

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS**

**BOS Workshop Meeting Minutes**  
**November 3, 2022**

The workshop meeting of the Upper Frederick Township Board of Supervisors, was called to order by the Chairman at 7:00 PM.

**Attending Were:** Sean A. Frisco, Chairman; Ronald Di Francesco Vice Chairman; Tracy Tackett, Township Manager; Kate Hanna; Linda Major, Treasurer

**Others in Attendance:** None

**Pledge to the Flag**

**Approval of Minutes:** July 7, 2022 and October 6, 2022 – Revise to include detail that procedure was correctly followed pertaining to choosing a vendor for the purchase of the Ram 5500

**Public Comment:**

None

**BUSINESS BEFORE THE BOARD**

**New Business**

**1. Budget Meeting**

An overview of changes that were made to the budget took place. Key points were the water sewer funds, cost of living increase and lowering cost of road projects.

**2. Draft Agenda for November 10, 2022**

Mrs. Tackett reviewed the agenda for the BOS meeting scheduled on November 10, 2022

**3. Schedule for Tree Lighting Ceremony on December 4, 2022**

The annual tree lighting will take place on December 4, 2022 at 6:45 pm.

**4. Authorization to engage SJ Thomas Company to install dog park fencing**

Mrs. Tackett stated the project was to include adding a small dog area to the dog park. Mr. Frisco made a motion to authorize Mrs. Tackett to engage SJ Thomas to proceed with installation of fencing at the Dog Park. Mr. Di Francesco seconded the motion. Motion passed 2-0.

**Old Business**

None

**Updates:**

**Manager Report**

A few property owners have submitted agreements for the township to install snow fencing on their properties. The Public Works department will begin digging out the entrance to small dog park area and will install millings, fence installation will begin November 28, 2022. It was suggested that consultants only attend the Board of Supervisors meeting if their presence is needed. The Board agreed that is a cost-effective option. Mrs. Tackett stated that the Planning Commission has made a

recommendation regarding the Blantyre Sketch Plan and it will be on the Board agenda November 10, 2022.

**UPCOMING MEETINGS**

Board of Supervisors Regular Meeting November 10, 2022 at 7 PM  
Parks Board Meeting November 15, 2022 at 7 PM  
Planning Commission Meeting Scheduled November 17, 2022 at 7 PM

**ANNOUNCEMENTS**

Food donations will be accepted at Township Building until November 10, 2022 at 12pm for the WMMR food drive.

Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting at 7:58 PM



Sean A. Frisco, Chairman



Ronald Di Francesco, Vice Chairman