

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

October 2, 2017

A special meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, October 2, 2017, at the Pottsgrove Middle School Cafeteria, 1351 N. Hanover St., with Commissioners John Bealer, France Krazalkovich, Herb Miller, Martin Schreiber and Elwood Taylor. Also present were Police Chief Francis Wheatley, Deputy Public Works Director Justin Bean and Township Manager Carol R. Lewis.

MOMENT OF SILENCE - Mr. 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 as well as those affected by the massacre in Las Vegas.

PLEDGE OF ALLEGIANCE - Those assembled pledged allegiance to the flag.

INTRODUCTION AND ANNOUNCEMENTS – E. Taylor asked that anyone wanting to speak line up in the chairs near the microphone and sign in with their name and address. He then introduced the Board of Commissioners. E. Taylor explained that the average household pays 6,000 to 7,000 in taxes. Of that \$500 is township tax money. Half of that goes to pay for police services and the other half goes to everything else.

PRESENTATION OF NEW PUBLIC WORKS PROJECT – Manager C. Lewis presented a power point presentation showing what the Board had done in planning the new building.

PUBLIC COMMENT – **Darryl Tillman, 151 Rose Valley Dr.** felt that if we are spending 2 million dollars, we should put everyone under one roof.

John McMahon, 1996 Detweiler Rd. agreed that we need an upgrade in facilities but there is a lot of road that needs work.

Carl Specht, 150 Primrose Lane questioned the solar and the comparison to Douglass township which is much larger.

Renee Spaide, 1979 Yarnall Rd. agreed that we need a new building but felt we are paying too much. Urged Commissioners to reject the bids and start over.

Scott Hill, 1500 Cloverhill Rd. asked if the extra \$38 in taxes would eventually go away which it may or may not. The old building was planned to be renovated for the police department.

Deb Bingham, 1998 Detweiler Rd. felt that the building should be made bigger and house everyone under one roof.

Michelle Reddick, 1416 Kummerer Rd. announced she was recording the meeting. She discussed the needs of the other departments and asked the Commissioners to look at the bigger picture.

Catherine Heath, 1000 Fallbrook Lane urged the Commissioners to reject the bid and rebid.

James Capinski, 1958 Yarnall Rd. does not agree with the solar part of the project and questioned how government spends money. He suggested the property was worth a lot of money and should be sold and another property such as the Lefever property be purchased and everyone be put together.

Greg Sorg, 1611 Applegate Ln. felt the Commissioners implemented a tax based on a wild guess.

Dennis Elliot, 576 Evans Rd. would the Board to explore other options such as a Quonset hut which runs around \$43,000.

Tyrone Parker, 1209 Springhill Ln. felt that the township is following what others have done and does not want higher taxes or sewer bills.

Ken Brown, 2204 Horseshoe Dr. stated he was unequivocally in favor of the project but feels more study needs to be done, especially in regards to the financing of the project.

Charles Note, 2137 Horseshoe Dr. agreed need new facility. Asked the board to throw out the bids and consider the bigger picture.

Armando Johnson, 236 Micklitz Dr. would like to see more quotes and more study.

Trace Slinkerd, 219 Deerfield Way agreed more study needs to be done.

Robert Binelli, 1499 Chestnut Grove Rd. suggested we ask PennDOT to release their ROW and expand the present building.

Henry Shontz, 2174 Detweiler Rd. saw a need for the building but urged Commissioners to consider the ability of residents to pay the bill. Suggested they change the scope before rebidding to a pole building for storage.

Gerald Porter, 172 Hanover Dr. does not want a Taj Mahal.

Adrian Harrison, 1422 Kummerer Rd. felt that the restrictions on site lines could affect the property values of the residents in Heather place.

COMMISSIONER COMMENTS – Elwood Taylor stated the concerns raised tonight were not unexpected. As to the idea of selling the township property for several million dollars to a commercial interest he noted the township had spoken some years ago with an appraiser who did not think it was that valuable although a formal appraisal was not done. The Commissioners were concerned for the neighbors who could be negatively impacted by a high traffic commercial development at Heather Place. He also noted that all residents in the neighborhood were officially notified of the building when it was proposed two years ago but that only two residents registered any comment.

France Krazalkovich wished they had this kind of turnout at all meetings. He explained that when the project first started the LTL study had been done and the board implemented a 14% tax increase which he was the sole vote against. The amount for design kept going up and he was concerned about scope creep. Earlier this year the board was advised that they expect the bids to come in close to 2 million at which time he voted against bidding the project. When the bids came in he made a motion to reject all bids but the motion failed. He knows they need a new building but does not agree on the cost.

John Bealer said he hears the residents who do not want him to vote for the project so he will not.

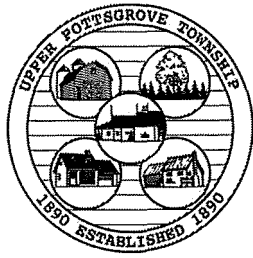
Martin Schreiber asked if a vote could be taken tonight to reject all bids. The meeting was not advertised for action to be taken.

Elwood Taylor heard that there is a list of concerns the solutions to which will cost more than 2 million dollars. He suggested a committee be formed to propose a solution and come up with a course of action. Any residents who want to participate who are not on the list of those who spoke were urged to sign up.

ADJOURNMENT – Motion by J. Bealer second by H. Miller and unanimously carried to adjourn the meeting at 8:43 p.m.

Respectfully Submitted,

Carol R. Lewis, Assistant Secretary



UPPER POTTSGROVE TOWNSHIP

Public Works Building

PUBLIC WORKS GARAGE

The current public works building was constructed in 1968 and has 4,050 s.f. of space. Currently, 5 public works personnel work out of the garage. At the time the garage was built the township had two trucks, a loader/backhoe and one mower.

	1968	2017
Population	2477	5315
Roads	22 miles	36 miles
Sewer	Less than 1 mile	13.5 miles
Pump Stations	0	4
Manholes	?	427
Stoplights	1	4
Parks	1 swingset	300 acres



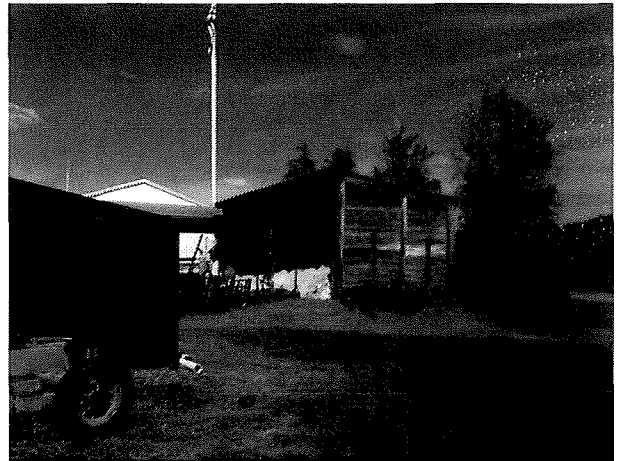
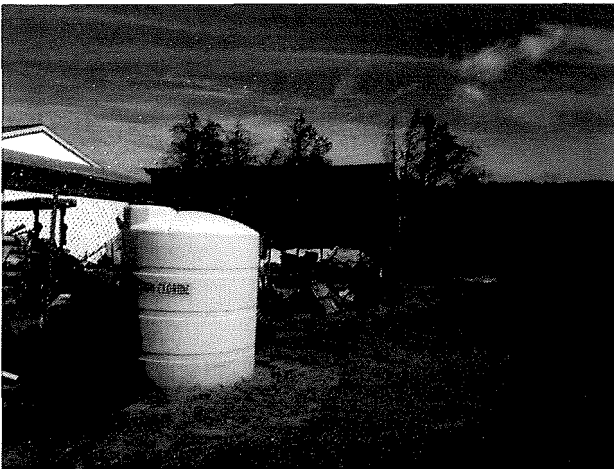
POLICE DEPARTMENT

- !• The office was added in 1975 and has 648 s.f. of space.
- !• Currently, 10 officers and support personnel work out of the offices. In 1968 there were 3 part-time police officers.
- !• The township administration used to be in the office as well but moved out in 2001 when the fire company social hall was renovated.



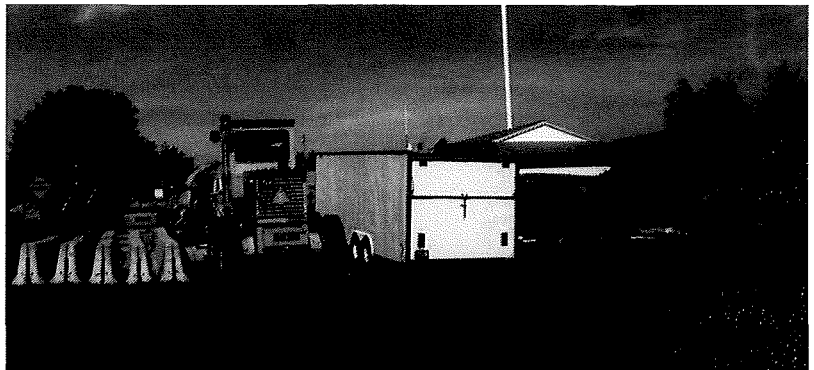
SALT SHED

The current salt shed was constructed in 1994. It is 800 s.f. and holds 150 tons of salt. An average 3" storm uses 100 to 125 tons of salt which can cause problems if we have multiple storms back to back or one very large storm.



EQUIPMENT AND VEHICLES

- !• 6 Dump Trucks
- !• Tractor
- !• Backhoe
- !• Gator
- !• Portable generators
- !• Grader
- !• Sewer Trailer
- !• Tar kettle
- !• Chipper
- !• Plows
- !• Salt Spreaders
- !• Mag chloride tank and Pump
- !• Mower Trailer
- !• Tow Broom
- !• 10' and 6' Mowers
- !• Miscellaneous tools and equip.

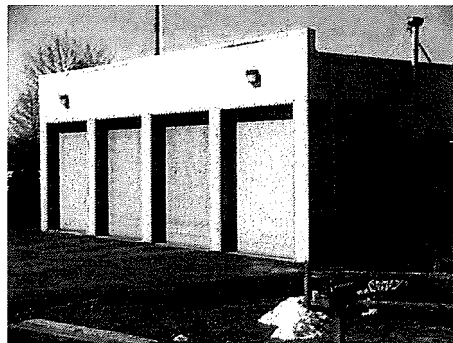


CONCERNS

- ! Limited security on the outside of the building
- ! No breakroom or training area for Police or Public Works Department
- ! Equipment, vehicles and other materials stored outside creating an eyesore in the neighborhood and adversely affecting the equipment.
- ! Salt shed in extremely poor condition and not adequate to meet the needs of the township's 36 miles of roads.
- ! Exterior: All exterior doors & windows in the building need to be replaced as well as the roof, soffits and gutters. The chimney needs to be relined. The exterior walkways need to be replaced. Exterior electric cables need to be replaced. Outlets need to be brought up to code.
- ! The current building cannot be made to meet ADA standards.
- ! Interior: Insulation needs to be replaced. Metal vent system for oil fired heater needs to be replaced. The piping and exterior fill pipe for the oil tanks needs to be replaced. Emergency exit lights need to be replaced.

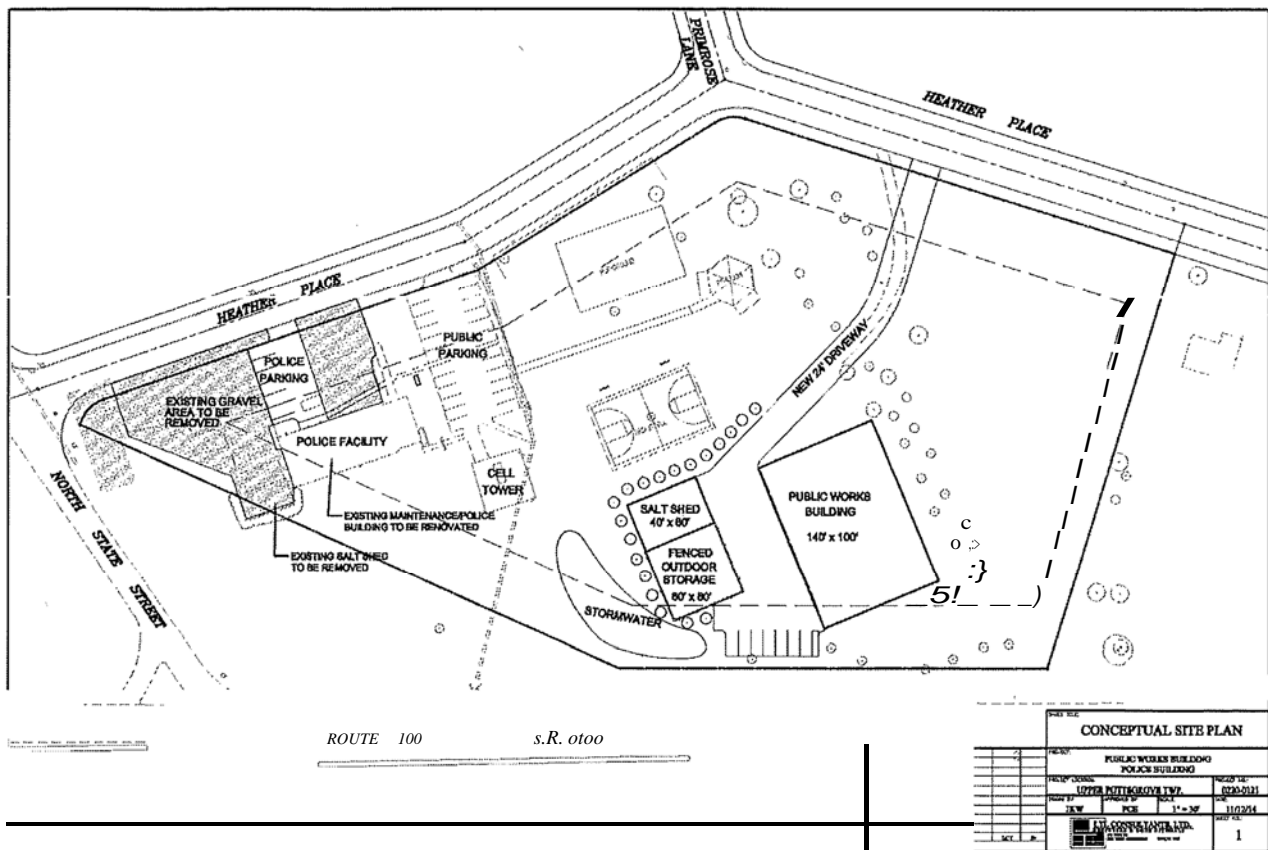
CONSIDERATIONS UNDERTAKEN

- ! 2001- Fire Company Social Hall renovated for the Administration Department and public meeting room
- ! 2014- Matlock Building on Willow and Diamond Streets was for sale. The Board of Commissioners looked at purchasing this for the Police Department and the Public Works Department. The building was sold to another person.



- ! 2014 to 2015- The Board of Commissioners looked for another suitable building or property to relocate the Departments. None were found.
- ! October 2014- The Board of Commissioners contracted with LTL to do a public works/police study of the current building to see if it could be renovated to meet the current and future needs of both Departments.

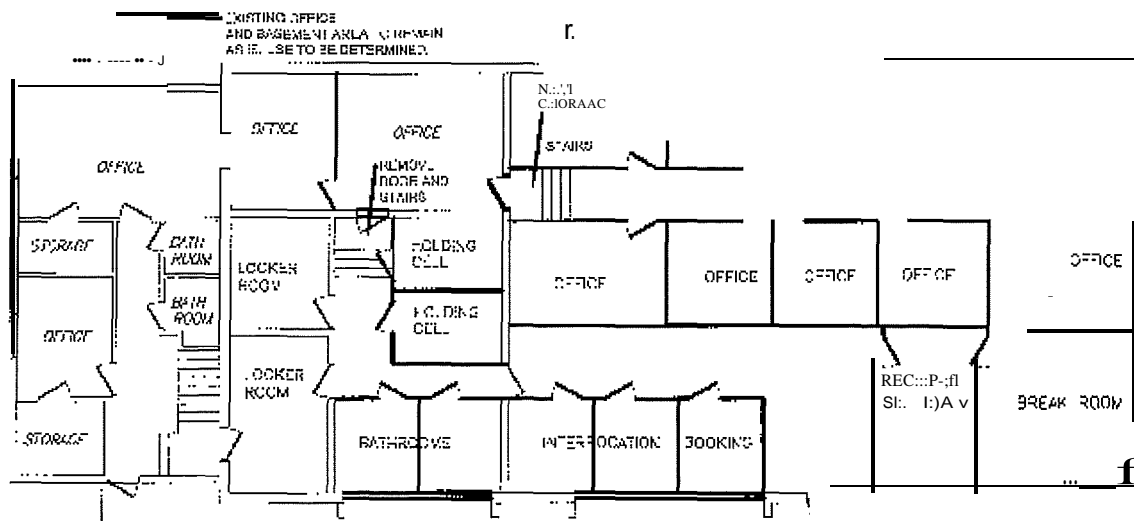
Due to the setbacks from SR 100 and the unusual lot shape it was determined that it would not be feasible to expand the current building to meet the current and future needs of both departments.



PUBLIC WORKS POLICE NEEDS STUDY cont.

- ! Given the need for more vehicle/equipment storage, coupled with the existing building/site constraints, it is LTL's opinion that a new Public Works building is needed. The construction of a new Public Works building allows the road crew to remain in full operation until such time as the new building is ready to occupy.
- ! Once Public Works has relocated, renovations can begin on the existing space that both Public Works and the Police currently share. While the existing building is being renovated, the Police staff can remain in full operation until such time as renovations are completed.
- ! As a parameter for the concept site plan, we have avoided any impact to the existing recreation area, along with orienting the proposed structure to be sensitive to the existing evergreen landscaping plantings. *There could be other site layout options to explore.*

CONCEPTUAL POLICE DEPT. LAYOUT



CONCEPTUAL FLOOR PLAN

CHAMPION CONSULTANTS, LTD.

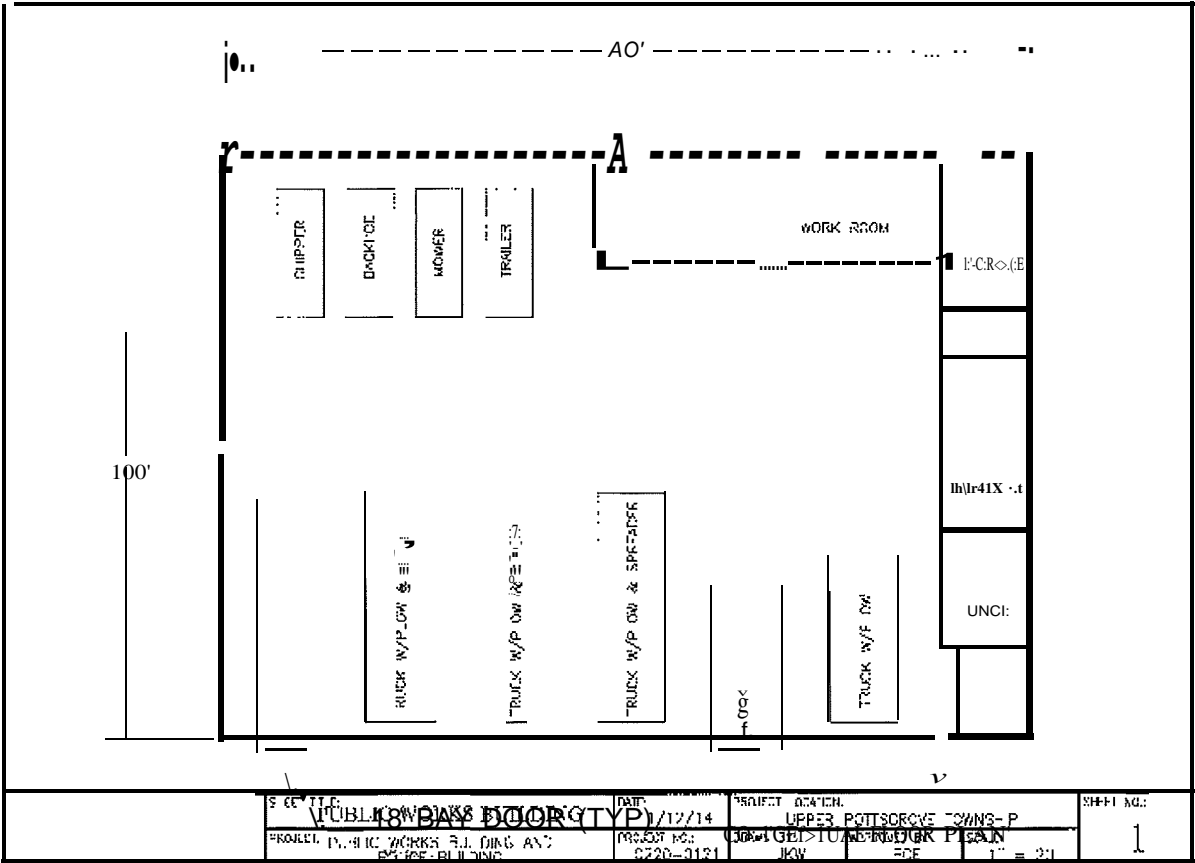
CLIENT: POTENTIAL COMMUNITY

PROJECT: POLICE WORKS BUILDING AND
POLICE BUILDING

DATE	1/12/14	PROJECT LOCATION	CITY OF BIRMINGHAM TOWNSHIP
PROJECT NO.	C220-6121	DRAWN BY	JKW
		APPROVED BY	PKF
		SCALE	1" = 10'

CONCEPTUAL GARAGE LAYOUT

140' x 100 14,000 SF

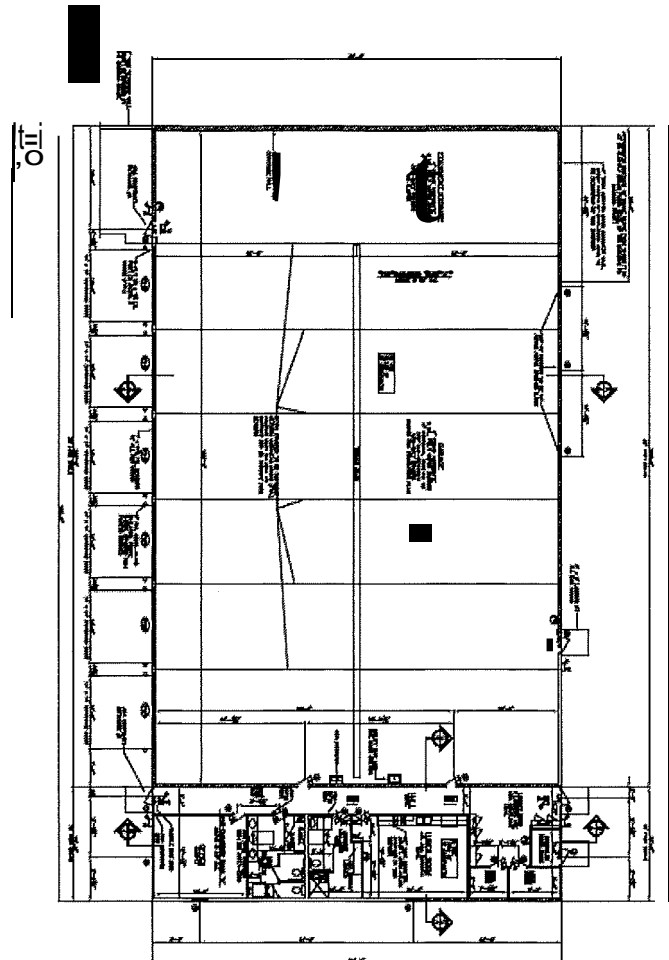


NEXT STEPS

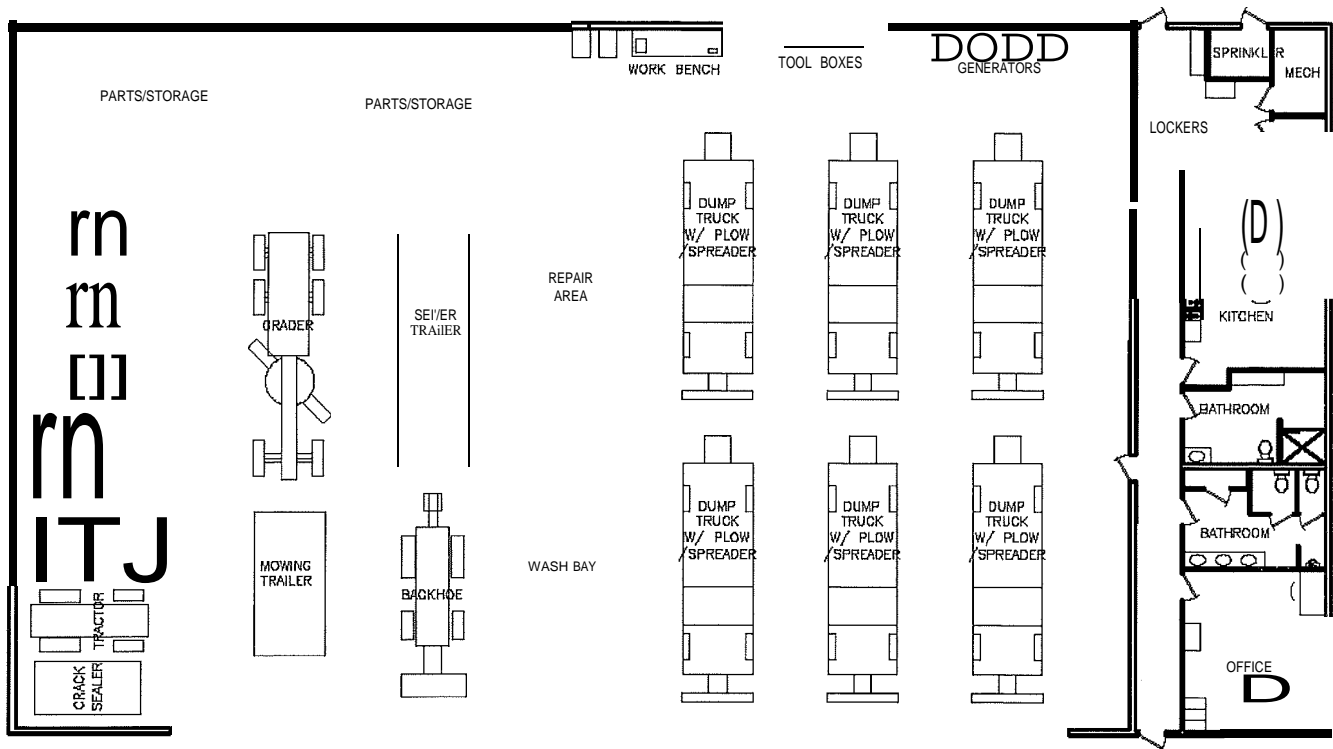
- ! January 19, 2016 the Board of Commissioners formed a Building Committee to get prices and design for the new public works building. Douglass Township was already in the process of designing a similar sized building which they were estimating to cost around \$800,000.
- ! March 21, 2016 a Conditional Use Hearing was held regarding the project. Notices were sent out to 74 homes which were within 500' of the proposed project. Two residents attended the hearing.
- ! Conditional Use per Section 350-203(A)(11) permitting municipal uses by Conditional Use was granted.
- ! 2016 to 2017 design of the building continued in conjunction with the township's code department to make sure all aspects of the new building would meet code.
- ! May 24, 2017 the project went out to bid.
- ! September 14, 2017 the bids were received and disseminated to the Board of Commissioners for consideration.

PROPOSED BUILDING

- The proposed building will be 12,000 s.f. with 7 bays .
- It will include 1,760 s.f. of office office, lockers, ADA accessible space which will include an bathrooms and a breakroom with a kitchenette and cots that can be utilized when the crew works all night in large storms.
- It will have a generator to allow the building to be used as the Emergency Management Center, during prolonged power outages and possible temporary shelter for people displaced by the emergency.

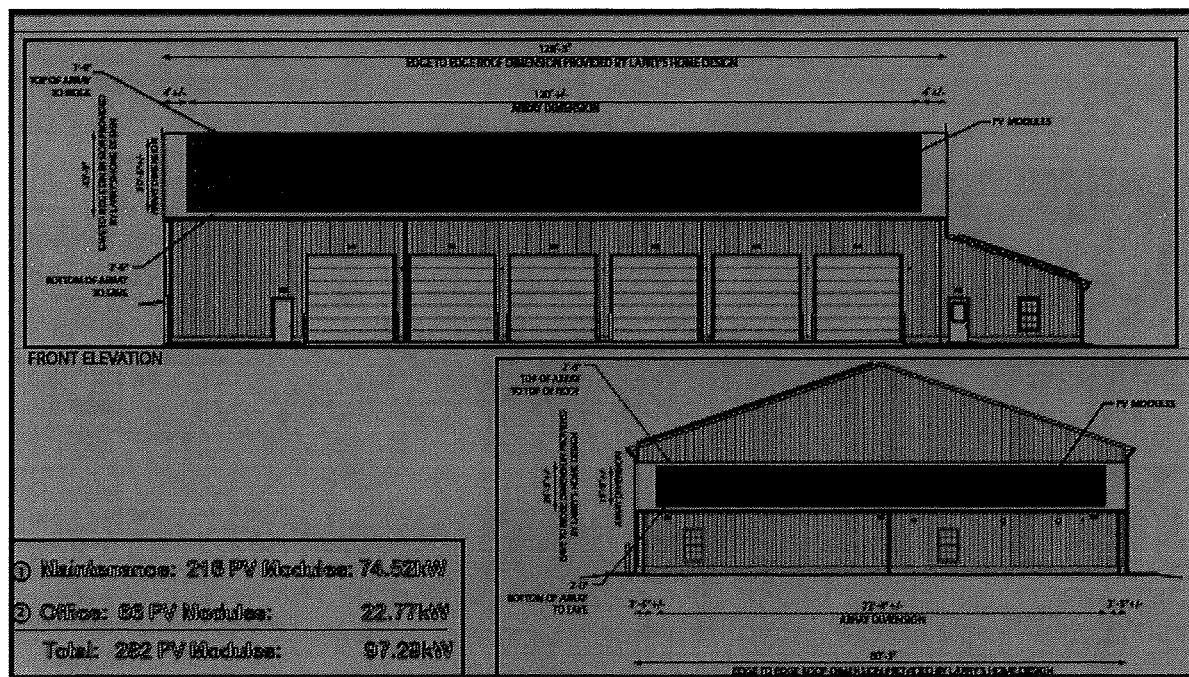


CONCEPTUAL LAYOUT



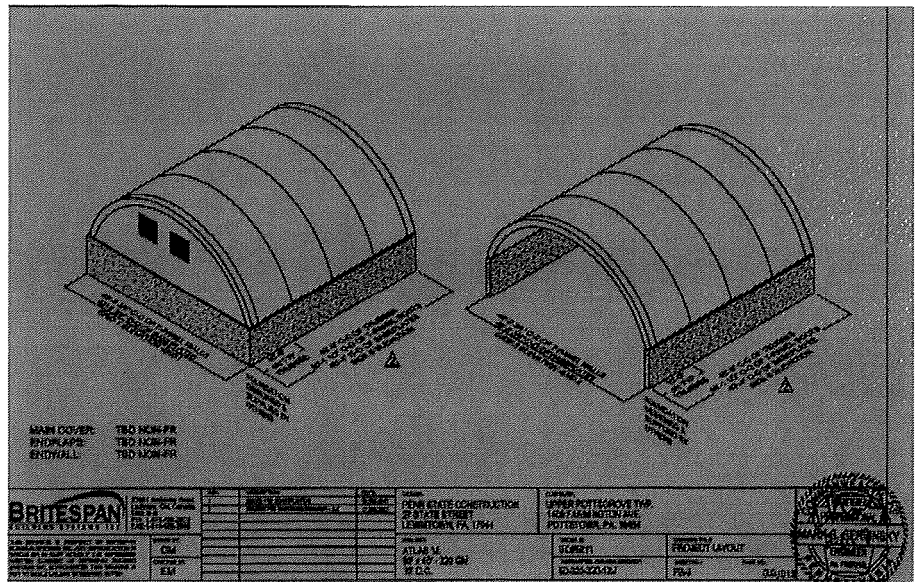
OTHER CONSIDERATIONS- SOLAR

- During the design of the building it was suggested to add solar electric generation.
- The township can offset the electric costs of any of their facilities within a 2 mile radius through Net Metering with increasing benefits as electric costs continue to rise.
- This savings would pay for the installation of the panels and 14% of the rest of the building.



OTHER CONSIDERATIONS- SALT SHED

- ! The proposed salt shed would be 2,000 s.f.
- ! It could hold 1,000 tons of salt.
- ! This could save the township money as we would have the ability to "stock up" when prices are lower instead of always being forced to buy at peak season.
- ! It would provide greater safety for the residents as we would not be in danger of running out when supplies got low.



BIDS

Solicitation:Upper Pottsgrove Twp.Public Works Building and Salt Structure - General

	Uhrig Construction Inc.	Pennetta Builders	Penn State Construction	Miller Bros Construction Inc.	SMJ Contracting, Inc.
1 BASE Total of all General Contract Work - Contract #1	1,377,000.00	1,340,800.00	1,489,000.00	1,911,000.00	2,199,000.00
g DEDUCT D<1<lo<rtllllwmk-!Dhl>Sai -CG'111aotil	-419,000.00	-65,952.00	-55,000.00	-57,790.00	-54,000.00
3 DEDUCT O1!d>otalwork-l>S6oWorit- tll	-72,100.00	-1112,311.00	-850,000.00	-885,880.00	-400,000.00

Solicitation:Upper Pottsgrove Twp. Public Works Building and Salt Structure- Electrical

	Lenn Electric Corporation	A. N. Lynch Co., Inc.	Elect-Tech Inc.	SMJ Contracting, Inc.
1 BASE ToOalo!a8oolOOafC<lllk;JdWoik-Co-12	439,988.00	>115,000.00	458,000.00	532,800.00
2 DEDUCT D<1<lo<rtllllwoik-!Dhl>Sai -CG'111ad.12	-1,500.00	-4,000.00	-3,000.00	-4,000.00
3 ADD Purchase and Installation of Electrical Generator	32,988.00	115,000.00	37,500.00	53,000.00
4 DEDUCT Deduct all work related to the Solar Panels - Contract #2	-277,780.00	-269,000.00	-270,000.00	-250,000.00

Solicitation:Upper Pottsgrove Twp. Public Works Building and Salt Structure- HVAC

	Thilla T.-nleal	SMJ Contracting, Inc.
1 BASE ToOalchiiHVIIGWorit-Cofllmo'f3	\$111,000.00	\$111,600.00

Solicitation:Upper Pottsgrove Twp. Public Works Building and Salt Structure- Plumbing

	Hirschberg Mechanical	Shannon A. Smith, Inc.
1 BASE Total of all Plumbing Work - Contract #4	\$77,903.00	\$189,000.00

BREAKDOWN OF COST

SOURCES OF REVENUE (per year)

Funding to finance the cost of the proposed building is already in place and will not require any

Indebtedness Fund: \$80,000.00 per year
Electric Savings: \$22,000.00 per year
\$102,000.00

tax increase.

BIDS

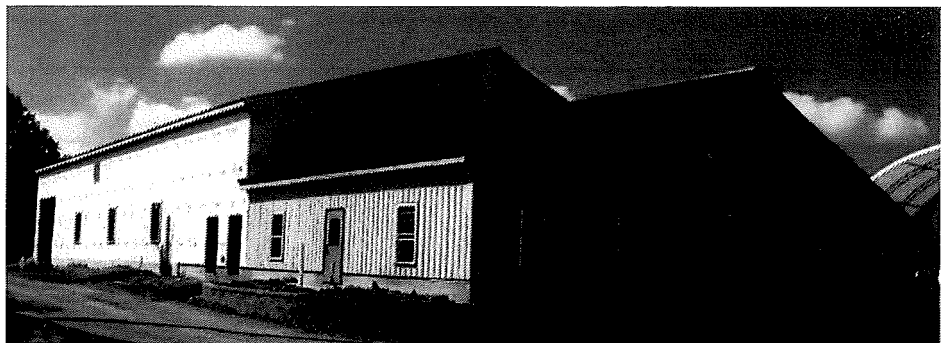
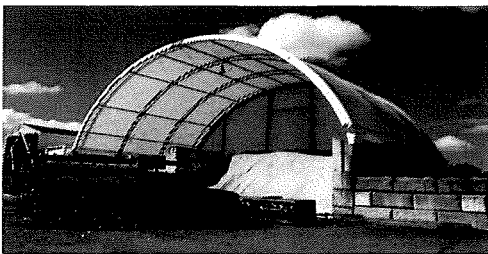
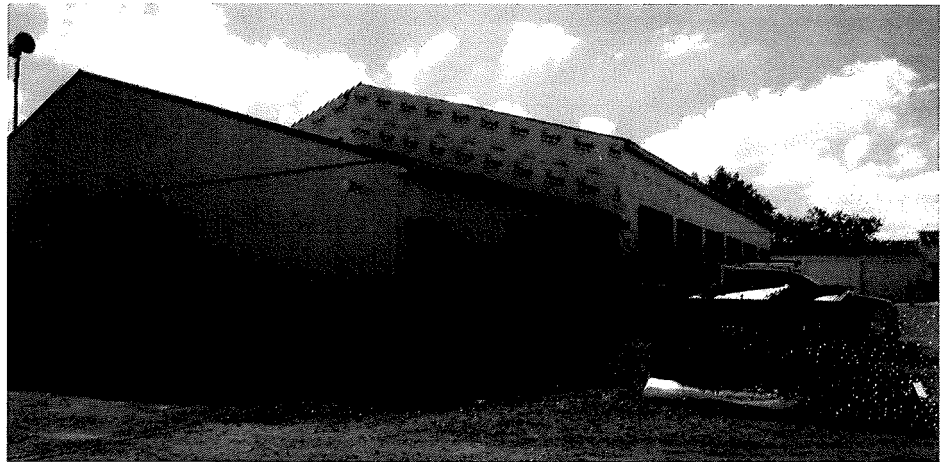
PW Building	\$922,469.00	
Electrical	\$173,000.00	
HVAC	\$91,500.00	
Plumbing	\$77,903.00	
	\$1,264,872.00	Subtotal of the building

Site Work	\$352,379.00	
Salt Structure	\$65,952.00	Including electric
Solar	\$258,000.00	
Generator	\$35,000.00	
	\$715,331.00	Subtotal of other items

\$1,976,203.00 Total of all bid items

COMPARISON: DOUGLASS TOWNSHIP

- ! Douglass Township, Montgomery County is building a 12,800 s.f. building.
- ! Their bids came in at \$1,170,000.
- ! They already had a salt shed very similar to what we will be building
- ! They did not need significant site work done.



NORTH COVENTRY TOWNSHIP

- ! They are currently under a 40 year lease which ends in 2020.
- ! Planning to build a new 12,000 s.f. facility on 22 acres of open space they own.
- ! Estimates have come in at \$3,500,000.
- ! This includes site work, outdoor bathrooms and a trail system.

