



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

**Board of Commissioners Meeting
September 7, 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, and Shawell, Also present was Township Secretary; Courtney Harris, Township Solicitor; Jamie Ottaviano, and Police Chief; Joseph Sokolofski. Absent was Commissioner Green and Fire Chief; Frank Hand.

MINUTES

A motion was made by Commissioner Shawell to approve the minutes from the BOC meeting on August 3, 2022. The motion was seconded by Commissioner Valentine. All were in favor of approving the meeting minutes.

FINANCIAL REPORT

A motion was made by Commissioner Valentine to approve the Financial Report, Commissioner Palladino seconded the motion. All were in favor of approving the Financial Report dated September 7, 2022.

PAYMENT OF BILLS

A motion was made by Commissioner Valentine, seconded by Commissioner Palladino to approve the payment of all bills as presented dated September 7, 2022, in the total amount of \$94,027.58. 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 spoke about the PARCC Improvement Volunteer Program. PARCC would like each member to select a park in their Township which we previously discussed Murgia Park. They would like us to advertise and find resident volunteers to work towards improving Murgia Park. Pottstown Health and Wellness Foundation will assist with some expenses, the Township will just have to submit an expense request to them. PARCC would like this event to take place on October 15th or the 22nd. Mr. Valentine stated he would prefer to do it on the 15th and that we need to make a plan, advertise and let them know we are going to participate.

The Adventure Grove All Inclusive Playground Board would like to speak with the Board of Commissioners about ideas for a new playground and adding new equipment to existing playgrounds in the Township. Mr. Miller welcomed them to attend the Workshop meeting to discuss their ideas for the new all-inclusive playground.

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

CODE CALL	0	PERMITS ISSUED	10
CODE INSPECTION	0	HEARINGS	0
USE & OCCUPANCY	10	COMPLAINTS RESOLVED	0
RENTAL INSPECTIONS	29 UNITS	RENTAL PERMITS	29
RENTAL REGISTRATIONS	28	NOTICE OF VIOLATION	0
CODE NOTICES	0	PROPERTIES POSTED	0
PERMIT INSPECTIONS	19	CITATIONS	0
SITE INSPECTIONS	0	COMPLETED PERMITS	11

Rental Registration Fees: \$9,176.00 - Building Permit Fees: \$2,236.00 - Construction Costs: \$63,586.00

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

Nothing to report

Mr. Miller – Police, Civil Service & Fire

Fire

Mr. Miller read the fire report in the absence of Fire Chief; Frank Hand. There was a total of 8 calls, 3 EMS and 5 Fire, no loss.

Police

Chief Joe Sokolofski of the West Pottsgrove Police Department reported 287 calls for the month of August.

TOTAL ARRESTS – ADULT/ JUVENILES	7/2
TRAFFIC CITATIONS	43
TRAFFIC WRITTEN WARNINGS	29
UPLAND SQUARE CALLS	29
CODE ENFORCEMENTS	5
NON-TRAFFIC CITATIONS	3
UPLAND SQUARE MINUTES	1290

Commissioner Miller stated that he was aware Chief Sokolofski requested two handicap parking spots for 535 Lemon Street. Commissioner Palladino made a motion to approve the two handicap parking spots, seconded by Commissioner Valentine. All were in favor of granting the two handicap parking spots in front of 535 Lemon Street.

OLD BUSINESS

Paper Shred Event - State Representative Joe Ciresi is partnering with WPT to conduct a paper shredding event Saturday, September 17, 2022 for noon to 3pm behind Target in Upland Square Shopping Center off Upland Square Drive.

LWR Services – Paint Quote – Price of paint is going up, should they purchase the paint now to lock in the price. Commissioner Shawell made a motion for LWR Services to purchase the paint now, seconded by Commissioner Palladino. All were in favor of LWR Services purchasing the paint materials now.

Township Manager Position – Commissioner Miller asked for a motion to appoint Debi Roesener as Township Manager. Commissioner Palladino made a motion to appoint Debi Roesener as Township Manager seconded by Commissioner Shawell.

NEW BUISNESS

Ullman Trees – Chris Galloway stated there are dead trees that need to be removed at Murgia Park. Ullman Trees provided an estimate which was provided to the Board. Commissioner Palladino made a motion seconded by Commissioner Shawell. All were in favor of having the trees removed.

Fire Agreement – The Township and Bough of Pottstown Fire Department has finalized our five year fire service contract which was previously approved by the Board pending our Solicitors review. Frank Hand shall serve as the lead fire investigator for the Township. The cost for the calendar year of 2023 shall be \$91,087.50, payable in quarterly payments. This figure will be reviewed every year in September by both parties as this figure could change based on the cost analysis. Commissioner Shawell made a motion to sign the fire agreement, seconded by Commissioner Palladino. All were in favor of extending and signing the five year contract as stated.

Rate Ordinance – The Township does not have a sewer rate ordinance in place and our Solicitor advised that the Township should have one in place. Rates are not increasing, it just needs to be in writing as it currently isn't. Mr. Jamie Ottaviano stated he could prepare a rate ordinance for the Board to review at the next meeting. Commissioner Shawell made a motion giving Mr. Ottaviano permission to draw up the rate ordinance, seconded by Commissioner Palladino. All were in favor of the draft ordinance.

Position of Codes Writer – Property Maintenance, illegally parked vehicles, etc. The codes writer job would monitor these things consisting of eight hours a week, no benefits or anything would be offered with this position. Commissioner Palladino made a motion to create the new codes writer position, seconded by Commissioner Shawell. All were in favor of the new part-time position. Mr. Miller then recommended former crossing-guard Marleen Smale for the position. Commissioner Shawell made a motion to appoint Marleen Smale to the position of Codes Writer, seconded by Commissioner Valentine.

Budget Synopsis Program – This is a program that was intended to be used for budgeting purposes but wasn't used affectively and was costing the Township \$5,000 a year. It was recommended by our former Manager to discontinue use of the program. Commissioner Palladino made a motion to not renew the program, seconded by commissioner Shawell. All were in favor of not renewing the budgeting synopsis software.

CITIZEN COMMENTS

Charlene Finnegan 229 Glasgow St – Ms. Finnegan stated sewer work was done nearby and there was damage done to the curb area and sidewalk. She asked what could be done to assist her. Mr. Palladino stated we would review recordings that were done prior to work being completed and then get in touch. She also expressed concern with children playing basketball in the street at the Vine Street Playground. A basketball net was dropped off over Labor Day at the playground. Ms. Finnegan also expressed concern regarding the possible Beacon of Hope homeless shelter.

The President of the NAACP spoke and invited anyone to a night of support at the YMCA at 6pm on September 8, 2022 in regards to the explosion that happened in Pottstown. He also spoke about some other important events taking place on gun violence at the YMCA.

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 Palladino, seconded by Commissioner Valentine. The motion was approved unanimously.

The Board of Commissioners Meeting of West Pottsgrove Township has concluded at 7:30 P.M. On September 7, 2022.

Respectfully Submitted,



Courtney Harris
Township Secretary