

January 3, 2023  
Upper Salford, Pennsylvania

The January Reorganization meeting of the Upper Salford Board of Supervisors was brought to order by Chairman Poatsy at 7:30 p.m. Messrs. O'Donnell and Sacks were present, as well as the Township Solicitor, Stephen P. Imms, Jr.

The Board of Supervisors shared **public announcements**:

- The Board of Supervisors has been in constant communication with representatives from the EPA on the continuing work on the Baghurst remediation efforts. The pumphouse and the tank is currently under construction next to the Rahmer baseball field. They are currently working with PECO to obtain electric for the pumphouse.
- Utility work is continuing for PennDOT's Roundabout project at the intersection of Schwenksville/Shelly/Old Skippack Road.
- Reminder that trees on private properties, regardless of if they are located in the right-of-way, are the responsibility of the property owner.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, Kevin O'Donnell was unanimously appointed Chairman for 2023.

**On a motion** made by Mr. Sacks and seconded by Mr. O'Donnell, Theodore Poatsy was unanimously appointed Vice Chairman.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Amy Shafer as Township Secretary.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Lori Smith as Assistant Secretary.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Amy Shafer as Township Treasurer.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, Marty Lynch Jr. was unanimously appointed Township Road Superintendent.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Technicon Enterprises Inc. II as Township Zoning Officer.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Stephen P. Imms Jr. as the Township Solicitor.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Michael Furey as conflict counsel.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Michael L. Reinert/Technicon Enterprises Inc. II as the Township Engineer.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Fred Ebert of Ebert Engineering as the Township Sanitary Engineer.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Technicon Enterprises Inc. II as Township Building Inspector, Building Code Official, Electrical Inspector, and Commercial, Industrial, & Institutional Inspector.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Lori Smith as the Open Records Officer.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed John Giannini and Robert Nase to serve on the Planning Commission until 12/31/2026 when the term expires.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Paul Bickel to serve on the Zoning Hearing Board until 12/31/2025 when the term expires.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed James DeSpain to serve on the Park Board until 12/31/2027 when the term expires.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Robert Nase as a member on the Indian Valley Regional Joint UCC Appeals Board until 12/31/2025 when the term expires.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Plymouth Community Ambulance Associates and Freedom Valley Medical Services as emergency medical providers for Upper Salford Township.

**On a motion** made by Mr. Poatsy and seconded by Mr. O'Donnell, the Board unanimously appointed Rick Sacks as the representative to the Upper Salford Historical Society.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board unanimously appointed Mark Krupp to serve as Chairman of the Vacancy Board.

**On a motion** made by Mr. Sacks and seconded by Mr. O'Donnell, the Board unanimously appointed Mr. Poatsy to serve as the Chief Administrative Officer for the Upper Salford Township Pension Plan.

**On a motion** made by Mr. Sacks and seconded by Mr. O'Donnell, the Board unanimously appointed Mr. Poatsy as the primary township voting delegate to the Montgomery County Tax Collection Committee, with the Finance Director from the Souderton Area School District, as the alternate delegate.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed the firm of Berkheimer Associates as the delinquent Per Capita Tax Collector for Upper Salford Township.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Montgomery County Tax Claim Bureau as the delinquent real estate tax collector for Upper Salford Township.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously certified Messrs. Poatsy, O'Donnell, and Sacks to attend the State Association's annual convention to be held April 23 – 26, 2023, with Mr. O'Donnell as the voting delegate.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously appointed Kevin O'Donnell as the Emergency Management Coordinator and Lori Smith as the Assistant Coordinator for Upper Salford Township.

**On a motion** made by Mr. Poatsy and seconded by Mr. O'Donnell, the Board unanimously appointed Rick Sacks as the Township Animal Control Officer.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board unanimously set the amount of the Treasurer's Bond at \$1,500,000.

**On a motion** made by Mr. Sacks and seconded by Mr. O'Donnell, the Board unanimously reaffirmed the banking institutions to be used for township funds for 2023:

Harleysville Bank  
PLGIT  
PA Invest

**On a motion** made by Mr. Sacks and seconded by Mr. O'Donnell, the Board unanimously appointed Ted Poatsy and John Giannini as representatives to the Indian Valley Regional Planning Commission.

**On a motion** made by Mr. O'Donnell and seconded by Mr. Sacks, the Board unanimously approved a 4% wage increase, setting the following township employee salaries effective January 1, 2023:

Lori Smith	\$20.69
Amy Shafer (Salaried)	\$30.40
Marty Lynch, Jr.	\$37.98
John Klavon, Jr.	\$27.83
Sheldon Smith	\$29.74

**On a motion** made by Mr. O'Donnell and seconded by Mr. Sacks, the Board unanimously approved a \$1,000 retention pay for all Full-Time employees, and a \$500 retention pay for the Part-Time employee, upon completion of 12-months service in 2023, not to be prorated. This will be payable in the last pay period, dated December 26, 2023.

**On a motion** made by Mr. Poatsy and seconded by Mr. O'Donnell, the Board unanimously set the rates for seasonal employees performing snow plowing at \$22.00 an hour with time and a half to be paid for work other than normal hours of 7 a.m. to 5 p.m.

**On a motion** made by Mr. Poatsy and seconded by Mr. O'Donnell, the wage for summer/seasonal help will be \$12.00 an hour.

**On a motion** by Mr. O'Donnell and seconded by Mr. Sacks, the current employee benefits established in the Employee Handbook adopted March 13, 2012, amended on November 10, 2015 and January 3, 2017, stand as adopted.

**On a motion** made by Mr. O'Donnell and seconded by Mr. Sacks, the Board adopted the standard IRS rates for mileage reimbursement (65.5 cents per mile effective 1/1/2023) for employees that are authorized to use their personal vehicle for Township business.

The following reports were presented for the month of December 2022: Upper Salford Volunteer Fire Company, Special Fire Police, Plymouth Community Ambulance Association, Freedom Valley Medical Services, Zoning Officer/Building Inspector, Road Superintendent, Solicitor, Historical Society, and Residential Pumping Receipt Update.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board of Supervisors unanimously approved **Ordinance #2023-1 Property Maintenance Code Amendments**, which was advertised as per State Law and a proof of publication was received.

**Public Comment:**

- *Mr. Poatsy inquired about the need for the Ordinance. A clarification was made that this is only an administrative change to this section of the Code.*

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board of Supervisors unanimously approved **Resolution #2023-1 Amendments to Upper Salford Township's Fee Schedule**.

Chairman O'Donnell shared that there will be two (2) Zoning Hearings on Monday, January 9, 2023, at 6:30pm at the Township Office. A Variance for an in-law suite and the placement of a shed at 1514 Wolford Road and a Variance for the placement of ground-mounted solar panels at 2255 Skyview Lane.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the Board of Supervisors unanimously approved that a letter expressing their concerns about in-law suites be sent to the Zoning Hearing Solicitor from Solicitor Imms, since he is unable to attend the Zoning Hearing.

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks the Board of Supervisors unanimously approved the bills for the month of January in the amount of \$63,343.43 for payment.

The receipts for the month of January totaled \$48,130.47.

The Treasurer's report as of January 3, 2023, noted the following amounts: total assets, \$9,562,345.35; total liabilities, \$519,919.22; total equity, \$9,042,426.13. Total liabilities and equity equal \$9,562,345.35.

**On a motion** made by Mr. Sacks and seconded by Mr. Poatsy, the Board of Supervisors unanimously approved the minutes of the December 13, 2022 Board of Supervisors meeting.

***Public Comments:***

- *None*

**On a motion** made by Mr. Poatsy and seconded by Mr. Sacks, the meeting adjourned at 8:26 p.m.

Respectfully submitted,

Amy B. Shafer  
Secretary