

WEST POTTS GROVE TOWNSHIP
MONTGOMERY COUNTY, PENNSYLVANIA
BOARD OF COMMISSIONERS

- - -

Board of Commissioners Meeting

- - -

Wednesday, November 3, 2021
Commencing at 7:00 p.m.

- - -

West Pottsgrove Township Municipal Building
980 Grosstown Road
Stowe, Pennsylvania

- - -

BEFORE THE BOARD OF COMMISSIONERS:

Steve Miller, President
Thomas Palladino, Vice President
Charles Valentine
Mark Green
Pete La Rosa

- - -

COUNSEL APPEARED AS FOLLOWS:

JAMIE OTTAVIANO, ESQUIRE
Solicitor for the Board of Commissioners

- - -

ALSO PRESENT: Scott A. Hutt
Township Manager

Joseph F. Sokolofski
Chief of Police

Frank Hand
Fire Chief

- - -

1 COMMISSIONER MILLER: I call the meeting
2 to order.

3 Thank you, everybody, for coming tonight.

4 Tonight we have with us Commissioner
5 Palladino, Commissioner Valentine, Commissioner Green,
6 Commissioner La Rosa, Commissioner Miller, Township
7 Manager Scott Hutt, Township Solicitor Jamie
8 Ottaviano, Police Chief Joe Sokolofski, and our Fire
9 Chief, Frank Hand.

10 All right. I need a motion and a second
11 for the approval of the minutes.

12 COMMISSIONER GREEN: I'll make a motion
13 to approve the minutes.

14 COMMISSIONER MILLER: I have a motion
15 from Commissioner Green to approve the minutes.

16 COMMISSIONER VALENTINE: I'll second that
17 motion.

18 COMMISSIONER MILLER: Seconded by
19 Commissioner Valentine.

20 Commissioner La Rosa.

21 COMMISSIONER LA ROSA: Yes.

22 COMMISSIONER MILLER: Commissioner Green.

23 COMMISSIONER GREEN: Yes.

24 COMMISSIONER MILLER: Commissioner
25 Valentine.

1 COMMISSIONER VALENTINE: Yes.

2 COMMISSIONER MILLER: Commissioner

3 Palladino.

4 COMMISSIONER PALLADINO: Yes.

5 COMMISSIONER MILLER: And I vote yes

6 also, so the minutes have been approved.

7 Next on the agenda is the financial
8 report. I will need a motion and a second for that.

9 COMMISSIONER LA ROSA: I'll make a
10 motion.

11 COMMISSIONER MILLER: I have a motion by
12 Commissioner La Rosa.

13 MR. GREEN: I'll second it.

14 MR. MILLER: Seconded by Commissioner
15 Green.

16 Commissioner La Rosa?

17 COMMISSIONER LA ROSA: Yes.

18 COMMISSIONER MILLER: Commissioner Green.

19 COMMISSIONER GREEN: Yes.

20 COMMISSIONER MILLER: Commissioner

21 Valentine.

22 COMMISSIONER VALENTINE: Yes.

23 COMMISSIONER MILLER: Commissioner

24 Palladino.

25 COMMISSIONER PALLADINO: Yes.

1 COMMISSIONER MILLER: I also vote yes, so
2 that is complete.

3 Next, the payment of bills. The bill is
4 dated November 3, 2021. If there's no questions, I'll
5 need a motion and a second to pay the bills.

6 COMMISSIONER GREEN: Motion to pay the
7 bills.

8 COMMISSIONER MILLER: Motion by
9 Commissioner Green.

10 COMMISSIONER LA ROSA: I'll second.

11 COMMISSIONER MILLER: Seconded by
12 Commissioner La Rosa.

13 Commissioner La Rosa.

14 COMMISSIONER LA ROSA: Yes.

15 COMMISSIONER MILLER: Commissioner Green.

16 COMMISSIONER GREEN: Yes.

17 COMMISSIONER MILLER: Commissioner
18 Valentine.

19 COMMISSIONER VALENTINE: Yes.

20 COMMISSIONER MILLER: Commissioner
21 Palladino.

22 COMMISSIONER PALLADINO: Yes.

23 COMMISSIONER MILLER: And I'll vote yes.
24 Scott, please pay the bills.

25 Okay. At this time, we'll take citizens

1 comments on agenda items only.

2 Anyone?

3 Okay. Let the record reflect that there
4 was no citizens comments.

5 Next on the agenda, Commissioner
6 Palladino.

7 COMMISSIONER PALLADINO: Under the code,
8 there were two code calls, two code inspections, nine
9 use and occupancy licenses. 12 units were inspected,
10 rental inspections. 20 permit inspections. There
11 were four permits issued. There was one hearing. One
12 complaint was solved. 12 rental permits were issued.
13 And completed permits were eight. Building permit
14 fees were \$3,471. Construction costs were \$60,100.

15 The rest of my report will follow.

16 COMMISSIONER MILLER: Thank you very
17 much, Commissioner Palladino.

18 Commissioner Valentine.

19 COMMISSIONER VALENTINE: For Town Watch,
20 we had a couple of people out on Town Watch on
21 Halloween night, and it was a quiet night. And the
22 attendance really wasn't out there like it was the
23 year before. Maybe the chill and the wind. We
24 thought it was a good night.

25 That's all I have.

1 COMMISSIONER MILLER: Thank you very
2 much.

3 Tonight, as I stated, our fire chief,
4 Frank Hand is here. So I'm going to ask him to do the
5 fire report.

6 Chief?

7 CHIEF HAND: Thank you, commissioner.

8 First of all, I'm thankful to be here.
9 It's my first time here since we've started the
10 program of covering West Pottsgrove Township for fire.

11 Just a couple of minutes before I get to
12 my report.

13 I want you all to know that I reach out,
14 or Scott reaches out to me, every week. We talk every
15 week and keep each other abreast of what is going on
16 in the township, as far as fire services go. So
17 that's pretty good.

18 I've been here three years now in
19 Pottstown. I had a meeting with the police chief when
20 he first came in; that was very productive. We set
21 expectations for each other of what we thought we
22 needed from each other for fire and police services.
23 I think we only had one incident up on 422 where the
24 police and fire really had to work together that day.
25 It went well. The police department has been great to

1 work with on my end. I never worked with them before
2 when we were just in Pottstown.

3 I give Scott the monthly report. And
4 there's one thing I wanted to talk about on that. In
5 our report, we talk about preincident loss and actual
6 loss. I don't know if Scott shares it with you. But
7 those numbers are zero. And the only reason that is,
8 is because there hasn't been any significant issues
9 since we've started providing fire service. And from
10 January to August, when we changed over, those records
11 would be with the Stowe Fire Company; so we don't have
12 those records, per se.

13 The other thing I wanted to talk to you
14 about was, I know when this first happened, there was
15 some overlap issues, concerns over fire responses with
16 overlap. So I'm able to add that to our report. And
17 in the month of September -- I'm sorry -- in the month
18 of October, we had no overlapping calls. And this
19 number could be skewed a little bit because of the way
20 the record keeping was before August. But we only
21 have two overlapping calls for the year that we know
22 of. I have to actually research them individually,
23 because we weren't getting the final printouts for
24 West Pottsgrove.

25 One was, there was a structure call in

1 West Pottsgrove, where Pottstown had to go back to
2 town. And we were able to cover with Upper
3 Pottsgrove. And then the other one was back when Ida
4 came through. There was two emergencies at the same
5 time in West Pottsgrove. So those overlapping calls
6 was one of the concerns before. There aren't that
7 many, and it's not that significant. But I'll have a
8 better idea as time goes on, because I didn't have
9 full records from January to August.

10 The other thing that I wanted to thank
11 you guys before I give the report was, I kind of
12 caught some slack because your magazine sort of had a
13 better picture of me and a better article. So thank
14 you for doing that. I heard that tonight. Because
15 they're putting theirs out now, and we had to redo it
16 to match the one you guys did for me.

17 Real quick. For the incidents in
18 October, there was only three incidents that we
19 responded to in West Pottsgrove. None of them were of
20 any significance. But the biggest thing -- again --
21 was, from the time we get the call until we get on the
22 scene, we've been averaging about five minutes and 11
23 seconds to get into town. And that's basically three
24 trucks with four people. So we're meeting all the
25 standard force that initial response. And for the

1 year, that comes out to a little bit higher. I do
2 know that there was some calls that are a little
3 further ride for us sometimes, and that's that lower
4 end of Sell Road, Manatawny, down in there. And those
5 calls, they came out to the average of all calls was
6 six minutes and five seconds, from dispatch to on
7 location. Again, the importance of that is, the NFTA,
8 which is the National Fire Protection Association,
9 they set the standard. And the standard is, from
10 dispatch to on-scene, you have to be there within nine
11 minutes 90 percent of the time. And you can see we're
12 beating that by three minutes through the year. So I
13 just want people in your community to understand that
14 we're providing the same level of service that we do
15 in Pottstown. When the bell rings, our guys aren't
16 going, oh, my God, we're going to West Pottsgrove.
17 It's like, somebody needs help, and that's the end of
18 the day.

19 Other than that, that's my report for you
20 guys.

21 Thank you.

22 COMMISSIONER MILLER: Thank you, chief.

23 All right. On the police side, I would
24 like to turn that over to our police chief.

25 CHIEF HAND: Thank you.

1 For the month of October, calls were 410,
2 which was a 23 percent increase from the previous
3 month. Of those calls, 32 involved juveniles. there
4 were no juvenile arrests.

5 For Upland Square calls, we had a total
6 of 38, which was the same as September; and a total of
7 885 minutes at Upland Square.

8 We put a total of 5,496 miles on the
9 cars.

10 We had three criminal arrests, tagged
11 three impounded vehicles, and issued 64 Code
12 Enforcement letters.

13 COMMISSIONER MILLER: Thank you, chief.

14 All right. Commissioner La Rosa.

15 COMMISSIONER LA ROSA: Thank you.

16 The only thing to report is the Regional
17 Planning Committee. I'd like to thank our township
18 manager for attending the meeting on our behalf. Some
19 of what was discussed at the meeting were the Bee
20 Ordinance amendment; a rezoning of the village
21 mixed-use district in the Township; and also, a
22 Hanover Meadows Retirement Village. That includes 137
23 single-family detached homes, 28 twins, 258 townhomes,
24 six quads, community center, and commercial retail
25 space. More details will be coming forward on that.

1 MR. MILLER: Thank you.

2 Commissioner Green.

3 COMMISSIONER GREEN: Yes.

4 Under emergency management, our Limerick
5 Generating Station drill will be coming up on Tuesday,
6 November 16. So we will be being audited by -- both
7 FEMA and -- will be here. Everyone has been notified,
8 so they're ready to be here for that. As Frank just
9 told me today, we have someone from Pottstown coming
10 in to cover for fire, and EMS on that.

11 I did not get a recycling report this
12 month, so I will have two to read next month.

13 That's all I have. Thank you.

14 COMMISSIONER MILLER: Thank you very
15 much.

16 Our manager's report.

17 Scott.

18 MR. HUTT: Public Works. The cracked
19 ceiling repair has continued this week. The weather
20 did not cooperate as much as we had hoped. Although
21 we did go forward with addressing some areas of need.
22 We do have machinery for more time, due to the weather
23 impacts.

24 Township Administration. As some of the
25 residents may know, our Township Secretary, Joanne

1 Herb has submitted her intent to retire. Joanne has
2 been with the Township for 16 and a half years.
3 During that time, she did a phenomenal job keeping the
4 books balanced, coordinating different departments,
5 managing pavilion rentals, among numerous other things
6 that would take me too long to go into. Joanne will
7 be missed. We thank her for her long-time service to
8 the Township, and wish her well as she spends more
9 time with her family.

10 Bursich Associates, the sanitary sewer
11 project. We have our preconstruction meeting
12 scheduled for Tuesday, November 9th.

13 School Lane, Phase Two. This project is
14 approaching closeout. Final punch-list items will be
15 performed prior to final payment being issued. We're
16 very happy with the quality and the speed with which
17 this project was completed.

18 Grosstown Road sanitary sewer project.
19 Bradley and their third party contractors are wrapping
20 up the final punch list items, including curb
21 restoration and of the remaining laterals. We
22 anticipate final payment will be requested for
23 approval at the November workshop meeting.

24 For Waste Management, a reminder that
25 leaf and yard waste collection dates remaining are

1 November 9th and 23rd.

2 Pottsgrove School District is trying to
3 get responses from the community to identify areas of
4 improvement and meet the needs of the students, as
5 well as other stakeholders. The survey is located
6 right by the entrance to our township building, and
7 they will remain there two additional weeks.

8 Township financials. We are working hard
9 to finalize our final 2022 budget. We recently
10 received our insurance options and rates, and are
11 currently coordinating with our employees and boards
12 to finalize that. Advertised copy will be available
13 November 1st. Due to some staffing issues and
14 recently received insurance information, we should
15 have that available soon.

16 Yearly requirements such as Firemen's
17 Relief, has been allocated to the proper group.

18 And our MMO payment to the state has been
19 submitted.

20 COMMISSIONER MILLER: Thank you very
21 much.

22 Next will be our solicitor, Jamie.

23 MR. OTTAVIANO: Thank you.

24 Each commissioner has a copy of my report
25 for the work that I performed on behalf of the

1 Township since our regularly scheduled meeting on
2 October 5th. There are three tasks indicated and are
3 very self-explanatory.

4 If no one has any questions, that's all
5 that I have for my report.

6 COMMISSIONER MILLER: Thank you very
7 much.

8 All right. At this time, we will take
9 citizens' comments on anything, not just agenda items.
10 I'd just ask that you raise your hand and state your
11 name.

12 AUDIENCE MEMBER: Do I have to state my
13 name?

14 COMMISSIONER MILLER: You have to state
15 your name so she can take it down.

16 AUDIENCE MEMBER: Gail Johns.

17 I want to know if you guys are aware that
18 the recycle was not picked up today. Today is recycle
19 day, and it wasn't picked up yet.

20 COMMISSIONER MILLER: I can only say that
21 --

22 MS. JOHNS: I just wanted to --

23 COMMISSIONER MILLER: No, no, no. I
24 don't know about the whole town. I know some streets
25 were --

1 MS. JOHNS: I can tell you, Manatawny
2 Street and Sell Road were not picked up.

3 COMMISSIONER MILLER: Right. I'm not
4 disagreeing with you. I'm just saying, I know they
5 were out there, but I don't know how much of the --

6 MS. JOHNS: I'm just following through
7 with what you said, let you know if there's a problem.
8 I'm letting you know that it wasn't picked up.

9 COMMISSIONER MILLER: All right. We'll
10 look into that tomorrow.

11 Thank you.

12 Any other citizens comments?

13 All right. Scott, any correspondence?

14 MR. HUTT: I received one from Danielle
15 Weikel of Race Street. She submitted correspondence
16 to the Board, which you all have a copy of, regarding
17 her desire to relocate the gazebo that her family
18 previously donated to the pool property. She believes
19 her church would benefit more from this.

20 COMMISSIONER MILLER: So I would ask for
21 either a discussion or a motion to allow her to have
22 it back.

23 I'll listen to you.

24 MR. LA ROSA: What kind of shape is it
25 in?

1 MR. HUTT: It's in fair shape. It's just
2 not getting any use up there, currently. She believes
3 it would be better if it was not deteriorating away in
4 an unused property and relocated to the church.

5 MR. LA ROSA: I'm a member of the church,
6 so I have to kind of back out.

7 COMMISSIONER GREEN: I would say it would
8 be an asset to the park when we get it done. That's
9 my opinion.

10 COMMISSIONER LA ROSA: As far as I'm
11 concerned, it would be a big gap in the park if it
12 wasn't there.

13 MR. HUTT: I think if it's missing,
14 replacing that could be something we can address with
15 grants or something down the road.

16 COMMISSIONER LA ROSA: If you want to be
17 a good neighbor, I would vote to let her take it out.

18 COMMISSIONER MILLER: Are you making a
19 motion to allow the woman to get her gazebo back?

20 COMMISSIONER LA ROSA: Possibly, with
21 some -- okay.

22 COMMISSIONER MILLER: So I have a motion
23 from Mr. La Rosa.

24 COMMISSIONER GREEN: I'll second it.

25 COMMISSIONER MILLER: Seconded by

1 Commissioner Green.

2 COMMISSIONER VALENTINE: I have a
3 question. Are they paying to move it?

4 MR. HUTT: They would make arrangements.

5 COMMISSIONER LA ROSA: If we could help
6 them, or possibly our guys could help move it. I
7 don't know. We give permission, maybe she could ask
8 us for assistance.

9 COMMISSIONER GREEN: She said they would
10 take care of moving it.

11 COMMISSIONER LA ROSA: Fine.

12 COMMISSIONER MILLER: So your motion is
13 that we would allow her to get it, but she has to make
14 arrangements to get it.

15 COMMISSIONER GREEN: I'll second it.

16 COMMISSIONER MILLER: All right. And
17 Commissioner Green seconded that.

18 Commissioner La Rosa.

19 COMMISSIONER LA ROSA: Yes.

20 COMMISSIONER MILLER: Commissioner Green.

21 COMMISSIONER GREEN: Yes.

22 COMMISSIONER MILLER: Commissioner
23 Valentine.

24 COMMISSIONER VALENTINE: Yes.

25 COMMISSIONER MILLER: Commissioner

1 Palladino.

2 COMMISSIONER PALLADINO: Yes.

3 COMMISSIONER MILLER: I vote yes, also.

4 So you can contact her and make
5 arrangements.

6 Anything else?

7 COMMISSIONER HUTT: I have nothing.

8 COMMISSIONER MILLER: That being said, I
9 need a motion to adjourn.

10 COMMISSIONER GREEN: I'll make a motion
11 to adjourn.

12 COMMISSIONER MILLER: Motion by
13 Commissioner Green.

14 COMMISSIONER VALENTINE: I'll second it.

15 COMMISSIONER MILLER: Seconded by
16 Commissioner Valentine.

17 Commissioner Palladino?

18 COMMISSIONER PALLADINO: Yes.

19 COMMISSIONER MILLER: Commissioner
20 Valentine.

21 COMMISSIONER VALENTINE: Yes.

22 COMMISSIONER MILLER: Commissioner Green.

23 COMMISSIONER GREEN: Yes.

24 COMMISSIONER MILLER: Commissioner La
25 Rosa.

1 COMMISSIONER LA ROSA: Yes.

2 COMMISSIONER MILLER: I vote yes.

3 We're adjourned.

4 Thank you very much for coming out. Get
5 home safely.

6 - - -

7 (At 7:25 p.m., proceedings were
8 concluded.)

9 - - -

10

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

C E R T I F I C A T E

I hereby certify that the proceedings and evidence are contained fully and accurately in the notes taken by me in the above cause and that this is a correct transcript of the same.

ROBIN WOODMAN HANSELL
Certified Court Reporter

- - -

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25