

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
December 19, 2022**

The regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday December 19, 2022 at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Cathy Paretti, Dave Waldt, Hank Llewellyn and Don Read present. Also present were Township Manager Michelle Reddick, Police Chief James Fisher, Public Works Director Chad Davis, Solicitor Eric Frey, Attorney Celso Leite, Jr. and Township Secretary Jeannie DiSante.

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

APPROVAL OF MINUTES – The November 9, 2022 minutes were presented for approval. Motion by C. Paretti, second by D. Waldt and unanimously carried to approve the minutes of November 9, 2022 as presented. The November 21, 2022 minutes were presented for approval. Motion by D. Waldt, second by C. Paretti and unanimously carried to approve the minutes of November 21, 2022 as presented.

PAYMENT OF BILLS – The December 19, 2022 bill list was presented for approval. Motion by C. Paretti, second by H. Llewellyn and unanimously carried to approve the payment of bills list of \$ 497,104.89.

REPORTS TOWNSHIP ADMINISTRATION/FINANCE – Manager M. Reddick advised her reports are included in the Commissioners' packets. She introduced the new public works employee Duane Gearhart whose start date was December 5, 2022. The final 2023 budget is included in the Board's packet ready for approval. The planning department has many activities listed in the report. The manager and public works director are working on two stormwater projects. The property owner of one project is not cooperating therefore, the Township will not be doing any stormwater work on Mock Road at this time.

CHIEF OF POLICE – Chief J. Fisher submitted his report to the Board and there were no questions at this time.

PUBLIC WORKS – Director C. Davis advised his report was submitted to the Board and informed the Commissioners that the pipe for the Vale Circle project is in the public works yard and the storm boxes are in production and should be delivered in a week or so. D. Read commented on the accidental fentanyl injuries & deaths being reported around the country. Since the public works employees have the job of emptying trash cans in the parks and the possibility of coming in contact with this deadly drug, he suggested they be provided with Narcan. D. Waldt commented on the excellent job the road crew did clearing the roads during the recent ice storm.

TOWNSHIP SOLICITOR – Solicitor Frey had no formal report and there were no questions at this time.

TOWNSHIP ENGINEERING AND BUILDING & ZONING – T. Slinkerd noted that LTL Consultants submitted their reports with the standard updates within the Township. M. Reddick asked that the Commissioners pay particular attention to the zoning issues in the report. There was discussion on the NPDES permits on two properties at Crossroads and Spregel's Run developments.

TAX COLLECTOR - T. Slinkerd noted the report in their packets explaining some details on the tax collections.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – G. Churach informed the Commissioners the committee did not meet in December therefore no report is submitted.

FIRE AND AMBULANCE – D. Raudenbush submitted his reports and pointed out they had a Santa and Grinch run on the fire trucks through the Township for the children. The characters got off the truck, gave out candy and had photos taken with children. The highlight was at the end when the police came and arrested the Grinch.

OLD BUSINESS

DISCUSS & CONSIDER DENIAL OF THE VORNDRAN SUBDIVISION SUBJECT TO RECEIPT OF EXTENSION – M. Reddick informed the Board the Township received the letter for an extension. No action was required. Solicitor Frey asked if the Board needs to approve the extension. M. Reddick said Townships handle that differently and Upper Pottsgrove Township does not approve, by a motion, the review extension requests from developers.

DISCUSS & CONSIDER APPROVAL OF THE SEWAGE PLANNING MODULE FOR VORNDRAN SUBDIVISION – M. Reddick explained that since PA American Water now owns the sewer system and the Township received the approval letter for the subdivision, this planning module exemption for the two lots is ready for Board approval. Motion by C. Paretti, second by H. Llewellyn to approve the Sewage Planning Module for Vorndran Subdivision. D. Read asked for a correction on Line 6 to be Pottstown Borough Authority or Upper Pottsgrove Township. M. Reddick will research and make the correction. The motion unanimously carried.

CONSIDER ADOPTION OF THE 2023 BUDGET – T. Slinkerd reviewed some of the budget line items in the funds. M. Reddick noted two minor adjustments to line items in the Open Space Fund that do not change the overall budget, it is only moving amounts between general ledger accounts. In the General Fund there was an adjustment to a transfer-in for the debt repayment. D. Read questioned the interest earned since October and if it is included in the revenues. T. Slinkerd said yes, it shows on the monthly financial statement balance sheet. Motion by H. Llewellyn, second by D. Read and unanimously carried to adopt the 2023 Budget.

CONSIDER ADOPTION OF ORDINANCE 521 SETTING THE TAX MILLAGE RATES FOR 2023 – T. Slinkerd noted the taxes stayed the same for 2023 with the total millage at 4.0 mills, which includes 3.4 mills for General Purpose and 0.6 mills for Fire Protection. Motion by C. Paretti, second by D. Waldt and unanimously carried to adopt Ordinance No. 521 setting the Tax Millage Rates For 2023.

CONSIDER APPROVAL OF RESOLUTION NO. 754 AMENDING CERTAIN EXISTING TOWNSHIP FEES ASSOCIATED WITH THE TOWNSHIP SOLICITOR - Motion by H. Llewellyn, second by C. Paretti and unanimously carried to approve Resolution No. 754 amending Certain Existing Township Fees Associated with the Township Solicitor.

NEW BUSINESS

DISCUSS & CONSIDER MEETING DATES FOR 2023 – Motion by C. Paretti, second by D. Waldt and unanimously carried to approve the Meeting Dates for 2023.

DISCUSS & CONSIDER AUTHORIZATION TO ADVERTISE THE TAX MILLAGE ORDINANCE – Motion by C. Paretti, second by D. Waldt and unanimously carried to authorize advertising the Real Property Tax Millage Ordinance for 2023 with total millage of 4.0 mills consisting of (general purpose) real property millage rate of 3.4 mills and special purpose (fire protection) millage rate of 0.6 mills.

DISCUSS & CONSIDER REAPPOINTMENTS FOR 2023 – T. Slinkerd advised they will not be a voting on this tonight. The list of reappointments is for review and consideration at the January meeting.

DISCUSS & CONSIDER LETTER OF SUPPORT FOR POTTSTOWN BOROUGH'S CFA GRANT APPLICATION – T. Slinkerd said the Township received a letter from the Borough Authority requesting the Township's support in their quest for a grant through the Community Financial Authority (CFA). M. Reddick said they are applying for a \$424,943.00 grant for equipment for their pump stations. She submitted a sample letter for approval. Motion by D. Waldt, second by C. Paretti to approve sending a letter of support to the Pottstown Borough Authority. There was discussion on the need for this support letter. It was pointed out that it is part of a standard grant application and it benefits all residents. The motion was unanimously carried.

PUBLIC COMMENTS

Jim Capinski, 1958 Yarnall Road made comments concerning the Municipal Complex, the Veteran's Memorial at Heather Place and Highview Lane.

COMMISSIONER COMMENTS

- D. Read wished everyone a Merry Christmas and commented on the wonderful effort residents put in to make the Township look festive with Christmas lights. In future years perhaps the Board can recognize these residents in our community.

EXECUTIVE SESSION – The Board convened in Execution Session at 7:27 PM to discuss matters of litigation, union contracts and real estate with no action to follow. Executive Session concluded at 8:08 PM.

ADJOURNMENT – The meeting was adjourned at 8:09 PM.

Respectfully submitted,


Jeannie DiSante, Township Secretary