

**Minutes - Board of Commissioners  
Upper Pottsgrove Township**

**February 10, 2005**

A meeting of the Board of Commissioners was held on Thursday, February 10, 2005, at the Upper Pottsgrove Township Administrative Office, 1409 Farmington Avenue, with Commissioners Gallisdorfer, Noll, Schaeffer and Taylor present. Also present were Township Solicitor Charles D. Garner, Jr., Township Manager Michael A. Cotter and Township Secretary Cynthia Saylor. Mr. Taylor called the meeting to order at 7:00 P.M. There were 12 people in the audience. Mrs. Reeves was unable to attend the meeting.

**MOMENT OF SILENT PRAYER** - Mr. Taylor requested a moment of silent prayer 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.

**PUBLIC COMMENT:**

There was no public comment from the audience.

**MONTHLY FINANCIAL REPORT** - Mr. Cotter summarized the monthly revenues and expenditures for the General Fund and noted the "bulk" of the revenue was from the Tax Anticipation Note. Mr. Cotter noted the Tax Anticipation Note will be repaid in the Fall.

**WOLF RUN UPDATE** - Commissioner Gallisdorfer provided a brief update with regards to the Wolf Run water issue.

**ORDINANCE #378** - An Ordinance of Upper Pottsgrove Township providing for the Appointment of an Independent Auditor. A motion by Noll, seconded by Gallisdorfer, to adopt Ordinance #378. All aye votes.

**ROBERT SLOSS - 2097 Needhammer Road** - Clarified that by adopting Ordinance #378 the elected auditors are now absolved from performing the annual audit.

**REINSEL KUNTZ LESHER LLP AUDIT AGREEMENT** - A motion by Gallisdorfer, seconded by Schaeffer, to appoint and accept the proposal from Reinsel Kuntz Lesher LLP in an amount not to exceed \$7,250. All aye votes. Mr. Cotter explained the increase in fee is due to the fact the Township will need to be in compliance with the GASB auditing standards.

**CARL SPECHT - 150 Primrose Lane** - Questioned what happens if the cost of the audit exceeds the proposal of \$7,250. Mr. Cotter stated any additional work would need Board approval.

**APPOINTMENTS:- SEWER COMMITTEE - William Loux** - A motion by Gallisdorfer, seconded by Noll, to appoint William Loux to the Sewer Committee for a three (3) year term expiring on December 31, 2007. All aye votes. **Gilbert Duncan** - A motion by Gallisdorfer, seconded by Schaeffer, to appoint Gilbert Duncan to the Sewer Committee for a one (1) year term expiring on December 31, 2005. All aye votes.

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**VACANCY BOARD** - It was agreed to table action on the Vacancy Board appointment until all members of the Board are present. A motion by Gallisdorfer, seconded by Schaeffer, to table further action on the appointment. All aye votes.

**EMERGENCY MANAGEMENT COORDINATOR - Michael A. Cotter** - A motion by Gallisdorfer, seconded by Schaeffer, to recommend the appointment of Michael A. Cotter as the Emergency Management Coordinator and forward the appropriate letters of recommendation to the Governor's office and Montgomery County. All aye votes. Commissioner Gallisdorfer expressed her desire to retain the Emergency Management Center at the Fire Company.

**FIRE MARSHAL** - There was no action taken at this time.

**PASCAL SEWER CONVEYANCE CONNECTION AGREEMENT - 1722 Gilbertsville Road** - A motion by Gallisdorfer, seconded by Noll, to approve and execute the Agreement between the Pascal's and the Township to allow the property owner to connect a low pressure sanitary sewer lateral directly to the Cherry Tree Farms pump station force main. All aye votes.

**COMMISSIONER SCHAEFFER** - Expressed concern regarding possible well contamination and questioned what safeguards are in place if the proposed system fails. Mr. Cotter explained the property owners would be responsible if there is a problem. Mr. Garner stated the system was designed and reviewed by an Engineer and was approved by LTL Consultants.

**COMMISSIONER GALLISDORFER** - Clarified that this is not the same parcel that had previously gone before the Zoning Hearing Board.

**MONTGOMERY COUNTY PLANNING COMMISSION ASSISTANCE CONTRACT - RESOLUTION #439** - A Resolution of Upper Pottsgrove Township approving and authorizing the execution of a Planning Assistance Contract with the Commissioners of Montgomery County. A motion by Gallisdorfer, seconded by Schaeffer, to adopt Resolution #439 for a three year period in the amount of \$42,066.00. All aye votes.

**ROBERT SLOSS - 2097 Needhammer Road** - Questioned the beneficial gains to the Township with regards to the Planning Assistance Contract. Mr. Cotter stated the Montgomery County Planning Commission provides professional planning assistance to the Township and the Planning Commission.

**ROUSE CHAMBERLAIN - EXTENSION REQUEST/SWEETWATER SUBDIVISION** - A motion by Gallisdorfer, seconded by Schaeffer, to approve the request for a 90-day extension of time for review of the Sweetwater Subdivision. All aye votes.

**AUTHORIZATION TO FORWARD DELINQUENT SEWER ACCOUNTS TO PORTNOFF FOR COLLECTION** - A motion by Schaeffer, seconded by Noll, to forward the delinquent sewer accounts to Portnoff Law Associates for collection. All aye votes.

**PLANNING MODULE - WOODBROOK SUBDIVISION PHASE I** - Mr. Cotter explained that Renovations By Design will soon begin the Phase I sewer improvements along Farmington Avenue. He further explained that the improvements are in accordance with the Development Agreement with Renovations By Design. The Township is in the process of submitting the Sewer Planning Module Exemption for units 5 thru 27 of the Woodbrook Estates Subdivision to the Department of Environmental Protection. Mr. Cotter requested the Board take action regarding the submission of the Sewer Planning Module Exemption for units 5 thru 27. Solicitor Garner reiterated that this is in accordance with the Addendum to the Woodbrook Developer's Agreement which allows Renovations By Design to connect up to 27 units to the Township's sewer system. A motion by Gallisdorfer, seconded by Noll, to forward the Woodbrook Planning Module Exemption for units 5 thru 27 to the Department of Environmental Protection. All aye votes.

**COMMISSIONERS COMMENTS:**

**COMMISSIONER GALLISDORFER** - Referenced a newspaper article regarding the Fire Company and wanted to reassure the public that it was not the Township's intent to expect free fire protection from the surrounding Fire Companies.

**APPROVAL OF MINUTES - January 12, 2005** - A motion by Gallisdorfer, seconded by Schaeffer, to approve the January 12, 2005, minutes as presented. All aye votes.

**APPROVAL OF BILL LIST - February 10, 2005** - Commissioner Gallisdorfer questioned an invoice from APS Wireless Communications. Commissioner Schaeffer questioned several invoice for fuel. A motion by Gallisdorfer, seconded by Schaeffer, to approve the Bill List dated February 10, 2005, for General Fund in the amount of \$33,820.75; Sewer Fund in the amount of \$1,158.05 and State Fund in the amount of \$33.97. Total Expenditures - \$35,012.77. All aye votes.

**ROBERT SLOSS - 2097 Needhammer Road** - Questioned the invoice from Pennsylvania Police Supply in the amount of \$7,373.38 and asked if this was the cost to equip the two new police vehicles. Mr. Cotter responded "yes."

When Commissioner Noll questioned the status of the equipment taken from the old police cars; Mr. Cotter said he would discuss the matter with Acting Chief Sigoda.

**ADJOURNMENT** - There being no further business, a motion by Gallisdorfer, seconded by Schaeffer, to adjourn the meeting at 8:28 P.M. All aye votes.

Respectfully submitted,

Cynthia H. Saylor  
Township Secretary

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