

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING MINUTES**

**April 10, 2024**

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

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

**OTHERS IN ATTENDANCE:** Louis Brooks, David Hanson, Mike Petosa, Sandra Phillips, Bill Karaffa, Byron Phillips, Tracy Harper, Doug Kenna, Desra Keenan, Rob Keenan, Don Cabot, Mark Nolan, Lois Hoffman, Buck Reed, Bridgitte Reed, Paul Christman, Robert Marriot, George Jones, Kevin Murray, Tom Ditzler, Ed Myers, Nicole King

The regular monthly meeting for April 10, 2024 was called to order by the Chairman at 7:01 PM.

**Pledge to the Flag (0:00:29)**

Mr. Landman announced an Executive Session was held prior to the meeting to discuss Personnel matters.

Mr. Frisco explained that he abstained from the vote for Solicitor because he is involved with many organizations and is unsure if the Solicitor is involved in those organizations or has made donations.

**Public Comment (0:01:11)**

*Lou Brooks (0:01:11)* – Can the Township work with the County to help protect the township and keep it rural? Ms. Fischer stated that the Township is a part of the Central Perkiomen Valley Regional Planning Commission which does share zoning with other townships. Upper Frederick is designated with a rural share. He also inquired about the log home on Colonial Road, can the Township help protect it?

*Mr. Ditzler (0:05:37)*– Is there a time frame for when the new playground will be completed? He would also like to see if it can be blocked off? There was caution tape but it must have blown off.

**MINUTES (0:06:55)**

Minutes to be approved – February 7, 2024, February 14, 2024, February 22, 2024 & March 6, 2024

Ms. Fischer made a motion to approve the February 7, 2024 minutes. Mr. Landman seconded the motion. Motion passed 3-0



A lengthy discussion took place regarding the minutes. Mr. Frisco would like to see more revisions before approving the minutes. He is under the impression that the new board thought the prior minutes were cliff notes so he is suggesting adding more detail to the minutes.

Ms. Fischer made a motion to approve the February 14, 2024 minutes. Mr. Landman seconded the motion. Motion passed 2-1

The board passed on deciding on the February 22, 2024 and March 6, 2024 to allow more time to review.

### MONTHLY REPORTS

All monthly reports are posted in the lobby of the Township administration building for public review.

#### **Treasurer's Report (0:26:24)**

The Treasurer's report for March 2024 was submitted and includes all funds budget and income reports and statement of cash balances. Ms. Fischer made a motion to accept the Treasurer's Report as presented and file for audit. Mr. Landman seconded the motion. Motion passed 3-0

#### **Bills to be Paid List (0:27:30)**

The cash disbursement report for the month of March 2024 was submitted for approval. The list of bills to be paid is included at the end of the Treasurer's report. The total payables for the month are \$81,110.78. Mr. Landman 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 May 8, 2024. Ms. Fischer seconded the motion. Motion passed 3-0

#### **Plymouth Community Ambulance/Lower Frederick Division (0:27:58)**

Plymouth Ambulance had 22 calls for the month of March 2024 in Upper Frederick Township.

#### **Upper Frederick Fire Company (0:28:25)**

Upper Frederick Fire Company reported there were 11 calls for the month of February 2024. UFFC will be hosting Painting with a Purpose on 5-16-24, they will be selling shirts at the Green Lane Park Yard Sale on June 22, 2024. Please visit the Facebook page for more information pertaining to the Fire Company

#### **Perkiomen Crossing Water/Sewer Plant Report Perkiomen Crossing & Ivy Ridge (0:31:22)**

Mr. Landis stated the plants were running well, no violations. Flow Meter was recalibrated.

#### **Public Works/Road June Report (0:31:50)**

Public Works work included roadside maintenance, stormwater swale maintenance, removing downed trees, building maintenance, equipment repairs and work orders, as requested.

#### **Civil Engineer's Report (0:32:45)**

Not much to report this month. Faust Road project is getting ready to go out for bid, a few more details need to be wrapped up first. Mr. Ulrich stated we are in the MS4 program which will help with the cost of the project.



### **Building & Zoning Report (0:37:53)**

The Building and Zoning report for March 2024 was submitted by LTL Consultants. There were 3 permits issued, 14 inspections and ongoing zoning issues for the month. 1732 Becker Road & 1716 Snyder, they are discussing this complaint with the new solicitor to bring her up to speed and to see how we can proceed.

### **Planning Commission (0:39:13)**

The Planning Commission did not have a meeting in March

### **CPVRPC (0:39:23)**

Montgomery County will be sending out an updated Regional Planning for Townships. This will tell us the percentages of high density and what percentage is fair share. Ms. Fischer will update once the new information is received.

### **Parks & Recreation Board (0:40:36)**

Parks and had a presentation from an Eagle Scout, he placed mile markers through Wayland Park. The Parks Board selected the final piece of equipment for the new playground. They are looking into costs to place a fence around the playground. Swamp Creek Stomp will be May 11, 2024. Active.com is up and accepting registrations, volunteers are still needed. Please reach out to the Township.

### **New Business: (0:43:13)**

#### **1. Revise Planning Commission Appointment Dates - Appoint or Reappoint Board Member (0:43:17)**

Mr. Frisco stated the new solicitor suggested tabling some of these discussions until she is present. Mr. Landman stated he just spoke to her as well and filled her in on the situation. Mr. Landis's term in expired and he would like to move forward with appointing someone soon. Mr. Landman stated he asked Mr. Keenan what has been accomplished on the Planning Commission in the last 10 years? Mr. Landman stated he could not find much of anything that has been accomplished. He stated he did not want anyone the board that had previously been a member, he would like new people who are willing to put the time into attending classes and meetings or has experience. He feels Mr. Landis is spread to thin and might not have the time to put into being a member of the Commission. Ms. Fischer stated she looks to the Planning Commission to make recommendations based on their expertise. She would like people that will be proactive and look at zoning and making recommendations. Mr. Frisco questioned why Mr. Landis was not reappointed at the reorganization meeting. Mr. Landman stated the then manager stated that his appointment expiration date was incorrect. Mr. Frisco questioned why Mr. Landis was not reappointed at the reorganization meeting. Mr Landman said because the then manager stated there was an error in his expiration date. Mr. Landman then stated that after he did some investigating, it was clear that his appointment had, indeed, expired. Mr. Frisco called PSATS and spoke to the solicitor, they stated that if someone has already been appointed that should probably remain in that position. In light of the recent resignation, Mr. Landis is the only member that currently has experience on the board and he feels he should be reappointed. Mr. Landman disagrees because the previous board didn't hold many meetings and he feels Mr. Landis is too busy to be on the board. Mr. Frisco stated Mr. Landis said he is willing and able to be involved with the Planning Commission.

*Mr. Hanson* – Stated the BOS will learn 10% of the people do 90% of the work. The BOS saying he is busy does not mean anything.

*Mr. Keenan* – What does this mean for Mr. Landis's position on the Region Planning Commission if he is not appointed to the UFT Planning Commission? Who will take his spot?



Ms. Fischer stated she has a concern with appointing so many new members and losing the continuity of the Board. Mr. Landis does bring a lot of experience. Mr. Ulrich stated there is value in having a Fire Company member on the board.

Mrs. King – Would like to suggest speaking with Mr. Landis to discuss his time restraints.

Mr. Frisco stated that we should be looking into the appointments, does the BOS know they appointed a General Contractor to the board?

*Mr. Ditzler* – He is a general contractor and would be interested in an appointment to the Planning Commission. He has the time and feels he's qualified.

*Mr. Brooks* – Inquired if all the members on the current Planning Commission are new? He stated we really need people with experience on this. Mr. Landman stated the previous members were considered for reappointment but the board chose to not reappointment them.

George Jones – Why are we hung up on a 5-member Planning Commission? We are struggling to get 5 members. Can we make it a 3-member board? Mr. Landman stated we have 5 we just need to be sure they are willing to put the time in.

Ms. King – How many meetings did Jared attend? Mr. Fischer stated we would have to look.

Mr. Frisco asked how we are going to stagger the appointments? Mr. Landman explained that with the current members and the new members the dates will work to only have 2 members expire at each time, we can change one of the dates of a current appointment to stagger.

It was discussed that we should allow people time to apply to the Planning Commission before deciding.

## **2. Resignation of Planning Commission Member (1:17:57)**

Mr. Landman stated the Mr. Buckman has resigned from the Planning Commission and we will be taking applications for this position as well as one more position on the Planning Commission. Mr. Frisco read Mr. Buckman's resignation letter. Mr. Landman stated what Mr. Buckman wrote in his letter was a lie. The white supremacist comment, Mr. Landman reached out to Mr. Blair to discuss this. Mr. Landman stated this is a false accusation. Mr. Blair has denied this accusation. Mr. Blair then submitted a resignation letter. Mr. Landman read his letter as well. Mr. Landman accepts Mr. Buckman's resignation, he does not feel that Mr. Buckman put the work in to make changes.

## **3. Requesting of Volunteers for the Open Space Committee (1:32:56)**

Mr. Landman stated this was staffed in the past. Mr. Murray stated this Board did not get much traction. Mr. Landman would like to staff this board tonight, he confirmed with the solicitor that we are allowed to staff it immediately or we can take applications and staff at the next meeting. Mr. Landman stated he has people working on this already, and they would be willing to join. Ms. Fischer feels people to need to apply as they do to other Boards/Commissions.

## **4. Bid Authorization for Faust Road (1:38:02)**

Mr. Landman made a motion to authorize LTL Consultants to put Faust Road out to bid once all documentation is ready and the solicitor has reviewed it. Ms. Fischer seconded the motion. Motion passed 3-0





*Mr. Jones – Does the solicitor review the bid before it goes out? Mr. Ulrich stated the boiler plate bid has been reviewed in the past by the solicitor. Mr. Jones believes that we should be reviewing the bid documents and making sure everything is up to date and in order.*

*Mr. Jones – Inquired if the Auditor position is elected or appointed, it is elected.*

*Buck Reed – He is a GC and a Builder. He works with THP and Gambone, he dislikes it. He is on the Planning Commission as well, he will sign a document to not take profit from them. He read a letter he prepared to address the accusations made in Mr. Buckman's letter. He feels Mr. Buckman is upset and is trying to deflect from his shortcomings. Mr. Reed stated he needed to defend him self from Mr. Buckman's lies.*

### **Old Business:**

#### **1. School House Property (1:50:39)**

Mr. Landman reached out to Montgomery County Preservation, they didn't have the information. He reached out to the state, he sent the information. They will get back to him if they are interested.

*Mr. Brooks – Reach out to New Hanover as they have preserved a School House as well. Mr. Wood has experience. Mr. Landman did reach out to him, he said it wasn't worth it. He mentioned the township should look into fundraising.*

*Mr. Murray - Can the siding go back on the house? Mr. Landman asked Mr. Heller to fix it. He also told Mr. Brooks that the Township does have a grant to work on the schoolhouse.*

#### **2. Appointment to UCC/Board of Appeals –(1:57:46)**

We need 2 more people to fill the UCC/Board of Appeals Board. It is posted on Facebook/Website, Applicant must be qualified/ trained and have experience to pass on matters pertaining to building construction– See below description:

(c) The composition of a board of appeals is governed by all of the following:

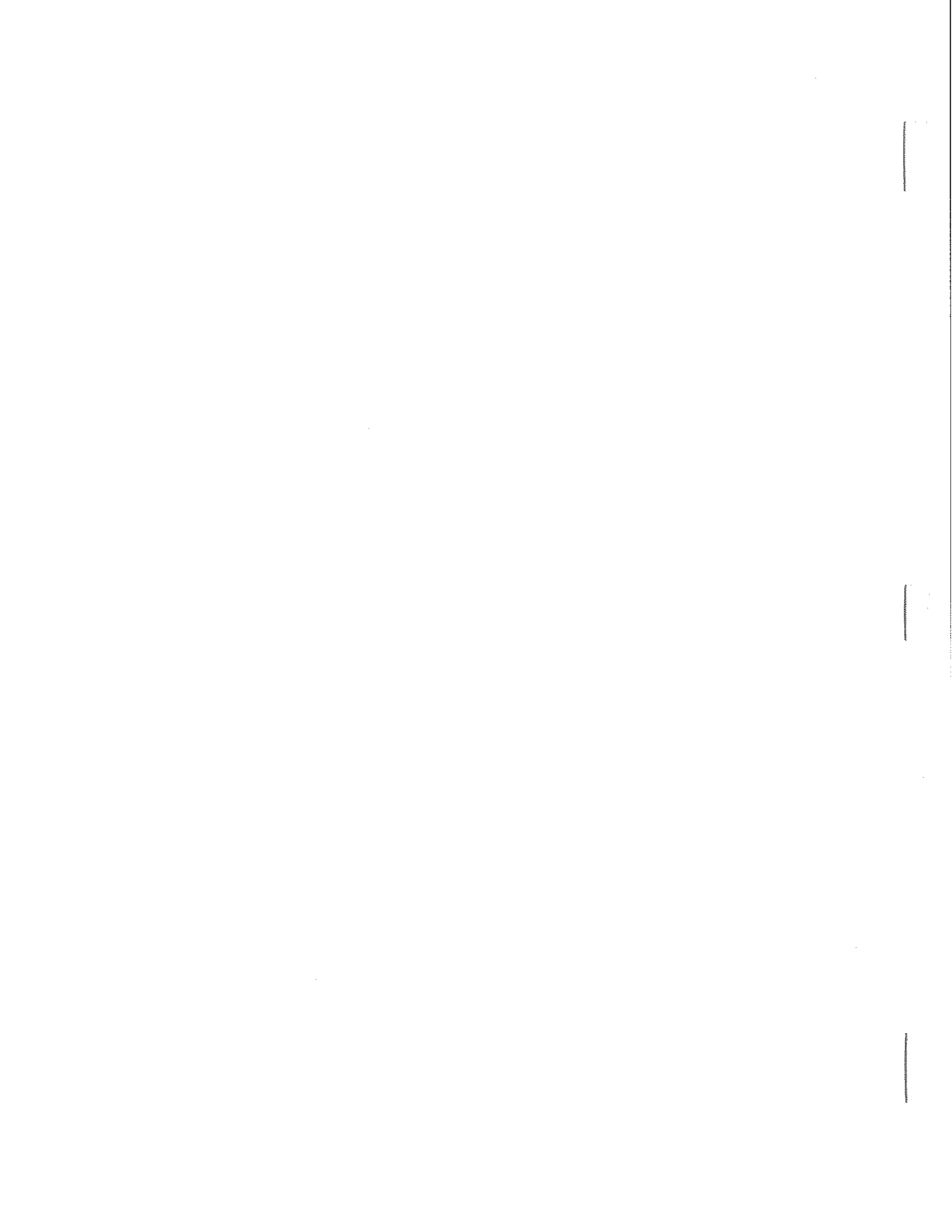
(1) A member of the board of appeals shall be qualified by training and experience to pass on matters pertaining to building construction. Training and experience may consist of licensure as an architect or engineer, experience in the construction industry, and training or experience as an inspector or plan reviewer.

(2) A member of the board of appeals holds office at the pleasure of the municipality's governing body.

(3) Members of a municipality's governing body and its code administrators may not serve on a board of appeals.

(4) A municipality may fill a position on the board of appeals with a qualified person who resides outside of the municipality when it cannot find a person within the municipality who satisfies the requirements of this section.

#### **3. Website Transition (2:00:13)**



Website is live. Mr. Landman has handled this transition thus far, Kate will be will be training on the site this week and will work on uploading missing documentation that did not get transferred as time allows.

#### **4. Streaming Public Meetings (2:04:46)**

Mrs. Hanna reached out to Lower Frederick and Lower Salford for information on how they stream. They use zoom and then upload to YouTube after the meeting, both have professional cameras and microphones installed. They have a laptop that connects directly to the system making it simpler to start and end the video. Mrs. Hanna will reach out to more companies to obtain quotes. Mr. Landman reached out to Triscari to get a quote as well.

#### **5. Luce Architects (2:11:00)**

Original motion to proceed did not include the design of the drive through. This motion is to include this additional design.

Mr. Landman made a motion to have Luce Architects proceed with the design of drive through building at salt shed in the amount of \$2,000.00. Ms. Fischer seconded the motion. Motion passed 3-0

#### **UPCOMING MEETINGS (1:24:09)**

Zoning Hearing Board April 16, 2024 7PM  
Planning Commission April 25, 2024 at 7 PM  
Parks and Recreation Meeting April 30, 2024 at 7 PM

#### **ANNOUNCEMENTS:**

Suggestion Box for Community Day and other Community Events  
Swamp Creek Stomp May 11, 2024 9am at Wayland Park  
Upper Frederick Fire Company Painting with a Purpose May 16, 2024 7 pm  
Register for ReadyMontco Emergency Alerts

#### **Public Comment**

*Bill Karaffa* – We come to these meeting to accomplish business, the best meeting was the meeting the Mr. Frisco did not attend. He discussed the Ethics violation Mr. Tray was involved in.

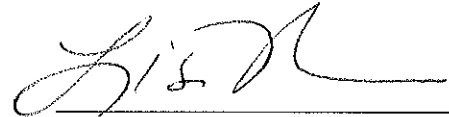
#### **ADJOURNMENT**



Mr. Landman motioned and Ms. Fischer seconded to adjourn the regular meeting at 9:28 PM. Motion passed 3-0.



William Landman, Chairman



Lisa Fischer, Vice- Chairman

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Sean Frisco, Supervisor

