

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**February 8, 2018**

The regular monthly meeting for February 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; John Troutman, Miller Environmental; Steve Zimmerman, Parks & Recreation; Dennis Bolognese, Fire Marshall; and, Jackie Tallon, Township Manager

IN ATTENDANCE: Mr. & Mrs. Himmelwright, Woodland Road

**MINUTES**

Mr. Rakowski motioned to approve the January 11, 2018 Board of Supervisors Meeting minutes. Motion was seconded by Mr. Armstrong.

**Public Comment**

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

**TREASURER'S REPORT**

The financial reports submitted include tax collector's monthly report for January 2018. Also included in the monthly report are the all funds budget and income report, statement of cash balances, and the customer 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 Tax Collector's and Treasurer's Reports as presented and file for audit. Mr. Tray seconded the motion and was approved. The cash disbursements report for February was included in the Treasurer's Report and is posted for public review.

**BILLS TO BE PAID LIST**

The report of expenditures for February 2018 was submitted for approval and is posted for public review. The list of bills to be paid is included at the end of the minutes. The total payables for the time period are \$117,932.29; monthly and bi-weekly payroll \$15,316.29; Federal Taxes are \$5,346.52; and, benefits package \$3,354.43. Grand total disbursements for the period are \$141,949.53. Ms. Tallon noted that the payment for the new roller was included in the payables. 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 prior to the Board of Supervisors meeting on March 8, 2018. Mr. Tray seconded the motion and was approved by all.

**EMERGENCY SERVICES**

**Plymouth Community Ambulance/Lower Frederick Division**

January 2018 report received from Lower Frederick Division and posted for public review. There were twenty-eight (28) calls in Upper Frederick – twenty-three (23) calls were for Frederick Living.

## **Harleysville Area EMS/Community Ambulance**

Harleysville Community Ambulance report for January 2018 is posted for public review. There were six (6) calls in Upper Frederick.

## **Fire Company Report**

Mr. Bolognese reported that there were eleven (11) calls in the reporting period. Mr. Bolognese informed that he received notification that the new radio chargers are on their way. Mr. Bolognese informed that "No Parking by Order of the Fire Marshall" signs were posted at the fire tower area located at the old Perkiomenville Inn. There are vehicles parked in the area blocking the fire access. Ms. Tallon will request the Roadmaster to visit the area and ticket the vehicles in violation.

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

Mr. John Troutman, Miller Environmental, reported that there were no effluent violations at either plant for the month of January 2018. All report information has been submitted electronically to the Pennsylvania DEP. Report is posted for public review.

### Perkiomen Crossing Waste Water Treatment Plant

Routine operation and maintenance activities were performed during the month of January 2018.

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### Ivy Ridge Waste Water Treatment Plant

Routine operation and maintenance activities were performed during the month of January 2018.

## **PUBLIC WORKS/ROAD REPORT**

Mr. Armstrong reported for the Public Works Department for the month of January 2018: precast box culvert for Fisher Road installed; Dog Park parking lot, waiting for dirt to thaw for removal; snow and ice removal on roads; installed water heater at Perkiomen Crossing Sewer Plant; installed new lighting in mechanic shop and built shelves for the F350 tool boxes; re-enforced back wall of salt building; pothole patrol; minor ditch maintenance; snow truck and plow maintenance repairs; and, new garage door openers installed.

## **ENVIRONMENTAL ENGINEER'S REPORT**

Mr. Rick Sacks, Environmental Engineer, was in attendance. Monthly report for February 2018 was distributed and is posted for the public review. Second grinder pump for Perkiomen Crossing Wastewater Plant is ready to be placed into service. Quotes have been obtained to replace the corroded and separated diffusers in the sludge tank. It is anticipated that this will be completed in 2018. Dutchland was out to review the current filter operation. It was determined that the media needed to be vacuumed out of the filter and mud-well to permit further inspection and resolution of the problem. Work is scheduled for the week of February 12, 2018. The Muffin Monster (comminutor) at the head of the EQ tank has a bad bearing and worn teeth. Quotes have been obtained to replace the unit with new or a reconditioned unit. A quote is also being obtained to repair the current unit. Twifford Electric installed an outlet in the shed for the bisulfite to operate the peristaltic pump and a small heater to keep it from freezing.

Quotes are still being obtained for Ivy Ridge Wastewater Treatment Plant pump replacements for 2018. Twifford Electric replaced the electric heater in the blower room at the Ivy Ridge Control Room.

## **CIVIL ENGINEER'S REPORT**

Mr. Ulrich, LTL Consultants, informed that the monthly report for February 2018 has been updated, distributed and posted for the public to review. Items of note: Frederick Living Conditional Use Application and the Fisher Lane Culvert Repair Project.

## **BUILDING INSPECTOR'S REPORT**

Ms. Tallon reported for Mr. John: four (4) Building Permits, five (5) Use & Occupancy Permits and zero (0) Special Event Permits were issued. Complete report is posted for the public review.

## **PLANNING COMMISSION**

Mr. Ulrich reported that the Planning Commission Meeting was held January 25, 2018. At the reorganization, Mr. Buckman was elected as Chairman, Mr. O'Donnell was elected as Vice-Chairman and all welcomed new Planning Commission member Mr. Troy Armstrong. Subdivisions were discussed. Stahl Lot Line Adjustment – no activity. There was discussion regarding projects that have been on the agenda for some length of time. Time line waivers will now include new language regarding stalled projects. Lords & Ladies was discussed. Submitted plan is essentially the same plan that was submitted before with some minor changes. Frederick Living Conditional Use Order was discussed and the Planning Commission agreed that the notification requirement of property owners within 500 feet are to be notified be added to the Conditional Use Application. Ms. Tackett presented a draft of the Planning Commission Annual Report and contents were discussed. Mr. Tackett also presented a review of the Swamp Creek Greenway December 13, 2017 meeting.

## **CPVRPC REPORT**

Ms. Tallon reported that the CPVRPC meeting was held on January 15, 2018 and was attended by Ms. Tackett, Township Planner. Guidelines for the Schwenksville Main Street Design were discussed. Sacks Land Development – Lower Frederick Township – was discussed. County noted several concerns about the development and made some recommendations. Applicant is willing to make some changes. The CPVRPC did not make any recommendations pending revisions to the plan. Information regarding the County grant program was distributed.

## **PARKS & RECREATION BOARD**

Mr. Zimmerman reported for Parks and Recreation. Christmas Tree recycling program netted 84 trees. Official date for the Swamp Creek Stomp is April 14, 2018. Volunteers are needed. Trail maintenance was performed on December 31<sup>st</sup> and January 28<sup>th</sup>. Dedication date for the dog park is May 19, 2018. More details to follow. Fifteen tables were purchased from St. Luke's for \$15 apiece. Multi-park Summit meeting is scheduled for February 27, 2018 at Upper Salford Township. Next Park Board meeting is February 20, 2018.

## **BUSINESS BEFORE THE BOARD**

### **Old Business**

#### **Fisher Road Bridge Project**

Mr. Ulrich stated that the contractor did a great job. Bridge is completely functional. Guiderails and cross pipe remain; asphalt when weather warms up.

#### **Wireless Communications Facilities**

Mr. Allebach informed that Wireless Communication Ordinance hearing and adoption is scheduled for the March 8, 2018, Board of Supervisors meeting.

## **Lords & Ladies**

Discussed under Planning Commission.

## **MS4 - Pollutant Reduction Plan**

Still waiting to hear from DEP.

## **County Radios - Update**

Discussed under Fire Marshall's report.

## **Snyder Road Issues**

Ms. Tallon informed that she was informed by Mr. Wright that the smell emanating from the farm has lessened and that the generator at the other property has stopped running. Ms. Tallon informed that the Zoning Officer was requested to investigate the electrical issue. Mr. Himmelwright added that tractor trailers should not be driving on Snyder Road due to the narrow roadway. Ms. Tallon stated that she would notify the county of his concern since Snyder Road is a County Road.

## **New Business**

### **Tax Credits for Volunteer Firefighters – Implementation**

Ms. Tallon reviewed the information regarding the qualifications for the tax credits with Mr. Bolognese. Ms. Tallon recommended that a meeting be scheduled to discuss the application process further.

### **Road Projects – 2018**

Ms. Tallon informed that Mr. Heller, Roadmaster, had several road projects listed. Two projects that involve liquid fuels are Hauck Road for paving and Clover Lane – Phase I. Ms. Tallon is requesting the Boards approval for Mr. Ulrich and Mr. Heller to start working on possible bid packages. Other roads on the list are: Rockhill and little Sweisford Roads with the assistance of Lower Frederick; Becker Road for the Dirt and Gravel Grant. Mr. Rakowski made motion to approve Mr. Ulrich, Township Engineer and Mr. Heller, Roadmaster, to move forward on the Hauck Road and Clover Lane road projects. Motion was seconded by Mr. Tray and approved by all.

### **Montgomery County Planning Commission – New 247 Review Submission Process**

Mr. Allebach referenced the letter from the county on the new filing process for Subdivisions and Land Developments. It now requires that all plans and documents be filed in digital pdf format. Mr. Allebach felt that we should amend our Ordinance to require that all submissions must include a pdf format to be included with paper plans. Mr. Allebach is requesting Board authorization to amend the SALDO Amendment to require the submission process with the plans. Mr. Rakowski made motion authorizing Mr. Allebach to amend the SALDO process to include the digital pdf format with submission. Motion was seconded by Mr. Tray and approved by all.

## **ANNOUNCEMENTS**

Assisted Recycling: Friday, February 23, 2018 – 10:00 AM to 2:00 PM

Bookmobile: Fridays: February 16 & March 2, 2018 - 10:00 AM to 12:00 PM

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

**ADJOURNMENT**

Mr. Rakowski motioned and Mr. Tray seconded the motion to adjourn the regular meeting at 7:42 PM.

No Executive Session

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Scott A. Rakowski, Chairman

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William J. Tray, Vice-Chairman

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Troy J. Armstrong, Supervisor