

UPPER FREDERICK TOWNSHIP
BOARD OF SUPERVISORS MEETING
January 11, 2018

The regular monthly meeting for January 2018 was called to order by the Chairman at 7:00 PM.

ATTENDING WERE: Scott Rakowski, Chairman; William Tray, Vice-Chairman; Troy Armstrong, Supervisor; David Allebach, Esquire, Township Solicitor; Norm Ulrich, LTL Consultants, Township Engineer; Rick Sacks, Environmental Engineer; Dennis Bolognese, Fire Marshall; John Troutman, Miller Environmental; Steve Heller, Roadmaster, Public Works; Jon Sell, Parks & Recreation; Jackie Tallon, Township Manager; and, Lois Reitnour, Administrative Assistant

IN ATTENDANCE: William Karaffa, UFT Constable; William Wright, Woodland Road; Mr. & Mrs. Himmelwright, Woodland Road; and Jared Landis, Westview Drive

MINUTES

Mr. Rakowski made a motion to approve the December 7, 2017, Preagenda Meeting minutes; Board of Supervisors, December 14, 2017, Meeting minutes; and, the December 26, 2017, Year End Meeting minutes. Motion was seconded by Mr. Tray and approved by all.

Public Comment

Mr. Rakowski called for any public comments or additions to the agenda. There were none.

TREASURER'S REPORT

The financial reports submitted included the Tax Collectors Report for December, statement of Cash Balances for December and balance report from the Water/Sewer plant at Perkiomen Crossing Development and the Sewer plant at Ivy Ridge Development. Mr. Rakowski made a motion to accept the Treasurer's Report and file for audit, Mr. Tray seconded and the motion was approved by all.

BILLS TO BE PAID LIST

The report of expenditures for January 1st through January 11, 2018 was submitted for approval and is posted for public review. Ms. Tallon noted that included in the bill to be paid is a check for \$64,800.00 which is a line item to be approved as partial payment to Di Rocco Brothers for the Fisher Road Bridge Project. The list of bills to be paid is included at the end of the minutes. The total payables for the time period are \$124,227.92; monthly and bi-weekly payroll \$25,086.46; taxes and benefits package \$7,756.43. Grand total disbursements for the period are \$157,070.81. Mr. Rakowski 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 next Board of Supervisors meeting on February 8, 2018. Mr. Tray seconded and the motion was approved by all.

EMERGENCY SERVICES

Plymouth Community Ambulance/Lower Frederick Division

Report received from Lower Frederick Division for December and posted for public review. Thirty-one (31) calls in Upper Frederick; twenty-three (23) were for Frederick Living.

Harleysville Area EMS/Community Ambulance

Report received from Harleysville/Community Ambulance for December and posted for review. There were ten (10) calls for Upper Frederick.

Fire Company Report

Mr. Bolognese, Fire Marshall, reported that there were fourteen (14) calls in the recording period. Report is posted for public review. Mr. Bolognese informed that he has Frederick Living on "Fire Watch" for some of the new cottages at "The Meadows." One of the new units had the sprinkler system freeze. Situation has been remedied. They are now retesting all units. Other issues arising from the recent extreme cold temperatures are being addressed. Ms. Tallon requested that Mr. Bolognese obtain information as to which units had the issues.

PERKIOMEN CROSSING WATER/SEWER PLANT REPORT **IVY RIDGE SEWER PLANT REPORT**

Mr. Troutman, Miller Environmental, reported there was one effluent violation at Perkiomen Crossing in December 2017. All reports have been submitted electronically to the DEP. Report is posted for public review.

Perkiomen Crossing Waste Water Treatment Plant

Routine operation and maintenance activities were performed during the month of December 2017.

December 21 – Dutchland on site to inspect/troubleshoot filter.

Perkiomen Crossing Water Plant

Routine operation and maintenance activities were performed during the month of December 2017.

December 8 – flush hydrants

Ivy Ridge Waste Water Treatment Plant

Routine operation and maintenance activities were performed during the month of December 2017.

PUBLIC WORKS/ROAD REPORT

Troy Armstrong reported for the Public Works Department. For the month of December 2017 Public Works Department: Fisher Road Bridge Project, precast culvert has been installed; Dog Park Parking Lot has been dug out – waiting for thaw to remove dirt; snow and ice removal on roads as needed; installed water heater at Perkiomen Crossing Sewer Plant; installed brighter and energy efficient lighting in the shop; replaced stop sign at Faust and Little Road following an accident; New Hanover Township borrowed needed salt – has since replaced; and, New Hanover Township assisted with the chipping of the collected Christmas Trees. Equipment Maintenance: Pressure washer malfunctioning – taken to Hotsy for repair estimate (possible replacement); F350 going to New Holland to fix dash lighting issue; and, truck and plow repairs on F750.

ENVIRONMENTAL ENGINEER'S REPORT

Mr. Rick Sacks, Environmental Engineer, stated that the monthly report was submitted, distributed and is posted for the public to review. Second grinder pump being installed at Perkiomen Crossing Wastewater Treatment Plant. Diffusers in the sludge tank were corroded and separated. Quotes are being obtained for replacements. Pricing options received for the Muffin Monster and being reviewed. Dutchland reviewed the current filter operation and determined that the media needs to be vacuumed out of the filter and the mud-well to permit further inspection and resolution of the problem. Cost has been obtained. Perkiomen Water Plant check valve on Booster Pump 1 was replaced. System is functioning well. Ivy Ridge Wastewater Plant waiting on quotes for the replacement of pumps.

CIVIL ENGINEER'S REPORT

Mr. Ulrich, LTL Consultants, was present. Report for January 2018 has been updated, distributed and posted for the public to review. Mr. Ulrich provided a brief update on the following: Stahl Minor Lot Line Change – no activity; Lords and Ladies – on the agenda for discussion; Meadows at Frederick are finishing up. Yost Road Project completed and last payment made with the exception of \$1,000 being withheld until the repair of the Buckman property is completed. Ms. Tallon informed that the Township received final payment of \$36,000 from the Conservation District for the Yost Road Project.

BUILDING INSPECTOR'S REPORT

Ms. Tallon reported for Mr. John. Thirteen (13) Building Permits and six (6) Use & Occupancy Permits issued; no Special Event Permits. Complete report is posted for the public review.

PLANNING COMMISSION

Mr. Ulrich reported that the Planning Commission for December 2017 was cancelled.

CPVRPC REPORT

Ms. Tallon reported that the CPVRPC December 2017 meeting was cancelled.

PARKS & RECREATION BOARD

Mr. Sell reported that the Parks & Recreation Board Christmas Tree recycling collection netted 86 trees this year. Mr. Sell thanked the Township and Public Works for the use of the truck and trailer. Currently the Parks Board is working on the Swamp Creek Stomp 5K/10K run scheduled for April 7, 2018.

BUSINESS BEFORE THE BOARD

Old Business

Fisher Road Bridge Project – Payment Release Request

Ms. Tallon provided the Board with photos of the construction site and a copy of the January 9, 2018 letter from LTL recommending partial payment in the amount of \$64,800.00 be made to the contractors Di Rocco Bros., Inc. Mr. Ulrich reviewed the payment release request information. Mr. Rakowski made motion to release a partial payment in the amount of \$64,800.00 to Di Rocco Bros., Inc. for the construction on the Fisher Road Bridge Project. Motion was seconded by Mr. Tray and approved by all.

Wireless Communications Facilities

Mr. Allebach informed that that the Township is ready to move forward and advertise for hearing and adoption. The Board approved.

Lords & Ladies

Ms. Tallon informed that the last communication with any representative from Lords & Ladies was an E-mail on November 28, 2017 to Mr. Ulrich. There has been no movement. Ms. Tallon requested that a letter be sent by the Township Solicitor to Lords & Ladies. Board authorized Mr. Allebach to issue a letter to Lords & Ladies.

MS4 - Pollutant Reduction Plan

Ms. Tallon stated that the Township and LTL are still waiting to hear back from DEP in regards to a meeting. There has been no response to the request.

Woodchuck Lane – Petosa

Ongoing, under the supervision of Mr. Heller, Roadmaster.

County Radios

Mr. Bolognese advised that the radios have been received and a few have been distributed. However, the charging stations received do not fit the radios received. Chargers are being returned to Motorola and new chargers need to be sent. Mr. Bolognese will keep the Township advised.

Schneider Property – Snyder Road

Ms. Tallon informed that the residents involved are in attendance. Ms. Tallon invited Mr. Wright of 1627 Woodland Road to speak.

Mr. Wright informed that he contacted the Montgomery County Board of Assessments regarding Act 319 – Clean and Green Act referencing the Schneider Property and the issues emanating from said property: Illegal Burning of garbage, using property as a landfill, over population of black flies and unbearable odors. Mr. Bolognese informed that there has been no fire calls to the Schneider property within the past year. Ms. Tallon re-informed that the Schneider property is not in the Act 319 area but in the Agricultural Security Area which is governed by the DEP and Conservation District. Township nuisance Ordinances do not apply to the Agricultural Security Area. Mr. Wright will forward to Ms. Tallon copies of the Ordinances he has reviewed which he states allow for Township to issue citations and cease and desist orders. Board affirmed that the Township is doing what it can to assist the residents in this situation.

Mr. Himmelwright informed that the generator is still running 24 hours a day at the property located at 1614 Snyder Road. Ms. Tallon stated that she would inform the Zoning Officer.

New Business

Resolution No. 2018-04 – Adopt Fee Schedule

Ms. Tallon informed that the Fee Schedule was amended to update the Labor and Industry fee increased from \$4 to \$4.50. Mr. Rakowski made motion to adopt Resolution No. 2018-04 - New 2018 Fee Schedule for Upper Frederick Township. Mr. Tray seconded the motion and motion was approved by all.

Resolution No. 2018-05 – Emergency Operations Plan/Promulgation

Ms. Tallon informed that every time a new Supervisor is elected the Emergency Operation Plan is updated with the new Supervisors name approving or disapproving, the Board is requested to approve his name on the Emergency Operations Plan. In addition, Promulgation is also approved to put forth the Emergency Operations Plan. Mr. Rakowski made motion to adopt Resolution No. 2018-05 adding Mr. Armstrong's approval to the Emergency Operations Plan. Motion was seconded by Mr. Tray and approved by all.

Approve Great Eastern as a Depository of Township Funds

Mr. Rakowski made motion to approve Great Eastern as a depository of Township funds. Motion was seconded by Mr. Tray and approved by all.

Resolution No. 2018-06 – Approve Signers for Great Eastern

Ms. Tallon informed that in order to add a signer to Great Eastern Depository, a Resolution must be adopted approving another signer. Mr. Rakowski made motion to adopt Resolution No. 2018-06 – Approve Signers for Great Eastern. Motion was seconded by Mr. Tray and approved by all.

Mr. Rakowski inquired if there were additional items to bring before the Board. There were none.

ANNOUNCEMENTS

Assisted Recycling: Friday, January 26, 2018 – 10:00 AM to 2:00 PM

Bookmobile: Fridays: January 19, 2018 - 10:00 AM to 12:00 PM

ADJOURNMENT

Mr. Rakowski motioned and Mr. Tray seconded the motion to adjourn the regular meeting and convene to the executive session at 7:47 PM.

Mr. Rakowski motioned and Mr. Tray seconded to adjourn the executive session and reconvene the regular meeting at 8:04 PM.

Personnel issues were discussed.

Mr. Rakowski motioned and Mr. Tray seconded to adjourn the regular meeting at 8:05 PM.

Scott A. Rakowski, Chairman

William J. Tray, Vice-Chairman

Troy J. Armstrong, Supervisor