

**UPPER FREDERICK TOWNSHIP BOARD OF SUPERVISORS
BUDGET WORKSHOP MONTHLY MEETING**

October 2, 2024

7 PM

MINUTES

Attendance: Mr. Landman and Mr. Karaffa were present. Ms. Fischer was absent.

Pledge to the Flag: Mr. Landman led the attendees in the Pledge to the Flag.

REGULAR MONTHLY MEETING

Announcement of Executive Sessions: Mr. Landman shared the Board met in executive session to discuss personnel and litigation.

Public Comment Period: There was no public comment.

REPORTS

2025 Draft Budget Report – Linda Major, CPA, Township Treasurer, provided an overview of the proposed 2025 Budget. The Township Manager noted that the budget may change to include information related to a grant request for a new backhoe; however, the grant request will seek full funding of the backhoe.

There was no public comment specific to the budget presentation.

BUSINESS BEFORE THE BOARD

Discussion of Finance Committee: Mr. Karaffa thanked Vicki for providing information about Doylestown Township's Finance Committee. He shared his opinion that it would be difficult to staff a committee with finance experts in a smaller community such as Upper Frederick, and shared his support of the current Treasurer and Auditing firm.

Mr. Landman shared that all budget information is already available to the public and that past audits and that vacancies still exist on the Board of Auditors. He encouraged those interested to run for the vacant position at the next election in 2025.

There was no public comment.

Proposed Zoning Ordinance Amendment – An amendment to repeal Ordinance 2024-02.
Authorization to send draft Ordinance to planning commissions and advertise for hearing.

Mr. Karaffa summarized the purpose of the Ordinance Amendment to rezone portions of the Township. The modification will allow the Township to take credit for "fair share" housing requirements met by the medium density zoned areas, in accordance with recommendations made by the Montgomery County Planning Commission.

Proposed Zoning Ordinance Amendment – An amendment to the Zoning Map to rezone properties from R-40 High Density to R-80 Land Preservation, from R-80 Land Preservation to R-40 High Density and R-60 Medium Density to R-80 Land Preservation. Authorization to send draft Ordinance to planning commission, advertise for hearing and send notices to affected property owners.

The Township Solicitor summarized the advertising and notification requirements to residents of the Township and timeline for the ordinance to pass.

Mr. Hans Moyer asked how the change would affect current property owners. The Township Solicitor replied that most would not be affected, however, the properties would be rezoned and would then be subject to development requirements as described in the new zoning district.

Mr. Karaffa motioned to authorize advertisement of the Zoning Ordinance Amendment, and to publicly advertise, notify property owners, and submit the amendment for review to the County Planning Commission in accordance with the Municipalities Planning Code. Mr. Landman seconded the motion, and it passed unanimously 2-0.

UPCOMING MEETINGS

Board of Supervisors Business Meeting – Wednesday, October 9, 2024 @ 7:00PM

Zoning Hearing Board – Tuesday, October 15, 2025 @ 7:00PM

Planning Commission Meeting – October 30, 2024 @ 7:00PM (Rescheduled from Oct. 31st due to Halloween)

ANNOUNCEMENTS

There were no announcements.

Mr. Karaffa motioned to adjourn the meeting at 7:23pm. Mr. Landman seconded the motion and it passed unanimously.