

**UPPER POTTS GROVE TOWNSHIP  
BOARD OF COMMISSIONERS  
March 21, 2022**

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, March 21, 2022 at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Cathy Paretti, Dave Waldt, Hank Llewellyn and Don Read present. Also present were Township Manager Michelle Reddick, Police Chief James Fisher, Public Works Road Foreman Justin Bean and Attorney Jonathan Young. Solicitor Charles Garner joined the meeting remotely via telephone.

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

T. Slinkerd administered the oath of office Corbin Pettit and Larry Hoffman as members of the Upper Pottsgrove Fire Police.

**APPROVAL OF MINUTES** – The February 22, 2022 minutes were presented for approval. Motion by H. Llewellyn, second by D. Waldt and unanimously carried to approve the minutes of February 22, 2022.

**PAYMENT OF BILLS** – The March 21, 2022 bill list was presented for approval. Motion by D. Waldt, second by C. Paretti and unanimously carried to approve the bill list payment of bills of \$216,712.27.

**REPORTS TOWNSHIP ADMINISTRATION/FINANCE** – M. Reddick advised her reports are included in the Commissioners' packets and informed the Commissioners the Township expects to receive the rebate for the new trucks for public works in the summer. Also, Township staff and consultants have finalized agreements for the joint paving projects on Nagle Road and Mervine Street. The road project for Mervine Street will go out for bid sometime in early spring. However, the road project for Nagle Road is contingent upon the grant and grant funds would not be disbursed until September 2022. Therefore, this will be a 2023 road project. T. Slinkerd briefly reviewed real estate and earned income tax items in the financial reports.

**CHIEF OF POLICE** – Chief J. Fisher submitted his report to the Board and noted the past weekend the police officer physical agility testing was completed with approximately 100 people passing the test. There were no other questions.

**PUBLIC WORKS FOREMAN** – J. Bean submitted his report and there were no questions.

**TOWNSHIP SOLICITOR** – T. Slinkerd noted Solicitor Garner was attending the meeting via telephone and Attorney Jonathan Young was also in attendance. Attorney Young introduced Celso Leite, a new attorney to the law firm who will be part of the team working for the Township. Solicitor Garner informed the Board he received a request to begin bargaining with the police officers. This is the last year of the police contract and pursuant to ACT 111 the bargaining will begin as soon as a meeting can be arranged.

**TOWNSHIP ENGINEERING AND BUILDING & ZONING** – T. Slinkerd noted that LTL Consultants submitted their reports with the standard updates within the Township. M. Reddick noted a hearing scheduled for April 29, 2022 for violations at 1393 Farmington Avenue.

## **COMMITTEE CHAIR REPORTS**

**OPEN SPACE AND RECREATION** – G. Churach submitted his report to the Board and there were no questions.

**SEWER AND WATER** – J. Bealer though not in attendance submitted a report.

**FIRE AND AMBULANCE** – D. Raudenbush submitted his reports and there were no questions.

## **OLD BUSINESS**

**CONSIDER APPROVAL OF ESCROW RELEASE NO. 9 FOR POTTS GROVE HUNT (KUMMERER TRACT)** – Motion by D. Waldt, second by H. Llewellyn and unanimously carried to approve Escrow Release No. 9 of \$132,983.60 for Pottsgrove Hunt (Kummerer Tract).

## **NEW BUSINESS**

**DISCUSS & CONSIDER RECOMMENDATION ON ZONING HEARING BOARD APPLICATION #01-2022** – Solicitor Garner explained the Board can take any position i.e., support, oppose, no position on any zoning application before it is given to the Zoning Hearing Board (ZHB). This application is for a pet sitting business at 1370 N. State Street in an R-2 District and that use is not permitted by zoning. The applicant will present their evidence for a variance request to the ZHB who will then decide if a variance would be granted. Neighbors are notified of the zoning application. M. Reddick noted that the Township received comments and questions from nearby residents expressing their concerns for this type of business in their residential neighborhood. The Commissioners discussed the application. Motion by D. Waldt, second by H. Llewellyn and unanimously carried to recommend approval of this Zoning Hearing Board Application No.01-2022.

**CONSIDER APPOINTMENT OF DISCHELL, BARTLE & DOOLEY, PC AS TOWNSHIP SOLICITOR & WOLF, BALDWIN & ASSOCIATES, PC AS ALTERNATE SOLICITOR** – Motion by D. Waldt, second by H. Llewellyn and unanimously carried to appoint Dischell, Bartle & Dooley, PC as Township Solicitor & Wolf, Baldwin & Associates, PC as Alternate Solicitor.

**CONSIDER APPROVAL OF RESOLUTION NO. 743 FOR SUBMISSION OF A DCNR GRANT TO PURCHASE OPEN SPACE** - Motion by C. Paretti, second by D. Waldt and unanimously carried to approve Resolution No. 743 for Submission of a DCNR Grant to Purchase Open Space.

**CONSIDER RATIFYING REPAIRS TO THE ADMINISTRATIVE OFFICE OF THE UPT FIRE COMPANY NO. 1** – T. Slinkerd explained these costs exceeded the amount the Township Manager can authorize and there was an emergency repair because the fire company doors could not be opened due to a power outage and the administration office flooring was a safety issue. M. Reddick said in each case she consulted Attorney Frey and he concurred to authorize the work to begin and have the Board ratify the authorization. She explained the why these were an emergency. Motion by D. Waldt, second by C. Paretti and unanimously carried to ratify repairs to the fire company administrative office of \$1354.56 and \$4815.00 and garage doors repairs of \$3752.00.

**CONSIDER APPOINTMENT OF ALTERNATE MEMBER TO THE CIVIL SERVICE COMMISSION** – Motion by D. Waldt, second by C. Paretti and unanimously carried to appoint Joseph Cotellese as the alternate member to the Civil Service Commission

**CONSIDER APPROVAL OF RESOLUTION NO. 744 FOR APPOINTMENT TO THE ZONING HEARING BOARD** – T. Slinkerd spoke of Bill Hewitt and his many years of working with the Township. M. Reddick explained that Kenneth Iatesta, reappointed to the ZHB at the January reorganization meeting had resigned on February 25, 2022. Bill Hewitt will fill the unexpired term until December 2024. Motion by C. Paretti, second by H. Llewellyn to adopt Resolution No. 744 appointing William Hewitt to the Zoning Hearing Board.

**PUBLIC COMMENTS**

Jim Kapinski, 1958 Yarnall Road – he attended the meeting in Douglass Township, Berks County and complimented all the residents, Manager Reddick and Commissioners that attended and represented the Township. Herb miller spoke about retention and detentions basins that are included in the open space for subdivisions. He researched the zoning and subdivision ordinances and can not find the definition of ‘open space’. He feels a definition should be in those ordinances. He also discussed the assessment and taxes on commercial businesses in the Township.


**COMMISSIONER COMMENTS**

C. Paretti welcomed Andrea Nash and Lauren Hamlet to the Township and wished them luck with their zoning variance request.

**EXECUTIVE SESSION** - The Board convened in Execution Session at 7:32 pm to discuss matters of litigation, contract negotiations, personnel and real estate with no action to follow. The Board reconvened at 8:35 pm.

**ADJOURNMENT** – The meeting was adjourned at 8:36 pm.

Respectfully submitted,

  
Jeannie DiSante, Township Secretary