

**UPPER POTTS GROVE TOWNSHIP
BOARD OF COMMISSIONERS
April 6, 2026**

A regular meeting of the Upper Pottsgrove Township Board of Commissioners was held on Monday, April 6, 2026 at the West Pottsgrove Administrative Office, 980 Grosstown Road, Stowe, Pennsylvania, with Commissioners Al Leach, Elwood Taylor, Dave Waldt, Cathy Parette and Tyrone Robinson present. Also present were Interim Manager D. Weand, Solicitor Rebecca Geiser and Township Secretary Jeannie DiSante.

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

PUBLIC COMMENTS ON AGENDA ITEMS – Martin Schreiber, 138 Rose Valley Road commented on Old Business C, the rental fee for using W. Pottsgrove Township’s meeting room. He suggested using the school district’s spaces. Julie Schneeweis 330 Summer Grove Lane questioned in New Business A, review of an ordinance concerning data centers. The Solicitor explained the township is not interested in having a data center however, developers cannot be stopped from coming in. The township has an ordinance that can control location and the design of developments. Jim Capinski, 1958 Yarnall Road, on Old Business C, requested an update on the availability of the fire house building. The Board said it will not be available for township use. Leighanne Hertzog, 312 Summer Grove Lane, on New Business A, requested the public be made aware of the Board’s decision on a data center. A. Leach said it will be discussed tonight. The Solicitor explained there will be a zoning ordinance created, it will be advertised in a local newspaper twice, there will be a public hearing, properties are posted and letters are sent to adjoining property owners. This is only in the discussion stage between the Commissioners.

OLD BUSINESS

DISCUSS AND CONSIDER APPROVING CIVIL SERVICE COMMISSION ELIGIBILITY LIST - Martin Schreiber, a member of the Civil Service Commission explained the rules in hiring an officer. Based on the recommendation of the Police Chief, if hiring one officer, the Board will choose one from the top three on the eligibility list. If there is a candidate on the list who is also a veteran, that candidate must be chosen first. If hiring two officers, they are chosen from the top five and veteran rule still applies. A motion by E. Taylor, second by D. Waldt unanimously carries to approve the Civil Service Commission Eligibility List.

DISCUSS AND CONSIDER APPROVING CIVIL SERVICE COMMISSION RULES & REGULATIONS AND INCLUDES RESOLUTION NO. 731 – Martin Schreiber explained there was a civil service meeting in December and they approved the rules changes however, the rules and regulations document was never presented to the Commissioners for approval and there are no minutes from that meeting. Mr. Schreiber was not a member at that time. The current members reviewed the rules and are in agreement with the changes. A motion by C. Parette, second by T. Robinson unanimously carries to approve the Civil Service Commission Rules & Regulations and includes Resolution No. 731 which were approved by the Civil Service Commission in December of 2025.

DISCUSS AND CONSIDER APPROVING RENTAL FEE FOR USE OF WEST POTTS GROVE TOWNSHIP’S MEETING ROOM THROUGH 2026 – West Pottsgrove Township’s Manager gave Upper Pottsgrove Township permission to use their meeting room at the beginning of 2026 and Solicitor Geiser explained there is no contract in place. The meeting location was advertised to use for the remainder of the year. West Pottsgrove submitted a draft invoice for \$75.00 per each meeting in April and for each meeting the remainder of 2026. There was discussion of the availability of space at the Pottsgrove High School buildings.

The township would need to re-advertise the new meeting location for the remainder of the year. The Commissioners discussed the rental fee vs. cost of advertising. A. Leach said the school will allow the use of their meeting office if there is no conflict with others needing the space. There was a motion by D. Waldt, seconded by E. Taylor to approve the rental fee of \$150 for the month of April for the two meetings held at West Pottsgrove Township. Motion unanimously carries.

NEW BUSINESS

REVIEW AND DISCUSS SAMPLE ORDINANCE CONCERNING POSSIBLE DATA CENTERS – Solicitor Geiser explained this is a general discuss to inform the public about proposed data centers and what the surrounding counties are doing. A. Leach explained the township looks to protect the area and there most likely is not a location big enough for a data center. The Board is discussing the need to create an ordinance addressing this issue. The Montgomery County Planning Commission has created a document that explains options for the municipalities. E. Taylor said the township should work with the Pottstown Regional Planning Commission (PRPC), of which the township is apart, along with seven other municipalities. This is exactly what they deal with and they create ordinances for the region as a whole. D. Waldt, a member of PRPC commented that they are already working on this issue.

2025 FINANCIAL AUDIT PRESENTATION – AUDITOR WILL PROVIDE DOCUMENTS – Christopher Turtell, CPA with Cherry Beckaert Advisory presented copies of the draft financial audit for 2025. Referencing the general fund he stated revenues were +/- 10% over the budget mainly due to transfer taxes that were higher than last year along with interest and rentals. The billboard lease was behind in paying the township, they paid \$110,000 which is more than the \$30,000 normal annual payment. On the expense side it is +/- \$750,000 over expenditures, all in the general fund and mostly due to legal fees and the engineering and other costs for the new building. Another item is one million dollars came over to the general fund from the open space fund. The township at one point sold the sewer plant and the funds paid off outstanding debt. Part of the debt was, in the past open space had paid for some projects and the general fund paid back open space. The open space fund owed and has made payments back to the general fund some years. There is \$250,000 still owed from open space to the general fund from those earlier transactions. That transfer into the general fund offset the expense overages which made this an almost break even year with \$1,086.00 being the deficit.

Mr. Turtell went on to explain that the open space fund general gets +/- \$630,000 generated through the earned income tax. Very little spending was done, mainly on upkeep of trails. He noted the one million dollars transferred to the general fund discussed earlier and said generally +/- \$150,000 is transferred to the general fund used to maintain the properties owned by the township. The ending balance was +/- \$577,000 cash on hand in the open space fund. +/- \$250,000 is still owed to the general fund with no set payment and should be moved back to the general fund.

Mr. Turtell noted balances in the small funds; capital fund +/- \$46,000, fire protection fund by millage +/- \$170,000 depending of what comes in with +/- \$300,000 in reserves. He talked about the Fund Balance that is the overall reserves and it includes the sewer sale funds, so it appears large at 10.4 million. Part of that is +/- 8.9 million in the CRIM account invested in U. S. Treasuries. If that is taken out, the actual fund balance is about 20 % of the operating budget which is recommended for reserve money. He feels the township is in a good financial position with no deficiencies in controls. Two recommendations he offered the township were journal entries, being sure to have backup documents to support the entries and have a signoff reviewed by a second staff member.

And the state issued pension aid needs to be deposited into the pension funds in 30 days; the past two years it was outside the 30-day requirement by a number of months. There were some questions and answers and Mr. Turtell said the general fund was 16% over budget when averages are generally 3-4%. The board thanked Mr. Turtell and there was further discussions on the audit among the Commissioners and residents.

DISCUSS REVIEWING OPEN SPACE PROPERTY DEEDS - The board discussed they want to obtain all the deeds from all open space properties and have them updated with clear deed restrictions and with language that mirrors the Open Space Act. The manager was instructed to get the deeds from the County Court House.

OTHER PUBLIC COMMENTS – Carol Brightbill, 462 Mock Road commented on the runoff from the new construction house on Yarnall Road. Her yard and neighbor’s yards are completely underwater and it is eroding their property. She spoke to the contractor who said they will take care of it but have not. She read from the stormwater management rules and regulations and is asking for construction to stop. The board said the township will follow up on this and asked her to come back and report what is being done.

Tinamarie Gerrard, 1303 Kummerer Road commented on over-development and planned development in the township. She asked what the board is planning behind her home. She praised the former board for keeping Artisan tied up in court for the residents benefit. Residents in this community do not want 400 townhouses built next door in the R80 zoning district that designates only homes on two acre lots. The board agreed that they do not want over-development, nothing has come to the board for a vote at this time, and they do not want to go to court with developers.

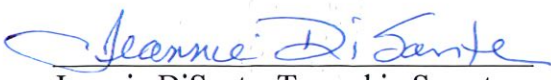
Julie Schneeweis, 330 Summer Grove Lane commented again that she does not want over development in the township. The Solicitor commented that landowners have rights to build what they want within the codes and ordinances regulations.

COMMISSIONER COMMENTS – E. Taylor announced the Commissioners are having meetings about MS4 obligations on stormwater management and how the township can monitor and mitigate stormwater runoff.

EXECUTIVE SESSION – A. Leach said there will be an executive session with no action taken afterwards.

ADJOURNMENT – The meeting was adjourned at 9:05 PM.

Respectfully submitted,


Jeannie DiSante, Township Secretary