

**UPPER POTTS GROVE TOWNSHIP  
BOARD OF COMMISSIONERS  
SEPTEMBER 28, 2020**

A workshop meeting of the Upper Pottsgrove Township Board of Commissioners was held to on Monday, September 28, 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 Garner, Police Chief James Fisher and Township Secretary Jeannie DiSante.

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

**DRAFT BUDGET FOR 2021**

T. Slinkerd announced the Board will be reviewing the 2021 preliminary budget starting with the General Fund noting this is a fluid budget as EIT is anticipated to go down per information from Berkheimer. Total expenses are approximately \$15,000 down from last year and revenue is lower than expected.

M. Reddick read through line items explaining the calculations and spoke on projections. There was discussion on interest rates being low. She will investigate other banks & credit unions however, C. Garner noted credit unions do not insure Township funds.

There were discussions on wages and benefits and costs in each department. Concerning the police department budget, most items are contractual and there are funds budgeted for a part-time officer. Health insurance costs are an estimate until the provider submits new rates on October 15, 2020. There was a suggestion of increasing the employee's contributions to their health coverage costs. The Board discussed IT 2020 expenses and projections for what is needed in 2021 to replace the outdated equipment and a new user-friendly website.

There was a discussion concerning any community event that the Township could put together and the difficulty in finding someone to organize it. In the past there was not a big turnout. M. Reddick suggested the Township should do a volunteer appreciation event and all concurred.

Concerning the Open Space Fund and Sewer Fund, M. Reddick spoke to D. Elliott and J. Bealer and both are in agreement with their budgets. Concerning the Fire Fund, M. Schreiber asked if the Township needs to carry auto insurance when the Fire Company already has insurance. T. Slinkerd said it is a requirement in the regulations. There was some discussion on the State Fund in which M. Reddick goes through in January. She noted that Mervine Street paving costs will be split with the Borough of Pottstown and the costs for curbs is paid from general funds not liquid fuels funds if the residents do not pay their costs.

M. Reddick will update the budget with the suggested and agreed upon changes and have the final document to the Commissioners by the end of the month. T. Slinkerd said the Board will vote to advertise the 2021 final budget at the October Board meeting.

**FUND MANAGEMENT**

T. Slinkerd noted that last year the Board voted to set up separate bank accounts for a fire truck reserve and an operating reserve for the fire fund and an operating fund reserve account for the general fund. Going forward it has shown that there are fees charged for new account and the Township earns more interest in large funds vs small funds. The Commissioners discussed the issue and there was a motion by T. Slinkerd, second by R. Spaide to keep the funds as they currently are. Aye votes: T. Slinkerd, R. Spaide, C. Paretti, D. Waldt. Nay vote: M. Schreiber. Motion carries 4-1.

**BOARD MEETING MANAGEMENT**

There was a discussion concerning any motions not on the agenda will be denied unless three Commissioners agree to discuss it.

**ADJOURNMENT** – The meeting was adjourned at 8:25 p.m.

Respectfully submitted,



Jeannie DiSante, Township Secretary