

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

**July 18, 2016**

The meeting of the Board of Commissioners was held on Monday, July 18, 2016, at the Upper Pottsgrove Township Administrative Offices, 1409 Farmington Avenue, with Commissioners Elwood Taylor, Herbert C. Miller, Jr., Martin Schreiber, France Krazalkovich and John Bealer present. Also present were Solicitor Charles D. Garner, Jr., Public Works Director, Francis Quinter, Chief Wheatley and Township Manager, Carol R. Lewis. The meeting was called to order at 7:00 p.m.

**MOMENT OF SILENCE** - E. 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.

**REPORTS:**

**EMERGENCY SERVICES LIAISON** - M. Schreiber presented the Emergency Services Report. The Fire Committee met and will be looking at the Burn Ordinance. There was a car fire on Gilbertsville Road last Saturday and people came out of their houses with fire extinguishers to help. Next he presented the Police Report. The two new employees are coming along well. He suggested the Board consider security and cameras for the building. F. Krazalkovich expressed his sadness about what is going on across the country in regards to the Police but feels that in Upper Pottsgrove Township we communicate with our residents very well. He is supportive of our Officers. C. Garner replied to one of his questions that the Township has policies against profiling and yearly ongoing reviews are performed to watch for it. In response to his question regarding safety, policies and procedures Chief Wheatley responded that Officers receive biased based police training. Next Chief Wheatley requested to attend an out of state training with the International Association of Chiefs of Police Conference. There is money in the budget to cover this. Motion by F. Krazalkovich seconded by H. Miller and unanimously carried to approve this training for the Chief. H. Miller passed along accommodations received from the District Magistrate regarding Chief Wheatley.

**PARKS, RECREATION AND OPEN SPACE** – H. Miller presented the Open Space Park and Recreation Report. There was a great turnout for the first kick ball; currently the Township is in first place for the Park Contest. M. Schreiber commented that he has enjoyed visiting other parks and getting some great ideas. H. Miller commended Frank Quinter and the Road Crew for a doing a good job keeping up on things. M. Schreiber announced that the Open Space Board was going to be holding Christmas Eve in July on Sunday to help promote the Park Contest. H. Miller reported that there was a baseball tournament held on the upper field and left two garbage bags filled with water bottles behind. The Open Space Board voted to require a one hundred dollar (\$100.00) deposit for these events which will be returned after successful inspection of the field. This will not apply to organizations using the fields that have priority use. Motion by H. Miller seconded by M. Schreiber and unanimously carried to approve this requirement. Motion by H. Miller seconded by J. Bealer and unanimously carried to approve the purchase and installation of a sign at the top of Sussell Trail indicating the difficulty level.

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On September 17, 2016, there will be a Shine 4 Safe-Play Car Show held at the Middle School. They anticipate over one hundred cars coming. H. Miller than reported that the Board is looking for a pole or shepherd's hook to have at the ponds in case of someone falling in. The milk weeds have taken root at Sussell and are prospering.

**PLANNING REPORT** – J. Bealer reported that Coddington View Phase III is nearing completion. Motion by F. Krazalkovich seconded by H. Miller and unanimously carried to approve the preparation of an appropriate ordinance that would contemplate acceptance of the roads once everything is acceptable to the Engineer.

**ZONING & ADMINISTRATION** - E. Taylor advised the Board that he met with a developer who is interested in Commerce Corner along with F. Krazalkovich. They are in the process of doing their due diligence before acquiring the property.

**PUBLIC WORKS** – H. Miller reported that there was an inspection with PennDOT at the traffic light and there are some pavement markings that need to be done.

**SEWER & WATER** – J. Bealer reported that the meeting will take place next week. The Pottstown Borough Authority Agreement is nearing completion and will be presented to Pottstown Borough. The residents on Mapleleaf are complaining about the road which has been put off due to the need of additional sewer installation.

**INTERGOVERNMENTAL RELATIONS** - F. Krazalkovich advised the Board that there is a lengthy report included in the packet. He attended the PSACT's Conference and the last school board meeting. The School District voted to agree to the building use agreement with voter services to allow voting to happen at the Middle School. It cannot be formally announced until the Board of Elections votes on it; at that point every voter will receive a card with the new polling place on it. F. Krazalkovich reviewed various bills that are under consideration on the report. Motion by F. Krazalkovich seconded by M. Schreiber and unanimously carried to send a letter in opposition of Bill #643 which would not allow negotiations regarding collective bargaining to be held during Executive Session.

**TOWNSHIP SOLICITOR** – C. Garner discussed an Agreement in regards to Sprogel's Run for installing public sewer across public property. M. Schreiber asked about the Turnberry Farms HOA turnover Agreement. Staff will try to locate it and forward it on to him.

**TOWNSHIP MANAGER** – C. Lewis advised the Board that the report is included in their packets. C. Lewis reported that she checked with the local representatives regarding a community shred event but they have already been held this year but they are interested in participating in the future. She presented the costs for the event; it would be \$350.00 for just the township's documents and \$525.00 if the township wanted to open it up to the public. M. Schreiber questioned whether the documents could be taken to the paper recycling and was advised that a certificate of destruction is needed for the documents. He will check with them to see if they do that.

**MONTHLY FINANCIAL REPORT** – The Board reviewed the report and discussed the 25% of open space used for maintenance and the per capita tax. M. Schreiber feels that this is a nuisance tax and should be done away with.

**NEW BUSINESS**

**CONSIDER TIME EXTENSION FOR FINAL PLAN APPROVAL FOR BACHMAN PROPERTY**– C. Garner advised the Board that a plan is good forever but when there is an ordinance change they have five (5) years to build. This plan was thirty eight (38) lots and a lot of planning and negotiating went into it. Motion by F. Krazalkovich to extend the approval of the Bachman property. There was no second to the motion.

**CONSIDER APPROVAL OF CODDINGTON VIEW PHASE 3 ESCROW RELEASE** - Motion by M. Schreiber seconded by F. Krazalkovich and unanimously carried to approve the escrow release.

**CONSIDER ADOPTION OF EMERGENCY OPERATION PLAN** – Motion by F. Krazalkovich, seconded by M. Schreiber and unanimously carried to promulgate the Emergency Operation Plan. There were no changes from the previous adoption in 2010.

**CIVIL SERVICE RESIGNATION** – Armando Johnson submitted a letter of resignation. Motion by F. Krazalkovich seconded by J. Bealer and unanimously carried to reluctantly accept his letter of resignation. The Board discussed the filling of his position.

**BUDGET** – C. Lewis reviewed items that the Board should consider for budgeting purposes. Chief Wheatley advised the Board that exterior cameras at the police station are an immediate need and basic front door access. The cameras would be around \$3,000 and the door access around \$6,000.

**OLD BUSINESS**

**CONSIDER FIRE COMPANY ACTIVITIES** – Motion by M. Schreiber, seconded by H. Miller and unanimously carried to approve the Fire Company activities for the month.

**PUBLIC COMMENT:**

**DIANA UPDEGROVE – 1404 Farmington Avenue** – Questioned with the Bachman plan being no longer viable asked if they were relieved of the Agreement to hook up to public water. The matter will be researched.

**COMMISSIONER COMMENTS** – H. Miller reported that Mr. Detrich said there is a dead deer shot by an Officer on Route 100 – 200 yards from W. Moyer Road coming from Gilbertsville. He asked that the carcass be picked up.

**APPROVAL OF MINUTES – June 20, 2016** – Motion by F.Krazalkovich seconded by H. Miller and unanimously carried to approve the June 20, 2016, meeting as presented.

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**PAYMENT OF BILLS** – Motion by J. Bealer, seconded by M. Schreiber and unanimously carried to approve the Bill List in the amount of \$153,042.93.

**EXECUTIVE SESSION** – The Board adjourned into Executive Session at 8:46 p.m. to discuss personnel matters with no action being taken. They reconvened at 9:18 p.m.

**ADJOURNMENT** – Motion by J. Bealer seconded by E. Taylor and unanimously carried to adjourn the meeting at 9:19 p.m.

Respectfully submitted,

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Carol R. Lewis, Manager