



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

**Reorganization Meeting  
January 3, 2022  
7:00pm**

The West Pottsgrove Reorganization Meeting was called to order by Commissioner; Green. Prior to roll call Commissioner Green stated for the record that the Oath of Office for Commissioners; Valentine, Palladino, and Miller was conducted prior to the meeting as Judge Palladino had to attend other Reorganization Meetings. All three Commissioners were sworn into office. Commissioner Green led the Pledge of Allegiance.

#### **ROLL CALL**

Board members present were Commissioners; Miller, Palladino, Valentine, La Rosa and Green. Also present was Township Manager; Scott Hutt, Township Solicitor; Jamie Ottaviano, and Township Secretary; Courtney Harris.

#### **APPOINTMENTS – BOARD OF COMMISSIONERS**

Commissioner LaRosa nominated Commissioner Steve Miller as President of the Board of Commissioners, seconded by Commissioner Valentine. There were no other nominations for President. Commissioner Valentine nominated Tom Palladino as Vice President of the Board of Commissioners, seconded by Commissioner Green. There were no other nominations for Vice President. All were in favor of appointing Commissioner Miller as President and Commissioner Palladino as Vice President.

#### **TOWNSHIP APPOINTMENTS**

President Miller asked for a motion to reappoint Township Solicitor; Jamie Ottaviano. Commissioner Palladino made a motion, seconded by Commissioner Green. All were in favor of the reappointment of Township Solicitor; Jamie Ottaviano.

President Miller asked for a motion to reappoint Matthew T. Hovey Esq. as the Township Zoning Solicitor. Commissioner Green made the motion, seconded by Commissioner LaRosa. All were in favor of the reappointment of Matthew T. Hovey as Township Zoning Solicitor.

President Miller asked for a motion to reappoint Bursich Associates, Inc. as Township Engineer. Commissioner LaRosa made the motion, seconded by Commissioner Valentine. All were in favor of the reappointment of Bursich Association, Inc. as Township Engineer.

President Miller asked for a motion to reappoint Herbein & Associates as the Township Auditors. Commissioner Green made the motion, seconded by Commissioner Palladino. All were in favor of the reappointment of Township Auditors; Herbein & Associates.

President Miller asked for a motion for the reappointment of Bursich Associates, Inc. as Township Sewer Engineer. Commissioner LaRosa made the motion, seconded by Commissioner Palladino. All were in favor of the reappointment of Bursich Associates, Inc. as Township Sewer Engineer.

President Miller asked for a motion to continue using American Heritage Federal Credit Union and PLGIT/PFM Financial, as the Township's depository institutions. Commissioner Green made the motion, seconded by Commissioner Palladino. All were In favor of the two listed depository institutions.

### **OFFICIAL SIGNATURES – President, Vice President, and Township Manager**

Commissioner Green made a motion to accept President Miller, Vice President Palladino, and Township Manager Scott Hutt as the official signers for the Township. Commissioner Valentine seconded the motion. All were in favor.

### **COMMITTEE APPOINTMENTS FOR 2022 CALENDAR YEAR**

President Miller read the Appointment of Committees for the 2022 Calendar Year for all Commissioners and they are as follows:

- Commissioner LaRosa – Zoning, Planning Commission, Regional Planning
- Commissioner Valentine – Recreation, Regional Recreation, Town Watch
- Commissioner Miller – Police, Fire, Civil Service
- Commissioner Palladino – Public Works and Code Enforcement
- Commissioner Green – Finance, Recycling, Emergency Management

President Miller went on to other Committee Appointments and requested a motion for the reappointment of Melissa March to Zoning Board with an expiring term expiring 2026. Commissioner Palladino made the motion and it was seconded by Commissioner Green. All were in favor of the reappointment.

A motion was made by Commissioner Green to reappoint Carol Palladino to the Vacancy Board with a term expiring in 2023, Commissioner LaRosa seconded the motion. The vote was in favor 4 – 4, Commissioner Palladino abstained from the vote.

A motion was made by Commissioner LaRosa to reappoint Eric Miller to Planning Commission with a term expiring 2026. Commissioner Palladino seconded the motion. All were in favor of the reappointment.

President Miller stated he is stepping down from the Civil Service Commission but will continue to act as the liaison between the Civil Service Commission and the Board of Commissioners at WPT. President Miller asked for a motion to appoint Joshua Dewalt with a term expiring 2028 to fill his position. Commissioner LaRosa made the motion to appoint Mr. Dewalt, seconded by Commissioner Palladino. All were in favor of the new appointment. A motion was also made by Commissioner Green to reappoint Tara Cifelli to the Civil Service Commission with a term expiring 2028. Commissioner Palladino seconded the motion. All were in favor of the reappointment.

### **OLD BUSINESS**

Township Manager, Scott Hutt stated that we will be advertising the purchasing or leasing of West Pottsgrove Sewer system based on already agreed on terms. These terms were reviewed Township Solicitor; Jamie Ottaviano and Township Manager; Scott Hutt. The Township has the opportunity to accept or dismiss all bids and terminate at any time.

### **CITIZEN COMMENTS**

There were no comments from the public.

**CORRESPONDENCE**


Commissioner Valentine asked if we could advertise the need for a representative of WPT for the Pottstown Library. The discussion of making a donation to the Library was mentioned, should we find someone act as the representative on behalf of West Pottsgrove Township.

**ADJOURNMENT**

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

The Board of Commissioners Reorganization Meeting of West Pottsgrove Township has concluded at 7:09P.M. On January 3, 2022.

Respectfully Submitted,



Courtney Harris  
Township Secretary