

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

**February 17, 2015**

The regular meeting of the Board of Commissioners was held on Tuesday, February 17, 2015, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Elwood Taylor, Renee Spaide, Martin Schreiber and Russell Noll present. Also present were Township Solicitor Charles D. Garner, Jr., Police Chief William Moffett, Public Works Director Frank Quinter, Township Engineer Pete Eisenbrown and Township Manager Carol R. Lewis. 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:** There was no public comment at this time.

**REPORTS:**

**FIRE COMPANY LIAISON** – M. Schreiber reviewed the Fire Company report. He reported that they received a grant for gear. The phone system is up and running. They had two executive sessions regarding real estate. There was no Fire Company meeting due to some members missing.

**POLICE DEPARTMENT LIAISON** – Chief Moffett reported that they had another rash of open car thefts in Coddington View. M. Schreiber inquired about the new police cars in West Pottsgrove and how the officers like them. The Chief responded that they did. M. Schreiber then asked if the Police give citations or give warnings. The Chief stated that they do give warnings sometimes but not in writing.

**PARKS, RECREATION AND OPEN SPACE LIAISON** – There was no meeting due to a lack of a quorum.

**PLANNING & ZONING LIAISON** – There was no meeting due to unexpected bad weather.

**PUBLIC WORKS REPORT** – R. Spaide reported that the road crew spent most of their time clearing the roads and salting. They will be discussing the 2015 Road Projects later on in the meeting.

**TOWNSHIP SOLICITOR REPORT** – There was no report from the Township Solicitor.

**SPECIAL PROJECTS** – R. Noll reported that he attended the Executive Committee meeting and Lobby Day in Harrisburg. During that time he met with Senator Mensch. He reported on some of the Bills the Committee is looking at for next year including one to help townships combat blighted properties.

**TOWNSHIP MANAGER** – C. Lewis reported that the upgrade to Clarity has been completed and Staff has been trained; things seem to be going well so far. She has been coordinating the Civil

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

**February 17, 2015**

Service Commission follow up activities; oral interviews are set for February 26, 2015. The Open Space and Recreation Board is working on a Park and Recreation Ordinance. They are doing a very good job and putting a lot of thought into it. The advertisement for the bidding of the Snyder Trail will be in the newspaper tomorrow, February 18, 2015. C. Lewis then reported that the grant for Sunset Park pond remediation will be expanded to include Sussell Park pond. She got quotes in and they came in much lower than the original quote so therefore DCNR is amendable to amending the grants to include both ponds. There is a possibility that there may be some leftover money to apply to remediation. In closing out the grant for the Hilsee acquisition, the final paperwork was submitted in October, C. Lewis followed up to see what was taking so long and discovered that Mr. Squibb has retired. She has now touched base with his replacement, Ashley Reppert and will be working on getting this closed out. C. Lewis attended PMAA's Professional Development Conference in Bedford. It was very good and she brought some ideas home. Lastly, C. Lewis asked if the township was interested in a map and information guide. The costs are primarily covered by advertisements and it is a full color publication. The Board thought this was a good idea and gave C. Lewis permission to proceed with the project.

**NEW BUSINESS:**

**CONSIDER APPOINTMENT FOR THE TAX COLLECTION COMMITTEE** – A motion by R. Spaide, seconded by R. Noll and unanimously carried to adopt **Resolution #654** naming Carol R. Lewis as the delegate to the Tax Collection Committee; Michelle Reddick as the alternate and Elwood Taylor as the second alternate. **France Krazalkovich, 92 Stonehill Drive**, asked if it was a multi-year or a single year appointment. C. Lewis explained that it is a multi-year appointment with replacements being appointed as necessary.

**CONSIDER ALTERNATE FOR ZONING HEARING BOARD AND CIVIL SERVICE**

**COMMISSION** – The Board discussed Michelle Reddick's application to serve as alternate to the Zoning Hearing Board. While it is not unlawful for her to serve she was advised by Attorney Garner that it might be better, due to the fact that she has access to information that the other members do not, that she not serve. She therefore withdrew her application. **Resolution # 657** A motion by M. Schreiber seconded by R. Spaide and unanimously carried to appoint Gregory Olsen as the alternate member to the Zoning Hearing Board.

**CONSIDER BIDDING RFP FOR ACTUARIAL SERVICES** – A motion R. Spaide, seconded by M. Schreiber and unanimously carried, to authorize the bidding of the RFP's for Actuarial Services. This is being done due to the fact that our current Actuary, Tom Redmond, is retiring.

**DISCUSS WINTER ISSUES – SHOVELING SNOW INTO THE STREET, CODDINGTON**

**VIEW** – M. Schreiber explained that the Fire Company had a call at Woodbrook Townhomes and the truck had a problem getting in. Also, at Stonehill Drive, cars stack on Farmington Avenue because there is not enough space for two lanes when it snows due to the fact that people park on both sides of the road. E. Taylor explained that the State has a law prohibiting parking within thirty feet of the stop sign. He suggested that this law be enforced. M. Schreiber asked if written warnings could be issued for now so people get used to the law. E. Taylor explained that the

contractor working at Coddington View will paint all the curbs in the spring. The Board then discussed the issue of people shoveling and piling their snow into the public road creating a hazard. When asked, C. Lewis explained that this year we received two complaints. R. Noll asked if it was appropriate to change the Ordinance based on only two complaints. **F. Krazalkovich, 92 Stonehill Drive,** said that if the Township has issues with snow being shoveled into the street the Homeowners Association will notify the residents. E. Taylor explained that the problem is not limited to Coddington View it happens other places within the township. The Board discussed grass clippings also being put into streets becoming a problem. C. Lewis will provide language for the Board's consideration in order to control this issue.

**CONSIDER FINAL PLAN APPROVAL FOR SPROGELS RUN PHASE ONE** – Twenty nine lots of the total project are in Phase I of the Sprogels Run Plan. A review letter has been provided from LTL and a conditional resolution. P. Eisenbrown explained that Phase I can't stand on its own and be a viable development for the Township. The applicant will need to acquire the needed permits as part of the conditional approval. Also, there is a curative amendment settlement which will need to be complied with. Rich Mingey explained that the plan was originally submitted by another developer in 2004. During the planning of the development they were able to save thirty acres of open space for the township. E. Taylor explained that the developer has 10 days to accept the conditions. **Resolution #655** - A motion by R. Spaide seconded by R. Noll and unanimously carried to grant conditional final plan approval of Phase I of the Sprogels Run Development.

**DISCUSS TELEVISIONING RESULTS OF FARMINGTON AVENUE** – The Township has been fighting I & I into the sewer system. We are now focusing on private laterals. Farmington Avenue was televised and approximately two dozen problems were identified. A few of the laterals are the township's responsibility and the township will be addressing them ASAP. John Bealer, Chairman of the Water and Sewer Committee, explained that under the CAP plan it behooves the Township to correct whenever possible. He explained that some of the issues are rather minor while others are more expensive. The Committee recommends giving homeowners six months to correct the problems as they understand that this will be a burden on some of them. The problems do need to be corrected however. E. Taylor explained that the Township can get fined thousands of dollars in penalties if we do not correct I & I and we go over our allotment into the sewer system. A motion by M. Schreiber seconded by R. Spaide and unanimously carried to approve the letters to go out to the homeowners giving them until September 30, 2015, to make any necessary repairs or corrections. **Diana Updegrove, 1404 Farmington Avenue,** asked if the Township checks for sump pump and if they identified any main problems. John Bealer explained that there were quite a few separations of joints, roots, etc. E. Taylor explained that we did not go into the houses that have been smoke tested in the past and over the summer they did check certain areas for sump pumps.

**DISCUSS 2015 ROAD PROJECTS** – F. Quinter reviewed his recommendations for the 2015 Road Projects. They include overlay of Rose Valley Road, Spruce Street, and Broadmoor Road out of the State Fund; it also includes a portion of Chestnut Grove Road out of the General Fund. M. Schreiber asked if sewer will be going into Rose Valley Road. F. Quinter explained that it will be to seven homes; however, they are all on one side of the street so there will only be three feet to be excavated. E. Taylor explained that they do not know what the timeframe to do this will be and the

road is in bad shape. M. Schreiber explained that he would love to have his road paved but questioned whether this was the best way to spend money if it will be torn up again. E. Taylor reiterated that only a small area will be disturbed. **Michelle Reddick, 1416 Kummerer Road**, advised that she was speaking on behalf of the Summer Grove Development and other residents there. She explained that when the Summer Grove Development was put in they paid \$65,000 to pave and widen Pineford Road. When the Board was questioned 5 or 6 years ago she was told that there were other roads that needed more attention in the township and that it would go on the schedule in a future year. It has still not been done. She expressed concern that if there are two large vehicles, going in opposite directions, you cannot pass each other without going off the side of the road. She then asked when this was going to be addressed. E. Taylor explained that he is anxious to get the process started and to get the roads out to bid. A motion by R. Spaide seconded by R. Noll and unanimously carried to prepare and advertise the road projects based on the Public Works Director's recommendation. M. Schreiber abstained as his road was one of the ones being voted on even though he did not have to. C. Lewis then explained that F. Quinter was recommending that the remaining budgeted amount in Liquid Fuels be spent on a rubberized crack sealing unit which would cost approximately \$29,000. F. Quinter explained that the equipment would pay for itself quickly and would help extend the life of the roads. A motion by M. Schreiber seconded by R. Noll and unanimously carried to purchase the crack sealer.

**OLD BUSINESS:**

**DISCUSS REGULATION OF PORTABLE STORAGE UNITS (AMENDMENT OF MASTER TRAFFIC ORDINANCE)** – C. Garner explained that he has provided minimalist language to address the units based on information received from the Board and the Chief to regulate portable storage units and dumpsters without making it overly onerous for residents. They would need to advise the Police and Public Works that they are getting it and would be able to leave it in place for fourteen days. R. Noll expressed that he would like the markings to make the units visible. A motion by R. Noll seconded by R. Spaide and unanimously carried to authorize the advertisement of the proposed text to the Master Traffic Ordinance.

**CONSIDER AMENDMENT TO TAPPING FEE TO ALLOW FOR REIMBURSEMENT PORTION**

- E. Taylor explained that tapping fees help pay back for sewer installation. There was an agreement with the Borough of Pottstown to replace the syphon project. The developer also paid money into the project. The Engineer reviewed the formula in calculating the tapping fee and the Water and Sewer Committee agreed that it was reasonable for the project. C. Garner interjected that the net effect to the Township is an additional \$292.98 to the existing tapping fee. **Resolution #656** - A motion by R. Noll, seconded by R. Spaide and unanimously carried, to pass the resolution to increase the tapping fee.

**OTHER PUBLIC COMMENT:**

**KEITH KEHL, 1941 Gilbertsville Road**, asked if the Township had come up with anything regarding the removal of snow at fire hydrants. E. Taylor explained they did not as they did not want to burden any one property owner with the job. Mr. Kehl then asked if the Sprugel's Run plan had an escrow account set up so it would not go unfinished and asked why it was not done for the

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

**February 17, 2015**

other ones. C. Garner explained that an escrow has been agreed upon and will be set up before work begins and the other ones - work started before the escrow was established. **Diana Updegrave, 1404 Farmington Avenue**, commented that in reference to snow, leaves and grass clippings she would like to see an ordinance in place before there is a large problem. She sees it happening on Hanover Street and Maugers Mill Road and that the implementation of an ordinance would help everyone.

**COMMISSIONERS COMMENTS** - M. Schreiber commented that he would like to congratulate Austin Ethen on obtaining his Eagle Scout and completing his Eagle Scout project. He would like to send a letter from the Board of Commissioners; the rest of the Board felt that this was a good idea. C. Lewis will draft one for the Board to sign.

**APPROVAL OF MINUTES – January 20, 2015** - J. Bealer had a correction on page 1 of the minutes and noted that State Street should say State/Route 100. M. Schreiber had a correction to the Police Report and noted that it should read 107 instead of 127. A motion by M. Schreiber seconded by R. Noll and unanimously carried to approve the minutes of the January 20, 2015 meeting as presented with the previous two corrections.

**KELLY REIGHARD, 141 Meadowview Drive**, inquired as to how many children would be going into the proposed apartments. E. Taylor explained that they have no idea because there is no plan presented to the Board yet only a concept. At the time a plan is submitted all factors will be considered in review of the project.

**PAYMENT OF BILLS** – R. Noll questioned what the amendments to the Bill List were. C. Lewis explained that there was a credit in the health insurance invoice of \$2,000 which is why it is lower and there were back taxes paid. She also provided R. Noll with a breakdown for repairs to the police vehicles. A motion by R. Spaide, seconded by R. Noll and unanimously carried, to approve the Bill List.

**EXECUTIVE SESSION** – E. Taylor explained that there would be an Executive Session regarding real estate with no action to be taken. The Board adjourned to Executive Session at 8:28 P.M. The meeting reconvened at 9:15 P.M.

**ADJOURNMENT** – A motion by R. Spaide seconded by M. Schreiber and unanimously carried to adjourn the meeting.

Respectfully Submitted,

---

Carol R. Lewis, Assistant Secretary