



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

**Board of Commissioners Meeting &
Continuation Meeting
December 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, Green, and Shawell. Also present was Township Manager, Debi Roesener, Township Secretary; Courtney Harris, Township Solicitor; Jamie Ottaviano, Police Chief; Joe Sokolofski.

OATH OF OFFICE

Officer Andrew R. Slavin was sworn into office as a new Full-Time Police Officer for West Pottsgrove Police Department. Police Chief; Joe Sokolofski provided a detailed background on Officer Slavin and stated that he is eager to begin working in WPT. He reports for duty starting December 12, 2022.

COMMENTS FROM PRESIDENT MILLER

On behalf of the Board, Commissioner Miller thanked the Township employees for their time and hard work to make the Tree Lighting Ceremony a success. He also thanked all the residents for attending.

MINUTES

Commissioner Green made a motion to approve the meeting minutes from November 2, 2022, seconded by Commissioner Shawell. All were in favor.

FINANCIAL REPORT

Commissioner Valentine made a motion to approve the financial report dated December 6, 2022, seconded by Commissioner Green. All were in favor.

BILL LIST – NOVEMBER 2021

Commissioner Green made a motion to approve the bill list as presented, seconded by Commissioner Shawell. All were in favor.

CITIZEN COMMENTS ON AGENDA ITEMS

No citizen comments.

COMMITTEE REPORTS

Comm. Palladino; COG, Code Enforcement, Public Works Code Enforcement Report –

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|--------------------------|----|----------------------|----|
| Code Calls | 4 | Permits Issued | 13 |
| Code Inspections | 4 | Hearings | 0 |
| Use & Occupancy Licenses | 2 | Complaints Resolved | 2 |
| Rental Inspections | 12 | Rental Permits | 12 |
| Rental Registrations | 0 | Notice of Violations | 1 |
| Code Notices | 4 | Property's Posted | 5 |
| Permit Inspections | 19 | Warrants Served | 0 |
| Site Inspections | 3 | Completed Permits | 6 |

Rental Registration Fees: \$0.00

Building Permit Fees: \$3,444.50

Construction Costs: \$93,600.00

Use & Occupancy: \$300.00

Comm. Valentine; Regional Recreation, Recreation, Town Watch

Regional Recreation

Commissioner Valentine stated there is another round of grants opening on January 1st and the deadline to apply is February 1, 2023.

Comm. Green; Emergency Management, Recycling, Finance

Commissioner Green stated that in the month of November we had 24.82 tons of recycling.

Commissioner Shawell; Planning, Zoning, Regional Planning

Commissioner Shawell reported that regional planning was discussing regionalizing the ambulance department but has since placed that on hold as the County has an active study right now. Once the results of the study are received it will be revisited.

Comm. Miller; Police, Fire, Civil Service

Commissioner Miller asks Chief Sokolofski to give the police report.

Police Report

Chief Sokolofski reports the following;

| | |
|-------------------------------------|------|
| TOTAL ARRESTS – ADULT/ JUVENILES | 7/0 |
| TRAFFIC CITATIONS | 41 |
| TRAFFIC WRITTEN WARNINGS | 29 |
| UPLAND SQUARE CALLS | 46 |
| CODE ENFORCEMENTS | 5 |
| NON-TRAFFIC CITATIONS | 2 |
| UPLAND SQUARE MINUTES | 1380 |

Chief Sokolofski also mentioned a few significant events. On December 3rd the WPTPD assisted with the Helpers and Hero's Program at Target. Members of North Coventry PD, Upper Pottsgrove PD, West Vincent PD, The Pottstown Fire Department, and staff from the West Pottsgrove Elementary School were present to accompany 25 deserving children on a shopping trip.

Also during the month of November Chief Sokolofski recognized Officer Stoudt for his performance of duty. On November 16th an 18 year old man was struck and killed on Route 100 at Upland Square. Officer Stoudt was first on the scene, rendered first aid, and assisted Upper Pottsgrove with the investigation. The Chief from Upper Pottsgrove Twp called Chief Sokolofski personally to relay his gratitude. In addition there have been multiple tire dumping incidents around the surrounding Townships. Based on a resident tip regarding a U-Haul dumping a large quantity of tires WPTPD was able to respond, and with the assist of Pottstown PD, were able to identify the two individuals. WPTPD will continue to work with the surrounding Townships and other agencies to make one arrest.

Commissioner Green asked Chief Sokolofski if the individuals dumping the tires were local. Chief Sokolofski stated they were allegedly employees from a garage in the Borough of Pottstown.

OLD BUSINESS

1040 Manatawny St. DEP Violations/ Property Clean Up – DEP gave the representative of the property a list of items that he needed to resolve. DEP followed up and they stated that he did do what he was required to do. There are still a list of code violations from a Township point of view which will be addressed.

NEW BUSINESS

Amendment to Police Pension Plan; Authorize to Advertise -

We came across a discrepancy between the police pension plan and the police contract. By changing the pension plan it will be in line with the police contract. Commissioner Shawell made a motion to advertise, seconded by Commissioner Green. All were in favor.

Act 57 Resolution; Authorization to adopt – this resolution amends the local tax collection law. The Act allows new home owners to apply for and request a waiver of additional fees such as interest and penalties for real estate taxes, if they can prove they did not receive their tax bill within the first year of owning their home. This is a result of county staffing and mail issues. Commissioner Green made a motion to adopt the resolution, seconded by Commissioner Shawell. All were in favor.

Resolution 2023 Emergency Management Operations Plan- Commissioner Green asked for approval to adopt the new 2023 EM Operations Plan. Nothing has changed from previous years. Commissioner Valentine made a motion to approve the 2023 EM Operations Plan Resolution, seconded by Commissioner Palladino. All were in favor.

CITIZEN COMMENTS

Rick Hornberger 1629 W. High St. – Mr. Hornberger questioned why he is unable to place yard waste out for trash. Mr. Miller explained that it is not part of the contract and that the Township will be communicating how yard waste will be collected. Mr. Hornberger also addressed Police Chief Sokolofski regarding left hand turns out of Turkey Hill onto High St. along with speeding at the traffic light, he requested more police presence and lines painted on the road so the lines can be used to assist with speeders. He also mentioned trucks parking along the street to run to Turkey Hill and Dunkin Donuts.

CORRESPONDENCE – UPCOMING EVENTS

Ms. Roesener stated Montco Planning Commission contacted her and Justin Keller at the Boro to participate in the steering committee for the “KEEP” Keystone Employment & Economic Plan to start discussing development again for that area.

Ms. Roesener also received an emailed requesting a letter of support from the Pottstown Borough Authority. They are applying for a grant to help fund a project at the lower pump station generator project.

Commissioner Valentine mentioned that the Hill School is looking for volunteers to help the children at an ice skating event.

CLOSING COMMENTS

President Miller thanked everyone for coming out tonight and stated we would reconvene at the continuation meeting on December 21, 2022.

The Board of Commissioners Meeting of West Pottsgrove Township has concluded at 7:37pm on December 7, 2022.

Respectfully Submitted,



Courtney Harris
Township Secretary

WEST POTTSBORO TOWNSHIP **CONTINUATION MEETING** **WEDNESDAY DECEMBER 21, 2022 7:00 P.M.**

The December 7, 2022 Board of Commissioners Meeting was reconvened and called to order by the President Steve Miller.

ROLL CALL

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

PAYMENT OF BILLS

Commissioner Green made a motion to approve the provided bill list. Commissioner Shawell seconded the motion. All were in favor of approving the bill list.

OLD BUSINESS

Codes Ordinance; Authorize to Advertise – Mr. Ottaviano explained the states most recent international codes is 2018, and we are looking to adopt this code in the future. He is looking for authorization to advertise. Commissioner Palladino made a motion to advertise, seconded by Commissioner Green. All were in favor of this Ordinance being advertised.

Amendment to SALDO – Commissioner Green made a motion to adopt the amendment to the SALDO, seconded by Commissioner Shawell. All were in favor.

Stormwater Management Ordinance – Commissioner Green made a motion to adopt the Stormwater Management Ordinance, seconded by Commissioner Valentine. All were in favor.

Amendment to Police Pension Plan – Commissioner Shawell made a motion to adopt the amended police pension plan, seconded by Commissioner Palladino. All were in favor.

NEW BUSINESS

Approve Ordinance Adopting 3.0 ML Real Estate Tax – No tax increase. Commissioner Green made a motion to adopt the 2023 Real Estate Tax Mil of 3.0, seconded by Commissioner Shawell. All were in favor.

Ordinance Appropriating Funds for Municipal Government – (Budget) Commissioner Valentine made a motion to approve the 2023 Budget, seconded by Commissioner Palladino. All were in favor of approving the 2023 budget.

CITIZENS COMMENTS

There were no comments from the public.

CORRESPONDENCE

There were no correspondences from the Board.

CLOSING COMMENTS

President Miller thanked the citizens for attending and wished everyone a happy and safe Holiday. Commissioner Green thanked our Public Works department for the great job that they did throughout the year and for the Christmas decorations.

ADJOURNMENT

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

The Board of Commissioners Continuation Meeting of West Pottsgrove Township has concluded at 7:06P.M. On December 21, 2022.

Respectfully Submitted,



Courtney Harris
Township Secretary