

**WEST POTTS GROVE TOWNSHIP
980 GROSSTOWN ROAD
STOWE, PA 19464
WORKSHOP MEETING
JANUARY 20, 2021
7:00 P.M.**

The regular monthly meeting of 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 La Rosa. Also present was Township Manager; Scott Hutt, Township Secretary; Joanne Herb and Township Solicitor; Jamie Ottaviano.

MINUTES

A motion by Commissioner Green, seconded by Commissioner La Rosa to approve the Minutes of the previous Workshop Meeting. Roll Call: Palladino; yes, Valentine; yes, Green; yes, La Rosa; yes, Miller; yes.

CITIZEN'S COMMENTS ON AGENDA ITEMS

There was none.

OLD BUSINESS

Sewer Projects Update by Bursich Associates

Chad Camburn, of Bursich Associates, Inc., presented information to the Board on a few of the projects. Please refer to his attached report. He reported on the following;

Grosstown Road Project; they want to start on Monday, which is incredible. We are very happy with their progress and reviewed a ton of submittals, which have been approved. We look forward to breaking ground on Monday. Test digs starts and then they will start at Constitution and work their way down. They gave us a schedule, which is extremely aggressive; I hate to say they are going to hit this, but it shows, if nothing else; their intent to move quickly.

Quinter Street; we are wrapping up the bid-package and need to get it out to the County because you have a County Grant they need to review before it goes out to bid. It will go out for bid in the next week or two, depending on their review.

Joint Sewer Meeting with the Pottstown Sewer Authority and the Pottsgrove's; this meeting was January 14, via Zoom and they indicated the dryer has been working well for the past several weeks. Lower Pottsgrove Township Authority Representatives will be meeting with the Pottstown Borough Authority sometime soon, but there is no date yet; I will be in attendance with them. They also gave an update on the hydraulic flow analysis through the treatment plant.

That would require a bypass system at the current headwork, where there is a pinch point. They believe the job can be done for less than \$100,000. This would be a 2022 project and certainly; funding would have to be discussed. I will continue to update you the more we get information.

Updates on Municipal Projects by Bursich Associates, Inc.

Scott Hutt reported on the following in Ms Roesener's absence;

Nagle Road Project; Chris, myself and Debi met with Upper Pottsgrove Representatives on December 22nd, to discuss the scope of the project, funding and direction to move forward with our Low Volume Road Grant Application and also PennDot Liquid Fuels Project approval. Upper Pottsgrove is currently in the process of placing this project, and any of its agreements, in front of its Board for discussion and approval. We have given them a Cost Analysis Agreement, so they are looking at that as well.

Pool Demolition; the Grosstown Road Sanitary Sewer Replacement Project has been awarded as discussed. A "to proceed meeting" is scheduled for tomorrow at 10 a.m. to meet with the contractor. Our Solicitor, Bursich and myself have discussed using the pool site for a fill site, and the parameters as to what the demolition will look like.

Murgia Park Phase III; Michael Lane has informed Bursich that the Engineering Grant of \$25,000 and the Township match of \$25,000, has been awarded. The funding is earmarked to complete some upfront Engineering tasks; Wetland Delineation, survey and access, needed to provide a preliminary plan for a future Phase III of the Park. Bursich has responded to Michael Lane that we will need to revisit the scope to schedule work and costs, and will not proceed unless they are given direction by the Board. Since last month's Workshop Meeting, they have received updated quotes, since they were done two years prior and needed updated figures. Wetland Delineation is \$3,000 and Field Survey is \$5,700. These tasks will need to be completed before any sketch plan may be prepared. There will be additional Engineering costs associated with reviewing the Wetland and Survey information, as well as preparing a sketch plan for the future development of the Park.

25-Year Roadway Improvements Project; Bursich, Chris Galloway and myself met to discuss this and Liquid Fuels funding, what we have allocated for Public Works, Road Overlay Projects and some of our Grant funded projects.

Update on Comcast Phone System

Mr. Hutt reported; we had a meeting this past Tuesday; the 19th, with the Police Department, Comcast techs and installers and the IT reps for both the Township and Police Department, to discuss our schematics and to refine our lines and voicemail options; including auto attendant. The install is scheduled to occur mid-February.

NEW BUSINESS

Approval of SafeCity Solutions Contract

Mr. Hutt reported; I am looking for approval to retain SafeCity Solutions to assist with our hiring search of a new Police Chief. We have been in touch with the former Chief of Police of Towemencin; Tim Dickenson, and feel his consulting group will allow us to move in the best direction. Prices run from \$5,500 to \$14,000 depending on SafeCity Solutions level of involvement in advertising and the interview process.

A motion by Commissioner Green, seconded by Commissioner Valentine to approve the contract with SafeCity Solutions. Roll Call: Palladino; yes, Valentine; yes, Green; yes, La Rosa; yes, Miller; yes.

Mr. Hutt reported; Dennis Arms, Jr. reached out with his interest of filling the open position on the Planning Commission. He has experience with Planning Commission in Pottstown and has also served on their Council.

A motion by Vice President Palladino, seconded by Commissioner La Rosa to approve Dennis Arms Jr. as a member of the Planning Commission. Roll Call: Palladino; yes, Valentine; yes, Green; yes, La Rosa; yes, Miller; yes.

CITIZENS COMMENTS

There was none.

CORRESPONDENCE

There was none.

ADJOURNMENT

There being no further business for the Board of Commissioners monthly Workshop Meeting, a motion by Commissioner Green, seconded by Commissioner Valentine to adjourn the Workshop Meeting and head into an Executive Session, with no decisions made. Roll Call: Palladino; yes, Valentine; yes, Green; yes, La Rosa; yes, Miller; yes. The Meeting adjourned at 7:10 p.m.

Respectfully Yours,

*Joanne T. Herb
Township Secretary*