



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

**Board of Commissioners Meeting
August 3, 2022
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; Miller, Palladino, Valentine, Green, and Shawell, Also present was Township Manager; Scott Hutt, Township Secretary; Courtney Harris, Township Solicitor; Kenneth Picardi, Police Chief; Joseph Sokolofski, and Fire Chief; Frank Hand.

MINUTES

A motion was made by Commissioner Shawell to approve the minutes from the BOC meeting on July 6, 2022. The motion was seconded by Commissioner Green, after a correction is made to Mr. Valentines Committee Report. A motion was made by Commissioner Green to approve the meeting minutes from the Workshop meeting on July 22, 2022. Commissioner Shawell seconded the motion. All were in favor of approving the meeting minutes from July 6, 2022 and July 22, 2022.

FINANCIAL REPORT

A motion was made by Commissioner Green to approve the Financial Report, Commissioner Valentine seconded the motion. All were in favor of approving the Financial Report dated August 3, 2022.

PAYMENT OF BILLS

A motion was made by Commissioner Green, seconded by Commissioner Shawell to approve the payment of all bills as presented, in the total amount of \$307,550.48. All were in favor of paying the bills as presented.

CITIZEN COMMENTS ON AGENDA ITEMS

No comments from the public on agenda items.

COMMITTEE REPORTS

Mr. Valentine – Recreation, Town Watch & Regional Recreation

Mr. Valentine reported that summer playground is over for the season. He was not able to attend the PARCC meeting.

Mr. Green – Emergency Management, Recycling, & Finance

Mr. Green reported that we had 18.08 tons of recyclables for the month of July 2022.

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

CODE CALL	2	PERMITS ISSUED	8
CODE INSPECTION	2	HEARINGS	0
USE & OCCUPANCY	7	COMPLAINTS RESOLVED	0
RENTAL INSPECTIONS	11 UNITS	RENTAL PERMITS	11
RENTAL REGISTRATIONS	57	NOTICE OF VIOLATION	0
CODE NOTICES	2	PROPERTIES POSTED	0
PERMIT INSPECTIONS	16	CITATIONS	0
SITE INSPECTIONS	0	COMPLETED PERMITS	7

Rental Registration Fees: \$14,325.00 - Building Permit Fees: \$2,628.00 - Construction Costs: \$47,110.00

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

Nothing to report.

Mr. Miller – Police, Civil Service & Fire

Fire

Mr. Miller turned over the Fire Report to Fire Chief; Frank Hand who reported a mild month for July with a total of 3 calls. Chief Hand then awarded Township Manager Scott Hutt with a Challenge Coin on behalf of the Fire Company and wished him well in his endeavors.

Police

Chief Joe Sokolofski of the West Pottsgrove Police Department reported 297 calls for the month of July.

TOTAL ARRESTS – ADULT/ JUVENILES	10/0
TRAFFIC CITATIONS	54
TRAFFIC WRITTEN WARNINGS	34
UPLAND SQUARE CALLS	38
CODE ENFORCEMENTS	10
NON-TRAFFIC CITATIONS	5
UPLAND SQUARE MINUTES	1425

Chief Sokolofski stated that on July 20th, part-time officer Christian Maryberry was sworn into office and is currently into his 6th or 7th shift.

There is currently a posing for a crossing guard for the start of the new school year. There was one potential candidate but the offer was declined.

On August 22nd from 6pm – 9pm Kona Ice and the Police Department will be traveling around the township handing out Italian ice to residents, the event is being funded by the Police Association.

MANAGERS REPORT

Public Works - On Thursday, July 21st our insurer had their engineering firm come inspect the sinkhole on the property and they determined it is not a sinkhole and just a larger pipe collapse, no further excavation is required. At this time, we are waiting upon their engineer's formal report to determine coverage and next steps.

Municipal Waste Contract - Today our legal notice was posted regarding the availability for bid specs. We have a pre-bid meeting scheduled for August 10th.

NEW BUISNESS

Pottstown Borough / WPT Fire Services Agreement 2023-2027

Tonight's agenda item is for a 5-year agreement, 2023-2027, to continue the same relationship we have had with Pottstown Borough. The entire board has seen a draft and the projected financials. Township Manager Scott Hutt asked for approval of this agreement pending solicitor review. Commissioner Green made a motion to approve the 5 year agreement, seconded by commissioner Shawell. All were in favor of approving the agreement pending solicitor review.

E. Vine Street & Sylvan Drive Overlay Projects

On July 27th, two bids were received for the 2022 Roadway Resurfacing Project. The apparent low bidder is Delaware Valley Paving, Inc. with a total bid of \$216,114.75. Scott Hutt asked for a vote for the contract to be awarded to Delaware Valley Paving, Inc. in the amount of \$216,114.75. Commissioner Palladino made a motion to award the contract to Delaware Valley Paving, Inc. seconded by Commissioner Green. All were in favor of awarding the contract to Delaware Valley Paving, Inc.

Resolution No. 2022-06

After reviewing our employee handbook, it has been decided that some practices are outdated and in some cases, don't exist in our current version. As presented to the board, this resolution revises the hours worked and OT hours section. It also adds a new social media policy. Our solicitor and labor attorney have reviewed both. Commissioner Shawell made a motion to adopt Resolution 2022-06, seconded by Commissioner Valentine. All were in favor of adopting Resolution 2022-06.

CITIZEN COMMENTS

Carol Palladino – 640 Morello Dr. – Mrs. Palladino expressed concerns regarding the possible sewer sale. She was concerned with rising sewer rates based on neighboring municipality's current rates after recent sewer sales. The Board stated that the township was only looking into our options, to see what would be offered. If the right figure was offered by the potential purchaser, those profits would go towards protecting the residents against rate increases for a period of time.

CORRESPONDENCE

None

EXECUTIVE SESSION

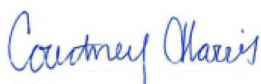
President Miller called an executive session, he announced the executive session was for informational purposes and personnel matters and no actions or deliberation would take place.

ADJOURNMENT

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

The Board of Commissioners Meeting of West Pottsgrove Township has concluded at 7:19 P.M. On August 3, 2022.

Respectfully Submitted,



Courtney Harris
Township Secretary