

MINUTES OF THE REGULAR MEETING OF THE BOARD OF SUPERVISORS
SCHUYLKILL TOWNSHIP, CHESTER COUNTY, PENNSYLVANIA
HELD ON 05/10/2023
SCHUYLKILL TOWNSHIP MUNICIPAL BUILDING, 111 VALLEY PARK ROAD,
PHOENIXVILLE, PA 19460

Duly advertised in The Pottstown Mercury and posted on www.schuylkilltwp.org

Call to Order: A regular meeting of the Schuylkill Township Board of Supervisors was called to order at 7:08 PM on Wednesday, May 10, 2023 by Martha Majewski, Vice Chairperson.

Supervisors Present:

Martha Majewski, Vice-Chairperson
Mark Donovan, Member
Susan Guerette, Member

Absent:

Robert Cooney, Chairperson
Danielle Jouenne, Member

Others in Attendance:

Laurie Getz, Township Manager
William Brennan, Esq., Township Solicitor
Lt. William Fitzsimmons
Tina Stephens, Township Secretary

Announcement of Executive Session(s)

Supervisor Majewski announced executive sessions were held April 27, 2023, and this evening, May 10th prior to the meeting to discuss property acquisition, potential litigation, and personnel.

PRESENTATION

Presentation of 2022 Audited Financials

Jeff Kowalczyk of Barbacane, Thornton & Company presented the 2022 Audited Financials. Peter Barsz of Barsz Gowie Amon was also in attendance, Mr. Barsz serves as the Township's Controller.

Mr. Kowalczyk reviewed the results of the 2022 financials, an unmodified also known as a clean audit opinion in conformity with the DCED basis of accounting. The DCED report was filed timely, and no material weaknesses or significant deficiencies were identified in the Township's internal controls. The recommendations presented last year regarding operational matters with bank reconciliation and pension reporting have been resolved.

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Supervisor Majewski asked if any staff obstructed the audit in any way. Mr. Kowalczyk responded no, staff were fully helpful, forthcoming, and provided all requested information.

Supervisor Majewski asked if there were any issues with internal controls. Mr. Kowalczyk said they did not identify any findings to report.

Supervisor Majewski asked Mr. Barsz if he had any comments. Mr. Barsz replied that with assistance of Ms. Getz will work on audit recommendations to create an accounting procedures manual and investment policy. Mr. Barsz will continue to review the monthly journal entries, cash receipts and bank reconciliations.

REGULAR BUSINESS MEETING

Consent Agenda

- Acceptance of the Minutes of the Board of Supervisors April 12, 2023 Business Meeting.
 - All departmental, committee, commission, and council reports as posted and received by the Board of Supervisors for the month of April 2023.

Upon **MOTION** by *Supervisor Majewski* seconded by *Supervisor Guerette* the Board of Supervisors of Schuylkill Township approved and accepted the Consent Agenda.

Payment of Bills

Approval of Disbursements dated May 10, 2023

Ms. Getz stated all the bills have been reviewed and recommended for payment.

Upon **MOTION** by *Supervisor Majewski* seconded by *Supervisor Donovan* the Board of Supervisors of Schuylkill Township APPROVED the disbursements dated May 10, 2023.

BOARD DISCUSSION ITEMS

Old Business

Ratify term year of Charles Aquilina as Alternate Member of Environmental Advisory Council with Term expire of December 31, 2025

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Upon **MOTION** by Supervisor Majewski seconded by Supervisor Donovan the Board of Supervisors of Schuylkill Township APPROVED to ratify term year of Charles Aquilina as Alternate Member of the Environmental Advisory Council with a term expire December 31, 2025.

New Business

Motion to appoint Michael Crotty of Siana Law to represent the Planning Commission and the interest of the Township in the conditional use hearings for Provco Pinegood Phoenixville, LLC.

Upon **MOTION** by Supervisor Majewski seconded by Supervisor Donovan the Board of Supervisors of Schuylkill Township APPROVED appointment of Michael Crotty with Siana Law to represent the Planning Commission and the interest of the Township in the conditional use hearings for Provco Pinegood Phoenixville, LLC.

Possible Motion to Appeal Zoning Hearing Board Decision dated March 21, 2023 for Application #2022-09 of 1422 and 1442 Tullamore Lane

Upon **MOTION** by Supervisor Majewski seconded by Supervisor Donovan the Board of Supervisors of Schuylkill Township APPROVED to appeal Zoning Hearing Board decision dated March 21, 2023 for Application #2022-09 of 1422 and 1442 Tullamore Lane.

Supervisor Majewski asked if the public had any comments or questions. Several neighbors were present and expressed their opposition to the appeal.

Dennis McKnight commented that he disagrees with overriding decisions by Township committees and commissions and questioned the appeal process. Mr. Brennan explained the procedures to appeal.

Ellen Jantzen questioned why there is a motion to appeal. Mr. Brennan said the details cannot be discussed right now, but should the motion pass a notice of appeal will be filed, which is a public document.

John Giannone commented as to why the opinions of the neighbors are not being considered.

Randall Wagner, the applicant commented that all the comments issued in the Township Engineer review letter were addressed. What does the Township want them to do.

John Jarboe, the applicant commented the motion should be on the zoning variance and nothing else.

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Dennis McKnight commented again on the process for appealing. He stated that he thinks the Township is incorrect because the process does not give the Board authority to appeal.

Ms. Getz replied explaining that the Township is a party to the Zoning Decision, and as a party can appeal the decision. Mr. McKnight stated that he thought this meant that the Board was overturning the decision. Ms. Getz replied explaining that the Township is not overturning the decision they are appealing to Commonwealth Court so the Court can decide.

Ellen Janzen commented again on the procedure as well as other properties in the Township that are in violation of various zoning ordinances.

Discussion continued pertaining to the opposition of various residents.

Supervisor Guerette discussed the liability issues concerning the wall. She further explained that the Board is following the proper procedures.

Consideration of Approval of Crime Intervention Alarm (CIA) Proposal in the amount of \$12,278 for equipment and installation and Fire Safety Management Program/Alarm Monitoring at a monthly service cost of \$939.

Upon **MOTION** by *Supervisor Majewski* seconded by *Supervisor Donovan* the Board of Supervisors of Schuylkill Township APPROVED Crime Intervention Alarm (CIA) proposal in the amount of \$12,278 for equipment and installation and the Fire Safety Management Program/Alarm monitoring at a monthly service cost of \$939.

Consideration of Approval to Award Bid to Martin Paving in the amount of \$69,238.53 for the 2023 Bituminous Seal Coat Project.

Ms. Getz explained this bid was to oil and chip three (3) roads: Ashenfelter, Clothier Springs and Diamond Rock. The Township received two bid submissions. Martin Paving came in as the low bid. As previously discussed at a meeting, we anticipated that the cost would be too high to do all three roads. Recommendation to the Board is to oil and chip the entirety of Clothier Springs Road with a single application and fog seal in the amount of \$69,238.53.

Nick Cinciripino, Roadmaster said both bidders have done work in the Township. previously. The Township Engineer reviewed the bids and recommended a single application with fog seal.

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Upon **MOTION** by *Supervisor Majewski* seconded by *Supervisor Donovan* the Board of Supervisors of Schuylkill Township APPROVED award of bid to Martin Paving in the amount of \$69,238.53 for a single application and fog seal of Clothier Springs Road.

Two-Minute Reports

Supervisor Majewski mentioned the EAC planted nine trees along the trail at Pickering Preserve. Historical Commission continues their discussions on historic districts.

Supervisor Donovan mentioned Planning Commission continues discussions on Sedgley Farms/Select Sites.

Lt. Fitzsimmons asked if the Board had any questions with the monthly report. He mentioned Cones with a Cop will be held on June 22nd from 6:00-8:00 pm at the rear of the Township building.

Evan Taylor, Fire Chief - Valley Forge Volunteer Fire Company reported 34 fire calls and 231 EMS calls serving seven municipalities. The average manpower per call is 12 with an average response time of eight minutes. On Saturday, May 27th from 8:30 am to 2:00 is the Valley Forge Volunteer Fire Company Car Show being held at the main station. In 2024 the Fire Company will be celebrating 75 years. A 75th Celebration event is being planned and to be announced.

Additional Business

Discussion on Agenda items for upcoming Workshop Meeting(s)

Ms. Getz mentioned the Board had discussed previously about having a workshop to discuss a vehicle purchasing policy. A meeting will be held on May 25th at 7:00 pm to discuss a vehicle purchasing policy. EAC to provide a presentation on electric vehicles.

Announcements

None

Public Comment

Jeanne Sillup commented as to why the need to appoint separate council when Township has council.

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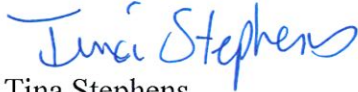
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Ellen Jantzen complimented the Fire Company, EMS and Police Department for the work they do.

Adjourn

There being no further business before the Board, the public meeting was adjourned at 8:04 PM. Upon **motion** by Supervisor Majewski, seconded by Supervisor Donovan and unanimously passed.

Respectfully submitted,



Tina Stephens
Township Secretary