



West Pottsgrove Township
980 Grosstown Road
Stowe, PA 19464

Reorganization Meeting
January 2, 2024
7:00pm

The Reorganization Meeting for the Board of Commissioners was called to order by Board President; Steve Miller.

OATH OF OFFICE – The Oath of Office was administered for our two newly elected Officials, Mark Green and Howard Shawell. The Oath of Office was administered by Public Notary, Courtney Harris. Commissioner Green and Commissioner Shawell were sworn into office.

ROLL CALL

Board members present were Commissioners; Miller, Green, Valentine, Shawell and Arms. Also, present was Township Manager, Debi Roesener, and Township Secretary Courtney Harris.

APPOINTMENTS – BOARD OF COMMISSIONERS

President - Commissioner Green made a motion to appoint Steve Miller as Board President, seconded by Commissioner Valentine. Mr. Miller accepted. All were in favor, Mr. Miller abstained from the vote.

Vice President - Commissioner Arms made a motion to appoint Mark Green as Board Vice President, seconded by Commissioner Shawell. All were in favor, Mr. Green abstained from the vote.

TOWNSHIP APPOINTMENTS -

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

- Township Solicitor – Jamie V. Ottaviano, Esq. – Commissioner Green made a motion, seconded by Commissioner Shawell, all were in favor.
- Township Zoning Solicitor – Matthew T. Hovey, Esq. – Commissioner Shawell made a motion, seconded by Commissioner Green, all were in favor.
- Township Engineer – Bursich Associates, Inc – Commissioner Valentine made a motion, seconded by Commissioner Shawell, all were in favor.
- Township Auditors – Herbein & Associates, Inc. – Commissioner Arms made a motion, seconded by Commissioner Valentine, all were in favor.
- Township Depository – Victory Bank and PLGIT/ PFM Financial – Commissioner Green made a motion, seconded by Commissioner Shawell, all were in favor.

OFFICIAL SIGNATURES – TOWNSHIP MANAGER, PRESIDENT, AND VICE PRESIDENT

Township Manager – Deborah Roesener, Board President – Steve Miller, and Vice President Mark Green. Commissioner Green made a motion to accept the official signatures of 2024, seconded by Commissioner Shawell. All were in favor of the Official Signatures for 2024.

BOARD COMMITTEE APPOINTMENTS FOR 2024 –

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 Arms

Finance, Recycling, Emergency Management – Commissioner Green

Commissioner Green made a motion to appoint Paul Schmitz to the Emergency Management Team, seconded by Commissioner Shawell. All were in favor.

COMMITTEE APPOINTMENTS

Zoning Hearing Board: Re-appoint Rosanne Sassaman – term expires 2028

Commissioner Valentine made a motion to re-appoint Rosanne Sassaman with a term expiring of 2028. Commissioner Arms seconded the motion. All were in favor.

Zoning Hearing Board: Re-appoint Bipin Patel – term expires 2028

Commissioner Shawell made a motion to re-appoint Bipin Patel with a term expiring of 2028. Commissioner Green seconded the motion. All were in favor.

Vacancy Board: Re-appoint Carol Palladino – term expires 2025

Commissioner Green made a motion to re-appoint Carol Palladino with a term expiring 2025, seconded by Commissioner Shawell. All were in favor.

Planning Commission: Re-appoint John Gambino – term expires 2028

Commissioner Arms made a motion to re-appoint John Gambino with a term expiring 2028, seconded by Commissioner Shawell. All were in favor.

Planning Commission: Re-appoint John Shannon – term expires 2028

Commissioner Shawell made a motion to re-appoint John Shannon with a term expiring 2028, seconded by Commissioner Green. All were in favor.

Planning Commission: Re-appoint Curtis Meyers – term expires 2028

Commissioner Arms made a motion to re-appoint Curtis Meyers with a term expiring 2028, seconded by Commissioner Green. All were in favor.

Civil Service: Re-appoint Pete LaRosa – term expires 2030

Commissioner Shawell made a motion to re-appoint Pete LaRosa with a term expiring 2030, seconded by Commissioner Green. All were in favor.

FINANCIAL REPORT

Commissioner Green made a motion to approve the financial report dated January 2, 2024, seconded by Commissioner Arms, all were in favor of approving the financial report.

PAYMENT OF BILLS

Commissioner Green made a motion to approve the bill list dated 12/21/23 – 1/2/2024, seconded by Commissioner Shawell, all were in favor of approving the bill list.

OLD BUSINESS

None

NEW BUSINESS

None

CITIZEN COMMENTS

None

CORRESPONDENCE

None

UPCOMING EVENTS –

- No Zoning Hearing Board Meeting in January.
- Next BOC Workshop Meeting – Wednesday January 17th, 2024 – this meeting will begin at 6:30 pm for a Conditional Use Hearing to be held prior to the main meeting.
- Planning Commission Meeting – Thursday January 18th, 2024, at 7 pm.

The Board of Commissioners Reorganization Meeting of West Pottsgrove Township has concluded at 7:15 P.M. On January 2, 2024.

Respectfully Submitted,

Courtney Harris
Township Secretary- Treasurer