

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS MEETING MINUTES
December 8 2022

The regular monthly meeting for November 2022 was called to order November 10th by the Chairman at 7:00 PM.

ATTENDANCE: Sean Frisco, Chairman; Ronald Di Francesco, Vice Chairman (telephone); Tracy Tackett, Township Manager; Kate Hanna, Bookkeeper; Norm Ulrich, LTL Consultants; Ken Picardi; Rick Sacks; Steve Zimmerman, Park Board; David Hartline; Frank Darcy

Pledge to the Flag

Public Comment

Mr. Hartline stated that a drone has been flying above his property on multiple occasions. He would like the township to look into what can be done to regulate these occurrences. He has spoken with the state police and they are unable to assist in these matters even if the township has an ordinance. Mr. Frisco requested Mrs. Tackett reach out the State Representatives office for more direction.

MINUTES

Mr. Frisco motioned to approve November 3 & 10, 2022 Board of Supervisors meeting minutes. Motion was seconded by Mr. Di Francesco. Motion passed 2-0

TREASURER'S REPORT

The Treasurer's report for November 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. Motion passed 2-0

BILLS TO BE PAID LIST

The cash disbursement report for the month of November 2022 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 \$85,401.80; 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 December 29, 2022. Mr. Di Francesco seconded the motion. Motion passed 2-0.

EMERGENCY SERVICES

Plymouth Community Ambulance/Lower Frederick Division

The monthly report from Plymouth Ambulance was submitted and posted for review. There were 22 calls for the month of November, 13 for Frederick Living.

Fire Company Report

Upper Frederick Fire Company reported there were 13 calls for the month of November 2022.

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

Report is posted for public review. Mr. Landis reported the plants are good. No violations to report. Hydrants were flushed.

PUBLIC WORKS/ROAD REPORT

Mr. Heller presented the monthly report for November 2022, it has been posted for public review. Work included demo at old school house, swale repair, road maintenance and work orders as requested. Miscellaneous repairs and maintenance to equipment.

ENVIRONMENTAL ENGINEER'S REPORT

Mr. Sacks stated the monthly report for November 2022 was distributed and posted for review. Plants all running well. No significant updates to report.

CIVIL ENGINEER'S REPORT

Mr. Ulrich stated the monthly report for November 2022 has been updated, posted and distributed Mr. Ulrich stated Alberts has yet to record the plans. Mr. Ulrich is hoping to have a revised plan for Faust Road next week.

BUILDING & ZONING REPORT

The Building and Zoning report for November 2022 was submitted by John Koch, LTL Consultants and was distributed and posted. There were 3 permits issued, 10 inspections and ongoing zoning issues for the month.

PLANNING COMMISSION

Planning Commission met in November to discuss the Blantyre Sketch Plan.

PARKS & RECREATION BOARD

Parks and Recreation met on November 15, 2022. Board is planning for a trail run tentatively scheduled for 4-8-22. Christmas tree lighting was held on 12-4-22, went very well. Christmas tree pick up is scheduled for 1-7-23.

BUSINESS BEFORE THE BOARD

New Business:

1. Reaffirm rate of LST tax, earned income tax, & Per Capita Tax

Tax rates are proposed to remain the same at 2022. Mr. Frisco made a motion to confirm the Upper Frederick Township Per Capita Tax will remain at \$10.00, the Earned Income Tax for the Township will remain at 0.5% and Local Services Tax will remain at \$52.00. Mr. Di Francesco seconded the motion. Motion passed 2-0.

2. Resolution 2022-18 Tax Levy Resolution

This resolution establishes that the real estate tax remains the same as previous years.

Mr. Frisco made a motion to adopt Resolution 2022-18 establishing the Upper Frederick Township real estate tax for 2023 to remain at 1.62 mills. Mr. Di Francesco seconded the motion. Motion passed 2-0.

3. Resolution 2022-19 Adoption of Budget

Mrs. Tackett gave a summary of the budget that was advertised.

Mr. Frisco made a motion to approve Resolution 2022-19 adopting the 2023 Budget as presented and advertised. Specific expenditures in excess of projected revenues will be funded with fund balance reserves. Mr. Di Francesco seconded the motion. Motion passed 2-0.

4. Eagle Scout Projects

The Parks Board supports three potential Eagle Scout projects and requests the Board determine their acceptability. They are summarized as follows:

- Construct a bridge over a tributary in Wayland Park that is part of the Swamp Creek Stomp run. Mrs. Tackett suggested having the township engineer provide some engineering guidance to ensure it is built to the satisfaction of the Township.
- Mark the trails in Wayland Park so different trails are identified by color coding. This could also include some trail mapping that could be made available to the public.
- Development of a butterfly house/habitat. Details still to come.

Mr. Frisco made a motion to authorize the Eagle Scout projects to be undertaken in coordination with the Park and Recreation Commission and Township professionals. Mr. Di Francesco seconded the motion. Motion passed 2-0.

5. Conditional Use Decision for 2726 Big Road to allow a landscaping business

Mr. Frisco made a motion to approve & execute the conditional use decision and order with the conditions of approval as drafted. Mr. Di Francesco seconded the motion. Motion passed 2-0.

6. Authorization to move forward with building survey of Township building and building survey/structural assessment of Schoolhouse

The architect needs to conduct a building survey of the township buildings including the school house building. A structural analysis is also recommended for the school house building. The combined total for the surveys is not estimated to exceed \$10,000.

Motion to approve Kimmel Bogrette to conduct the necessary building and structural surveys of the existing buildings for an amount not to exceed \$10,000.

7. Property Survey Authorization

Mrs. Tackett reported that we received two proposals for surveying the township property. Mr. Ulrich reviewed the two proposals. He noted that relating to topography, Lidar is adequate for topography and then if a more localized survey is needed for a building expansion that could be completed at a later date. The second issue relates to the intellectual property of the plans prepared. Both proposals include a provision that all data relating to the plans is kept by the company preparing the plan. Mr. Ulrich recommends we get a cost estimate for allowing full use of the data and clarify that topography can be shown just using Lidar. It was also suggested that the interior property lines do not necessarily need to be surveyed since the intent is merge the parcels. Mrs. Tackett will follow-up with the surveyors regarding the issues discussed.

8. Emergency Repair- grinder pump ordered

Mrs. Tackett noted that Mr. Landis had to purchase a new grinder pump for Perkiomen Crossing.

9. Park Board Collection of Christmas Tree- use of truck and trailer

Mrs. Tackett suggested the Public Works crew could collect Christmas trees from pre-designated locations rather than having the volunteers of the Park Board collecting them. She noted that volunteer time is limited and it should be focused on parks and community-oriented events. The Board of

Supervisors agreed. Mrs. Tackett will work with the Public Works department to designate drop off sites and they will dispose of the trees collected at a local goat farm.

10. Scheduling Final Meeting of Year

Mrs. Tackett recommends Thursday, December 29th for the final meeting of the year.

Mr. Frisco made a motion to advertise the final meeting of the year for December 29, 2022 at 9am. Mr. Di Francesco seconded the motion. Motion passed 2-0.

11. Discussion of 2023 Meeting/Holiday Calendar

Board of Supervisors will review on December 29, 2022.

ANNOUNCEMENTS:

December Office Closures- The Township offices will be closed December 23rd and 26th

UPCOMING MEETINGS

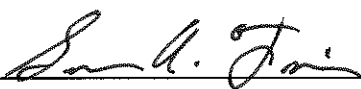
Parks Board Meeting December 20, 2022 at 7 PM

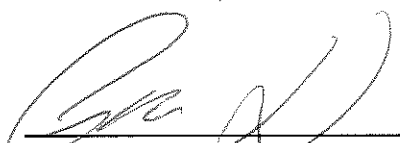
Final BOS Meeting for 2022 December 29, 2022 at 9am

Planning Commission Meeting December 29, 2022 at 7 PM

ADJOURNMENT

Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting at 7:49 pm. Mr. Di Francesco seconded the motion. Motion passed 2-0


Sean A. Frisco, Chairman


Ron Di Francesco, Vice Chairman

Upper Frederick Township
BOARD OF SUPERVISORS MEETING
ATTENDANCE SIGN-IN SHEET
December 8, 2022

Name	Street Name	Resident (circle)
David Hartling	3039 Swamp CK Rd	<input checked="" type="checkbox"/> Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No
		Yes / No