

**UPPER POTTS GROVE TOWNSHIP  
BOARD OF COMMISSIONERS  
June 20, 2022**

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, May 18, 2022 at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Cathy Paretti, Dave Waladt, Hank Llewellyn and Don Read present. Also present were Township Manager Michelle Reddick, Police Chief James Fisher, Solicitor Eric Frey, Attorney Celso Leite, Jr. and Township Secretary Jeannie DiSante.

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

Police Chief Fisher introduced to the Commissioners Officer Brock Morgan, the newest member of the Upper Pottsgrove Township Police Department, noting Officer Morgan is a lifelong resident of Pottstown. Officer Morgan has an Associates degree in Business Administration from Montgomery County Community College and is a 2020 graduate of the Montgomery County Police Academy from which he received the Professional Development Award for his class. Chief Fisher welcomed Officer Brock to the Department and is looking forward to him having a long career with the Township. President Slinkerd presented Officer Morgan with his badge, congratulated and welcomed him to the department.

T. Slinkerd introduced two student volunteers working with the Althouse Arboretum, Cecily Rojo and Josh Graber, who were presented with Certificates of Excellence from the Township in recognition and appreciation of their hard work, dedication and commitment to the Althouse Arboretum and preserving open space areas in Upper Pottsgrove.

Each year nearly 200 high school students from five regional school districts come together to assist with community programming and maintenance at the Althouse Arboretum. Every year the Board of Directors and staff at GreenAllies recognizes graduating students for their dedication and leadership to the Arboretum, its programs and our community. In the history of the Althouse Arboretum only 20 students have achieved over 50 hours of volunteer time and also served as the lead organizer for at least one large community program. This past year was unusual in that four graduating seniors achieved both these milestones and were honored with an Outstanding Student Leadership Award. Even more exceptional is that three of the four students are from Pottsgrove High School and residents of Upper Pottsgrove.

**APPROVAL OF MINUTES** – The May 18, 2022 minutes were presented for approval. Motion by H. Llewellyn, second by C. Paretti and unanimously carried to approve the minutes of May 18, 2022 as presented.

**PAYMENT OF BILLS** – The Revised June 20, 2022 bill list was presented for approval. M. Reddick explained a minor correction of \$0.50 to an invoice payment. Motion by D. Waladt, second by H. Llewellyn and unanimously carried to approve the revised bill list payment of bills of \$167,784.20.

**REPORTS TOWNSHIP ADMINISTRATION/FINANCE** – M. Reddick advised her reports are included in the Commissioners' packets and asked the Commissioners to review the grant worksheet noting the number of pending and approved grants the Township has received.

**CHIEF OF POLICE** – Chief J. Fisher submitted his report to the Board and thanked the Board for their continued support of the Department. Officer Morgan started June 13<sup>th</sup> and he will be a great addition to the police department. D. Read noted the 544 calls in the month of May 2022. In his work travel he has noticed many flat tires and questioned if any of those calls concern this issue. Chief Fisher said some are for disabled vehicles however, he does not recall that many calls coming in for flat tires. If they notice several in one area that may be related to pot holes, it will be relayed to Public Works.

**PUBLIC WORKS FOREMAN** – G. Churach submitted the monthly report to the Commissioners and there were no questions at this time.

**TOWNSHIP SOLICITOR** – Solicitor Frey had nothing at this time to report and will discuss items later on the agenda. There were no questions for the Solicitor at this time.

**TOWNSHIP ENGINEERING AND BUILDING & ZONING** – T. Slinkerd noted that LTL Consultants submitted their reports with the standard updates within the Township and pointed out the zoning issues. C. Paretti questioned the “Project primarily completed” statement on the Engineer’s Report under Crossroads Development asking what still needs to be finished. M. Reddick explained that there are items that need completion, and the Township is holding approximately \$248,000 in escrow. The developer recently notified the Township that they will be finishing up in that development very soon.

### **COMMITTEE CHAIR REPORTS**

**OPEN SPACE AND RECREATION** – G. Churach submitted his report to the Board and not include in the report was that their members unanimously approve of PARRC filing for 501.C.s status. D. Waldt questioned what water problem caused the cancellation of the fishing derby. G. Churach said he was very upset to cancel the derby and met with the technician who handles treating the water twice a month. He treated the water that day and a few days later there was no significant improvement. The technician then increased the dosage, and the pond is improving. G. Churach is also monitoring the water level as it appears to be dropping. There may be a muskrat problem eating into the bank.

**SEWER AND WATER** – J. Bealer submitted a report and noted the 2021 financial audit of the Pottstown Borough treatment facility is completed. The audit resulted in the Township receiving a refund of \$7,176.00 which reflects the reduced costs associated with the O/M at the facility versus the required budgeted quarterly 2021 O/M payments submitted by the Township. With the upcoming sale of the sewer system on June 30<sup>th</sup> the Commissioners and Manager thanked Mr. Bealer for all his hard work and service to the Township over the years.

**FIRE AND AMBULANCE** – D. Raudenbush submitted his reports and reminded the Board that Duck Race tickets are still available until June 20<sup>th</sup> for the event on the 4<sup>th</sup> of July celebration in Pottstown. This fundraiser supports the fire company. There were no questions.

## **OLD BUSINESS**

### **DISCUSS & CONSIDER APPROVAL OF ESCROW RELEASE OF THE MAINTENANCE SECURITY FOR THE SEWER LINE INSTALLATION AT 171 W. MOYER ROAD**

T. Slinkerd noted the LTL engineers reviewed the request and gave approval to release the funds. M. Reddick noted C. Garner had no objection to the release of the funds. Motion by C. Paretti, second by D. Waldt and unanimously carried to approve the escrow release of the maintenance security amount of \$2,240.00 for the sewer line installation at 171 W. Moyer Road.

### **DISCUSS & CONSIDER APPROVAL OF POTTS GROVE HUNT ESCROW RELEASE**

**NO. 10** - T. Slinkerd explained this is a standard escrow release request and LTL engineers reviewed the request and recommend the release of the funds. Motion by D. Waldt, second by C. Paretti and unanimously carried to approve the Pottsgrove Hunt Escrow Release No. 10 in the amount of \$213,551.34.

### **CONSIDER DENIAL OF THE WILLOW STREET SUBDIVISION SUBJECT TO RECEIPT OF EXTENSION**

T. Slinkerd announced that the developer recently informed the Township via email that they are formally withdrawing the Willow Street project. Solicitor Frey recommended the Board officially accept their withdraw request noting the developer can come back and refile when they are ready to move forward. Motion by H. Llewellyn, second by D. Reed and unanimously carried to accept the withdrawal of the Willow Street subdivision project at the request of the developers.

## **NEW BUSINESS**

### **DISCUSS & CONSIDER APPROVAL OF RESOLUTION NO. 746 AUTHORIZING POTTSTOWN AREA REGIONAL RECREATION COMMITTEE TO FILE FOR A**

**501.C.3 STATUS** - T. Slinkerd explain the request for 501.C.3 status by PARRC and C. Paretti explained her positions on the Committee and this is the way to move forward. This will strengthen their financial sustainability through the ability to directly accept private donations and to apply for grants as an organization, something the Committee as a 'foundation' could not do. Motion by C. Paretti, second by H. Llewellyn and unanimously carried to approve Resolution No. 746 authorizing Pottstown Area Regional Recreation Committee to file for 501.C.3 status.

### **CONSIDER APPROVAL TO HIRE VAN TREE SERVICE TO REMOVE TREES IN OPEN SPACE**

M. Reddick explained as trees are reported to the Township that may become a hazard or danger to persons and/or properties, public works inspects them, and a list is compiled until several need removal. The Township received a very competitive quote from Van Tree Service to remove numerous trees at the cost of \$4,100.00. D. Waldt asked if they are fully insured, and M. Reddick confirmed they are. Motion by D. Waldt, second by C. Paretti and unanimously carried to approve hiring Van Tree Service to remove trees in Open Space as specified in their quote of May 23, 2022 for \$4,100.00. Asked how the cost is funded M. Reddick said it is paid out of General Fund Open Space maintenance funds which are reimbursed by Open Space unrestricted funds at the end of the year.

**RATIFY HIRING OF AN INTERIM PUBLIC WORKS DIRECTOR** – T. Slinkerd explained the Township is currently without a public works director and Greg Churach has agreed to accept the temporary position of Interim Public Works Director with his knowledge of management and open space. Motion by C. Paretti, second by D. Waldt and unanimously carried to hire Greg Churach as temporary Interim Public Works Director.

**AUTHORIZE TOWNSHIP MANAGER TO HIRE SUMMER HELP FOR PUBLIC WORKS DEPARTMENT AS NEED FOR PARK MAINTENANCE** – T. Slinkerd explained the Township Manager has the prerogative to determine how much help and when there is need for summer help while balancing the workload of the public works employees. M. Reddick informed the Board that a Help Wanted request was posted on social media and at Montgomery County Community College. One person applied, a Township resident, and will be interviewed tomorrow. She discussed this with G. Churach, and both agreed there is a need for help with mowing. She asked approval for the authority to use her own judgement in the future rather than to come back to the Board each time the need arises. Motion by D. Waldt, second by H. Llewellyn and unanimously carried to authorize the Township Manager to hire summer help for the Public Works Department at \$14.00 per hour as needed for park maintenance.

**PUBLIC COMMENTS**

Jim Capinski, 1958 Yarnall Road made comments concerning Board meeting procedures.

**COMMISSIONER COMMENTS -**

C. Paretti thanked John Bealer again for his work and contributions to Township on the sewer committee. All Commissioners thanked John as well.

**EXECUTIVE SESSION** - The Board convened in Execution Session at 7:31 pm to discuss matters of litigation, collective bargaining and personnel with potential action to follow. The Board reconvened at 9:14 pm. Motion by C. Paretti, second by D. Reed and unanimously carried to authorize the Solicitor to prepare an agreement of sale for the purchase of 1.4 acres of the Stuart property for open space.

**ADJOURNMENT** – The meeting was adjourned at 9:20 pm.

Respectfully submitted,



Jeannie DiSante, Township Secretary