrals for specialists, and there are no out of network doctors. The Board agreed that this looked like a good program. C. Lewis cautioned them that it would require a three-year commitment. This is due to the fact that, over a five-year period, Townships will see two bad years and three good years. In bad years, you will pay no more than what you were told you had to put in, and in good years, you may get money back. C. Lewis will set up a meeting with the police employees for their approval before moving forward with the renewal.

**DISCUSS TRASH BILLING POLICY** – A policy will need to be developed with C. Garner to outline policies for collecting trash bills. C. Garner and C. Lewis will create a policy and provide it to the Board for their review. They then discussed a separate fund for trash or whether to keep it in the general fund. R. Noll expressed concern regarding uncollected amounts, and the position that this could put the Township in.

**NEW BUSINESS:**

**DISCUSS OPEN SPACE & RECREATION RECOMMENDATION FOR SNYDER TRAIL** – C. Lewis presented the concept for Snyder Trail recommended from the Open Space and Recreation Committee. A quote was received from Hopewell Nursery Trucking to do a portion of the trail. It was identified that other portions of the trail could be completed by the public works department. One portion of the trail near Sussell Park would need additional engineering and permitting due to steep slopes and water. Motion by R. Spaide, second by H. Miller and unanimously carried to approve the plan concept for Snyder Trail from Prout Farm to Sussell Park. M. Schreiber asked what would happen if PennDOT did not approve the road crossing. It was explained that it would be left as two separate trails with appropriate signage. Motion by R. Spaide, second by M. Schreiber and unanimously carried to authorize the public works department to install their portion of the trail utilizing the engineer where necessary. Motion by R. Spaide, second by H. Miller and unanimously carried to authorize the quote from Hopewell Nursery Trucking in the amount of \$7,500.00 for the installation of the portion of the trail near the Althouse Arboretum.

**COMMISSIONER COMMENTS** – M. Schreiber felt that it would be a good practice to get extra estimates for any work over \$4,000.00 even though this is not required by law.

**ADJOURNMENT** – Motion by R. Spaide, second by H. Miller and unanimously carried to adjourn the meeting at 9:03 P.M.

Respectfully Submitted,

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Carol R. Lewis, Assistant Secretary