



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

**Reorganization Meeting
January 4, 2023
7:00pm**

The Reorganization 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, Shawell and Green. Also present was Township Manager, Debi Roesener, Township Secretary Courtney Harris, Police Chief; Joseph Sokolofski and Township Solicitor; Jamie Ottaviano.

APPOINTMENTS – BOARD OF COMMISSIONERS

President Miller read the list of appointments followed by a motion for each appointment:

Township Solicitor – Jamie V. Ottaviano, Esq. – Commissioner Shawell made a motion, seconded by

Commissioner Green, all were in favor. Township Zoning Solicitor – Matthew T. Hovey, Esq. –

Commissioner Palladino made a motion, seconded by Commissioner Shawell, all were in favor.

Township Engineer – Bursich Associates, Inc – Commissioner Valentine made a motion, seconded by

Commissioner Green, all were in favor. Township Auditors – Herbein & Associates, Inc. – Commissioner

Green made a motion, seconded by Commissioner Valentine, all were in favor. Township Sewer Engineer

– Bursich Associates, Inc. – Commissioner Palladino made a motion, seconded by Commissioner

Shawell, all were in favor. Township Depository – American Heritage Federal Credit Union, PLGIT/

PFM Financial – Commissioner Green made a motion, seconded by Commissioner Valentine, all were in

favor.

OFFICIAL SIGNATURES – TOWNSHIP MANAGER, PRESIDENT, AND VICE PRESIDENT

Commissioner Green made a motion to accept the official signatures of 2023, seconded by Commissioner Shawell. All were in favor of the Official Signatures for 2023.

FINANCIAL REPORT

Commissioner Green made a motion to approve the financial report, seconded by Commissioner Palladino, all were in favor of approving the financial report.

BILL LIST – NOVEMBER 2021

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

COMMITTEE APPOINTMENTS FOR 2023 & REPORTS

Zoning, Planning Commission, Regional Planning – Commissioner Shawell

Recreation, Regional Recreation, Town Watch – Commissioner Valentine

Police, Fire, Civil Service – Commissioner Miller

Public Works and Code Enforcement – Commissioner Palladino

Finance, Recycling, Emergency Management – Commissioner Green

Mr. Valentine – Recreation, Town Watch & Regional Recreation

Mr. Valentine had nothing to report

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

CODE CALL	6	PERMITS ISSUED	8
CODE INSPECTION	6	HEARINGS	0
USE & OCCUPANCY	5	COMPLAINTS RESOLVED	3
RENTAL INSPECTIONS	5 UNITS	RENTAL PERMITS	5
RENTAL REGISTRATIONS	5	NOTICE OF VIOLATION	6
CODE NOTICES	4	PROPERTIES POSTED	0
PERMIT INSPECTIONS	14	CITATIONS	0
SITE INSPECTIONS	4	COMPLETED PERMITS	5

Rental Registration Fees: \$0.00 - Building Permit Fees: \$4,062.00 - Construction Costs: \$144,775.00
Use & Occupancy Fees: \$450.00

Mr. Green – Finance, Recycling, Emergency Management

Mr. Green stated they had several Code Blue’s in December which is 23 degrees or below for an extended period of time with possible wind chills. Mr. Green does post this information on the Emergency Management Facebook page as it is received from the County if anyone would like to follow, it is also posted on the West Pottsgrove Township Facebook page. The Township building is a warming center during these Code Blue’s, if your heat fails or something of that nature.

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

Nothing to report

Mr. Miller – Police, Civil Service & Fire

Police

Chief Joe Sokolofski of the West Pottsgrove Police Department reported 246 calls for the month of December.

TOTAL ARRESTS – ADULT/ JUVENILES	7/1
TRAFFIC CITATIONS	35
TRAFFIC WRITTEN WARNINGS	35
UPLAND SQUARE CALLS	73
CODE ENFORCEMENTS	2
NON-TRAFFIC CITATIONS	3
UPLAND SQUARE MINUTES	1095

Chief Sokolofski also stated that in November a sexual assault incident occurred involving a female victim age 15. The WPTPD arrested her adult uncle for aggravated sexual assault before he could flee to Ecuador.

Vacancy Board: Re-appoint Carol Palladino – term expires 2024

Commissioner Green made a motion to re-appoint Carol Palladino with a term expiring 2024, seconded by Commissioner Valentine. Commissioner Palladino Abstained from the vote, all were in favor.

Planning Commission: Re-appoint Dennis Arms – term expires 2027

Commissioner Palladino made a motion to re-appoint Dennis Arms with a term expiring 2027, seconded by Commissioner Valentine. All were in favor of reappointing Dennis Arms.

Planning Commission: Re-appoint Brad Mayberry – term expires 2027

Commissioner Valentine made a motion to re-appoint Brad Mayberry with a term expiring 2027, seconded by Commissioner Green. All were in favor of reappointing Brad Mayberry.

NEW BUSINESS

Schedule of Public Meetings for 2023 – A list of 2023 meetings has been properly advertised.

Police Vehicle Replacement – In November one of our Officers was rear ended in our 2017 Ford Interceptor and it was determined by insurance to be a total loss. We are working to find a replacement by reviewing available vehicles.

PSATS Attendance - The PSATS Convention is in Hershey this year from 4/23-4/26. Registration opening January 10th and we need to designate a voting delegate for the Township.

CITIZEN COMMENTS

Mark Roberts – Mr. Roberts referenced our semiannual newsletter stating that there is mention of trailers in the newsletter and how they are not allowed in the Township. There is a trailer at Grosstown and Berks St. on someone’s property and he questioned if that is allowed. Mr. Miller stated we would have codes look into it. Mr. Roberts also questioned why Mascaro is throwing recycling and trash in the same truck?

CORRESPONDENCE

None

CLOSING COMMENTS

President Miller issued a reminder that the BOC Workshop meeting is January 18th at 7pm. No Planning Commission or Zoning Hearing Meeting this month.

ADJOURNMENT

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

The Board of Commissioners Reorganization Meeting of West Pottsgrove Township has concluded at 7:20 P.M. On January 4, 2023.

Respectfully Submitted,
Courtney Harris
Township Secretary