

UPPER FREDERICK TOWNSHIP BOARD OF SUPERVISORS
REGULAR MONTHLY MEETING
June 12 2024
7 PM
Minutes

The Normal Monthly Township Meeting was called to order at 7:00pm.

TOWNSHIP REPRESENTATIVES IN ATTENDANCE: Chairman William Landman, Vice Chairwomen Lisa Fischer, Solicitor Vicki Kushto, Township Manager Aaron Walizer, Township Engineer Norm Ulrich, Public Works Steve Heller.

OTHERS IN ATTENDANCE: Please attached copy of the meeting sign in sheet.

Pledge to the Flag

REGULAR MONTHLY MEETING

Public Comment Period - *None*

MINUTES

Minutes: April 10, 2024

Supervisor Lisa Fischer moved to approve the April 10th, 2024 Minutes. Supervisor William Landman seconded the motion. Motion passed 2-0.

REPORTS

Treasurer's Report/Bills to be paid

The New Township Manager, Aaron Walizer, was introduced by Supervisor Fisher and gave a brief overview of his qualifications. Manager Walizer stated he has a Master's Degree in Public Administration from Villanova and was previously Assistant Manager at Doylestown Township and Manager at Collingdale Borough. The Treasurer was not present and the report was read by Manager Walizer and is currently hung at the township building. Manager Walizer stated the bills list for May totals \$109,897.94.

Mrs. Rhoads-Kratz asked how the Township spent the total in the enumerated in the bills list. Manager Walizer stated that the overall budget spending comes from wages, benefits, utilities and other operations expenses. Supervisor Fisher further states there was a large spend this month for playground engineered mulch and a vehicle repair.

Supervisor Fischer moved to approve the bills list which was seconded by Supervisor Landman. Motion passed 2-0.

Emergency Services

Plymouth Community Ambulance

A summery report was submitted and read at the meeting and is hung at the township hall.

Fire company activity, current events

Chief Doug Kenna delivered the fire department report. The fire department responded to 14 calls, On duty hours was 43 hours, daily routine hours for the month are on the rise. The fire company bought 12 air packs for \$92,000. Jerry McMann was given the lifetime achievement award by the firehouse as well. Jerry was very thankful for the recognition.

-Green Lane yard sale is 6/22/24 at the park

Water/Sewer Plant Report: Perkiomen Crossing & Ivy Ridge

Water and sewer report was read by Supervisor Landman and is hung at the township hall for review.

Public Works/Road Report

Road Foreman Heller gave the public works report. For the month the public works department has begun road mowing, completed required meter readings, and repaired several swells. The department also worked to finish the park project with the required engineered mulch and dirt to back fill the rear slop to eliminate fall and tripping hazard. Foreman Heller also mentioned road mowing is also occurring on state roads so residents need to be mindful of increase work activity on area roads.

Civil Engineer's Report

Township Engineer Norm Ulrich gave the engineering report. Mr. Ulrich stated ads are going out over the next week to solicit bids for the road project and gave a brief overview of the project which will occur on Faust Road later this summer. It was stated this project would also do the state required MS4 work need for the nearby Bio-Swell.

Supervisor Fischer asked why there had been a delay in getting the RFP ready and advertised since it was stated in April LTL was just about ready. Mr. Ulrich stated he ran into delays on his side the slowed the project down. Mr. Ulrich added PennDot has less resources for projects this year so we may see reduced costs for the project year over year.

Building Inspector and Zoning Report/ZHB

Zoning Officer John from LTL was not present and Supervisor Fischer read his report. In total 7 permits were issued in May.

Solicitor Kushto added several updates with regard to several properties. 1760 Snider Road has been secured and the Township is billing the property owner for the costs of securing the property. 1847 Perkiomenville Road is being addressed by the solicitor and John currently but does not have an update at this time. 1732 Becker Road history is still being reviewed by the Solicitor and John for action.

Planning Commission

No Report – We are still accepting applications for vacancies to the board for inclusion on the July 10th normal monthly meeting agenda.

CPVRPC

No Report

Parks & Recreation Board

Tracy Harper gave the parks and recreation board report and started with several accomplishments. The current park grant is near completion and the project is almost finished, the 5k Stomp race was held and had over 50 runners, Supervisor Fischer was noted for not taking a short cut, and all the volunteers that helped with these accomplishments were thanked included Supervisor Frisco.

There are two upcoming events:

-Movie Night at Spring Mountain with Lower Frederick Township

-September 28th, 2024 there is the annual community day, all volunteers are welcome to help

(Supervisor Fischer and Parks and Recreation board members spent several minutes to coordinate their efforts around the next Parks and Recreation meeting)

BUSINESS BEFORE THE BOARD

New Business:

1. Resignation – Auditor

Mr. Thomas Blair submitted his resignation to the board. Supervisor Landman moved to accept the resignation and was seconded by Supervisor Fisher. Motion passed 2-0.

Old Business:

1. Appointment to UCC/Board of Appeals –

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

(2) 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.

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

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

(5) 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.”

Supervisor Landman stated we are still seeking volunteers to become a member of the Board of Auditors.

2. Streaming Public Meetings

Manager Walizer stated the results of two bids received for providing cameras for the meeting room were \$27,975.67 and \$6,170.00 (no computer costs). Manager Walizer stated that this is a large expense and there are other options available. Manager Walizer suggested doing a trial with Facebook Live and YouTube for repository services to be able to capture video of the meetings. A camera already owned by the Township is capable of providing 4k resolution recording and the comment section would be not available. Manager Walizer stated those looking to make a comment should call or email the Township to have their concern voiced. This method would have a cost to the township of \$0.00 and would modernize the meeting process for increased participation and transparency.

3. Perk Crossing Water and Sewer Project

No Report – additional research needed

4. Township Trash Service Discussion/Tax

Manager Walizer gave an overview of costs associated with moving to a municipal contract for trash service. Costs could range from \$500,000 to \$1,000,000 per year. This cost would be very expensive considering the limited number of properties and the large number of miles of service needed for the rural nature of Upper Frederick Township.

Manager Walizer also noted this would place local government in between what is now a private contract between residents and their provider which may limit their choices.

Manager Walizer Further stated there are no plans for any project to have municipal trash service so there is no discussion for any tax to cover such a project.

5. Open Space Discussion/Tax

Supervisor Landman is asking for applications for volunteers to help move this process forward. Currently there are no volunteers on this committee and the board is asking for volunteers to come forward.

Supervisor Landman stated there is no tax associated with this volunteer committee and if there are future projects the committee puts forward there would be a discussion before any action is taken.

Supervisor Landman stated there are currently no taxes for Open Space or Trash being discussed and the use of the word "Tax" was at the request of Supervisor Frisco.

6. School House Information on the Website

Manager Walizer will work over the next month or so to place the budget and project scope on the website so they are available to members of the Township.

7. Development Information on the Website

There is no update at this time. Engineer Ulrich has not received any information about any upcoming submissions.

8. Brake retarder ordinance and signage

Supervisor stated the ordinance to address this issue has been passed and that signage has been posted and the task is complete. Supervisor Landman stated he is open to have a discussion to extend to length of the ordinance if there are additional concerns.

Mr. Paul Christman stated this is a concern especially considering they are used early in the morning. Foreman Heller stated he would reach out to PennDot to see what the process is to extend the length where brake retarders are not allowed.

9. School House Renovation

Supervisor Fischer reviewed the project and gave a brief overview of the plans and voiced that there was some concern about the cost of the project. Supervisor Fischer asked for residents to respond to the township with what they think of the project. The current estimate, while old, has a project cost of up to \$500,000.00 with only \$100,000.00 covered by a grant. This excludes the purchase price of \$177,293.13 paid in May of 2022 which was paid from the General Fund.

George Jones was granted the floor and suggested full budgeting is needed for the project to correctly judge impact at the Township and also suggested the grant may not be the best option considering the grant is possibly historical in nature. He also suggested that

other residents should ensure the decision is made not from a subjective base but objective base. Mr. Jones also voiced support for an increase in the brake retarder zone and a size limit for trucks on Neiffer Road because of safety concerns as the road is very tight in spots.

Supervisor Landman mentioned a counterpoint on the truck retarders as they are sometimes a needed safety device when operating around smaller vehicles. Supervisor Landman also stated that the school house project was to restore it to meeting room for the township clarifying an earlier question.

10. Professional Engineer RFP

Manager Walizer gave an update to the RFP that occurred earlier in the year. Mr. Walizer stated that between 7 and 8 RFP packages had been received and that he was just beginning to review them to grade them in order to select top performers for interviews. Mr. Walizer stated this process would continue until a selection is made.

11. Public Comment Ordinance

Supervisor Landman stated that he likes to have everyone feel free to talk and to not criminally hold conflicting views. Further he stated he ran on repealing that resolution and has already talked to the manager about the process needed to take that action.

Manager Walizer made a clarifying remark that the time limit would remain in effect but be limited to times and places that require more restrictiveness to enable an effective meeting (ie. Development discussions).

Solicitor Kushto stated that there should be no criminal penalty used to silence opposition in any public meeting.

Supervisor Fischer began to review questions raised at the previous weeks meeting but Supervisor Landman asked to interject briefly. Supervisor Landman acknowledged and concurred with the Neiffer Road concerns and also mentioned that Faust Road is a concern of his for speeding. Supervisor Landman asked Foreman Heller to reach out to PennDot to request a Neiffer Road study and to attempt to find a light up sign that shows drivers if they are speeding.

Supervisor Fischer followed up on the questions from the previous meeting:

- In response to the code enforcement question and noted those questions were answered during the Zoning Officers report section.*
- There was a request to report on payments from Bill Trey and those payments were made in full and satisfied in October of 2023.*
- It was asked if the Auditor resignation was formally accepted which was confirmed earlier tonight.*

- *There was a question about any outstanding loans. Supervisor stated the manager and treasurer need to meet to further review that information and will report at the next meeting.*
- *There was a question about outstanding lawsuits. There are two outstanding suits. There is currently one with Pekosa which is proposed for settlement but there has not been a review yet. Any formal settlement would have to be presented for action at a public meeting so will be public knowledge. This case has a long history that was formalized with the civil complaint filed in 2019. The other case was a trip and fall case which does not currently require action and is early in the process with many processes currently being undertaken.*
- *Updates from the website had not been working. Both the website provider and Manager Walizer have been made aware of the problem and it should be corrected within the next week.*

Supervisor Landman asked if there was additional public comment following the end of new and old business.

Les Benzak asked what is to be expected for developments. Engineer Ulrich stated the township was notified but there is normally no permit for testing your own land. Mr. Ulrich also stated this test was momentary in nature and would not have effected nearby wells. Mr. Ulrich stated this was part of the planning process and feasibility study required for completing a thorough development plan. Mr. Ulrich stated he did have a person present but was not aware of any report being generated for what was observed to report back to the Township. Mr. Ulrich stated there are several more major steps that need to be undertaken in order to be able to submit a development plan.

Les Benzak asked if the board knew why Mr. Frisco was absent. Supervisor Landman stated they received late notification but there was no comment being made.

George Jones asked about the township records retention. Solicitor Kushto stated there is a statewide manual that determines all standards for records retention and destruction which the township follows. Further, there is a requirement to provide public notice before any records are destroyed. Manager Walizer stated that his general policy in terms of administration of records retention is to follow the statewide manual and that he usually errs on the side of a conservative approach and retains records often beyond the state minimum.

UPCOMING MEETINGS - Announced by Supervisor Landman

Parks & Recreation June 25, 2024

Planning Commission Meeting June 27, 2024 7 PM

ANNOUNCEMENTS – Announced by Supervisor Landman

Suggestion Box for Community Day and other Community Events

Register for ReadyMontco Emergency Alerts

Supervisor Landman made one additional call for public comment.

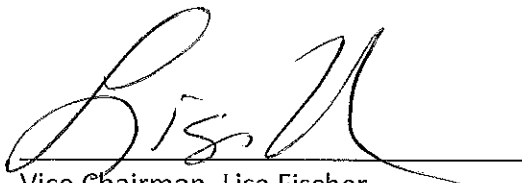
Lee Eckinrod asked if there was a local ordinance about set back on temporary yard signs as there was recently an accident by the hair salon possibly caused by poor sight lines coming onto 73. Engineer Ulrich stated there is a 75 foot triangle for intersection site lines that the signs would not be able to occupy. The LTL Zoning Officer will be utilized to follow up on the issue for future correction.

Supervisor asked Mrs. Rhoads-Kratz if she had anything she would like to add. She responded that the board is doing a good job despite what she is reading online. She thanked Supervisor Fischer for all of her efforts.


Meeting Adjourned at 8:28pm



Chairman, William Landman



Vice Chairman, Lisa Fischer



Secretary/Manager, Aaron Walizer

Upper Frederick Township
BOARD OF SUPERVISORS SPECIAL MTG
ATTENDANCE SIGN-IN SHEET

June 12, 2024

PRINT Name	Street Name	Resident (circle)
Tracy Harper	BIG road	<input checked="" type="radio"/> Yes / No
Doug Kenna	Fagleyville	<input checked="" type="radio"/> Yes / No
Debbie Kenna		<input checked="" type="radio"/> Yes / No
Jackson Kenna		<input checked="" type="radio"/> Yes / No
CP GOFFER Sr	Big Road	<input checked="" type="radio"/> Yes / No
bois Hoffman	Colonial Rd	<input checked="" type="radio"/> Yes / No
Sandra Keenan	Jaglyville	<input checked="" type="radio"/> Yes / No
Rob Keenan	Jaglyville	<input checked="" type="radio"/> Yes / No
JASON DEVOL	LITTLE ROAD	<input checked="" type="radio"/> Yes / No
Kevin & Michelle MURRAY	Big Road	<input type="radio"/> Yes / <input checked="" type="radio"/> No
MARK NOLAN	Town & Country	<input type="radio"/> Yes / <input checked="" type="radio"/> No
Don Cabot	Snyder Rd.	<input checked="" type="radio"/> Yes / No
Jen Christman	BIG Rd'	<input checked="" type="radio"/> Yes / No
Paul Christman		<input type="radio"/> Yes / <input checked="" type="radio"/> No
Denise Rhoads-Katy	Big Road	<input checked="" type="radio"/> Yes / No
Steve [unclear]	CLAYTON Ld	<input checked="" type="radio"/> Yes / No
Carolyn [unclear]	71121 Sunford Rd	<input checked="" type="radio"/> Yes / No
Ms Benyak		<input checked="" type="radio"/> Yes / No
Dee Hensen	Joseph [unclear]	<input checked="" type="radio"/> Yes / No

