

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS

BOS Workshop/Preagenda Meeting
February 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; William Tray, Supervisor; Tracy Tackett, Township Manager; Kate Hanna, Bookkeeper.

Others in Attendance: Don Cabot; Joan Rosiak; Mark Nolan

Pledge to the Flag

Approval of Minutes: Mr. Frisco made a motion to approve the January 3, 2022 Board of Supervisors Reorganization Meeting Minutes. Motion was seconded by Mr. Di Francesco and approved by all.

Public Comment: Ms. Rosiak introduced herself a 22-year resident of Upper Frederick Township. She recently retired and has found the time to start attending the meetings.

Business before the Board

Discuss Employee Handbook

A lengthy discussion took place regarding the need to update the Upper Frederick Township Employee Handbook. Following discussion, the Board expressed support of proposed amendments relating to the calculation of Paid Time Off (PTO), development of a compensatory time off policy as well as a COVID-19/Pandemic policy, addition of sick time and bereavement leave for employees, and establishment of a vesting period of five (5) years for the pension plan. Mrs. Tackett will update the handbook and return with the recommended changes at a later date.

Discuss COVID Policy

Mrs. Tackett presented the board with a proposed Covid-19/Pandemic policy. The policy is in line with what other municipalities and businesses have recently put into place. The Board was supportive of the adoption of such a policy. Mrs. Tackett will incorporate into the Employee Handbook updates.

Discuss RFP for Sludge Hauling

Mrs. Tackett is still working on gathering information for the RFP for Sludge hauling. Mr. Landis communicated that we are set up to haul 2x a week at Perkiomen Crossing and as needed for Ivy Ridge. Mrs. Tackett will follow up with Mr. Heller to see if he has any need for hauling. RFP for sludge hauling will be discussed at a later date.

February 10, 2022 Draft Agenda

Reviewed proposed agenda for February 10, 2022

Updates

Manager Report

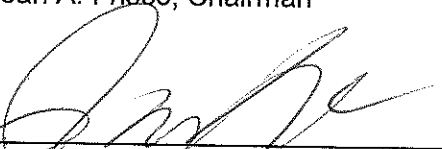
Mrs. Tackett reviewed a lengthy list of items she is working on including but not limited to: AED's for the township building, preparing rental registration letter for homeowners in the township, building expansion and Covid-19 funds, ADA Assessment, active permit tracking, etc. The Board confirmed they are still interested in pursuing a trademark for the Township seal.

ANNOUNCEMENTS:

Assisted Recycling Friday, February 25, 2022 10 AM to 2 PM
Recycling center to permanently close February 28, 2022, Residents should contact their trash service provider to set up curbside recycling.

Mr. Frisco motioned and Mr. Di Francesco seconded to adjourn the regular meeting at 8:02 PM


Sean A. Frisco, Chairman


Ronald Di Francesco, Vice Chairman


William Tray, Supervisor