

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

**April 12, 2018**

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

**ATTENDING WERE:** William Tray, Vice-Chairman; Troy Armstrong, Supervisor; Kenn Picardi, Esquire, Township Solicitor; Norm Ulrich, Township Engineer; Rick Sacks, Environmental Engineer; Matt Landis, Miller Environmental; Steve Heller, Roadmaster; Jon Sell, Parks & Recreation; Dennis Bolognese, Fire Marshall; Jackie Tallon, Township Manager; and, Lois Reitnour, Administrative Assistant

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

**MINUTES**

Mr. Tray motioned to approve the March 8, 2018 Board of Supervisors Meeting minutes. Motion was seconded by Mr. Armstrong.

**Public Comment**

Mr. Tray 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 March 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. Tray made a motion to accept the Tax Collector's and Treasurer's Reports as presented and file for audit. Mr. Armstrong seconded the motion. The cash disbursements report for April was included in the Treasurer's Report and is posted for public review.

**BILLS TO BE PAID LIST**

The report of expenditures for April 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 \$82,670.33; monthly and bi-weekly payroll \$7,011.62; Federal Taxes are \$1,904.86; and, benefits package \$3,414.47. Grand total disbursements for the period are \$95,001.28. Mr. Tray 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 10, 2018. Mr. Armstrong seconded the motion.

**EMERGENCY SERVICES**

**Plymouth Community Ambulance/Lower Frederick Division**

March 2018 report was received from Lower Frederick Division and posted for public review. There were twenty-three (23) calls in Upper Frederick – seventeen (17) calls were for Frederick Living.

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

Harleysville Community Ambulance report for March 2018 is posted for public review. There were sixteen (16) calls in Upper Frederick.

## **Fire Company Report**

Mr. Bolognese thanked all for the kind gestures of condolence on the passing of his mother.

Mr. Bolognese reported that there were fourteen (14) calls in the reporting period. Mr. Bolognese spoke with the chief of Medic 308 to assure there would be coverage for the Swamp Creek Stomp on Saturday, April 14, 2018. Full coverage will be provided. Fire police will be in attendance for traffic control.

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

Mr. Matt Landis, Miller Environmental, reported that there were no violations at Perkiomen Crossing or Ivy Ridge for the month of March 2018. All data was not available by Board meeting. Upon receipt, additional information will be submitted to the Board of Supervisors. Full report information will be submitted electronically to the Pennsylvania DEP when obtained. Submitted report is posted for public review.

### Perkiomen Crossing Waste Water Treatment Plant

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

### Perkiomen Crossing Water Plant

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

### Ivy Ridge Waste Water Treatment Plant

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

## **PUBLIC WORKS/ROAD REPORT**

Mr. Armstrong, Crew Leader, reported for the month of March 2018: winter plowing and salting of roadways; road maintenance filling potholes and repairing broken road edges; marked out paving for Clover Lane (Phase I) and Hauck Road; Public Works staff attended road maintenance and patch class; maintenance of salt spreaders and augers for summer storage; and, swale clean out of Sweisford and Keyser Roads. Equipment maintenance: schedule inspection for the 2008 – F-550; replaced muffler and gasket on 2755 John Deere; wiring harness for the 2011 – F-550 to be replaced; and, 2011 – F550 mirror replaced (warranty).

## **ENVIRONMENTAL ENGINEER'S REPORT**

Mr. Rick Sacks, Environmental Engineer, was in attendance. Monthly report for April 2018 was distributed and is posted for the public review. Chapter 94 reports for both Perkiomen Crossing and Ivy Ridge Waste Water Plants were completed and submitted to the DEP. Mr. Sacks is awaiting quotes for the replacement of air and sludge lines at Ivy Ridge.

Mr. Tray inquired as to the serviceability of the wastewater treatment plants. Mr. Sacks stated that Ivy Ridge is currently in need of most repairs due to corrosion; looking to replace diffusers with galvanized or stainless steel. Perkiomen Crossing is in good shape. Short discussion on possible future expansion of sewer plants or new development possibilities followed.

## **CIVIL ENGINEER'S REPORT**

Mr. Ulrich, LTL Consultants, informed that the monthly report for April 2018 has been updated, distributed and posted for the public to review. Items of note: The Meadows at Frederick Living are near completion. LTL is monitoring the E & S. Fisher Road Project on the agenda for discussion.

## **BUILDING INSPECTOR'S REPORT**

Ms. Tallon reported for Mr. John: three (3) Building Permits, five (5) Use & Occupancy Permits and two (2) Special Event Permits for Green Lane Park were issued: one (1) WMGK De Bella Dog Walk on May 5<sup>th</sup>; and, the Green Lane Park Concert Series. Complete report is posted for the public review.

## **PLANNING COMMISSION**

Mr. Ulrich reported that Planning Commission meeting for March 2018 was cancelled.

## **CPVRPC REPORT**

Ms. Tallon reported that the CPVRPC meeting was held on March 19, 2018. Major topic of discussion was the Multi-Regional Greenway and Stewardship Study. Bob Wayland Park was part of the study; copy of report to be forwarded to the Board. Item of Regional significance: Ursinus College is proposing a project to construct a 9,000 square foot building – Students Common Building. Items discusses: Lower Frederick has approved a Dunkin Doughnuts near the traffic circle; Colledgeville has a potential new owner for the Perkiomen Bridge Hotel; Schwenksville is working on self-guided tour of the Perkiomen Trail; and, Perkiomen Township is considering the development of 36 apartments across from the Duck Inn.

Mr. Tray inquired if there was any update on the Swamp Creek/Sunrise Trail project. Ms. Tallon stated that the last meeting was held in December 2017. No updated information has been received.

## **PARKS & RECREATION BOARD**

Mr. Sell reported for Parks and Recreation. Swamp Creek Stomp is Saturday, April 14, 2018. Volunteers and runners are needed. Tentative dedication date for the dog park is May 19, 2018. More details to follow.

## **BUSINESS BEFORE THE BOARD**

### **Old Business**

#### **Fisher Road Project – Payment Release Request**

Mr. Ulrich announced that Fisher Road Project asphalt has been completed as of Wednesday, April 11, 2018. Final payment application has been made by Di Rocco Brothers. LTL will complete paperwork for reimbursement and maintenance bond.

#### **Lords & Ladies**

Ms. Tallon informed that the item is being kept on the agenda even though plans have been approved and signed; the escrow agreement has been signed but payment has not been received. The project is still on-going.

### **MS4 - Pollutant Reduction Plan**

Mr. Ulrich stated that LTL received confirmation that the submitted MS4 has been reviewed by the DEP and that the stream is still considered impaired. The Township is still requesting a meeting with the DEP to discuss what is being proposed by the Township will satisfy the DEP requirements.

Mr. Wright inquired if the MS4 is a water pollution issue. Mr. Ulrich explained that the MS4 (Municipal Separate Storm Sewer System) requires the Township to obtain a permit through DEP for any water (falling onto township roads, running off of township roads) that runs into a stream and any impairments that are associated with the runoff. This is a relatively new process and DEP is very difficult to respond to questions.

### **Snyder Road Issues**

Mr. Tray stated that he has been in contact with a representative from the DEP and was informed of the stand the DEP is taking regarding the Schneider Farm. Ms. Tallon also received information from Kevin Bauer of the DEP regarding the Schneider Farm issue. The Township will continue to follow the situation.

Ms. Tallon informed Mr. Himmelwright that the photos he submitted of Snyder Road were forward to Mr. Heller, Roadmaster. Mr. Heller reported that he spoke to Ms. Gretta Riley from Montgomery County Roads & Bridges Department regarding the Snyder Road traffic concerns. Mr. Heller is hoping to have an updated report from Ms. Riley at the next regularly scheduled Board of Supervisors meeting on May 10, 2018.

### **Regional Police – Presentation**

Mr. Tray, Mr. Armstrong and Ms. Tallon attended the March 21, 2018 presentation. Ms. Tallon provided information on the presentation. The idea is to have a regional Police Department that would provide police coverage to Upper Frederick, Lower Frederick, Schwenksville Borough, Upper Salford Township and Perkiomen Township. Next meeting is scheduled for May 16, 2018 with a representative from the DCED to discuss a study to see how a regional police force would work.

### **Ordinance – RE: MCPC New Online Review Submission Process**

Draft copy of the Ordinance was provided to the Board for their review. Ordinance will be forwarded to Mr. Allebach for preparation for adoption and advertising. Ordinance outlines the new procedures for submission of a Land Development or Subdivision plan for review by the Montgomery County Planning Commission.

### **Road Projects – 2018**

Mr. Ulrich stated that the road layout work for the Clover Lane, Phase I and Hauck Road project has been completed and is requesting Board authorization to put together the bid package for the project. Mr. Tray made motion authorizing LTL to proceed with the bid package and advertising for the Hauck Road and Clover Lane, Phase I Road Project. Motion was seconded by Mr. Armstrong.

Becker Road Project is a stormwater project and requires a car count to be submitted to the Conservation District for the purposes of applying for a Grant.

## **New Business**

### **Per Capita Tax**

Ms. Tallon informed that the Boyertown School District will not be sending out or collecting Per Capita Tax. Berks County Intermediate Unit currently provides the software to maintain the listing of individuals subject to the tax, and provide the software for tracking payments. Ms. Brown, Township Tax Collector, was contacted to obtain an estimate from the printing company that she uses for the tax bills and cost of mailing. Estimate from Berks County Intermediate Unit and Ms. Brown will be discussed and presented at the May 10, 2018 regularly scheduled Board of Supervisors Meeting.

### **Upper Frederick Township – 100 Year Anniversary**

In 2019, it will be the 100<sup>th</sup> anniversary of Upper Frederick Township. In 1919, Frederick Township was divided into Upper and Lower. Ms. Tallon is requesting suggestions for celebrating this event from interested residents, Board of Supervisors, Planning Commission and the Parks Board. Mr. Sacks reported on his townships celebration in 2016.

## **ANNOUNCEMENTS**

Assisted Recycling: Friday, April 27, 2018 – 10:00 AM to 12:00 PM

Bookmobile: Fridays: April 13 & 27, 2018 - 10:00 AM to 2:00 PM

Swamp Creek Stomp – 5K/10K Run – Saturday, April 14, 2018 – Begins at 9:00 AM

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

## **ADJOURNMENT**

Mr. Tray motioned and Mr. Armstrong seconded the motion to adjourn the regular meeting at 7:47 PM.

No Executive Session

---

William J. Tray, Vice-Chairman

---

Troy J. Armstrong, Supervisor