

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

January 4, 2016

The reorganizational meeting of the Board of Commissioners was held on Monday, January 4, 2016, at the Upper Pottsgrove Township Administrative Offices, 1409 Farmington Avenue, with Commissioners Elwood Taylor, Martin Schreiber, John Bealer and France Krazalkovich present. Also present were Township Manager Carol R. Lewis and Attorney Matt Hovey, who works with Attorney Garner. Commissioner Miller was unable to attend; however he was present by phone for the duration of the meeting. Attorney Hovey explained the nomination process.

APPOINTMENT OF THE PRESIDENT OF THE BOARD OF COMMISSIONERS -

Attorney Hovey opened the floor for nominations for President of the Board of Commissioners. F. Krazalkovich made a motion nominating M.Schreiber as President. J. Bealer nominated Elwood Taylor as President. A motion by F. Krazalkovich, seconded by H. Miller, to close the nominations for Board President. A motion by F. Krazalkovich, seconded by M. Schreiber, to appoint M. Schreiber as Board President. Aye votes: Krazalkovich and Schreiber. Nay votes: Bealer, Taylor and Miller. Motion failed. A motion by F. Krazalkovich, seconded by J. Bealer, to appoint Commissioner Taylor as present of the Board. Aye votes: Bealer, Miller and Taylor. Nay votes: Krazalkovich and Schreiber. Motion passed 3-2. Attorney Hovey turned the meeting over to Board President ~ Elwood Taylor.

APPOINTMENT OF THE VICE PRESIDENT OF THE BOARD OF COMMISSIONERS -

Commissioner Taylor opened nominations for Vice President of the Board of Commissioners. M. Schreiber nominated F. Krazalkovich as Vice President. J. Bealer nominated H. Miller for Vice President of the Board. A motion by F. Krazalkovich to close the nominations for Vice President. A motion by M. Schreiber, seconded by F. Krazalkovich to appoint Krazalkovich as Vice President of the Board of Commissioners. Aye votes: Schreiber and Krazalkovich. Nay votes: Bealer, Miller and Taylor. A motion by F. Krazalkovich, seconded by J. Bealer, to appoint Herb Miller as Vice President of the Board of Commissioners. Motion carried unanimously.

CALL TO ORDER - Commissioner Taylor called the meeting to order at 7:08 p.m.

MOMENT OF SILENCE - Commissioner 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.

NEW BUSINESS:

APPROVAL OF DESIGNATED 2016 TOWNSHIP APPOINTMENTS – E. Taylor read the Appointment List for 2016. A motion by F. Krazalkovich, seconded by M. Schreiber, to approve the following Appointees. The minutes will reflect the individual appointments as follows: **Cynthia Saylor**, as **Secretary/Treasurer** for a term of two (2) years. Term to expire December 2017; **Dennis Elliott** to the **Vacancy Board** for a term of one (1) year. Term to expire December 2016; **Carol R. Lewis** as **Township Open Records Officer**; **William P. Brogley**, to the **Civil Service Commission** for six (6) year term. Term to expire December 2021; **Sherry Paup** as **Civil Service**

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Alternate for a six (6) year term. Term to expire December 2021. **F. Krazalkovich** as the **Council of Governments** liaison; **Chris Delp** to the **Open Space, Park and Recreation Board** for a four (4) year term. Term to expire December 2019; **F. Krazalkovich** as **Montgomery County Association of Township Commissioners** liaison; **William Hewitt** to the Upper Pottsgrove Township **Planning Commission** for a four (4) year term. Term to expire December 2019. **Elwood Taylor** to the Upper Pottsgrove Township **Planning Commission**, completing a four (4) year term. Term to expire December 2016; **John Ungerman** to the Upper Pottsgrove Township **Planning Commission** for a four (4) year term. Term to expire December 2019; **Greg Churach** to the Upper Pottsgrove Township **Planning Commission** completing a four (4) year term for Herb Miller Jr. Term to expire December 2018; **Elwood Taylor** as the **Pottstown Metropolitan Regional Planning Committee** liaison. **John Bealer** to the **Sewer and Water Committee** ~ term to expire December 2018; **Barry W. Kerchner** as Zoning Hearing Board Solicitor for a two (2) year term. Term to expire December 2018; **Carol R. Lewis** as **Township Manager** for a two (2) year term. Term to expire December 2017; **Jon Daywalt** as **Animal Control Officer** for a two (2) year term. Term to expire December 2017; **Charles D. Garner, Jr., Wolf, Baldwin & Associates** as **Township Solicitor** for a two (2) year term. Term to expire December 2017; **LTL Consultants** as **Township Engineer** for a two (2) year term; **Rick Brendlinger** as **Fire Marshal** for a term of two (2) years. Term to expire December 2017; and **Maillie** as **Township Auditor** for a two (2) year term. Term to expire December 2017. A motion by F. Krazalkovich, seconded by M. Schreiber and unanimously carried to appoint the above listed appointments. C. Lewis explained that the minutes will reflect the individual appointments and the terms of office for each. Commissioner Taylor congratulated the members and the volunteers that sit on the various Boards/Committees for their service.

RESOLUTION #666 - A motion by J. Bealer, seconded by H. Miller, to appoint Kenneth Iatesta to serve as a member of the Upper Pottsgrove Township Zoning Hearing Board for a term of three (3) years. Term to expire December 2018. Aye votes: Bealer, Krazalkovich, Miller and Taylor. Nay ~ Schreiber. Motion carried.

Commissioner Taylor noted that the Tax Collector is not eligible to be sworn in. E. Taylor advised that interested residents may submit their qualifications and resumes to the Board for their review. The Board plans to make an appointment at the next regularly scheduled meeting on Tuesday, January 19, 2016.

Commissioner Krazalkovich questioned the proper procedure for the appointment of Tax Collector. He further asked whether the applicants would be subject to an interview by the members of the Board. Commissioner Taylor stated anyone interested in the Tax Collector position would need to be a resident of the Township, have the ability to be bonded and be subjected to a criminal background check.

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OLD BUSINESS: None

PUBLIC COMMENT:

RICHARD KUMMERER, 1303 Farmington Avenue, questioned who was sitting in for Attorney Garner tonight. Attorney Matt Hovey introduced himself as Attorney Garner's Associate at Wolf, Baldwin and Associates.

MICHELLE REDDICK, 1416 Kummerer Road, noted that the person the Board appoints as Tax Collector may run into the same situation with regards to getting bonded.

COMMISSIONER COMMENTS:

COMMISSIONER KRAZALKOVICH - Thanked members in the audience for coming and also for volunteering their services on various Boards/Committees. **COMMISSIONER BEALER** noted that there are still some vacancies available for anyone that is interested. C. Lewis noted she would post a list of vacancies on the Township's website.

KEITH KACHEL, 1412 Farmington Avenue, stated that the website is lagging in being updated i.e. minutes. C. Lewis stated that the minutes are up to date and explained that there are two columns listed.

COMMISSIONER TAYLOR stated that the Board of Commissioners takes on many responsibilities and noted that it is the consensus of the members of the Board that M. Schreiber will be the liaison for Emergency Services; H. Miller will be the liaison for Public Works and Open Space, Parks and Recreation; J. Bealer will be the liaison for Planning and Sewer; F. Krazalkovich will be the liaison for Intergovernmental relations and E. Taylor would be the liaison for Zoning and Administration.

APPROVAL OF BILL LIST - A motion by F. Krazalkovich, seconded by J. Bealer and unanimously carried to approve the Bill List in the amount of \$25,436.23.

ADJOURNMENT - A motion by M. Schreiber, seconded by J. Bealer and unanimously carried to adjourn the meeting at 7:19 PM.

Respectfully submitted,

Carol R. Lewis, Manager