

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS SPECIAL MEETING MINUTES
January 17, 2024

The regular monthly meeting for January 17, 2024 was called to order by the Chairman at 7:00 PM.

TOWNSHIP REPRESENTATIVES IN ATTENDANCE: William Landman, Chairman; Lisa Fischer, Vice-Chairman; Tracy Tackett, Township Manager

OTHERS IN ATTENDANCE: Bill Karaffa, Michele & Bruce Fries, Buck Reed, Bob Marriot, Jim Miller, Janice Miller, Dennis Hatcher, Mark Nolan, Don Cabot, George Jones, Mike Petosa, Tom Ditzler

Pledge to the Flag

Public Comment

None

New Business:

Building/Campus improvement discussion

Mike Girard with Luce Architects provided an overview of the Building/Campus renovation that had previously been discussed at prior BOS Meetings. Mrs. Tackett stated after the election of the new board members in November, work on this project was paused to allow for the new board to get up to speed and determine the next steps.

Mr. Landman expressed concern about the potential high cost associated with the school house renovations and thinks the money can be better spent on upgrades for the public works staff. Mr. Landman expressed concern that the Schoolhouse is not structurally sound and will require extensive work, he does not believe it was a wise investment and the township should look into selling it or tearing it down.

Mr. Landman stated he believes the Public Works department needs these funds more than the administration building needs it. Ms. Fisher indicated that there is value with restoring the schoolhouse and utilizing it for a meeting room. Mrs. Tackett explained that we have Covid funds that need to be allocated to a project this year and the Township also received a \$100,000 grant for the schoolhouse. Additionally, the township has building expansion funds set aside for the campus project.

Ms. Fischer believes the administration needs upgrades, including reconfigured work areas and security upgrades for the safety of employees. The office personnel do not have a safe exit in the case of an active emergency. She believes the board should be looking at the long-term needs of the administration building and the public works department. The township will have growth and that might place the need to more office personnel. Mr. Landman stated he feels if we utilize the grant for the schoolhouse it will lock us into renovation that the township does not need. He also feels the meeting room is a fine size and that resident attendance will dissipate if we live stream meetings. He feels the public works department should receive the bulk of the funds, he does not feel that administrative personnel are in any imminent danger and do not need major upgrades as Upper Frederick is a safe area, minor security upgrades would suffice. His biggest concern is giving the public works department every upgrade they would need.

After a lengthy discussion and comments from the public, public comments general focused on suggesting that the township should focus on renovating the public works and the administrative building. Mr. Landman is unsure whether the administrative building needs much more space. Ms. Fischer stated we should be planning for future growth so we do not have to do this in a few years. Ms. Fischer feels we should be preparing for campus expansion and not just focusing on public works. Mr. Girard said they can prepare a few different estimates breaking out each area.

Township roads overview discussion

Mr. Heller stated Upper Frederick maintains 14+ miles township roads. In addition, we have winter agreements with PA DOT for Big Road, Neiffer, Fagleysville Road, Little Road and Rt 29. Snyder, Deep Creek and Green Lane Road are county roads, we do not maintain them. Township Line is maintained by New Hanover Township.

2024 road projects discussion

Mrs. Tackett stated that Faust Road from Little to Salford Station and Big Road to Scioto Creek is the major road project for 2024 and is estimated to cost \$524,000. Faust Road is crumbling and falling apart. Water is causing a lot of deterioration. Gottshalk at the intersection with Perkiomenville Road is also experiencing water damage and will need to be repaired in the future. Gottshalk ties into Perkiomenville Road, Perkiomenville Road is a state road so planning for this repair will need to be completed with PA DOT. This project will possibly be on the 2025 Road Projects discussion. Mr. Heller reviewed the five year plan identifying other roads that would be in need an repairs in the coming years.

Topics for next meeting

This meeting will focus on the Emergency Management Plan and meeting with the Fire Company

Old Business:

None

UPCOMING MEETINGS

Parks Board Meeting January 23, 2024 at 7 PM

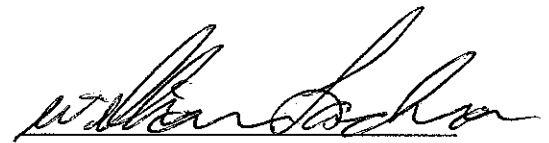
Planning Commission Meeting January 25, 2024 at 7 PM

Board of Supervisors Special Meetings January 24, and January 31, 2024 at 7 PM

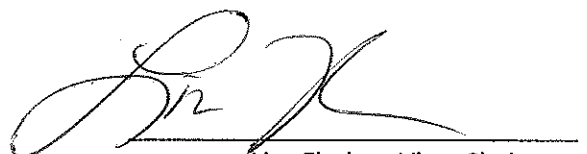
ANNOUNCEMENTS:

ADJOURNMENT

Mr. Landman motioned and Ms. Fischer seconded to adjourn the regular meeting at 8:40 PM. Motion passed 2-0.



William Landman, Chairman



Lisa Fischer, Vice- Chairman