

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

January 16, 2018

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Tuesday, January 16, 2018, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Martin Schreiber, France Krazalkovich, Trace Slinkerd, Renee Spaide and Elwood Taylor present. Also present were Township Solicitor Matt Hovey, Police Chief Francis Wheatley, Deputy Public Works Director Justin Bean, Engineer Chris Pelka and Township Manager Carol R. Lewis.

MOMENT OF SILENCE - Mr. Slinkerd 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.

RECOGNITION - T. Slinkerd swore in Fire Police Daniel Bush. T. Slinkerd recognized the Road Crew Justin Bean, Joe Alessi and Jeff Imbody for their hard work during the past couple of storms and presented each of them with a coin. T. Slinkerd presented Elwood Taylor an engraved gavel for his eleven years as President and commended him for his dedicated service to the Township.

France Krazalkovich questioned if there was Public Comment on the agenda and asked the public if there were any. There being none T. Slinkerd moved on the Approval of Minutes.

APPROVAL OF MINUTES – **December 18, 2017** and **January 2, 2018** – Motion by M. Schreiber seconded by R. Spaide and unanimously carried to approve the minutes of December 18, 2017 as presented. Motion by R. Spaide second by E. Taylor to approve the minutes of January 2, 2018 as presented. M. Schreiber commented that he was disturbed on the minutes and wanted more detail. The motion passed with Martin Schreiber voting nay.

PAYMENT OF BILLS – Motion by R. Spaide second by F. Krazelkovich to pay the amended bill list in the amount of \$83,444.90. m. Schreiber questioned the newsletter expenditures, the truck at Fred Beans, the final payment to Insituform, the water project at the Arboretum, the overhead doors line item, Scotties Potties and Unifirst. The motion unanimously passed.

REPORTS

TOWNSHIP MANAGER – C. Lewis reported that they are coordinating background checks for police applicants for generation of the list. The goal is to have that for February. She is working with Justin Bean for continuation of services and discussing space needs with the Chief and Justin. Currently we are processing a claim for the garage door with the insurance company. This came about because the gator gets parked close to the door to make more room so the Police can access the evidence lockers. When the door went up it caught the gator and when it came down it hit the gator and broke. The gator is okay. We have a \$500 deductible and the rest of the \$3,000 will be covered by insurance. Working on a Low Volume Dirt and Gravel Roads Grant. In April C. Lewis will be attending EMS training which is required for this grant. Also working on getting tank operator training and certification for J. Bean. Frank Quinter was the certification holder on this. C. Lewis next reported that she is researching timekeeping apps; QuickBooks has one called T Sheets that is \$4.00 per month and it does have a three (3) month free trial. More information will

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

January 16, 2018

be coming on that. She met with the Chief regarding budgets. They are going to need a new server which was going to be budgeted for next year but they are out of space so we have to move it up. C. Lewis is in the process of getting an estimate and we will have more information coming. She advised the Board that we will have some liquidated damages coming up on our salt contract. M. Schreiber asked about meeting with Trace Slinkerd regarding the township organization. He feels that the chart is wrong and T. Slinkerd replied that is why he wanted feedback.

CONSIDER APPOINTMENT OF JUSTIN BEAN AS PUBLIC WORKS DIRECTOR – Motion by M. Schreiber, seconded by R. Spaide and unanimously carried to appoint Justin Bean as the Public Works Director at a salary of \$73,307 serving a one year probation.

CONSIDER TELECOMMUNICATION AUDIT – C. Lewis advised the Board that a company named Spy Glass will review all of our telecommunication bills and contracts and see if there is any savings. If they find nothing there will be no cost; if they do find something and recover money they get half of the recovered money and whatever savings the Township would have for one (1) year. Motion by F. Krazalkovich second by R. Spaide to conduct a telecommunication audit through Spy Glass. M. Schreiber asked if this could be done in house to which C. Lewis responded that although we review the bills it is not our area of expertise and they would have more insight than the staff would. The motion passed with M. Schreiber voting nay.

CHIEF OF POLICE – Motion by F. Krazalkovich second by E. Taylor to extend the SRO Contract to June of 2018. M. Schreiber asked if they are only doing that because they want to jeopardize students with no SRO in the building. F. Wheatley does not know anything about that. The motion unanimously carried. F. Wheatley reported that one officer is out on sick leave. J. Crawford is staying as the SRO. A second officer will be trained for the position. Farrell had a large burglary arrest and there was a strong armed robbery on Stonehill Drive which we are working with three (3) other agencies on. Also we are extraditing a suspect from Texas.

PUBLIC WORKS REPORT – J. Bean reported that they are cleaning and organizing the garage. They replaced batteries on the Freightliner. He reported that we are 175 tons of salt behind because they shut down one of the ports but we are okay for now for tonight's storm. F. Krazalkovich commented that they have gotten calls and emails from residents commending the Road Crew on their hard work. F. Wheatley reported that J. Bean as the head has done a lot of work with the Police Department. They are now doing their oil changes to save money and he is open to collaborations. J. Bean reported that they completed the cleaning of storm boxes. They recalibrated the sewer on North Hanover and they assisted Bartman's with the plumbing work for water service at the Althouse Arboretum. J. Bean reported that they need a laborer in order to do road work. With three (3) personnel there are not enough to flag properly when they are doing work within the roads right of way. F. Krazalkovich asked if they could do it seasonally or with a part timer. J. Bean said that they cannot; they could do with four. Motion by R. Spaide second by E. Taylor to authorize the Manager and Public Works Director to advertise for a laborer. They discussed the hourly starting wage and decided it would be based on certifications and qualifications. The motion unanimously passed.

TOWNSHIP ENGINEER, BUILDING AND ZONING – C. Lewis reported that 188 Snyder Road had gone to court and the owner is putting a dumpster out there the day after and cleaning it up.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – The Open Space and Recreation Board is working on their long range plans. Renee Spaide reported that the Arboretum had their tree recycling. They stopped counting at 150 trees. E. Taylor added that they definitely had more than last year. R. Spaide went on to inform the Commissioners that the Arboretum will be having an electronic recycling event in February and that September 22nd will be the Township’s Community Day. Chairman D. Elliot and Vice Chairman M. Reddick will need help for this event and she asked the Commissioners to put it on their calendars to give at least one or two hours on that day.

SEWER AND WATER – C. Pelka advised the Board that Regal Oaks Phase II has been identified in our Act 537 Plan and per that schedule it was supposed to be completed by 2016. This grant will pay 85% of the project costs. Project readiness ranks us higher. He is estimating \$24,000 to get a shovel ready project. The money will not go to waste if we do not get this grant since any engineering done can be used toward what is required by DEP. E. Taylor asked how much would be remaining in Regal Oaks Phase II after this project. There will be 18 EDU’s still to be completed. E. Taylor thinks that this is good planning. Motion by E. Taylor second by M. Schreiber and unanimously carried to approve township personnel to apply for a Small Water and Sewer Grant for Regal Oaks Phase II and for the President and Secretary to execute all needed documents.

FIRE AND AMBULANCE – CONSIDER APPROVAL TO APPLY FOR AN AFG FIREHOUSE GRANT FOR IMPROVEMENTS TO THE FIREHOUSE FOR SAFETY REASONS

- Motion by F. Krazalkovich seconded by M. Schreiber to apply for Assistance to Firefighters Grant for improvements to the firehouse for safety reasons. M. Schreiber explained that these are federal grants and they were looking at possibly applying for a floor compound and an exhaust fans for trucks. The amount to be applied for will be around \$100,000. The motion unanimously passed.

CONSIDER APPROVAL TO APPLY FOR AN AFG SAFER GRANT – M. Schreiber explained that these are handed out more readily. Our air packs are out of compliance by two to three NFPA. He will be applying for air packs with a RIT connector which is a universal connector. Motion by F. Krazalkovich second by M. Schreiber and unanimously carried to authorize township personnel to apply for an AFG SAFER Grant for air packs and gear in the amount of \$100,000.

CONSIDER PURCHASE OF A NEW DARLEY WASP MINI-PUMPER FOR \$331,175 – M. Schreiber explained they have been looking at new trucks due to the fact that our 1983 pumper is NFP non-compliant due to the fact that it has an open cab. It is not safe. At one point the truck was out of service for two months while they waited for parts. This affects the safety of the residents. T. Slinkerd asked if this presentation was informational or moving to buy. Chief Tom Mattingly replied they are looking to buy and they would get rid of the equipment as it is not safe. Chief Tom Mattingly and Dave Smiley gave a presentation on the truck. T. Mattingly said that this has been an on-going discussion for at least two to three years and they have been researching it since before May of 2017. The current 1983 pumper is grandfathered so we’ll be in compliance for two more

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

January 16, 2018

years. They looked into refurbishing the truck but would have to replace the entire rear axle. T. Mattingly then outlined current equipment and said that they could accomplish the mission with the current trucks but the township is growing and changing. The smaller truck can access smaller spaces and will also be able to get more drivers since it does not require any CDL or special training. There is one driveway that some of the trucks could not get up but this one went right up. R. Spaide asked why the Fire Company was the last one at the fire over the weekend when they are less than a half a mile away. T. Mattingly explained that they pulled up at the same time as Pottstown and were the first ones there. He reported that the ISO rating of the new truck would not change so the insurance would not be affected. The body is based on the Ford F550 so the maintenance costs and parts will be easy to get. It has a poly built body so there will be no rusting. The body is remountable with a life time warranty. It includes a compressed air foam system which equals 2100 gallons of water. T. Mattingly explained that with the money the Fire Company and Township has for the down payment and what is allocated in the budget there would be no reason to raise taxes for the purchase of the truck. R. Spaide asked if there were any grants. C. Lewis explained that there is but the Fire Company has been turned down two times for these grants. They are very competitive and the age of our fleet does not meet FEMA's parameters. E. Taylor expressed his regrets that this is happening at the change of the Administration but he was very impressed with the truck when they had a demo. He also likes the fact that it is not a custom truck; it is small but can do big jobs. He is proud of the job the Fire Company has done over the years using the old trucks and refurbishing them. The fact that the Fire Company has been saving for this and looking for years this is a timely purchase. Many companies are in worse shape than ours so the chances of getting the grant in his opinion are low. Motion by M. Schreiber seconded by E. Taylor, to purchase the 2018 pumper in the amount of \$331,175. When asked why the immediacy of this request it was explained that there will be a \$7,000 increase in price at the end of the month. M. Schreiber gave the background of the Fire Company's makeup. He feels that if the Commissioners vote any way except how the Fire Committee voted defeats the purpose of the Fire Committee. F. Krazalkovich adamantly disagreed with that statement. E. Taylor agreed with him but he appreciates the work the Boards and Committees do in recommending and vetting information to the Board of Commissioners. F. Krazalkovich commented that providing for public safety is of utmost importance but he doesn't agree that we will never get a federal grant and if it could help pay for things we should try for it. R. Spaide voted nay; T. Slinkerd voted no; F. Krazalkovich voted no; E. Taylor voted aye; M. Schreiber voted aye. The motion failed. Motion by F. Krazalkovich second by R. Spaide to apply for the grant for the fire truck. This will delay any consideration of the purchase. M. Schreiber explained that if they get the grant they will have to get rid of the truck because it is unsafe. If they simply purchase a new truck we will be able to sell and recoup some money. Roll call vote: R. Spaide – yes; T. Slinkerd – yes; F. Krazalkovich – yes; E. Taylor – no; M. Schreiber – no. The motion passed.

VOLUNTEER SERVICE CREDIT PROGRAM – M. Schreiber explained the criteria being recommended. He asked that a reciprocal clause be put into the Resolution. F. Krazalkovich gave some background to Act 172 and the different options. The Fire Committee recommended that an EIT credit up to \$1,000 be set and they made the criteria very attainable. The Fire Chief is responsible for keeping data and reporting on it. Motion by F. Krazalkovich second by R. Spaide, to authorize the Solicitor to draft an Ordinance and Resolution with these parameters. M. Hovey commented that the sample Ordinance was a little misleading. He asked for clarification on the reciprocal clause for the Resolution. F. Krazalkovich advised that they are trying to encourage their

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

January 16, 2018

neighbors to adopt some sort of Ordinance so that the other nineteen members of our Fire Company have the chance to possibly get this tax break. M. Schreiber commented that when Act 172 was passed the State should have given the tax credit; it would have made things easier. E. Taylor commented that he was concerned with the reciprocity aspect. The motion unanimously carried. Motion by F. Krazalkovich second by R. Spaide, to authorize the Solicitor to draft a Resolution regarding the criteria. The motion carried with M. Schreiber abstaining. Next, M. Schreiber reported that there were 14 fire calls for the month and 185 year to date.

CONSIDER FIRE COMPANY ACTIVITIES - Motion by F. Krazalkovich second by R. Spaide and unanimously carried to approve the Fire Company activities for the month.

NEW BUSINESS

CONSIDER RESIGNATION OF CHRIS DELP FROM THE OPEN SPACE AND RECREATION BOARD – Motion by F. Krazalkovich second by R. Spaide and unanimously carried to regretfully accept the resignation of Chris Delp from the Open Space and Recreation Board. The Board discussed recruiting a new member.

CONSIDER RETIREMENT AGREEMENT AND RELEASE FOR FRANK QUINTER – Motion by F. Krazalkovich second by R. Spaide and unanimously carried to approve the Retirement Agreement and Release for Frank Quinter.

CONSIDER ESCROW RELEASE #5 FOR SPROGEL’S RUN IN THE AMOUNT OF \$86,451.53 – Motion by E. Taylor second by R. Spaide and unanimously carried to approve Escrow Release #5 for Sprogels Run in the amount of \$86,451.53.

PUBLIC COMMENT

DENNIS ELLIOT – 576 Evans Road – Suggested that the Township adopt a Resolution asking residents to keep a twenty foot space around their home clear so volunteers are not hurt while responding to an emergency. He also asked about the hiring of a planner for the Municipal Complex and it was explained that they are in the process of getting quotes.

MICHELLE REDDICK – 1416 Kummerer Road – Commented that she was disappointed that her comments on J. Bealer and H. Miller’s years of service were not put into the minutes. Motion by F. Krazalkovich second by R. Spaide and unanimously carried to amend the minutes of the meeting to include M. Reddick’s comments. M. Schreiber advised D. Elliot that there is \$291,000 in the Open Space Restricted Fund.

COMMISSIONERS COMMENTS

R. SPAIDE advised that Dennis Elliot is working on a memorial for veterans past and present.

F. KRAZALKOVICH advised that next Tuesday he will be attending the Montgomery County Association of Township Commissioners meeting who provides lobbying efforts to the State. He is not aware of anything specific and if anyone has anything please let him know. C. Lewis asked that he inquire about the Act 537 reimbursement and the Firefighter Presumption Law.

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

January 16, 2018

M. SCHREIBER advised the public that the Commissioners will be having a work session on the first Monday in February.

ADJOURNMENT – Motion by M. Schreiber second by R. Spaide and unanimously carried to adjourn the meeting at 9:09 p.m.

Submitted,

Carol R. Lewis, Secretary