

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
January 19, 2021**

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Tuesday, January 19, 2021, 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, 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 – The December 21, 2020 minutes were presented for approval. Motion by R. Spaide, second by C. Paretti and unanimously carried to approve the minutes of December 21, 2020 with a correction that M. Schreiber abstained from the civil service vote.

PAYMENT OF BILLS – The December 21, 2020 bills list was presented for approval. Motion by R. Spaide, second by D. Waldt and unanimously carried to approve the payment of bills of \$268,275.63.

REPORTS

TOWNSHIP ADMINISTRATION/FINANCE – M. Reddick advised her reports are included in the Commissioners' packets. She informed the Board that the newly appointed auditor, Barbara Atkins and her staff will be in the office the first week of March. A draft report is anticipated to be available March 20th. The submitted December 31, 2020 financial report is not the final year-end report. Once completed, it will be made available via email. The status of grant applications worksheet was provided to the Commissioners. Items in the Planning department were reviewed with action required of the Board later on the agenda. T. Slinkerd noted M. Reddick put in hard work and did a great job with the accurate year-end projections for 2020.

CHIEF OF POLICE – Chief J. Fisher submitted his report to the Board and informed the Commissioners, baring no issues, the truck that was ordered last September should be in next Tuesday.

PUBLIC WORKS FOREMAN – J. Bean submitted his report to the Board noting the snow plowing clean up of the recent storm and the Sunset Park trail repairs and other routine work.

TOWNSHIP SOLICITOR – The Solicitor informed the Commissioners Catalyst Commercial Development became the record owner of the Kummerer Tract subdivision project at the end of December 2020. Draft agreements of financial security, land development, storm water, operations and maintenance agreements have been provided to them. There has been little conversations with them although the Township engineer has met with them. Their timeline to begin construction is the spring of this year.

The past month we have worked with the engineer and Township Manager on the Mervine Street road project in putting together an agreement with the Borough of Pottstown and a proposal of engineering and construction costs.

The PUC has accepted the petition filed by PA American Water on 01-15-2021 to start the PUC review process. This will trigger the formal notification provision to let the sewer rate payers know that the application has been filed and the process for the sale of the sewer system is moving forward.

TOWNSHIP ENGINEERING AND BUILDING & ZONING – The reports were submitted and M. Reddick asked the Board to review the zoning issues submitted in the report.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – T. Slinkerd noted the Committee did not meet.

SEWER AND WATER –T. Slinkerd noted J. Bealer was not in attendance however his report was submitted to the Board.

FIRE AND AMBULANCE – D. Raudenbush submitted his report to the Board highlighting bullet points. There were no questions.

OLD BUSINESS

DISCUSS & CONSIDER REPAIRS TO SEWER LATERAL AT 84 MAPLELEAF LANE

– M. Reddick explained the Township is responsible to repair the lateral due to the leak damage location in the right-of-way. Motion by R. Spaide, second by D. Waldt and unanimously carried to authorize the Township Manager to proceed with making arrangements to repair the sewer lateral at 84 Mapleleaf Lane at a cost not to exceed \$6,000.

DISCUSS & CONSIDER EXTENSION FOR SEWER CONNECTIONS FOR REGAL OAKS PHASE IIA SEWER PROJECT

– M. Reddick submitted a matrix of properties that are still not connected to the sewer system as of 01-15-2021. Three are waiting on their plumber, one has not done anything, and the others, except one, have paid their fees however they have not connected. She spoke to J. Bealer and he and the sewer committee are in agreement with her recommendation to move forward to start billing these customers to give incentive to connect and lien properties and start billing those properties that did not pay tapping and connection fees. There is a provision in the ordinance that allows this process and M. Reddick noted the Board already approved one 60-day extension over and above the 60-days allowed by the ordinance after a letter is sent by the Township to connect. M. Schreiber voiced his opinion that he is not in agreement with charging residents before they are connected as there may be extenuating circumstances. Asked for his view on how much time to give the owners, M. Schreiber said his original view was a 6-month extension and now that they have been given 120 days he is in favor of giving another 60-day extension with a letter stating the next steps the Township will take if the owner is not compliant in that time.

Motion by R. Spaide, second by C. Paretti to accept M. Reddick’s recommendation and give her latitude to make decisions with owners in extenuating circumstances. Motion carried with aye votes T. Slinkerd, R. Spaide, C. Paretti, and D. Waldt. Nay vote M. Schreiber.

DISCUSS & CONSIDER APPROVAL OF JOINT ROAD PROJECT WITH WEST POTTS GROVE FOR NAGLE ROAD – M. Reddick explained this came before the Board in the past and there has been a cost revision. This joint project is contingent on receiving a grant approval. C. Garner reviewed a joint agreement prepared by West Pottsgrove Township, with some recommended changes. An agreement is necessary because of using Liquid Fuels funds and work between two Townships. The Township will not move forward until the agreement is in place. Motion by M. Schreiber, second by R. Spaide and unanimously carried to approve the joint road project with West Pottsgrove for Nagle Road at a cost not to exceed \$53,204.00.

CONSIDER RESOLUTION NO. 727 GRANTING APPROVAL OF SITKO SUBDIVISION #03-2020 – M. Reddick noted the applicant and his engineer were in attendance and reminded the Board this is a two-lot subdivision on Yarnall Road, waivers were previously granted by the Board and submitted in a resolution for final plan approval. Motion by R. Spaide, second by D. Waldt and unanimously carried to approve Resolution No. 727 granting approval of Sitko Subdivision #03-2020.

NEW BUSINESS

DISCUSS & CONSIDER COMMITTEE APPOINTMENTS – T. Slinkerd noted the list of reappointments of members on various committees. He and M. Reddick spoke to all members and they all agreed to serve. Two are by resolution. C. Garner recommended that if the motion is for both resolutions together, the minutes should reflect each individual person with their term and expiration date. Motion by R. Spaide, second by M. Schreiber and unanimously carried to approve Resolution No. 728 and Resolution No. 729 reappointing members to Township committees as follows:

Upper Pottsgrove Township
Appointments for January 19, 2021
Appointment Sheet
All Reappointments

Appointed Position	Term	Current Position Holder	Appointment Month	Term Ends
Open Space & Recreation Board (OS&R, §38-2 UPT Ord)				
Open Space & Recreation Board	4 yrs.	Chuck Note	Jan 2021	Dec 2024
Property Maintenance Code of Appeals Board				
Property Maintenance Code of Appeals Board	2 yrs.	Greg Churach	Jan 2021	Dec 2022
Zoning Hearing Board (Resolution Format)				
Zoning Hearing Board	3 yrs.	Robert Anthony	Jan 2021	Dec 2023
Zoning Hearing Board	3 yrs.	Herb Miller (Alternate)	Jan 2021	Dec 2023
Specific Township Appointments & Reconfirmation				
Vacancy Board	1 yr.	Dennis Elliott	Jan 2021	Dec 2021


COMMISSIONER COMMENTS

- M. Schreiber thanked Officers Zoski and Nagy for helping out in a recent emergency situation at the Middle School. Also, Mr. Leech sent an email asking about zooming live meetings. Perhaps the Board could discuss and consider this in the future.

EXECUTIVE SESSION - The Board convened in Execution Session at 7:27 pm to discuss litigation and collective bargaining with no action to follow. The Board reconvened at 8:17 pm.

ADJOURNMENT – The meeting was adjourned at 8:18 pm.

Respectfully submitted,


Jeannie DiSante, Township Secretary