

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
May 11, 2023

The regular monthly meeting for May 2023 was called to order by the Chairman at 7:00 PM.

TOWNSHIP REPRESENTATIVES IN ATTENDANCE: Sean Frisco, Chairman; Ronald Di Francesco, Vice-Chairman, Thomas Trojansky, Supervisor; Tracy Tackett, Township Manager; Steve Heller, Public Works Director; Kate Hanna, Record Keeper; Kenn Picardi; Matt Landis;

OTHERS IN ATTENDANCE: Chap Fichera, David Hartline, David Garlich, Dawn Grove, Tracy harper, Mike Petosa, Jim & Sherry Hasson, Buck, Les Benzak, Frank Darcy, Ed Myers

Pledge to the Flag

Public Comment

David Garlich – Mr. Garlich asked for clarification of the Water Supply Ordinance that was passed last meeting.

Les Benzak -Mr. Benzak questioned the public comment policy and when public comment would be allowed.

Frank Darcy – Mr. Darcy inquired about the public comment period.

MINUTES

Mr. Frisco motioned to approve February 2, 2023 and February 9, 2023 Board of Supervisors meeting minutes. Motion was seconded by Mr. Di Francesco. Motion passed 2-0.

Mr. Frisco motioned to approve the April 13, 2023 Board of Supervisors meeting minutes. Mr. Di Francesco seconded. Motion passed 3-0

TREASURER'S REPORT

The Treasurer's report for April 2023 was submitted and includes all funds budget and income reports and statement of cash balances. Mr. Frisco made a motion to accept the Treasurer's Report as presented and file for audit. Mr. Di Francesco seconded the motion. Motion passed 3-0

BILLS TO BE PAID LIST

The cash disbursement report for the month of April 2023 was submitted for approval. The list of bills to be paid is included at the end of the report. The total payables for the month are \$182,241.56; Mr. Frisco made a motion to approve payment of the bills and to advance to the Treasurer the funds to pay any needed bills or expenditures, to save penalties or accrue interest and payroll, prior to the Board of Supervisors meeting on June 8, 2023. Mr. Di Francesco seconded the motion. Motion passed 3-0.

EMERGENCY SERVICES

Plymouth Community Ambulance/Lower Frederick Division

The monthly report from Plymouth Ambulance was submitted and posted for review. There were 13 calls for the month of April 2023 in Upper Frederick Township.

Upper Frederick Fire Company

Upper Frederick Fire Company reported there were 18 calls for the month of April 2023.

PERKIOMEN CROSSING WATER/SEWER PLANT REPORT PERKIOMEN CROSSING& IVY RIDGE

The report for April 2023 is posted for public review. Mr. Landis reported the plants are running good. No violations to report. Mr. Landis spoke to with HACH about obtaining a cost proposal for purchasing new dissolved oxygen (DO) meters and probes for the Perkiomen Crossing sewer plant.

PUBLIC WORKS/ROAD REPORT

The monthly Public Works/Road report for April 2023 was presented and a copy has been posted for public review. Work included base/road repairs, Faust Road prep and tree removal, Speelhoffer Dog Park concrete pad, fix inlet on Buck Road, mowing, equipment maintenance and works orders as requested.

CIVIL ENGINEER'S REPORT

Mrs. Tackett stated the monthly report for April 2023 has been updated, posted and distributed. Faust Road project is scheduled to begin in the near future, contractor is waiting on materials.

BUILDING & ZONING REPORT

The Building and Zoning report for April 2023 was submitted by LTL Consultants and was distributed and posted. There were 5 permits issued, 22 inspections and ongoing zoning issues for the month. Mr. Picardi stated the zoning violation for Gravel Pike is ongoing. The owner has been in contact with the judge, their son continues to bring more vehicles on the property. They will reach out to towing companies, the constable and the state police for assistance. The township has received complaints regarding 1716 Snyder Road, Mr. Koch has sent letters with no response. Mr. Koch will issue a notice of violation. Township received a complaint from the tenant of 2117 Perkiomen Ave. Mr. Koch and Mr. Picardi visited the property, they are working with current owner to determine if prior renovations are in compliance with current code. Property owner will also have air quality test done, along with determining where the water level was when it previously flooded. Mrs. Tackett has been in communication with the owner of 1847 Perkiomenville Road, she has requested more time to vacate the property. The Board of Supervisors extended the date to June 8, 2023 with the condition that if additional extensions are requested, the owner shall provide documentation confirming the pending purchase of a truck to allow her relocation.

PLANNING COMMISSION

Planning Commission Meeting was held on April 27, 2023. Primary discussion included looking at updates to the water supply standards in the Subdivision and Land Development ordinance.

CPVRPC

No Meeting

PARKS & RECREATION BOARD

Parks and Recreation met on April 18, 2023. Discussed was Community Day 2023, shade structures for Speelhoffer Dog Park and playground equipment for Friendship Park.

Manager Update

Mrs. Tackett stated she is working on the Spring newsletter and a new website. She met with the Perkiomen Crossing HOA to discuss the hydrant study results. PECO is working on the poles on Neiffer Road and hydrant flushing in Perk Crossing is scheduled May 16th.

She spoke to Kayleigh Silver from the Office of Housing and Community Development regarding the past proposal for relocating homeless families to Green Lane Park in the winter (Proposal was determined to not be feasible). Ms. Silver said it was an individual from a nonprofit partner organization, but that she was the one who set up the meeting with representatives of Green Lane Park to discuss.

Hendricks buildings along Big Rd- Mr. Hendricks reported that the rain held them up from cleaning up the property, so he anticipates he will get a contractor out there by the end of May

BUSINESS BEFORE THE BOARD

Old Business:

Mr. Trojansky clarified that the Public Comment Policy of Resolution 2021-11 was set before he was a supervisor. He feels the public should be able to comment on agenda items as they come up as long as they are positive and not attacking anyone or disruptive to the meeting.

New Business:

1. Resolution 2023-06 Designation of Chief Administrative Officer for Pension

An observation was made in the Pension Audit that the Township should designate a Chief Administrative Officer for Pension. The BOS requested the resolution be redrafted to include more flexibility if the manager changes and look into having a back-up to the manager.

Frank Darcy – Asked for clarification as to what the Pension Program is.

2. Approval of quote for repaving Kratz Road between Salford Station & Gravel Pike.

Kratz Road needs repair beyond what the Township Road Crew can provide in-house. The Township obtained three quotes for outside contractors to complete this project. Sacks & Son's was the lowest quote received at \$12,240. The Township will purchase the asphalt through Costars for \$7,455.

Mr. Frisco made a motion to authorize Sacks & Sons to complete the Kratz Road work between Salford Station and Gravel Pike for the amount of \$12,240 and to authorize Township Manager to purchase the needed asphalt through Costars program for an amount estimated to be approximately \$7,455. Mr. Di Francesco seconded the motion. Motion passed 3-0.

3. Certificates of Deposit – Reinvesting opportunities

Mrs. Tackett explained that we have 3 CD's that have matured and one more that will mature soon. At this time, it is recommended that the water fund CD be reinvested in a one-year CD with First Internet Bank at a rate of 5.36%. Staff will return at a future date with recommendations relating the other funds that have matured and the possibility of investing addition funds.

Mr. Frisco made a motion to authorize the Manager to reinvest the \$148,000 from the Water Fund CD that matured on April 27, 2023 into a one-year CD with First Internet Bank with a n interest rate of 5.36%. Mr. Di Francesco seconded the motion. Motion passed 3-0

ANNOUNCEMENTS:

None.

UPCOMING MEETINGS

Board of Supervisors Workshop Meeting June 1, 2023 at 7 PM
Parks Board Meeting May 16, 2023 at 7 PM
Planning Commission Meeting May 25, 2023 at 7 PM

ANNOUNCEMENTS:

Primary Election Day May 16, 2023

ADJOURNMENT

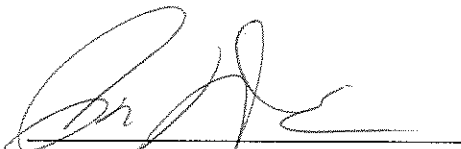
Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting and convene to the Executive session at 7:54 PM to discuss matters of personnel. Motion passed 3-0

Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the Executive Session and reconvene the regular meeting at 8:26 PM Motion passed 3-0

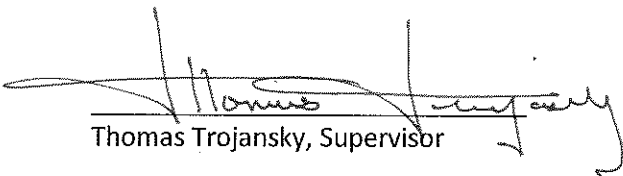
Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting at 8:27 PM. Motion passed 3-0



Sean A. Frisco, Chairman



Ronald Di Francesco, Vice Chairman



Thomas Trojansky, Supervisor