



West Pottsgrove Township
980 Grosstown Road
Stowe, PA 19464

Board of Commissioners
Workshop Meeting
April 17, 2024
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, Green, and Miller. Also, present was Township Manager; Debi Roesener, Township Secretary; Courtney Harris, and Township Solicitor; Jamie Ottaviano.

MINUTES

Commissioner Green made a motion to approve the meeting minutes dated April 3, 2024, seconded by Commissioner Valentine, all were in favor of approving the minutes.

PAYMENT OF BILLS

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

CITIZEN COMMENTS

None

OLD BUSINESS

The amended Sewer Lateral Inspections Ordinance was approved for adoption. Commissioner Green made a motion to approve the Ordinance, seconded by Commissioner Shawell. All were in favor.

Ms. Roesener stated that the CDBG grant for Jem Ave. & Dori Lane improvements was submitted on April 11th, 2024.

Provo Pinegood Stowe LLC/ Proposed Wawa Food Market w/gas – The sewer planning module was submitted to DEP. DEP required an update for increased flow. Ms. Roesener asked for authorization to execute the updated document. Commissioner Green made a motion to approve, seconded by Commissioner Arms. All were in favor.

NEW BUSINESS

The executive session was in regard to personnel matters. First - hiring a new Police Administrative Assistant. Over 50 applications were received. The Chief conducted 8 interviews via zoom and then narrowed the field to two (2) potential candidates who completed in-person interviews with the Chief and the Township Manager. Chief Sokolofski asked the Board for authorization to move forward with hiring one of the candidates, pending background, drug testing, and a physical. Commissioner Shawell made a motion to authorize hiring one of the candidates pending background check, drug testing, and a physical. The motion was seconded by Commissioner Green. All were in favor.

The second item was to appoint Danielle Van Horn as Deputy Tax Collector, pending background check and bonding. Commissioner Green made a motion to appoint Mrs. Van Horn as Deputy Tax Collector pending background check and bonding. Commissioner Valentine seconded the motion. All were in favor of appointing Mrs. Vanhorn.

CITIZEN COMMENTS

None

CORRESPONDENCES

- We received communication from DEP that our annual MS4 report was acknowledged for the reporting period July 1, 2022, to June 30, 2023. Moving forward the Township will need to create a BMP inventory and develop overall mapping of the MS4 system.

UPCOMING EVENTS

Township Offices will be closed on Tuesday April 23, 2024, for Election Day

Next BOC Meeting– Wednesday May 1, 2024 @ 7 pm

Next BOC Workshop Meeting – Wednesday May 15, 2024

ADJOURNMENT

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

The Board of Commissioners Workshop Meeting of West Pottsgrove Township concluded at 7:20 P.M. On April 17, 2024.

Respectfully Submitted,

Courtney Harris
Township Secretary - Treasurer