

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS WORKSHOP MEETING MINUTES

March 6, 2024

Please reference audio posted on Upper Frederick Township Website for more detail – time stamps are noted next to agenda items(x:xx)

The regular workshop meeting for March was called to order by the Chairman at 7:00 PM.

TOWNSHIP REPRESENTATIVES IN ATTENDANCE: William Landman, Chairman; Lisa Fischer, Vice-Chairman; Sean Frisco, Supervisor; Kate Hanna, Record Keeper

OTHERS IN ATTENDANCE: Bill Karaffa, Madelyn Karaffa, Mark Nolan, Tracy Harper, Tom Ditzler, Don Cabot, Mike Petosa, George Jones, Kevin Murray, Carolyn Coleman, Les Benzak, Nicole Slachta, Stan Slachta, Dave

Pledge to the Flag (0:00:07)

Public Comment (0:00:28)

None

MINUTES (0:00:37)

Ms. Fischer motioned to approve the January 2, 2024 Board of Supervisors meeting minutes. Motion was seconded by Mr. Landman. Motion passed 3-0.

BUSINESS BEFORE THE BOARD (0:01:27)

New Business

Select a recruiter to begin search for Township Manager and setting a budget amount for this process (0:01:33)

The Board discussed the 2 proposals they received from the 2 recruiting agencies. They agreed that Keystone seemed like the best option due to the availability of securing an interim manager and that they provide salary analysis for Township Manager salaries. Meyner was a more cost effective but they did not provide an interim cost.

George Jones – Is there a possibility that the cost would go over the proposed amount? Ms. Fischer stated its all-inclusive.

Mr. Hanson – Is it \$135 an hour for and interim? Mr. Frisco requested reaching out top Meyner to get a cost.

The Board of Supervisors held off on choosing a company and directed Mrs. Hanna to contact Meyner for Interim Township Manager costs.

Discuss selection and interview process – RFP for Solicitor (0:14:10)

Four RFP's were received for the Township Solicitor. The Board was provided these RFP's in advance of tonight's meeting for review. It was discussed to interview 3 of the 4 firms, High Swartz; Yergey, Daylor, Allebach, Scheffey & Picardi & Clemons Law. Koslov Stout was significantly more expensive and did not serve surrounding townships. Discussions with members of the audience took place on the process of replacing the solicitor and what it would look like. It was decided to hold the Solicitor interview in a Public Meeting so the members of the community could be in attendance. Mrs. Hanna was directed to set up times to conduct the interviews.

Dave Hanson- Stated that if you deal with someone who deals with other local townships you will most likely get a better deal because they have the knowledge and may have already dealt with similar issues in those local townships and will not have to spend time researching the problem.

Swamp Creek Stomp – Potential Date (0:39:29)

The Park Board is recommending May 11, 2024 as the date to hold the Swamp Creek Stomp. Mr. Murray – Parks & Recreation Chairman- stated that May 11th would potentially have better weather and there are not many races scheduled for that date. The Parks Board is looking for volunteers to assist throughout the day and also to assist in preparations. The Board of Supervisors agree to move forward with May 11, 2024 as the date for the Swamp Creek Stomp.

Community Day 2024 – How to proceed with Staff Shortages (0:47:14)

Mr. Murray – Parks & Recreation Chairman- stated Community Day preparation is added work load to office staff, lacking staff to help organize this event may be difficult, although possible, without proper staffing. The Board of Supervisors would like to move forward with Community Day and stated they are available to assist if needed.

Discuss Correcting Planning Commission Appointment Dates (0:48:59)

Mr. Landman stated he reached out to PSATS to get guidance regarding correcting the Planning Commission expirations dates so that no more that 2 members terms expire in one year. It was brought to his attention that Jared Landis's expiration date was wrong was and that his position did expire therefore we will need to reappoint the open position. The goal is to stagger the expiration dates to not have more than 2 members expire each year. Mrs. Hanna will reach out to Mr. Landis to have him attend the March 13, 2024 meeting to discuss.

Old Business

Fire/EMS tax (0:58:38)

Mr. Frisco asked if there seems to be confusion on how these funds were shared between the Fire Company and the Ambulance Company. At one time the funds were split evenly. In 2022 this was changed to have the majority go to the Firehouse as the Ambulance is a paid service and the Fire Company is volunteer. Mr. Frisco wanted to be clear that taxes were not raised and this was purely a reallocation of the current funds.

Schoolhouse Grant Update (1:03:07)

Mr. Landman reached out the gentleman handling the LSA grant for the Schoolhouse. He was told to not use the money yet and to figure out exactly how the Township intends to use the schoolhouse. We have this grant money till 2026. He was warned that if we use it now we cannot apply for any more grants for this project. We should apply for the next grant in 2025 to see what we get approved for and then move forward with the project. He stated there is plenty of time to make this decision. Ms. Fischer stated the grant states that if we substantially change the scope of work, we will need to submit for approvals. We need to be careful with what the plans are going forward to make sure they are within the scope of the grant we originally applied for. Members of the audience discussed their thoughts with the Board of Supervisors, Mr. Hanson stated we need to have this information in writing.

Dave Hanson- The Schoolhouse was not on a historic registry because the Township did not own it, now that we own it we should try to add it so we can obtain more grant money.

Trash Service (1:17:40)

Mr. Landman suggested looking into obtaining a Trash Hauler Contract within the Township due to the service issues many residents are having. It was mentioned that Perkiomen Crossing may be in a contract and that we should reach out to the HOA to see how long the contract is before we go out for RFP's for Trash haulers. This potentially would require everyone in the township to under one trash hauler contract and may require the township to handle the billing.

Public Comment (1:24:25)

Mr. Benzak – Questioned the stop sign that was recently placed on Deep Creek and Perkiomenville, he doesn't recall this being an agenda item in the past. Montgomery County placed this sign.

Mr. Hanson – Is there an update 1847 Perkiomenville Road? Its been going on for years. She seems to leave the property each time she receives a warning. Mr. Landman will contact the Zoning Officer and discuss with him if there is anything more we can do.

Mr. Karafa – Is there something that the Township can do to change zoning to make 1847 Perkiomenville Road sellable, can we change zoning to allow a different use of the property?

Mr. Petosa – We have been looking into these issues for years and his opinion is that code enforcement isn't actively looking into. Ms. Fischer stated the Township is looking into these issues.

George Jones – The Township should put time frames on the zoning processes and report back to the public on what has been completed.

Dave Hanson – Mr. Hanson stated Mr. Landman sent him nasty emails and questioned why Mr. Landman would not allow him in his Facebook group. Mr. Landman stated he did not send any nasty emails and he has since removed his Facebook page.

UPCOMING MEETINGS (1:44:28)

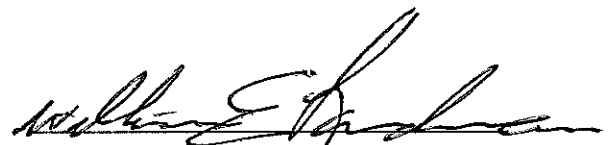
Board of Supervisors Regular Meeting February 14, 2024 at 7 PM
Parks Board Meeting February 27, 2024 at 7 PM
Planning Commission Meeting February 29, 2024 at 7 PM

ANNOUNCEMENTS (1:44:42)

Suggestion Box for Community Day and other Community Events
UFFT Easter Flower Sale Friday, March 29, 2024 9am - 6 pm & Saturday, March 30, 2024 8 am – 4 pm
Register for ReadyMontco Emergency Alerts

ADJOURNMENT (1:45:42)

Mr. Landman motioned and Ms. Fischer seconded to adjourn the regular meeting at 8:39 PM. Motion passed 3-0.



William Landman, Chairman



Lisa Fischer, Vice- Chairman

Sean Frisco, Supervisor