



**West Pottsgrove Township
980 Grosstown Road
Stowe, PA 19464**

**Board of Commissioners Meeting
March 6, 2024
7:00pm**

The regular monthly Board Meeting for the Board of Commissioners was called to order by Board President, Steve Miller.

ROLL CALL

Board members present were Commissioners; Arms, Valentine, Miller, Green, and Shawell. Also present was Township Manager; Debi Roesener, Township Secretary; Courtney Harris, Township Solicitor; Jamie Ottaviano, Police Chief; Joseph Sokolofski, and Fire Chief; Frank Hand.

EXECUTIVE SESSION

President Miller stated that the first executive session was being canceled.

OATH OF OFFICE

Part-time Officer Brian Douglas was sworn in as a full-time officer by Magisterial District Judge Maurice Saylor with a start date of March 10th, 2024.

MINUTES

A motion was made by Commissioner Arms to approve the minutes from February 21st, 2024, Commissioner Valentine seconded the motion. All were in favor of approving the February 21st meeting minutes.

FINANCIAL REPORT

A motion was made by Commissioner Green to approve the Financial Report, Commissioner Shawell seconded the motion. All were in favor of approving the Financial Report.

PAYMENT OF BILLS

Commissioner Shawell made a motion to pay the list of bills as presented, Commissioner Green seconded the motion. All were in favor of paying the bills as presented.

CITIZEN COMMENTS

Ben Steinmetz 900 W High St. – Mr. Steinmetz asked what the Township/Police were doing regarding the homelessness in West Pottsgrove. He stated that he is awoken during the night by what he said are the homeless. Chief Sokolofski stated that we are doing everything we can. WPTPD has been moving them off the flag property regularly, and stopping those who are traveling on bikes without lights in the evening. Chief Sokolofski stated we aren't able to harass them just for walking down the street. Mrs. Steinmetz also asked if we could contact Norfolk Southern Railroad regarding the encampments on their property.

COMMITTEE REPORTS –

Mr. Valentine – Recreation, Town Watch & Regional Recreation

Mr. Valentine had nothing to report.

Mr. Green – Emergency Management, Finance, Recycling – There were 20 tons of single stream recycling for February.

Mr. Arms - Public Works & Code Enforcement – Code Enforcement Report as follows:

CODE CALL	3	PERMITS ISSUED	11
CODE INSPECTION	3	HEARINGS	0
USE & OCCUPANCY	2	COMPLAINTS RESOLVED	2
RENTAL INSPECTIONS	12 UNITS	RENTAL PERMITS	12
RENTAL REGISTRATIONS	42	NOTICE OF VIOLATION	1
CODE NOTICES	3	PROPERTIES POSTED	0
PERMIT INSPECTIONS	15	CITATIONS	10
SITE INSPECTIONS	0	COMPLETED PERMITS	8

U&O Fees: \$300.00 **Rental Registration Fees:** \$13,985.00 - **Building Permit Fees:** \$4,277.55 - **Construction Costs:** \$111,310.00

Mr. Shawell – Regional Planning, Zoning, & Planning Commission

Attended the Regional Planning Meeting and after listening to them he stated that he thinks there may be a miscommunication between the Township and the Borough on why we want to be seen before their Council.

Mr. Miller – Police, Civil Service & Fire

Fire

Chief Hand's report is as follows. For the month of February there was a total of 7 calls, which included 3 EMS, and 4 fire calls. Chief Hand stated that one of the fires was a home and no one was there at the time, they didn't know the fire had occurred until they returned home. He said they did not have working smoke detectors. Had there been smoke detectors in working condition, someone would have heard them and called it in.

Police

Chief Joe Sokolofski of the West Pottsgrove Police Department reported 304 calls for the month of February.

TOTAL ARRESTS – ADULT/ JUVENILES	13/0
TRAFFIC CITATIONS	37
TRAFFIC WRITTEN WARNINGS	48
UPLAND SQUARE CALLS	56
CODE ENFORCEMENTS	1
NON-TRAFFIC CITATIONS	10
UPLAND SQUARE MINUTES	1425

Chief Sokolofski reported that there were two criminal mischief incidents in the month of February on Township property. One was at the pool property building located at 953 Von Stueben Dr. Two windows and a glass door were damaged. The second one was at the Township Complex, the Little League

clubhouse was damaged. The clubhouse incident occurred somewhere between the evening of 2/20 and the morning of 2/24.

Corporal Radswillas attended SWAT Command Class, Duty Handgun Red Dot Instructor
Corporal Roeder attended Drug Task Force update. Officer Stoudt attended AR15 Armorer training.

MANAGER'S REPORT –

- Public Works continues to collect yard waste on Tuesdays as residents call in.
- Public Works has been accompanying Codes for U&O inspections to televise private sewer laterals.
- 1040 Manatawny Road – We are currently in a holding pattern on this case with the State Superior Court.
- 203 E Race St. – This property has gone backwards, and citations have started again for the vehicles and debris on the property.
- Content for the Spring Newsletter is due in the middle of March with an anticipated issue date of mid-May.
- We have received both of our Liquid Fuel's payments for 2024 on March 1, 2024.
- The Township audit took place the first week of February. It appears to have gone well. We haven't received any feedback on the final audit or when they will be in to present.
- Old Timers Field, we have received several grants, and we are in the process of putting together plans. Once the plans are ready, we will move forward with putting the project out for bid.
- Veterans Park is ongoing. We have reached out to the Borough to acquire some additional property and we are meeting with Senator Pennycuik's office to discuss it in more detail.
- Anthony Wayne Project – The sewer main and laterals were completed back in November and December. The Contractor anticipates getting started on the concrete work at the end of March or early April. Contracts for private concrete work are starting to be sent out.

SOLICITOR'S REPORT

Each member of the Board was presented with a copy of Mr. Ottaviano's report. Due to confidential and privileged information any questions can be discussed in executive session.

OLD BUSINESS

Ordinance – Sewer Lateral Inspections – This was canceled for this meeting.

Resolution to authorize the commencement of an eminent domain proceeding – Mr. Ottaviano prepared a Resolution authorizing the Township to take by way of eminent domain the parcel of property located at 0 W High Street, having Parcel ID No. 64-00-01744-10-9 and currently deeded in the name of HK Partners. The taking of this parcel of property by way of eminent domain is for a township park, playground, and recreation place. Commissioner Green made a motion to proceed with the eminent domain process and adopt the Resolution, seconded by Commissioner Shawell. All were in favor.

NEW BUSINESS

Waiver Requests (13) – Preliminary/Final Land Development and subdivision for Proposed Wawa Food Market – These are for parcels 640003745007 & 64000378004 located at 617 Old Reading Pike. Commissioner Green made a motion to grant the 13 waiver requests, seconded by Commissioner Shawell. All were in favor of granting the waiver requests.

Resolution Preliminary/Final Land Development and subdivision for Proposed Wawa Food Market – Commissioner Arms made a motion to authorize the Resolution, seconded by Commissioner Green. All were in favor.

CITIZEN COMMENTS

Ben Steinmetz 900 W High St. – Mr. Steinmetz wanted to know where the property 0 W High St. was located. Mr. Miller stated it was at Glasgow & High St.

John Smith 15 Elm St. – Mr. Smith asked if the homeless shelter that was proposed at 0 W High St. was squashed. He said it wouldn't be a good idea to have a homeless shelter next to a park. Mr. Ottaviano stated that we do not know.

CORRESPONDENCE

None

Upcoming Events

No Zoning Hearing Board Meeting is scheduled for March.

BOC Workshop Meeting - Wednesday March 20, 2024 @ 7pm

No Planning Commission Meeting is scheduled for the month of March

Township Offices will be CLOSED on Friday March 29, 2024, in observance of Good Friday

New BOC Meeting - Wednesday April 3, 2024 @ 7pm

EXECUTIVE SESSION

President Miller stated that there would be an executive session after adjournment. No actions or deliberation would occur and that it is for informational purposes only.

ADJOURNMENT

President Miller asked for a motion to adjourn. A motion was made by Commissioner Green, seconded by Commissioner Shawell. The motion was approved unanimously.

The Board of Commissioners Meeting of West Pottsgrove Township concluded at 7:38 P.M. On March 6, 2024.

Respectfully Submitted,

Courtney Harris
Township Secretary