

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

**March 9, 2005**

The meeting of the Board of Commissioners was held on Wednesday, March 9, 2005, at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Gallisdorfer, Noll, Schaeffer and Taylor present. Also present were Solicitor Paul Bauer, Engineer John Toomey, Township Manager Michael Cotter and Township Secretary Cynthia Saylor. Mr. Taylor called the meeting to order at 7:05 P.M. There were 6 people and a Mercury reporter present 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.

**POLICE REPORT** - Mr. Cotter reported that Officer Barry Bertolet has submitted his letter of resignation effective Thursday, March 10, 2005, and advised that Officer Bertolet has accepted a position with the State Police. A copy of the monthly Police Report was posted on the bulletin board.

**PUBLIC WORKS DEPARTMENT** - A copy of the monthly Highway Report was posted on the bulletin board.

**BUILDING INSPECTION AND CODE REPORT** - Township Manager Michael Cotter reported there is non-permitted construction taking place at the Woodbrook Townhome Development and noted a stop work order will be issued. Commissioner Gallisdorfer requested the Zoning Officer investigate a possible code violation regarding a wood burning stove at a property located on Maugers Mill Road.

**OPEN SPACE COMMITTEE** - Mr. Cotter reported the Open Space Committee met on Tuesday, February 22 and had a very productive meeting. Mr. Cotter advised the next meeting will be held on Tuesday, March 15, 2005.

**SEWER COMMITTEE** - Mr. Cotter reported the Sewer Committee began discussion on the Act 537 Plan update. Commissioner Schaeffer reported there has been on going activity at the Regal Oaks Sewer Treatment facility.

**PARK & RECREATION COMMITTEE** - Mr. Cotter reported the Park and Recreation Committee did not meet this month due to a lack of a quorum.

**PLANNING COMMITTEE** - Mr. Taylor reported the Planning Commission discussed the R-2 Zoning amendments and the Summer Grove Subdivision plans submitted by Rouse Chamberlin.

**ENGINEER'S REPORT** - A copy of the monthly Engineer's Report was posted on the bulletin board.

**SOLICITOR'S REPORT** - The Township Solicitor reported he has been working on numerous issues with regards to water, sewer and the Fire Company.

**FINANCIAL REPORT** - Mr. Cotter provided a copy of the monthly Financial Report to the members of the Board.

**APPOINTMENTS:**

**VACANCY BOARD & FIRE MARSHAL** - Action was tabled to a future meeting.

**FIRE SERVICE AGREEMENT - New Hanover Township** - A motion by Gallisdorfer, seconded by Schaeffer, to adopt the Resolution designating New Hanover Fire Department as Upper Pottsgrove Township's primary Fire Service provider. All aye votes. A motion by Gallisdorfer, seconded by Schaeffer, to authorize the execution of a Fire Service Agreement with the New Hanover Fire Department and the Township of New Hanover. All aye votes.

**DENNIS ELLIOTT - 576 Evans Road** - Noted that in the past residents could contact the Fire Company to pump out their basements during "spring rains" and questioned who would be responsible for providing this service.

**SUMMER'S GROVE PRELIMINARY PLAN** - This matter was tabled until the April meeting.

**RESOLUTION #440** - A Resolution authorizing Berkheimer Associates to Impose and Retain the costs of the Collection of Delinquent Taxes. A motion by Gallisdorfer, seconded by Noll, to adopt Resolution #440. All aye votes.

**PROPOSED ORDINANCE** - An Ordinance to amend the Upper Pottsgrove Township Uniform Construction Code Ordinance to Require the Issuance of Permits for Certain Accessory Structures and for Certain Alterations or Repairs to Residential Buildings. A motion by Gallisdorfer, seconded by Schaeffer, to authorize the advertisement of the proposed ordinance. All aye votes.

**PROPOSED ORDINANCE** - An Ordinance Adopting the International Property Maintenance Code 2003, and Establishing the Minimum Regulations Governing the Conditions and Maintenance of all Property, Buildings and Structures to Insure that Structures are Safe, Sanitary and Fit for Occupation and Use; and for the Condemnation of Buildings and Structures Unfit for Human Occupancy and Use and the Demolition of such Structures. A motion by Schaeffer, seconded by Gallisdorfer, to authorize the advertisement of the proposed ordinance. All aye votes.

**RESOLUTION #441** - A Resolution Adopting Climatic, Geographic, and Environmental Standards for the Construction of Buildings. A motion by Gallisdorfer, seconded by Schaeffer, to adopt Resolution #441. All aye votes.

**ROBERT SLOSS - 2097 Needhammer Road** - Expressed concern regarding the building standards currently being enforced by the Code Enforcement Officer.

**PROPOSED ORDINANCE** - An amendment to the Township's Codified Ordinances amending the existing Conditional Use Review Standards, and Updating Standards for the reimbursement of the Township for Professional Reviews. A motion by Noll, seconded by Schaeffer, to authorize the advertisement of the proposed ordinance. All aye votes.

**PROPOSED ORDINANCE** - Amendments to the Township's Subdivision and Land Development Ordinance to reduce the number of required plan sets, require the submission of executive summaries of plans, require the submission of as built plans, require the submission of electronic versions of plan sets and modification of the review deadline. Commissioner Gallisdorfer requested that the Open Space Committee and the Park and Recreation Board receive an 11" x 17" copy of all proposed subdivision plans. After further discussion, a motion by Gallisdorfer, seconded by Schaeffer, to authorize the advertisement of the amendments to the Township's Subdivision and Land Development Ordinance. All aye votes.

**ROBERT SLOSS - 2097 Needhammer Road** - Requested clarification with regards to the submission or electronic versions of plan sets. Mr. Cotter advised that in the future residents will be able to view proposed plans on the Township's web-site.

**SEWER CONVEYANCE AND CAPACITY AGREEMENT** - Mr. Cotter explained this agreement is between Upper Pottsgrove Township, the Pottstown Borough Authority, the Borough of Pottstown and Heritage Building Group for improvements to the Township's sewage conveyance system and for treatment capacity for the SOCO/Skarbeck project as well as the Township. The Board discussed at length the major provisions in the agreement with Engineer John Toomey. A motion by Schaeffer, seconded by Noll, to authorize execution of the Sewer Conveyance and Capacity Agreement with Heritage Building Group subject to the review and approval of the Solicitor, Township Manager, Township Engineer, the Borough of Pottstown and Pottstown Borough Authority. Aye votes: Noll, Schaeffer, and Taylor. Opposed: Gallisdorfer. Motion carried.

**ROBERT SLOSS - 2097 Needhammer Road** - Suggested the installation of public water and the sewer work along Farmington Avenue takes place simultaneously.

**DEVELOPER RICHARD MINGEY** - Requested a clarification with regards to reimbursement in the Sewer Conveyance and Capacity Agreement with Heritage Building Group.

**COMMISSIONERS COMMENTS:**

**COMMISSIONER GALLISDORFER** - Submitted her registration form in order to attend the Eastern Association Conference scheduled for April 1 - 3, 2005. It was confirmed that both Commissioners Gallisdorfer and Noll would be attending the Eastern Conference.

**COMMISSIONER SCHAEFFER** - Stated he wanted to express his thanks to the residents who attended the recent Open Space Committee meeting and noted it was very educational for everyone who attended.

**COMMISSIONER GALLISDORFER** - Reported she along with Planning Commission member Herb Miller attended the Watershed Congress where a new type of "pavement use" was discussed.

**COMMISSIONER GALLISDORFER CONT'D** - Mrs. Gallisdorfer questioned the feasibility of using it on the Township parking lot located at 1409 Farmington Avenue.

**BLL LIST - February 28, 2005** - Commissioner Schaeffer questioned the invoice from Traffic & Pump Solutions regarding the installation of an optical lamp on the traffic signal located at the Farmington Avenue and Mangers Mill Road intersection. Mr. Schaeffer expressed concern because it was his understanding this work should be covered under the maintenance agreement. A motion by Noll, seconded by Schaeffer, to approve the Bill List dated February 28, 2005 for General Fund in the amount of \$45,861.03; Fire Fund in the amount of \$2,078.51, Park and Recreation Fund in the amount of \$9.33 and Sewer Fund in the amount of \$7,326.91; with the stipulation that the Maintenance Agreement with Traffic & Pump Solution be reviewed. Total disbursements \$55,275.78. All aye votes.

**BILL LIST - March 9, 2005** - A motion by Gallisdorfer, seconded by Schaeffer, to approve the Bill List dated March 9, 2005, for General Fund in the amount of \$15,914.91; Fire Fund in the amount of \$513.00; Sewer Fund in the amount of \$90,850.26 and State Fund in the amount of \$1,082.04. Total disbursements - \$108,360.21. All aye votes.

**TOWNSHIP MANAGER** - Michael Cotter reported the Fire Company received a thank you note from a Township resident. Mr. Cotter explained the Upper Pottsgrove Fire Company was instrumental in providing a "Merry Christmas" to an underprivileged family within the Township.

Mr. Cotter advised that the Ringing Hill Fire Company will hold a "housing" at their fire station on April 10, 2005.

**APPROVAL OF MINUTES - January 24, 2005** - A motion by Gallisdorfer, seconded by Noll, to approve the minutes of the January 24, 2005, meeting as presented. All aye votes.

**APPROVAL OF MINUTES - February 10, 2005** - A motion by Gallisdorfer, seconded by Noll, to approve the minutes of the February 10, 2005, meeting as presented. All aye votes.

**EXECUTIVE SESSION** - At 9:05 P.M. Mr. Taylor announced the Board would meet in Executive Session to discuss matters of litigation and personnel with no decisions being made. The meeting reconvened at 10:15 P.M.

**ADJOURNMENT** - There being no further business the meeting adjourned at 10:16 P.M.

Respectfully submitted



Cynthia H. Saylor  
Township Secretary