



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

**Board of Commissioners
Workshop Meeting
December 20, 2023
7:00pm**

The regular monthly Workshop Meeting for the Board of Commissioners was called to order by Board President; Steve Miller at 7:00 PM.

ROLL CALL

Board members present were Commissioners; Shawell, Valentine, Arms, Miller and Green. Also, present was Township Manager; Debi Roesener, Township Secretary; Courtney Harris, and Township Solicitor; Jamie Ottaviano.

MINUTES

Commissioner Shawell made a motion to approve the meeting minutes dated December 6, 2023, seconded by Commissioner Green, all were in favor of approving the minutes.

PAYMENT OF BILLS

Commissioner Green made a motion to approve the bill list as presented seconded by Commissioner Shawell. All were in favor of approving the bill list.

CITIZEN COMMENTS

None

OLD BUSINESS

Anthony Wayne Dr, Von Steuben Dr. & Pulaski St. Improvement Project – Payment request No. 1 came from Gus at Bursich to pay Joao Bradley in the amount \$214,380.00. All of the sewer mains and laterals have been installed in the road right-of-way. The roads have been temporarily restored and when the weather breaks, they will be back out to do the concrete work and final restoration. Commissioner Arms made a motion to approve payment request No. 1, seconded by Commissioner Valentine. All were in favor.

Angelo's Cleaners – Conditional Use Hearing – Legal notice prepared for the conditional use hearing, it will be advertised and be held prior to the BOC Workshop meeting on January 17th at 6:30.

Victory Bank Proposal- Commissioner Green made a motion to adopt the Resolution to use Victory Bank, seconded by Commissioner Shawell. All were in favor.

Ordinance- Code – Amending Section 17-3 (Tax Rate 2024) – Prepare for Adoption – This is to increase the tax mils from 3.0 to 4.5. Commissioner Arms made a motion to proceed, seconded by Commissioner Green. All were in favor.

Ordinance- Budget 2024 – Specific Funds – Prepared for Adoption – The budget which has been reviewed through the various changes. Commissioner Green made a motion to approve the 2024 budget, seconded by Commissioner Shawell. All were in favor.

NEW BUSINESS

Ordinance – Code – Chapter 19 – Sewer Lateral Definition – The lateral definition was changed while we were looking into selling the sanitary sewer system. We are taking a definition from a nearby municipality, this is much clearer of a definition. Mr. Ottaviano asked for approval to advertise for adoption. Commissioner Arms made a motion, seconded by Commissioner Shawell. All were in favor.

Resolution - Tax Bill Dates – This is to move the dates the bills are sent out from March 1st to February 1st. This was discussed over the last year with many residents and taxpayers while Jeff was collecting taxes, there was positive feedback on the possible date change. A mailer was also sent inside with the tax bills. This in return would give the taxpayers more of a break between paying County/Township taxes and school taxes. Commissioner Shawell made a motion, seconded by Commissioner Green. All were in favor.

Old Timers Field- On December 8th via email the Township received a Notice of Award for \$80k in grant funding from PAHWF to assist with the completion of the proposed improvements associated with this project. We currently have 6 grants in total, which results in our Township match being reduced significantly.

Resolution – Upland Square Shopping Center – Panda Express – Final Release of Financial Security – We received a letter from the attorney requesting release of the Financial Security Bond. The engineer signed off on the site in July. No one had an objection to releasing the bond. Commissioner Green made a motion to release the bond, seconded by Commissioner Shawell. All were in favor.

CITIZEN COMMENTS

None

CORRESPONDENCES

None

UPCOMING EVENTS

No Planning Commission Meeting – Thursday December 21, 2023 @ 7pm

Next BOC Meeting – Reorganization Meeting – Tuesday January 2nd, 2023 @ 7 om

Next BOC Workshop Meeting – Wednesday January 17th, 2023, this meeting will begin at 6:30 for a Conditional Use Hearing to be held prior to the main meeting.

EXECUTIVE SESSION

President Miller called an executive session to discuss a personnel matter, no actions, decisions, or deliberation would take place.

ADJOURNMENT

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

The Board of Commissioners Workshop Meeting of West Pottsgrove Township concluded at 7:16 P.M. On December 20, 2023.

Respectfully Submitted,

Courtney Harris
Township Secretary