

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**February 10, 2022**

The regular monthly meeting for February 2022 was called to order by the Chairman at 7:00 PM.

**OFFICIALS IN ATTENDANCE:** Sean Frisco, Chairman; Ronald Di Francesco, Vice- Chairman; William Tray, Vice Chairman; Dave Allebach, Solicitor; Norm Ulrich, Township Engineer; Rick Sacks, Environmental Engineer; Matt Landis, Miller Environmental; Kate Hanna, Administrative Assistant; Tracy Tackett, Township Manager;

**OTHERS IN ATTENDANCE:** Ellen & Dave Garlich, Michael Bercek, Pat Corcoran, Steve Zimmerman, Bill Karaffa, Don Cabot, Tom Trojansky, Mark Nolan & Barbara Landis

**Pledge to the Flag**

**Public Comment**

NONE

**MINUTES**

Mr. Frisco motioned to approve January 13, 2022 Board of Supervisors meeting minutes. Motion was seconded by Mr. Di Francesco and approved by all.

**TREASURER'S REPORT**

The Treasurer's report for January 2022 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 and motion was approved by all.

**BILLS TO BE PAID LIST**

The cash disbursement report for the month of January 2022 was submitted for approval. The list of bills to be paid is included at the end of the minutes. The total payables for the month are \$72,668.34; 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 March 10, 2022. Mr. Di Francesco seconded the motion and motion was approved by all.

**EMERGENCY SERVICES**

**Plymouth Community Ambulance/Lower Frederick Division**

The monthly report from Plymouth Ambulance was submitted and posted for review. There were 15 calls for Frederick Living.

**Harleysville Area EMS/Community Ambulance**

No report submitted

### **Fire Company Report**

Upper Frederick Fire Company reported there were 22 calls for the month of January 2022. Two were working fires, Snyder Road and Big Road. Mr. Corcoran stated, as a reminder, to pay attention to what is going in your garbage, mixing certain items is combustible. Laundry detergent and batteries should never be in the same receptacle.

### **PERKIOMEN CROSSING WATER/SEWER PLANT REPORT** **IVY RIDGE SEWER PLANT REPORT**

Report is posted for public review. Mr. Matt Landis reported the plants are good. No violations to report. Booster pump at Perkiomen Crossing water plant is not reaching set pressure, Mr. Sacks is working with Eastern to fix the issue.

### **PUBLIC WORKS/ROAD REPORT**

Mrs. Tackett presented the monthly report for January 2022, it has been posted for public review. Work included winter road maintenance-pot holes, plowing/salting roads, rebuild all road barriers, new park benches and work orders as requested. Miscellaneous repairs and maintenance to equipment.

### **ENVIRONMENTAL ENGINEER'S REPORT**

Mr. Sacks of IES stated the monthly report for January 2022 was distributed and posted for review. IES is preparing the annual Municipal Waste Load Management Report for 2021 to PADEP for at Ivy Ridge and Perkiomen Crossing sewer plants. Booster pump at the water plant needs repair, a spare pump is available if needed. Well cap was installed on February 9, 2022. IES has completed draft specifications to be used to get estimates for evaluation of options and costs to upgrade the water system to increase the fire hydrant rating.

### **CIVIL ENGINEER'S REPORT**

Mr. Ulrich stated the monthly report for January 2022 has been updated, posted and distributed. All items that need discussion are line items on the BOS agenda.

### **BUILDING & ZONING REPORT**

The Building and Zoning report for January 2022 was submitted by John Koch, LTL Consultants and was distributed and posted. There were 3 permits issued, 2 inspections and ongoing zoning issues for the month.

### **PLANNING COMMISSION**

No Meeting in January 2022

### **CPVRPC**

No Meeting held in January 2022

### **PARKS & RECREATION BOARD**

Parks and Recreation Board met on January 15, 2022. Mr. Zimmerman thanks the township for use of the trucks to pick up the Christmas trees. The park board began clearing the trails for the Swamp

Creek Stomp on February 5, 2022. They will be clearing the trails again on February 19, 2022. Next meeting will be February 15, 2022.

## **BUSINESS BEFORE THE BOARD**

### **New Business:**

**Resolution 2022-03 Alberts Tract Subdivision – Extension received until April 24, 2022.** Staff provided an overview of the proposed two-lot subdivision on Kratz Road. One house exists on the property and it will be maintained, with a second home intended to be added on the second lot in the future. Two waivers were discussed as well as proposed conditions.

Mr. Frisco made a motion to approve Resolution 2022-03 Alberts Tract Subdivision with the conditions outlined in the resolution and approval of waivers from Sections 240-19.D.(2) and 240-19.D.(4). Mr. Di Francesco seconded and motion was approved by all.

### **Resolution 2022-04 Update public participation resolution to include penalty provision.**

Mr. Frisco made a motion to approve Resolution 2022-04 to include a penalty provision in the Public Participation Resolution, Mr. Di Francesco seconded and motion was approved by all.

### **Old Business:**

#### **Scioto Village – Recommendation for Denial – Current waiver expires 2/14/22**

This project dates back to 2003. The last submittal and review was done in 2004. Ms. Tackett explained that no updates to the plan have been completed by the applicant and since the original submittal in 2003 additional regulations have been adopted by the Township. Therefore, it is in the best interest of the Township to require a new development submittal subject to current standards.

Mr. Frisco made a motion to deny Scioto Village Preliminary Plan Application and associated Preliminary plans dated March 25, 2004 due to noncompliance with Township regulations as outlined in the LTL Consultants letter dated May 25, 2004. Mr. DiFrancesco seconded the motion and motion was approved by all.

#### **Resolution 2022-05 Employee Handbook Update – Include comp time and Covid/pandemic policies**

Proposed revisions to the Employee Handbook were discussed in detail at the BOS workshop meeting on February 3, 2022. Mr. Frisco made a motion to approve Resolution 2022-05 to update the Employee Handbook, to establish sick leave and bereavement benefits, to amend how paid time off is calculated, to amend the pension plan to allow employee vesting after five (5) years of employment with the Township, to amend how PTO is calculated, to provide dental and life insurance to all permanent full-time employees, and to establish a COVID-19/Pandemic Policy and an Overtime/Compensatory Time Policy for all permanent full-time employees.

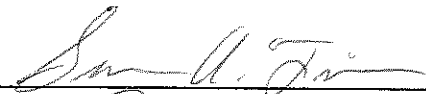
Mr. Di Francesco seconded the motion and motion was approved by all.

## **ANNOUNCEMENTS**

Assisted Recycling Friday, February 25, 2022 10 AM to 2 PM  
Recycling Center will be permanently closed as of February 28, 2022

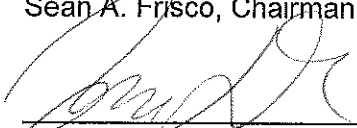
## **ADJOURNMENT**

Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting at 7:24 PM



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Sean A. Frisco, Chairman



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Ron Di Francesco, Vice Chairman



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William Tray, Supervisor