

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

January 3, 2012

The reorganizational meeting of the Board of Commissioners was held on Tuesday, January 3, 2012, at the Upper Pottsgrove Township Administrative Offices, 1409 Farmington Avenue, with Commissioners Dolan, Miller and Noll present. Also present were Township Manager Jack P. Layne, Township Manager and Township Secretary Cynthia Saylor. Mr. Layne called the meeting to order at 7:00 P.M. There was one resident present in the audience.

OATH OF OFFICE - Michelle Reddick, Notary Public, administered the oath of office to newly re-elected Commissioners Taylor and Spaide.

APPOINTMENT OF THE PRESIDENT OF THE BOARD OF COMMISSIONERS - Mr. Layne opened nominations for President of the Board of Commissioners. A motion by Dolan, seconded by Miller, nominating Elwood Taylor as President. All aye votes.

APPOINTMENT OF THE VICE PRESIDENT OF THE BOARD OF COMMISSIONERS - Mr. Layne opened nominations for Vice President of the Board of Commissioners. A motion by Dolan, seconded by Miller, nominating Renee Spaide as Vice President of the Board of Commissioners. All aye votes.

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.

PUBLIC COMMENT: None

NEW BUSINESS:

APPROVAL OF DESIGNATED 2012 TOWNSHIP APPOINTMENTS - A motion by Dolan, seconded by Miller, to approve the following appointments ~ Reginald Leister as Secretary of the Civil Service Commission, Jack P. Layne as Treasurer/Secretary of the Fire Committee, Renee Spaide and Pete Dolan/Fire Committee, Jill Ludy/Open Space & Recreation Board, Elwood Taylor and John Ungerman/Planning Commission, William Hewitt/Planning Commission, Elwood Taylor and Pete Dolan/Pottstown Metropolitan Regional Planning Committee, Jill Ludy/Pottsgrove Regional Recreational Commission, David Crock/Sewer & Water Committee, Dennis Elliott/Vacancy Board, Barry Kerchner as Solicitor for the Zoning Hearing Board, Stanley Hildenbrand/Fire Marshal, Jon Daywalt/Animal Control Officer, Jack P. Layne/Township Manager, Cynthia H. Saylor/Township Secretary, Garner & Bauer/Solicitor, Reinsel/Kuntz & Leshner/Auditors, LTL Consultants/Engineer and Renee Spaide/Pottstown Area Council of Governments. All aye votes.

RESOLUTION # 603 - Appointing Henry Shontz to serve as a member of the Upper Pottsgrove Township Zoning Hearing Board ~ term to expire December 31, 2014. A motion by Dolan, seconded by Miller, to appoint Henry Shontz to serve on the Zoning Hearing Board until December 31, 2014. All aye votes.

APPOINTMENT OF DEPARTMENTAL LIAISONS - Commissioner Taylor advised that he would continue as the liaison for the Planning Commission, Commissioner Spaide agreed to be the liaison for the Public Works Department, Commissioner Miller agreed to be the liaison for the Open Space/Park & Recreation Committee, Commissioner Noll agreed to be the Special Projects liaison and will help out with the Open Space agenda. Commissioner Taylor noted that Commissioner Noll has been very supportive of the Open Space Program. He further noted that Commissioner Dolan has agreed to be the Public Safety & Emergency Services liaison. In response to a question from Commissioner Noll; Mr. Taylor stated that he would also be the liaison for the Administrative Staff. After a brief discussion, it was agreed that the Public Safety & Emergency Services liaison would handle both Fire and Police services. A motion by Spaide, seconded by Dolan, to approve the above listed Departmental Liaisons. All aye votes.

OLD BUSINESS:

DISCUSSION AND POSSIBLE APPROVAL OF RESOLUTION # 604 AUTHORIZING A TAX ANTICIPATION NOTE (TAN) FOR 2012 - A motion by Dolan, seconded by Spaide, authorizing a Tax Anticipation Note for 2012 in the amount of \$300,000 and an interest rate of 2.79%. Roll call vote: Dolan ~ yes; Miller ~ yes; Noll ~ yes; Taylor ~ yes; Spaide ~ yes. All in favor.

OTHER PUBLIC COMMENT: None

COMMISSIONER COMMENTS:

COMMISSIONER MILLER - Advised Commissioner Noll as well as the other Board members that he addressed a letter to State Senator Bob Mensch regarding Open Space Improvements.

COMMISSIONER SPAIDE - Referenced addressed some concerns that were raised at the last meeting by **KEITH KEHL**. Commissioner Spaide noted the dip in Gilbertsville Road and explained that this is a state road and would have to be addressed by PennDOT. With regards to another concern expressed by Mr. Kehl; Commissioner Spaide advised that the Highway Department will do some grading work along the "S" curve at Moyer Road in an effort to alleviate the water problem.

PAYMENT OF BILLS - A motion by Noll, seconded by Spaide, to approve the Bill List dated January 3, 2012, for General Fund in the amount of \$27,838.38; Fire Fund in the amount of \$72.43; Sewer Fund in the amount of \$49.96 and State Fund in the amount of \$23,319.19. Total Disbursements ~ \$51,279.96. All aye votes.

APPROVAL OF MINUTES - A motion by Spaide, seconded by Dolan, to approve the minutes from the December 19, 2011, meeting as presented. All aye votes.

ADJOURNMENT - There being no further business, a motion by Spaide, seconded by Miller, to adjourn the meeting at 7:25 P.M. All aye votes.

Respectfully submitted,

Cynthia H. Saylor, Township Secretary