

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

April 25, 2005

A meeting of the Board of Commissioners was held on Monday, April 25, 2005, at the Upper Pottsgrove Township Administrative Offices, 1409 Farmington Avenue, with Commissioners Gallisdorfer, Noll, Reeves, Schaeffer and Taylor present. Also present were Solicitor Charles D. Garner, Jr., Township Engineer John Theisen, Township Manager Michael A. Cotter, Public Works Director Frank Quinter and Township Secretary Cynthia Saylor. There were 25 people and a Mercury Reporter present in the audience. Mrs. Reeves called the meeting to order at 7:00 P.M.

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

MOMENT OF SILENT PRAYER - Mrs. Reeves requested a moment of silence in honor of the men and women who have served and are currently serving our country in the armed forces.

OUTSTANDING SERVICE TO THE TOWNSHIP CEREMONY - The members of the Board recognized the following residents for their many years of outstanding service and dedication to the Township: Paul Hughes was presented with a plaque acknowledging his services as Township Auditor for a period of thirty six years and Township Commissioner for a one year period; Jean Hollenbach was presented with a plaque acknowledging her services as Township Auditor for a total of thirty six years. Mrs. Reeves noted that Mrs. Hollenbach was responsible for soliciting baked goods and operating the annual bake sale during Community Day celebrations for a period of nine years; Donna Swavely was presented with a certificate of appreciation for her services as Township Auditor for a period of seven years as well as helping with the Community Day bake sale for period of nine years; David DeLong was presented with a plaque acknowledging him for his services as a member of the Planning Commission for eight years, Township Commissioner for four years and a member of the Park and Recreation Committee for a year; Linda Bean, who was not present in the audience, will receive a certificate of appreciation for her services as Township Commissioner for four years and a member of the Park and Recreation Committee for a nine year period. Kenneth Iatesta, who was not present in the audience, was previously presented with a plaque for his years of service as Township Commissioner and other Committees on which

PUBLIC COMMENT:

HENRY BEALER - 1388 Farmington Avenue - Asked when the "deer crossing" signs would be installed along Farmington Avenue. Mr. Cotter stated he would look into the matter.

REPORTS - President Reeves stated the monthly reports would be posted on the bulletin board after the meeting.

COMMISSIONER SCHAEFFER - Expressed his concern regarding the recent street sweeping and noted an excessive amount of stones within the Regal Oaks Development and along Maugers Mill Road.

COMMISSIONER REEVES - Announced that the Route 100/Moyer Road traffic signal is functional and no longer on the "flash mode."

BUILDING/CODE ENFORCEMENT - Mr. Cotter reported Code Enforcement Officer Errol Kring is on extended sick leave and noted Duane Brady will be handling the Township's building and code enforcement during his absence.

OPEN SPACE COMMITTEE - Mr. Cotter reported the Open Space Committee met and reviewed the Open Space Plan and the 409 Evans Road proposed subdivision.

SEWER COMMITTEE - Mr. Cotter reported the Sewer Committee met on Monday, April 18, 2005, and discussed several requests to tie in to the public sewer system and the Act 537 plan.

PARK AND RECREATION REPORT - Mr. Cotter reported the Park and Recreation Committee did not meet in April; however there will be meeting on Tuesday, May 10, 2005 at 7:00 P.M.

TOWNSHIP SOLICITOR REPORT - Attorney Chuck Garner reported he has been working closely with the Township Manager regarding issues concerning the Fire Company, the Police Service Agreement with Douglass/Berks, attending staff meetings with Developers and numerous sewer issues.

RESOLUTION #444 - Approval of the Rouse Chamberlin Summer's Grove Preliminary Land Development Application - Steve Gallo representing Rouse Chamberlin was present to discuss the Summer Grove Preliminary Plan Resolution. The members of the Board as well as Mr. Gallo agreed that the amount of the contribution to the Goose Run Main Trail would be reduced from \$70,000 to \$30,000 and that Rouse Chamberlin will be credited on any signage referencing the donation to the Greenway. After discussion, it was agreed to grant waivers with regards to road width, sidewalks and curing. In response to a question from Board President Reeves regarding the length of the trail; Mr. Gallo stated approximately 1/2 to 3/4 of a mile. A motion by Gallisdorfer, seconded by Taylor, to approve Resolution #444. All aye votes.

HENRY BEALER - 1382 Farmington Avenue - Clarified the road width within the Summer's Grove Development.

When **ROBERT SLOSS, 2097 Needhammer Road**, questioned the amount of money being saved by granting the waivers; Mr. Cotter explained the Resolution provides for \$108,000 from the Developer - \$73,000 contribution to aid the Township regarding the TCE contamination, \$30,000 contribution to the Goose Run Trail and a \$5,000 contribution to a traffic study of the intersection of Farmington Avenue and Pineford Road.

JOHN BEALER - 1521 Farmington Avenue - Noted the Developer (Rouse/Chamberlin) is currently in negotiations with the Sewer Committee regarding the improvements to the public sewer system..

RESOLUTION #445 - Creating a Township Administrative Policy Manual - Mr. Cotter agreed to provide a revised version of the Township's Administrative Policy Manual to the members of the Board. The Commissioners agreed to forward any changes or suggestions to the Manager no later than May 4, 2005. It was agreed to table further discussion until the May 11, 2005, meeting.

RESOLUTION #446 - Municipal Records Disposition Schedule - A Resolution of the Board of Commissioners of Upper Pottsgrove Township declaring its intent to follow the schedules and procedures for disposition of records as set forth in the Municipal Records Manual approved on July 16, 1993. A motion by Schaeffer, seconded by Noll, to adopt Resolution #446. All aye votes.

REVIEW OF THE TOWNSHIP'S 2004 AUDIT - Mr. Cotter stated this subject will be placed on the agenda for the May 11 meeting and advised the Township's auditing firm (Reinsel, Kuntz Leshar LLP) will be in attendance.

RESOLUTION #447 - An Amendment of the Upper Pottsgrove Township Non-Uniformed Employees Pension Plan to comply with the requirements and provisions of the Economic Growth and Tax Relief Reconciliation Act of 2001. A motion by Gallisdorfer, seconded by Taylor, to adopt Resolution #447. All aye votes.

RESOLUTION #448 - Mr. Cotter explained the purpose of the resolution is an addition of a new rider to the non-uniform pension contract with Principal Financial Group. A motion by Schaeffer, seconded by Noll, to adopt Resolution #448. All aye votes.

RESOLUTION #449 - Mr. Cotter explained the purpose of the resolution is an addition of a new rider to the police pension contract with Principal Financial Group. A motion by Taylor, seconded by Schaeffer, to adopt Resolution #449. All aye votes.

APPROVAL OF BILL LIST - April 25, 2005 - When Commissioner Noll questioned the invoice from Occupational Health in the amount of \$698.00; Mr. Cotter explained the expenditure was for physical exams for two of the newly hired Police Officers. A motion by Gallisdorfer, seconded by Schaeffer, to approve the Bill List dated April 25, 2005, for General Fund in the amount of \$46,151.10; Fire Fund - \$1,565.51; Park and Recreation Fund - \$173.03; Sewer Fund - \$5,401.18 and State Fund - \$646.91. Total Expenditures - \$53,937.73. All aye votes.

ROBERT SLOSS - 2097 Needhammer Road - Questioned invoices depicted on the April 25, 2005, Bill List from System III in the amount of \$2,672.00 and Unlimited Services & Sales in the amount of \$1,843.92. Mr. Cotter explained the expenditure from System III is for the installation of voice mail and the invoice from Unlimited Services & Sales is for an automatic tank gauge alarm as required by the DEP.

COMMISSIONERS COMMENTS:

COMMISSIONER SCHAEFFER - Requested a status update with regards to the drainage issue at the Church of the Latter Day Saints.

COMMISSIONER NOLL - Stated he would be willing to work in conjunction with the Township Manager and Reggie Leister regarding the installation of a sound system for the meeting room.

COMMISSIONER REEVES - Referenced the upcoming PSATC convention scheduled for June 26 -29 and polled the members of the Board regarding their interest in attending. Commissioners Noll and Gallisdorfer both stated they planned to attend. Mr. Noll requested that a check be forwarded for his attendance at the convention since his paperwork has been submitted to the office.

APPROVAL OF MINUTES - March 28, 2005 - A motion by Taylor, seconded by Schaeffer, to approve the March 28, 2005, minutes as presented. All aye votes.

DAVID HOLLENBACH - 1259 North Hanover Street - Stated in his opinion the Board minutes should be approved at the beginning of the meeting not at the end of the meeting.

SCOTT READMAN - 207 Mangers Mill Road - Advised his name was misspelled in March 28, 2005, minutes. It was noted that the March 28, 2005, minutes would be amended to reflect the correct spelling of Scott Readman - 207 Mangers Mill Road.

APPROVAL OF MINUTES - April 13, 2005 - A motion by Gallisdorfer, seconded by Schaeffer, to approve the April 13, 2005, minutes as presented. All aye votes.

SPECIAL MEETING - Board President Reeves announced the Board of Commissioners will hold a special meeting on Monday, May 2nd at 6:30 P.M. to discuss the proposed Borrowing Authorization.

When **JEAN HOLLENBACH, 1373 North Hanover Street**, questioned whether the Board will be discussing the proposed Borrowing Authorization or taking action; Mrs. Reeves clarified the Board will be taking action on the proposed Borrowing Authorization.

ROBERT SLOSS - 2097 Needhammer Road - Questioned when the 2004 Audit would be available for public inspection.

DENISE BROWN - 112 Butternut Drive - Expressed her concern regarding the status of the water drainage problem within the Mangers Mill Estates Development and noted this has been an on-going problem since 1999. It was agreed that the Township Manager would meet with her regarding the matter.

ADJOURNMENT - A motion by Taylor, seconded by Gallisdorfer, to adjourn the meeting at 8:25 P.M. All aye votes.

Respectfully submitted,



Cynthia H. Saylor
Township Secretary