

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
September 18, 2023**

A regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday September 18, 2023 at the Upper Pottsgrove Administrative Office, 1409 Farmington Avenue, with Commissioners Trace Slinkerd, Hank Llewellyn Cathy Paretti, Dave Waldt, and Don Read present. Also present were Township Manager Michelle Reddick, Solicitor Eric Frey, Attorney Celso Leite, Jr., Police Chief James Fisher, Public Works Director Chad Davis and Township Secretary Jeannie DiSante.

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

Solicitor Frey announced an Executive Session of the Board was held on August 31, 2023 at the Township meeting room regarding real estate and litigation. Solicitor Frey addressed the audience requesting respect and restraint asking that they direct their comments to the Commissioners. Comments are welcomed from residents and taxpayers and are limited to three (3) minutes.

PUBLIC COMMENT ON AGENDA ITEMS – Jim Capinski, 1958 Yarnall Road commented on an item in the minutes of August 21, 2023.

APPROVAL OF MINUTES – The August 21, 2023 minutes were presented for approval. Motion by H. Llewellyn, second by D. Read and unanimously carries to approve the minutes of August 21, 2023 as printed.

PAYMENT OF BILLS – The August 21, 2023 bill list was presented for approval. Motion by H. Llewellyn, second by C. Paretti and unanimously carries to approve the payment of bills list of \$386,963.39.

REPORTS TOWNSHIP ADMINISTRATION/FINANCE –Manager Reddick submitted her reports for the Board and announced the Community Day event is Saturday September 23rd from 10:00 AM to 3:00 PM at Heather Place Park. If there is inclement weather, it will be moved to the gymnasium at Hopewell Community Church at 1130 Commerce Drive. She praised the church for the work they put into the event and noted there will be more than a \$1,000.00 in door prizes offered for a donation of non-perishable food items for Preston's Pantry. There will be over \$3000.00 in raffle and silent auction items. All proceeds will be donated to the Township's Veterans Memorial. To-date prior to Community Day, the church raised over \$1,200.00 in donations.

CHIEF OF POLICE – Chief J. Fisher wanted to recognize Officer Crawford and Firefighter/EMT Martin Schreiber who responded to the 1500 block of Gilbertsville Road for a two-month-old baby in cardiac arrest. Upon arrival Officer Crawford found the father performing CPR and assisted with clearing the infant's airway. He had the father continue CPR while he readied the AED. EMT Schreiber arrived and took over CPR from the father. Eventually a heartbeat was detected, and the infant started to breathe. Chief Fisher received information that the baby is at CHOP and doing well.

Chief Fisher announced testing of the officer applicants was this past Saturday. The entire consortium had 168 applicants and 25 did not show up for the test. Upper Pottsgrove had less applicants however, the no-show was less than ~15% and it usually runs 20-30%. The next part of the process will be the physical agility test scheduled for October 14, 2023. There still are applicants on the civil service list.

PUBLIC WORKS – Director Davis submitted his report and thanked Don Raudenbush and all the fire police that helped him and his crew during the emergency pipe replacement on Farmington Avenue. M. Reddick expressed appreciation for the fire police help and commended the public works crew for the extra effort and hours put in to handle this repair as quickly and efficiently as possible.

TOWNSHIP SOLICITOR – Solicitor Frey had no formal report, will have comments on agenda items and noted there will be executive session items on real estate matters, potential litigation and personnel issues.

TOWNSHIP ENGINEERING AND BUILDING & ZONING – T. Slinkerd acknowledged LTL Consultants submitted their reports and M. Reddick noted the staff is very busy with sketch plans and development submissions asking the Board to take note of those items. Also note the zoning items as the Township is working with residents to avoid issuing citations.

TAX COLLECTOR – Tax Collector reports were submitted to the Board.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – G. Churach submitted his report and said there is an action item on the agenda requesting approval to apply for a \$25,000 grant.

FIRE AND AMBULANCE – D. Raudenbush submitted his report pointing out that they have been busy and will continue through October with preparing for administrative elections, training, memberships and events.

OLD BUSINESS

DISCUSS & CONSIDER AWARDING BID FOR THE PINE FORD ROAD STORM WATER PROJECT – M. Reddick explained this is a former storm water project the Board authorized to go out for bid with LTL Consultants handling the bidding process. The ARPA funds were earmarked up to \$300,000 for this project. In their letter of September 14, 2023 LTL Consultants recommends awarding the contract including ALT1 and ALT 2 to Schlouch, Inc. as the second lowest bidder in the amount of \$275,948.08, since the lowest bidder withdrew their bid. Motion by C. Paretti, second by H. Llewellyn and unanimously carries to award the bid for the Pine Ford Road storm water contract including ALT1 and ALT 2 to Schlouch, Inc. as low bidder in the amount of \$275,948.08.

DISCUSS & CONSIDER DENIAL OF THE P.A.L. LAND DEVELOPMENT PLANS SUBJECT TO RECEIPT OF EXTENSION – Extension received. No action required.

DISCUSS & CONSIDER DENIAL OF THE STEEL SAFE LANE DEVELOPMENT PLANS SUBJECT TO RECEIPT OF EXTENSION – Extension received. No action required.

NEW BUSINESS

Discuss & Consider Approval of the 2024 MMO for the Non-Uniform Pension Plan – Motion by C. Paretti, second by D. Waldt and unanimously carries to approve the 2024 MMO of \$24,252.00 for the Non-Uniform Defined Benefit Pension Plan.

Discuss & Consider Approval of the 2024 MMO for the Uniform Pension Plan – Motion by D. Waldt, second by C. Paretti and unanimously carries to approve the 2024 MMO of \$215,912.00 for the Uniform Police Pension Plan.

Discuss & Consider Approval of the 2024 MMO for the Defined Contribution Pension Plan – Motion by H. Llewellyn, second by D. Waldt and unanimously carries to approve the 2024 MMO of \$5,212.00 for the Non-Uniform Defined Contribution Pension.

Discuss & Consider Approval to Replace the Traffic Light at Route 100 & Upland Square Drive – M. Reddick explained a report was received that the traffic signal at the corner of Route 100 North and North State Street was leaning. C. Davis inspected it and concurred it needs to be replaced. She is asking for approval, not to exceed \$110,000.00 to replace the signal. The insurance company will be notified to find out if the Township has coverage for this. The Board was reminded that the Township receives from Upland Square an annual impact fee payment. This year's payment will be approximately \$73,000 when received in the 4th quarter and can be used to offset the cost of the replacement. After some discussion with the Public Works Director there was a motion by C. Paretti, second by H. Llewellyn and unanimously carries to approve replacing the traffic signal at Route 100 & Upland Square Drive, not to exceed \$110,000.00 in costs.

Discuss & Consider Approval to Apply for PMRPC Grant for Engineering for Hollenbach Phase 1A Improvements – M. Reddick explained the grant is for engineering and it is through Pottstown Metropolitan Regional Planning Commission (PMRPC) in the amount of \$25,000.00 which will be a matching grant for a grant the Township has received from the Pottstown Area Health and Wellness Foundation. The Township does not have to match the grant. Motion by H. Llewellyn, second by C. Paretti and unanimously carries to approve applying for the PMRPC Grant for engineering for Hollenbach Phase 1A improvements.

Discuss & Consider Awarding Bid to Pave Sussell Park Trailhead Parking Lot – M. Reddick explained a grant was awarded to the Township and C. Davis obtained quotes for the paving of the trail. She highly praised Director Davis for always going above and beyond to get the roadwork done and, in this case, she would have been responsible for getting the bids. Since taking the position of Director he has taken much of her workload, enabling her to focus on Township business and thanked him again. The lowest bidder was Sacks & Sons Inc. for the total cost of \$7,772.20. Motion by D. Read, second by H. Llewellyn and unanimously carries to award the bid to pave Sussell Park trailhead parking lot to Schlouch, Inc. as low bidder in the amount of \$7,772.20.

Discuss & Consider Adopting Resolution No. 763 Appointing Mark Mullen as Alternate Member of Zoning Hearing Board – D. Waldt commented that he reviewed Mr. Mullen's background and it is very, very impressive. In the future he would like to have the chance to either talk or meet anyone that has been nominated. He feels every Board member should be included and have that opportunity. D. Read asked if the Board was nominating Mr. Mullen and T. Slinkerd said the Zoning Hearing Board nominates potential members. Motion by H. Llewellyn, second by D. Read and unanimously carries to adopt Resolution No. 763 appointing Mark Mullen as Alternate Member of Zoning Hearing Board.

OTHER PUBLIC COMMENT – The following residents commented their various opinions and concerns on building the Municipal Complex on open space and other items:

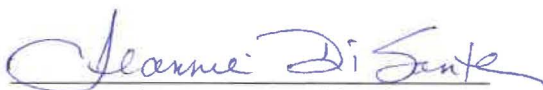
- Joe Gangi, 1998 Yarnall Road commented on not being allowed to get a copy of the re-application of the 0 Yarnall Road subdivision.
- Josephine Klass, 2086 Yarnall Road agreed with Mr. Gangi and would like a copy of the re-application and wants to know what is going on with this property.
- Rich Kummerer, 1303 Farmington Avenue thanked Chief Fisher and Don Raudenbush for the great job with traffic while Farmington Avenue was closed for the pipe replacement. He also thanked the road crew boss who was down in the hole working and his crew was working right alongside him.
- Jim Capinski, 1958 Yarnall Road commented on his remarks in the minutes concerning the alternate site committee.

COMMISSIONER COMMENTS

- D. Read commented on Yarnall Road documents and M. Reddick clarified what actions took place between Mr. Piccione and the Zoning Hearing Board concerning the variance for a 35' access strip, a special exception to construct a single-family dwelling and how the Commissioners came to withdraw their opposition to the variance request. M. Reddick explained she told Mr. Gangi that, because it was a letter between attorneys, the Township attorney, the ZHB attorney and the applicant's attorney, she did not know if it was 'attorney-client privileged' information. Not that he couldn't get a copy, he was told she needed to discuss it with the solicitor, and she advised he should file a RTK request. Solicitor Frey further explained the Board's withdrawal of their opposition to the variance request. D. Read commented that again, there were threats made to the Township Manager and another Commissioner and he cautioned the residents against this behavior. Also, as far as the site study document, it was received just this day via email.
- D. Waldt thanked Mr. Miller for the 25 years of service he gave to Upper Pottsgrove Township and wanted him to know it was much appreciated.
- C. Paretto reminded the residents to be mindful of the identity theft happening recently as reported in the recent police report.

EXECUTIVE SESSION – The Board convened in Execution Session at 7:40 PM to discuss real estate, litigation and personnel with no action taken and the meeting was adjourned.

Respectfully submitted,


Jeannie DiSante, Township Secretary