

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS

BOS Workshop Meeting Minutes
June 1, 2023

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

Attending Were: Ron Di Francesco, Vice-Chairman; Thomas Trojansky, Supervisor; Tracy Tackett, Township Manager; Kate Hanna; Ken Picardi, Solicitor

Others in Attendance: Dawn Grove, Tracy Harper, Lois Hoffman, Mark Nolan, Nicole King, Lisa Fischer, Thomas Blair, Frank Darcy, Bruce Fries

Public Comment:

Frank Darcy - Expressed concern about brake retarders on trucks on Neiffer, Perkiomenville, and 73. He understands these are PennDOT roads but he is wondering if there is anything that can be done, or someone for him to contact at PennDOT to look into prohibiting them. He also commented on a lot of signs popping up in residential areas.

Thomas Blair – Inquired about the completed Audit. Mrs. Tackett stated that the audit is still in process due a schedule conflict with the new auditor. It will be posted as soon as we received it.

Minutes: May 4, 2023 – Unable to approve due to Mr. Frisco being absent

BUSINESS BEFORE THE BOARD

Old Business

Certificate of Deposit – Reinvesting Opportunities

Mrs. Tackett explained that the motion made at the Board of Supervisors meeting on 5-11-23 was too specific regarding the rate and bank. Once the paperwork was completed the rate had changed.

Mr. Di Francesco 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 a qualified bank at the best interest rate available.

Mr. Trojansky seconded the motion. Motion passed 2-0.

Perkiomen Crossing Water System Upgrade – Update

Mrs. Tackett stated she attended the Perkiomen Crossing HOA meeting in May. She asked the HOA if they would be willing to provide additional land area if the project were pursued, they generally seemed willing. They would like more information relating to increases in monthly rates and possibly a survey of residents to be completed. Once the audit is complete, Mrs. Tackett and the treasurer will take a look at long term expenses/revenues to determine potential impacts to the monthly rates. She is also looking into possible grants that may be available to assist in the costs. The township has requested a cost proposal from SSM and Entech for the design.

New Business

Frederick Living- Special Event October 7, 2023- Request for fire police & waiver from event fee

Frederick Living is requesting fire police and a fee waiver for the community event they are proposing to have October 7, 2023 from 10-2 PM. This event will be benefitting nonprofits in the area.

Mr. Di Francesco made a motion to authorize the Fire Police to provide traffic services and to waive the special event fee for the Frederick Living event on October 7, 2023. Mr. Trojansky seconded the motion. Motion passed 2-0

Annual rideATAXIA charity bike ride- Request for waiver from event fee

RideAtaxia is requesting a fee waiver for the RideATaxia charity bike ride scheduled to pass through Upper Frederick Township October 8, 2023. This event will be benefitting Friedreich's Ataxia Research Alliance (FARA).

Mr. Di Francesco made a motion to authorize the Manager to waive the special event fee for the RideATAXIA charity bike ride. Mr. Trojansky seconded the motion. Motion passed 2-0

Approval of purchase of dissolved oxygen (DO) meter for Perkiomen Crossing sewer plant

Mrs. Tackett explained that the sewer plant's original DO meter has been inoperable for some time resulting in the operator testing dissolved oxygen manually. By replacing the DO meter, we hope that the wastewater plant will run more efficiently and potentially reduce electricity demand.

Mr. Di Francesco made a motion to authorize the Manager to purchase the HACH dissolved oxygen meter for \$18,338.82 through the COSTARS purchasing program. Mr. Trojansky seconded the motion. Motion passed 2-0

EV Charger Update

Mrs. Tackett explained that we have two proposals for acquiring an EV charger. One is to purchase outright and the other is to have a five-year subscription at \$2,400/year. The Township could choose to charge for use of the charger to help recoup the cost. In either alternative we have to run the electric to the proposed location, which is proposed to be the outer two spaces of the parking lot near the administrative building. We have qualified for a rebate equal to 50%/max of \$4,000 for the cost of running the electric and getting the pad site ready.

A discussion took place between residents, the BOS and Mrs. Tackett about the benefits of installing an EV charger and who would possibly use it. Mr. Trojansky asked to get cost estimates on the different levels of chargers. Will continue discussion at a future meeting.

Comcast Franchise Renewal- overview discussion

Mrs. Tackett stated that a franchise agreement sample was received from Comcast. The language of several sections differs from the current agreement. We currently collect 5% which appears to be the highest percentage allowed.

Our current franchise agreement does include language relating to a public channel and the Township received \$4500 at the time of last renewal as a grant. Mrs. Tackett will ask about this being available again. Mrs. Tackett requested feedback from the BOS regarding anything else they would like her to discuss with Comcast.

Shade Structures & Playground Equipment Update

Mrs. Tackett reported that cost proposals for the shade structures and playground equipment chosen by the Parks Board for the dog park and Friendship park have been received. This equipment will be funded via reimbursement by grant funds. The playground structure will require the playground area to be expanded to accommodate additional equipment.

Audio Tape Policy

Mrs. Tackett explained that there have been issues in the past related to audio taping of the meetings. She would like more guidance from the board on this subject. A discussion took place between the members of the audience, the Board of Supervisors and Mrs. Tackett. It was agreed that it should not be a problem to record and post the audio. At this time there will be no video recording made by the township.

Mr. Di Francesco made a motion to authorize township personnel to begin recording the audio of the Board of Supervisors meeting and posting the audio on the website within five business days following the Board meetings. Mr. Trojansky seconded the motion. Motion passed 2-0

Updates:

Mrs. Tackett reviewed possible agenda items for the Board of Supervisors meeting on June 8, 2023.

UPCOMING MEETINGS

Board of Supervisors Regular Meeting June 8, 2023 at 7 PM

Parks Board Meeting June 20, 2023 at 7 PM

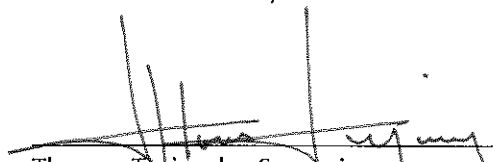
Planning Commission Meeting June 29, 2023 at 7 PM

Mr. Di Francesco motioned and Mr. Trojansky seconded to adjourn the regular meeting at 8:06 PM.

Motion passed 2-0.



Ronald Di Francesco, Vice-Chairman



Thomas Trojansky, Supervisor