



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

**Board of Commissioners Meeting
October 5, 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 Manager; Debi Roesener, 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 Valentine to approve the minutes from the BOC meeting on September 7, 2022. The motion was seconded by Commissioner Palladino. 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 October 3, 2022.

PAYMENT OF BILLS

A motion was made by Commissioner Valentine, seconded by Commissioner Shawell to approve the payment of all bills as presented dated October 5, 2022, in the total amount of \$268,715.92. 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 stated that Washington Township would like to join PARCC making that the 8th member to the organization. He stated that would mean needing to look into hiring someone part-time to assist Trish and the fee schedule would need to be revised. He did not have numbers at this time but would report later with more details.

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

CODE CALL	2	PERMITS ISSUED	16
CODE INSPECTION	2	HEARINGS	0
USE & OCCUPANCY	8	COMPLAINTS RESOLVED	1
RENTAL INSPECTIONS	10 UNITS	RENTAL PERMITS	29
RENTAL REGISTRATIONS	0	NOTICE OF VIOLATION	0
CODE NOTICES	0	PROPERTIES POSTED	0
PERMIT INSPECTIONS	18	CITATIONS	1
SITE INSPECTIONS	0	COMPLETED PERMITS	11

Rental Registration Fees: \$1,200 - Building Permit Fees: \$6,633.10 - Construction Costs: \$259,021.30

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 4 calls, all of which were of EMS nature.

Police

Chief Joe Sokolofski of the West Pottsgrove Police Department reported 282 calls for the month of August.

TOTAL ARRESTS – ADULT/ JUVENILES	8/1
TRAFFIC CITATIONS	54
TRAFFIC WRITTEN WARNINGS	25
UPLAND SQUARE CALLS	45
CODE ENFORCEMENTS	2
NON-TRAFFIC CITATIONS	2
UPLAND SQUARE MINUTES	1950

Chief Sokolofski announced that grant he applied for was approved for the Body Watch Cameras, which is a matching grant. The PCCD Grant will match half the amount of money to fund the program and the funds should sustain the program for five years.

Chief then asked for approval to apply for another grant through the local law enforcement support grant which is also through PCCD, it is a non-matching grant for which he is seeking funding under four categories under Technology IT improvements, hardware and software equipment, no reoccurring personnel costs for sworn officers and for policy development evidence-based practices and training. The total that is being submitted for the grant is \$52,906.00. The deadline to apply is October 13, 2022. Commissioner Palladino made a motion for Chief to apply for the non-matching PCCD grant, seconded by Commissioner Valentine. All were in favor of the motion.

OLD BUISNESS

Trash Contract – Authorize to Advertise/ Rebid – A revised trash contract has been compiled by Solicitor Ottaviano and Township Manager, Debi Roesener. Term changes have been made, bulk, and yard waste changes have also been made. The advertisement will occur on October 10th and October 14th. The deadline and bid opening will be November 4, 2022 at 2pm. November 16th Workshop meeting will be for the review and execution of the new contract and then ideally December 1st will be the start of the new contract. Our current Waste Management contact is extended through the end of November but can be extended through December should we need it. Commissioner Shawell made a motion to approve Mr. Ottaviano to advertise the new trash bid specs. Commissioner Palladino seconded the motion, and all were in favor.

Codes Writer – Marlene Smale declined the position due to personal reasons and a new person has been selected.

Murgia Park Community Cleanup Event/PAHWF – Spring 2023 – We were originally supposed to do something in the Fall however with timing we decided to wait until the Spring and see what we can do after the winter months.

NEW BUISNESS

Fall decorating/ clean up – Cost Estimate – Commissioner Palladino made a motion for Chesco Landscaping to do the clean-up and Fall decorating in the amount of \$2,385.00, seconded by Commissioner Shawell. All were in favor of the motion to have fall clean-up and decorating done by Chesco Landscaping in the amount of \$2,385.00

Halloween Trick or Treating Times – Commissioner Shawell made a motion to have set times of 5pm – 8pm. Commissioner Valentine seconded the motion. All were in favor of setting the trick or treating times of 5pm to 8pm on Monday October 31st 2022.

Bi-Annual Newsletter – Year End / Holiday – Due to the exit of our prior Township Manager and the start of Debi Roesener, we missed the deadline for the fall newsletter. The printing company said we could still make a year end newsletter. Commissioner Shawell made a motion to move forward with a year-end newsletter, seconded by Commissioner Palladino. All were in favor of moving forward with a year end newsletter.

CITIZEN COMMENTS

Carol Palladino – Mrs. Palladino asked what “Wex Bank” on the bill was, she was told it was the credit card that is used to get fuel in the vehicles. She also asked when the microphones will be replaced so she can hear better. The Board told her they are working on it.

Ben Updergrove – 706 Holly Drive – Mr. Updergrove is concerned with someone living in a camper on private property. He was told that would be codes related and we would have our codes person look into it. The area of concern was on Old Reading Pike and Grosstown Road.

CORRESPONDENCE

Ms. Roesener stated we received a notice for a property on E. Vine St. for \$700.00, it's a County notice, Mr. Ottaviano advised the Board that they should let the County handle this.

Ms. Roesener also mentioned we will be receiving the rest of our Quinter Street reimbursement from the County on October 7th around \$38,000 and this will close out this project.

EXECUTIVE SESSION

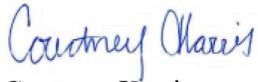
President Miller called an executive session; he announced the executive session was for informational purposes and personnel matters and no actions or deliberation would take place.

ADJOURNMENT

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

The Board of Commissioners Meeting of West Pottsgrove Township has concluded at 7:23 P.M. On October 5, 2022.

Respectfully Submitted,

A handwritten signature in blue ink that reads "Courtney Harris". The signature is written in a cursive, flowing style.

Courtney Harris
Township Secretary