

A Workshop Meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, June 4, 2018, at the Upper Pottsgrove Township Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, France Krazalkovich, Elwood Taylor, Martin Schreiber and Renee Spaide present. Also present were Township Solicitor Charles Garner, Township Manager Carol R. Lewis, Township Secretary Michelle Reddick, Public Works Director Justin Bean, Chief Francis Wheatley and Sewer and Water Chairman John Bealer.

**PLEDGE OF ALLEGIANCE** – Those present pledged allegiance to the flag.

**BUILDING STUDIES & FIRE PROTECTION STUDY/SCOPE** – C. Lewis advised that she wanted to combine these two discussions as she spoke with our regional representative at the Department of Community and Economic Development who indicated they can do a study of all departments. She noted draft letters of intent were included in the packet along with four (4) proposals for the building studies.

C. Lewis explained there would not be any cost for an overview. However, if we wanted a peer to peer study, there would be minimal costs. T. Slinkerd advised it was agreed that we would start with the fire study first. In response to a question from T. Slinkerd, C. Lewis advised it would take four (4) to six (6) weeks for the initial assessment. In response to a question from F. Krazalkovich, C. Lewis advised the representatives from DCED would be willing to sit down with the Board. T. Slinkerd suggested C. Lewis request assistance from DCED with the language for the intent. R. Spaide suggested we consider having a contractor come in and fix any immediate concerns such as electrical. C. Garner explained the building study is a professional service so the Board can dictate the scope of the work as it is not a competitive bid. F. Krazalkovich suggested deciding if we want to move ahead with a building study, and if so, then place the matter on the next agenda for approval. T. Slinkerd suggested we send the information to the Planning Commission for them to review and make a recommendation. E. Taylor suggested having the companies come in and do a short presentation on their proposal. M. Schreiber suggested holding a special meeting of the Board of Commissioners and inviting the Planning Commission to attend. It was agreed to have the matter reviewed by the Planning Commission at their next meeting. C. Lewis agreed to coordinate the presentations. The Board reviewed the draft letter of intent for the fire study. C. Garner noted the Board needs to allow for public comment prior to taking action to approve the letter of intent. T. Slinkerd asked if there was any public comment on the matter. There was no public comment. Motion by F. Krazalkovich second by R. Spaide and unanimously carried to approve the letter of intent for the fire study. T. Slinkerd provided a draft letter of no confidence in the operational leadership of the Fire Company. He noted the last paragraph of the letter outlines the intent. F. Krazalkovich noted he would recommend changes to the letter which include outlining a request for certain information. He also suggested taking a vote on the letter at the regular meeting since the draft letter was just presented. The Board further discussed the draft letter and its intent. There was also further discussion on the intent of the Fire Committee and the MOU. In response to a question from R. Spaide, C. Garner advised that if there is an issue with the operational leadership of the Fire Company, the Board should discuss the matter and take the necessary steps to address concerns. There was discussion on the procedure for taking disciplinary action against a leadership position in the Fire Company. M. Schreiber explained the Board of Directors of the Fire Company are responsible for such discipline. He further explained that if the Board of Directors failed to take action, then it would be the responsibility of the Fire Committee. T. Slinkerd suggested that if the Board of Directors of the Fire Company or the Fire Committee would take action, maybe this matter could be resolved. E. Taylor noted that he was hopeful we would use the data from the fire study to evaluate the operational leadership of the Fire Company. F. Krazalkovich advised he does not need a study to assist with making a decision about the operational leadership of the Fire Company. It was noted that if the Fire Company President George Harmansky would address the concerns, then a letter would not be sent. M. Schreiber agreed to take the information to G. Harmansky and speak with him regarding the matter. In response to a question from **Diana Updegrave, 1404**

**Farmington Avenue**, F. Krazalkovich advised action will be taken at the next meeting regarding whether to send the letter. She suggested Board members think long and hard about whether to send such a letter. She expressed concern that if a letter is sent, there may be a walkout in the Fire Company especially if we don't the relationship the Fire Chief has with the members, firefighters and volunteers within the company. She also noted she does not feel the Fire Chief intended to make idol threats rather he may have just felt defeated when the fire truck was not approved and said some things he didn't mean.

**POLICE CONTRACT UPDATE** – C. Lewis advised the next meeting is scheduled for Wednesday, June 6, 2018.

**REVENUE PROJECTIONS/BUDGET PROCESS** – T. Slinkerd reported he spoke with C. Lewis and agreed this process should begin in August.

**CIVIL SERVICE APPLICATION** – It was noted there are two (2) alternate positions available. In response to a question from R. Spaide, C. Lewis advised we received applications from Ken Brown and Henry Llewellyn. This matter will be discussed at the regular meeting.

**SUMMER WORKING SESSION DATES** – T. Slinkerd advised there will not be a work session in August. He further advised we will see how the June meeting goes to determine if a work session will be needed in July.

**EXECUTIVE SESSION** – The Board adjourned into executive session at 8:17 p.m. to discuss personnel and litigation with no action to follow. They reconvened at 8:42 p.m.

**ADJOURNMENT** – The Board adjourned by the consent of those present at 8:42 p.m.

Submitted,

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Michelle L. Reddick, Township Secretary