

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
April 15, 2024**

A regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, April 15, 2024 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, 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 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 – M. Schreiber, 138 Rose Valley Road commented on the property address under Old Business A and the W. Moyer Road project under Old Business B.

APPROVAL OF MINUTES – The March 18, 2024 minutes were presented for approval. Motion by C. Paretti, second by H. Llewellyn and unanimously carries to approve the minutes of March 18, 2024.

PAYMENT OF BILLS – The April 15, 2024 bill list was presented for approval. Motion by D. Waldt, second by H. Llewellyn and unanimously carries to approve the payment of bills list of \$705,996.56.

REPORTS TOWNSHIP ADMINISTRATION/FINANCE – Manager Reddick submitted her reports for the Board. The Township utilized \$200,308.22 of the APRA funds for the Pine Ford Road storm water project. The remaining funds of \$404,072.64 must be allocated by 2024 and spent by the end of 2026. She asked the Commissioners to take note of the abundance of activity in the planning and zoning department. The financial report does include the updated entries for the CRIM (Cash Reserve Investment Management) account. Manager Reddick informed the Commissioners, while attending the MONTCO Consortium meeting with other managers throughout Montgomery County, she was presented with a \$1,000.00 scholarship to attend the annual Association of Pennsylvania Municipal Managers Conference in Bethlehem May 19th through the 22nd. There will be minimal costs to the taxpayers. She and Lisa Dunn, finance assistant attended the annual Benecon Health Benefit seminar in Lancaster on April 4th and 5th.

CHIEF OF POLICE – Chief J. Fisher submitted his report and thanked all who attended the pancake breakfast and Hopewell Community Church members who prepared the food. The department will be participating in the Montgomery County Consortium testing for police officers on April 27th. The application process closes at 4:00 PM Wednesday this week so if anyone knows of someone interested in a career in law enforcement, encourage them to google 'Montgomery County Consortium police testing' and they will find a link to follow for more information. Also on April 27th from 10:00 AM to 2:00 PM the department is holding a Drug Take-Back event in conjunction with the MONTCO District Attorney's office. He asks anyone who has unused medications to bring them to the police station.

PUBLIC WORKS – Director Davis submitted his report and informed the Commissioners that the SCI Phoenix crew was cleaning up litter along Rt. 100 working in conjunction with Douglass Township Montgomery County. They cleaned up litter from State Street to County Line Road in Douglass Township. Traffic control was provided by our public works crew and he thanked Upper Pottsgrove Fire Police for their assistance as well.

D. Read commented on the impressive skill set that C. Davis brings to the position of Public Works Director and how much money he has saved the taxpayers. His work is very much appreciated.

TOWNSHIP SOLICITOR – Solicitor Frey had no formal report. He will ask for an executive session at the end of the meeting, none that will require action tonight, for a potential real estate purchase, litigation, and legal matters.

TOWNSHIP ENGINEERING AND BUILDING & ZONING – M. Reddick asked the Board to take note of the zoning items as the township may need to issue citations, at which time they would be notified of such action.

TAX COLLECTOR – Tax collector was present, submitted reports but did not respond.

COMMITTEE CHAIR REPORTS

OPEN SPACE AND RECREATION – G. Churach submitted his report though could not attend tonight's meeting. There are action items for the Board in this report that will be addressed later in the meeting.

FIRE AND AMBULANCE – D. Raudenbush submitted the fire company reports and announced the annual fund drive is in process and Duck Race tickets will be available starting July 4th.

OLD BUSINESS

DISCUSS & CONSIDER APPROVAL OF THE DEED TO TRANSFER THE HOFFMAN PROPERTY TO PA AMERICAN WATER – Solicitor Frey explained this is part of the sewer sale transaction as a subdivision was required to annex a small piece of ground to the Pine Ford Road pump station property in order to connect to PA American Water. M. Reddick commented that the piece of land was originally an easement and the Board approved the subdivision in a previous meeting. Motion by D. Read, second by D. Waldt and unanimously carries to approve the deed to transfer the Hoffman property to PA American Water.

DISCUSS & CONSIDER AWARDING THE BID FOR THE 2024 ROAD PROJECT FOR W. MOYER ROAD – M. Reddick explained the 2024 paving project for W. Moyer Road, which does not include straightening of the road, was advertised. The lowest bidder is Sacks & Sons at \$245,222.56 and the Solicitor has reviewed all bids. This is the cold, in-place recycling option that the Board was in favor of for this project. Motion by H. Llewellyn, second by D. Waldt and unanimously carries to award the bid for the 2024 Road Project for W. Moyer Road to Sacks & Sons for \$245,222.56.

DISCUSS & CONSIDER APPROVAL OF ESCROW RELEASE NO. 19 FOR POTTS GROVE HUNT ASSOCIATES – M. Reddick stated this is a standard escrow release for work the contactor has completed. The township engineer has reviewed the documents and recommends the release. Motion by D. Waldt, second by H. Llewellyn and unanimously carries to approve the \$149,747.95 Escrow Release No. 19 for Pottsgrove Hunt Associates.

DISCUSS & CONSIDER APPROVAL TO RELEASE THE LETTER OF CREDIT FOR POTTS GROVE HUNT FOR KUMMERER PHASE 1 – Solicitor Frey recalled this was discussed in previous meetings, that the developer switched their escrow from a set-aside account to a bond. All processes and documentation are now in place for the bond so the Board can now release the set-aside account as the township does not need two types of financial security. Motion by C. Paretti, second by H. Llewellyn and unanimously carries to approve releasing the Letter of Credit for Pottsgrove Hunt for Kummerer Phase 1.

NEW BUSINESS

DISCUSS & CONSIDER RATIFYING THE REPAIRS TO 2290 GILBERTSVILLE ROAD – M. Reddick explained there were immediate threats and concerns at the property. The public works Director was proactive in getting water issues quickly addressed. She authorized the repairs as it was an emergency. Motion by D. Read, second by T. Slinkerd to ratify the approval for the repairs at 2290 Gilbertsville Road. D. Read commented on finding a name for the property, researching evidence of historical value and possibilities of rehabbing the house. C. Paretti commented on what part the Open Space committee played in the purchase and future plans for the property. T. Slinkerd said the committee first brought the idea of the purchase to the Commissioners and it was discussed in executive session. Open Space Chairman G. Churach was always present and involved in the process. There was a public hearing held during the last Board of Commissioners meeting after which the purchase was voted on and approved by a vote of 3-2. The Commissioners continued discussion on preserving the property and the building for possible future use by the township. There was a first and second motion on the floor, the motion unanimously carries to ratify the repairs at 2290 Gilbertsville Road.

DISCUSS & CONSIDER SENDING A THANK YOU LETTER TO THE WILLIAM & DOROTHY YECK FOUNDATION – M. Reddick explained the Yeck Foundation has previously donated funds for another project. They wished to donate an additional \$10,000.00 to help defray costs for renovations to Hollenbach Park. The Open Space committee wishes to send a letter of appreciation. Motion by H. Llewellyn, second by D. Waldt and unanimously carries to send a Thank You letter to the William & Dorothy Yeck Foundation.

DISCUSS & CONSIDER APPROVAL TO APPLY FOR A DCED MULTIMODAL GRANT FOR THE GILBERTSVILLE ROAD PEDESTRIAN CROSSING – M. Reddick explained the Township has twice pursued grants for a lighted pedestrian crosswalk at the Althouse Arboretum to no avail. Patricia McCloskey, the regional recreation planner informed us of a DCED multimodal grant available and the Open Space committee recommended we pursue this grant. If or when the township is awarded the grant, the project would be budgeted in 2025 for the 30% match required of the township. Senator Tracy Pennycuick informed M. Reddick of another multimodal grant coming available that the township can pursue along with the DCED grant. Motion by H. Llewellyn, second by D. Waldt and unanimously carries to approve applying for a DCED multimodal grant for the Gilbertsville Road pedestrian crossing.

DISCUSS & CONSIDER APPROVAL OF THE SEWAGE PLANNING MODULE FOR 710 EVANS ROAD – M. Reddick said the township received the planning module for review from Douglass Township, Berks County for this property. Pottstown Borough Authority and PA American Water have both sent approval letters. Motion by C. Paretti, second by T. Slinkerd and unanimously carries to approve Component 4A of the Sewage Planning Module for Douglass Township Berks County to submit to DEP.

OTHER PUBLIC COMMENTS

D. Read asked the public for any comments on the proposed development on the south side of Farmington Avenue in which the township is still litigating. It is approximately 71 acres with a proposed estimated 251 units. He would appreciate the public's input.

Al Leach, 1466 Sweetwater Way commented on wanting more advanced notice on the township website or posted at the township building, along with social media, that cars need to be moved for street sweeping. He also commented on the difficulty to find anything on the township website.

COMMISSIONER COMMENTS

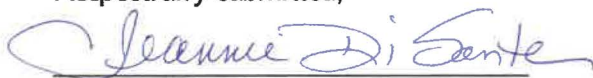
T. Slinkerd commented that the majority of the Board's intent is to help defend, as much as possible, against over-development and the purchase of the 2290 Gilbertsville Road property added to the inventory which is close to 336 acres of open space.

EXECUTIVE SESSION

The Board convened in Execution Session at 7:32 PM to discuss litigation, real estate and legal matters. No action will be taken. The Board reconvened at 7:57 PM.

ADJOURNMENT – The meeting was adjourned at 7:58 PM.

Respectfully submitted,



Jeannie DiSante, Township Secretary