



**TOWNSHIP OF UPPER UWCHLAN
BOARD OF SUPERVISORS MEETING
January 21, 2025 (Tuesday)
7:00 p.m.
Approved**

Attending:

Board of Supervisors

Jennifer F. Baxter, Chair
Andrew P. Durkin, Vice-Chair
Sandra M. D'Amico, Member

Township Administration

Tony Scheivert, Township Manager
Lindsay Yeager, Assistant Township Manager
Gwen Jonik, Township Secretary
Jill Bukata, Township Treasurer
Rhys Lloyd, Director of Code Enforcement
Anthony Campbell, Zoning Officer
Mike Esterlis, Director of Public Works
Tom Jones, Police Chief
Dave Leh, Township Engineer

LOCATION: Township Building, 140 Pottstown Pike, Chester Springs PA 19425

Mrs. Baxter called the evening to order at 7:00 p.m., led the Pledge of Allegiance, recognized the passing of former Township Supervisor Charlie Lobb, and offered a moment of silence. No one planned to record the meeting. There were 4 citizens in attendance.

Approval of Minutes

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve as presented the minutes of the December 10, 2024 Board of Supervisors Workshop and the December 16, 2024 Board of Supervisors Meeting. The motion carried unanimously.

Approval of Payments

Mr. Durkin moved, seconded by Mrs. D'Amico, to approve the payments to all vendors listed January 17, 2025. The motion carried unanimously.

Treasurer's Report

Jill Bukata reported that 2024 ended with revenues at 119.3% of budget; expenses at 96.8% of budget; earned income tax revenue was \$500,000+ in excess of the 2024 budget.

Supervisor's Report

There was no Police Liaison report.

Mrs. Baxter read the published calendar as follows: January 26, 2025 1:00-4:00 p.m. Farmhouse Museum open at Upland Farm Park hosted by the Historical Commission; February 11, 2025 4:00 p.m. Board of Supervisors Workshop; February 17, 2025 Office Closed ~ Presidents' Day; February 18, 2025 (Tuesday) 7:00 p.m. Board of Supervisors Meeting.

The February 18 meeting will most likely be held at Upland Farm Barn as there will be a Police promotion and 3 new officers taking their Oaths of Office.

Administration Reports

Township Engineer's Report

Dave Leh reported that he met with the engineers for the Porsche project at 500 Pottstown Pike. They are addressing consultants' comments and will most likely return to the Planning Commission in April.

Building and Codes Department Report

Rhys Lloyd reported 36 building permits were issued in December, totaling \$26,840 in permit fees; 750 building permits were issued in 2024, totaling \$502,730 in permit fees. The Department performed 120 scheduled inspections, 4 new houses closed, there were 10 resales, they investigated a dozen zoning complaints.

Police Chief's Report

Chief Jones reported there were 1,005 calls for service in December; 12,511 for the year. In December, there were 5 adult arrests, 145 citations issued and 134 warnings. The new officers are going through background investigations and interviews for Corporal will be held next week. The monthly safety tip is to prepare your vehicles for winter / inclement weather: have on hand salt or kitty litter, snow scraper, water bottle, flashlight, first aid kit, jumper cables, cell phone and charger.

Public Works Department Report

Mike Esterlis reported the Department completed 104 work orders, serviced generators at Authority facilities, trimmed trees along Park Road trail, had an MS4 (stormwater) inspection by PaDEP at Public Works; assisted with visual upgrades at the Barn; assisted with the Toys For Tots collection and distribution; helped the Boy Scouts with picking up freon-containing items; and prepared equipment for snow/ice events.

Land Development

Dave Leh advised he had received a request from The McKee Group for bond reduction #5 for the Preserve at Marsh Creek Phase 1. He reviewed the request and recommended a bond reduction in the amount of \$663,750.33. Mr. Durkin moved, seconded by Mrs. D'Amico, to approve the release/reduction of \$663,750.33 for The McKee Group. The motion carried unanimously.

Dave Leh advised he had received a request from The McKee Group for bond reduction #3 for the Preserve at Marsh Creek Phase 2. He reviewed the request and recommended a bond reduction in the amount of \$239,583.80. Mr. Durkin moved, seconded by Mrs. D'Amico, to approve the release/reduction of \$239,583.80 for The McKee Group. The motion carried unanimously.

Open Session

Tony Scheivert noted he's received 2 requests for the Board to issue letters of support for PSATS Academic Scholarships. The scholarships are \$1,500 each and the high school students need to submit their applications by January 31st. Mr. Scheivert will schedule virtual interviews with Board member(s), draft a letter and have the letter executed. Gerry Stein commented he has an interviewing template to assist the Board.

Adjournment

There being no further business to be brought before the Board, Mrs. Baxter adjourned the Meeting at 7:17 p.m.

Respectfully submitted,

Gwen A. Jonik,
Township Secretary