

**Upper Pottsgrove Township Civil Service Committee Minutes**

**March 3, 2022**

A meeting of the Upper Pottsgrove Township Civil Service Commission was held on Thursday, March 3, 2022 at the Upper Pottsgrove Township Administrative Office, 1409 Farmington Avenue, Pottstown, PA.

**ROLL CALL:** Members present were Earl Metzger, Tyrone Parker, and Ken Reber. Also present was Township Secretary Jeannie DiSante. The meeting was called to order at 6:00 pm by E. Metzger.

**APPROVAL OF MINUTES** – Motion by E. Metzger, second by T. Parker and unanimously carried to approve the minutes of January 18, 2022, as written.

**NEW BUSINESS**

**Consider Approval to Execute the Engagement Letter for Bellwoar Kelly, LLP & Appoint Bellwoar Kelly, LLP as Solicitor for the Civil Service Commission** – the Commission members reviewed and discussed an engagement letter received from Attorney Andrew J. Bellwoar dated March 1, 2022. There was a motion by T. Parker, second by K. Reber and unanimously carried to approve the engagement letter presented by the firm of Bellwoar Kelly LLP, at the rate of \$225 per hour, and appoint Bellwoar Kelly LLP to the position of Solicitor to the Civil Service Commission.

**PUBLIC COMMENT** – None.

**ADJOURNMENT** – The Commission adjourned at 6:15 p.m. by unanimous consent of the members present.

Respectfully Submitted,

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Jeannie DiSante  
Township Secretary