

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
SEPTEMBER 21, 2020**

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, September 21, 2020, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Renee Spaide, Martin Schreiber, Cathy Paretti and Dave Waldt present. Also present were Township Manager Michelle Reddick, Solicitor Charles D. Garner, Jr., Police Chief James Fisher, Public Works Road Foreman Justin Bean and Township Secretary Jeannie DiSante.

MOMENT OF SILENCE – The Commissioners 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.

APPROVAL OF MINUTES – Motion by R. Spaide, second by C. Paretti to approve the minutes of August 17, 2020. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. Nay vote: M. Schreiber. Motion to approve the minutes carried 4-1.

PAYMENT OF BILLS – Motion by C. Paretti, second by D. Waldt to approve the payment of bills in the amount of \$311,736.2. M. Schreiber questioned two AT&T invoices and if late fees are being charges. It was explained those are paid via ACH and not paid late. He also questioned why the Township is just now paying fire company invoices from December. The invoices were just handed into the finance department this month. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. Nay vote: M. Schreiber. Motion to pay the bills carried 4-1.

REPORTS

TOWNSHIP ADMINISTRATION/FINANCE – M. Reddick advised her report was included in the Commissioners' packets. There was significant water damage in the meeting room from the recent storm. An insurance claim was filed to include this damage along with the damage to the roof. Repairs are currently being completed. There was also storm damage to the roof at the PD/PW building. An insurance claim was also filed for this damage and Chief Fisher has filed a report with the County for relief from storm damage throughout the Township.

A hard copy of the draft 2021 budget was distributed to the Board. The first budget meeting is tentatively scheduled for September 28, 2020. A draft format for the four-year budget plan is complete and work is being completed on that budget. The August 31, 2020 financial report is included in your packet. As of that report, we have not seen any significant impact on our earned income tax or real estate transfer tax revenues attributable to the COVID-19 pandemic. It is expected to impact revenue streams such as real estate transfer tax, earned income tax, local service tax, building permits and investment income as well as revenue streams funded by the Commonwealth of Pennsylvania, such as pension state aid and liquid fuels.

M. Reddick provided a report and worksheet detailing Open Space and Sewer grants for the Commissioners review.

She informed the Board of a sketch plan submitted from Hartz Custom Homes and request for a staff meeting. It is for 67 townhouses located off Farmington Avenue. The properties contained in the sketch are owned by Robert Winters and abuts the Coddington View Development.

The paving of Poplar Street is complete and the flooding at the Pineford Road pump station project, part of the Correction Action Plan, has been completed. The Township started initial discussions with the Borough concerning a joint paving project for Mervine Street in 2021. The Borough would like us to take a lead on the project & an Agreement will be needed. The Regal Oaks Phase IIA sewer project is complete, residents have been notified to pay their fees and/or connect.

The Township continues efforts to be compliant in dealing with the Covid virus regulations and is not offering pavilion rentals, explaining to residents they may use the facilities at their own risk. Also, the Township will not be designating times for Halloween due to Covid-19 and residents should use their own discretion.

CHIEF OF POLICE – Chief J. Fisher submitted his report to the Board and informed the Commissioners that Officer Recchilongo submitted his two-week notice as he accepted a full-time position with Eastern Berks Regional Police Department. Chief Fisher publically thanked Officer Recchilongo for his work over the last year. M. Schreiber questioned how long before he needed a full-time officer and Chief Fisher said by next year. He also asked if the Civil Service authorized the consortium and was told yes. Chief Fisher took delivery of the Dodge Durango and thanked the Board for their support.

PUBLIC WORKS FOREMAN – J. Bean submitted his report to the Board and there were no comments or questions.

TOWNSHIP SOLICITOR – C. Garner noted his reports will be part of regular agenda.

TOWNSHIP ENGINEERING AND BUILDING & ZONING – M. Reddick had nothing to highlight on the submitted report.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – C. Note submitted his report and noted the Sussell Park pump house deteriorated condition of the roof. The dog bag dispensers have been installed with a matrix created for all the locations in the parks. G. Churach volunteered as the Ambassador of “Doggie Poop Bags” for 6-months at each location.

The Members recommend the following to the Board of Commissioners:

- ask Sewer Committee to move their meeting dates for 2021 to allow Open Space Committee to meet on the first Tuesday of each month which allows more time to prepare reports and recommendations to the BOC.
- approve Public Works staff to repair the roof on Sussell Park pump house to preserve the well equipment.
- approve the new PARRC commitment agreement
- continue moving forward with funds released for the Shontz easement purchase.

SEWER AND WATER –J. Bealer submitted his report for August noting the September meeting was cancelled. He reported the recorded flows to the Pottstown system, noted the Joint Sewer Committee met via Zoom September 10th, the 2021 budget for the treatment plant is expected by early October, the peak flow hydraulic study is underway by the Borough engineers and the Gryphon Dryer is being tested September through October.

FIRE AND AMBULANCE –D. Raudenbush submitted his reports and announced Charles Ritschard Sr. was voted in as Chief to fulfill the current term of office. He detailed the fire company's search for a replacement truck for Engine 3 on August 16th and on the 17th, with the recommendation of the Truck Committee, the UPFC Board of Directors voted 7-0 to purchase the truck the members found in Hagerstown, MD. He notified Manager Reddick of their desire to use the budgeted money in the truck reserve to purchase the 2008 KME Pumper Engine. Today Engine 79 was delivered and is in the UPFC station. Engine 79-3 was sold and is staying local and will be available for events and parades. There was discussion as to when it was decided to purchase the truck.

Other items noted were issues with Tanker 79, two members attending training and two new members voted into probation and the fire company sold \$500 of duck race tickets for the Rotary Club and should receive \$400 back in donations to the company.

OLD BUSINESS

DISCUSS & CONSIDER WAIVER REQUESTS FOR BORTZ SUBDIVISION #02-2020 – M. Reddick noted a letter submitted from Mr. Bortz who was in attendance and spoke on the driveway issue. He asked for a waiver on moving the driveway. After a discussion there was a motion by R. Spaide, second by M. Schreiber and unanimously carried to waive the requirement to move the driveway.

CONSIDER APPROVAL OF RESOLUTION NO. 719 FOR ADOPTION OF THE INTERGOVERNMENTAL COOPERATIVE IMPLEMENTATION AGREEMENT FOR PARRC – Motion by M. Schreiber, second by C. Paretti and unanimously carried to approve Resolution No. 719 adopting the Intergovernmental Cooperative Implementation Agreement for PARRC. There were no comments.

CONSIDER APPROVAL OF RESOLUTION NO. 722 FOR FULTON BANK MASTER LEASE AGREEMENT FOR 2021 CHEVROLET SILVERADO POLICE VEHICLE - Motion by R. Spaide, second by C. Paretti and unanimously carried to approve Resolution No. 722 the Fulton Bank Master Lease Agreement for a 2021 Chevrolet Silverado Police Vehicle. M. Schreiber asked that there are leases for both the recently purchased Dodge Durango and this Silverado. Chief Fisher confirmed.

NEW BUSINESS

CONSIDER APPROVAL OF THE PURCHASE OF ADDITIONAL CAPACITY AGREEMENT WITH THE BOROUGH OF POTTSTOWN & THE POTTSTOWN BOROUGH AUTHORITY FOR THE KUMMERER PARCEL #01-2019 – C. Garner explained purchasing treatment capacity on an as-needed basis. This will be 145 EDUs at \$5.72/gal to be purchased within 30 days. The developer will then purchase these EDUs. Motion by R. Spaide, second by D. Waldt and unanimously carried to approve the Purchase of Additional Capacity Agreement with the Borough of Pottstown & the Pottstown Borough Authority for the Kummerer Parcel #01-2019. There were no comments.

CONSIDER APPROVAL OF THE SEWER TREATMENT CAPACITY PURCHASE AGREEMENT FOR KUMMERER PARCEL #01-2019 – C. Garner confirmed the agreement with the developer. Motion by R. Spaide, second by C. Paretti to approve the Sewer Treatment Capacity Purchase Agreement for Kummerer Parcel #01-2019. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. Nay vote: M. Schreiber who commented it should be subject to the purchase by the developer. Motion to approve the Sewer Treatment Capacity Purchase Agreement for Kummerer Parcel #01-2019 carried 4-1.

CONSIDER RESOLUTION NO. 720 FOR RECORD RETENTION – M. Schreiber voiced concern about the audit date of 2015. C. Garner explained this is only for copies of paper records, not original documents. Motion by C. Paretti, second by R. Spaide to approve Resolution No. 720 Authorizing the Disposition of Records. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. Nay vote: M. Schreiber. Motion to approve Resolution No. 720 carried 4-1. There were no comments.

CONSIDER AWARD FOR MING DRIVE/MOYER ROAD SEWER PROJECT – LTL engineer C. Pelka explained the bidding process noting the low bidder was Anrich, Inc., with Alternate “A”. Motion by R. Spaide, second by D. Waldt to award the Ming Drive/Moyer Road Sewer Project to bidder, Anrich, Inc., with Alternate “A” in the amount of \$600,884.50. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. M. Schreiber abstained as he did not have enough information. Motion carried 4-1 to award the bid to Anrich, Inc., with Alternate “A”. There were no comments.

CONSIDER APPROVAL OF 2021 MMO FOR NON-UNIFORM PENSION PLAN – Motion by M. Schreiber, second by R. Spaide and unanimously carried to approve the 2021 MMO for the Non-Uniform Pension Plan. There were no comments.

CONSIDER APPROVAL OF 2021 MMO FOR POLICE PENSION PLAN – Motion by M. Schreiber, second by R. Spaide and unanimously carried to approve the 2021 MMO for the Police Pension Plan. There were no comments.

DISCUSS & CONSIDER APPROVAL OF RESOLUTION NO. 721 FOR THE PENNDOT MASTER CASTING AGREEMENT – C. Garner explained the agreement. Motion by M. Schreiber, seconded by C. Paretti and unanimously carried to approve Resolution No. 721 the PennDOT Master Casting Agreement. There were no comments.

DISCUSS & CONSIDER APPROVAL OF PENNDOT IMPROVEMENTS TO PA 100 & N. STATE STREET – C. Garner explained this one-time safety work at this location and it is an agreement that PennDOT sends to all Municipalities. PennDOT will install the items and bear the costs and they ask that the Township maintains the equipment. Motion by R. Spaide, second by M. Schreiber and unanimously carried to approve the PennDOT Improvements to PA 100 & N. State Street. There were no comments.

DISCUSS & RATIFY PURCHASE OF FIRE TRUCK – Motion by D. Waldt, second by C. Paretti and unanimously carried to ratify the Fire Company purchase of the 2008 KME Pumper Engine for \$77,500.00. M. Schreiber offered comments that it was purchased before the Board of Commissioners voted on it. Also, Engine 2 was refinance at one point with no Board knowledge.

DEVELOPER PRESENTATION ~ ARTISAN CONSTRUCTION GROUP, LLC

Mr. Michael Murray, Attorney for Artisan Construction Group introduced himself, John Benson and Bo Ericson noting their reason for this presentation. C. Garner reminded the Commissioners of the meetings over the past months. J. Benson said he has ideas he wished to share and noted his letter of September 11, 2020 with details on the projects that was submitted to the Board. He discussed the outline of their projects referencing Phase 1 of 143 single family lots and asked to discuss any open issues not resolved with LTL engineers, the sewer capacity agreement timeline for approval, an introduction of the builder for the project Jeff Peters, Direction of Acquisitions at DR Horton and the Phase 2A Evans Tract site plan rendering of 130 lots for single family homes on ~ 47 acres and the review process for this phase.

J. Benson also submitted a site plan sketch of a proposed interceptor road and lots for development, Township use and/or open space on the Waste Management property. There was a development proposal offered verbally to dedicate certain ground to the Township for buildings and athletic fields in exchange to start an open dialogue on how the property can be developed by Artisan Construction Group. Waste Management requested an update by September 23, 2020 whether this project can move forward with the Township. The Commissioners discussed issues and proposals and thanked the developer for their presentation.

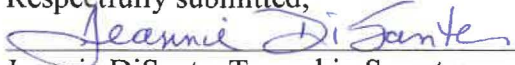
OTHER PUBLIC COMMENT

- France Krazalkovich – questioned when the Township will be opening the reserve bank accounts. Informed the Board, in full transparency that he met with Artisan Group and they talked about the commercial 200 acres plans. As a commissioner he was always in favor of economic development in the Township. He signed on with them as a consultant and encouraged the Board of Commissioners to be positive about the concept.

EXECUTIVE SESSION - the Board convened in Execution Session at 8:55 pm to discuss real estate and personnel with no action to follow. They reconvened at 9:30 pm.

ADJOURNMENT – The meeting was adjourned at 9:31 pm.

Respectfully submitted,


Jeannie DiSante, Township Secretary