

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**September 12, 2019**

The regular monthly meeting for September 2019 was called to order by the Vice Chairman at 7:00 PM.

**ATTENDING WERE** Scott Rakowski, Chairman; Troy Armstrong, Vice-Chairman; William Tray, Supervisor; David Allebach, Esquire, Township Solicitor; Rick Sacks, Environmental Engineer; John Sell, Parks and Recreation; Pat Corcoran, UFFC; Jackie Tallon, Township Manager; and Kate Hanna, Administrative Assistant

**IN ATTENDANCE:** Sean Frisco, Valley Stream Dr.; Jared & Barb Landis, Westview Dr.; Jeff Staufenberg, Rockhill Road; T. Trojansky, Plymouth Ambulance; John Holtz, Brookside Way; Scott Graham, Brookside Way; Eric Anderson, Brookside Way; John Root, Brookside Way

**Public Comment**

Mr. Rakowski called for any public comments or additions to the agenda.

Mr. Staufenberg, Rockhill Road, expressed his concerns with his neighbor running a generator 80% of the time since May 16, 2019. He believes the electricity has been turned off to the home. Ms. Tallon stated the Township is aware and stated LTL sent a letter to the homeowner concerning the situation.

Mr. Holtz, Brookside Way, brought concerns with water rushing down and ponding at the bottom of his driveway causing potholes and road deterioration. Mr. Graham, Brookside Way, stated there is not proper drainage at the bottom of the road causing the runoff of water to the pond on the roadway. Mr. Heller stated the road crew has been out to clear the drain and patch the damaged areas. Mr. Heller also stated that Mr. Holtz's driveway pipe is too small and it is required that it be a minimum of a 15" pipe be installed by the homeowner. Mr. Holtz stated the pipe is under the road therefore should be the township responsibility. Mr. Rakowski stated we will need to take pictures and access the situation.

Mr. Root, Brookside Way, stated there are multiple cracks in the roadway and sealing the cracks is only a temporary fix. The base on the road is too small, it will continue to deteriorate. Mr. Rakowski stated we will look into the problem and get back with them at a later date.

**MINUTES**

Mr. Rakowski made a motion to approve the July 18, 2019 Board of Supervisors Meeting minutes as presented. Motion was seconded by Mr. Armstrong.

Mr. Armstrong made a motion to approve the August 8, 2019 Board of Supervisors Meeting minutes as presented. Motion was seconded by Mr. Tray.

**TREASURER'S REPORT**

The Treasurer's report for August 2019 was submitted and includes the tax collector's monthly report, all funds budget and income report, statement of cash balances and the customer balance reports from Perkiomen Crossing and Ivy Ridge. Mr. Rakowski made a motion to accept the Treasurer's Report as presented and file for audit. Mr. Armstrong seconded the motion. Motion approved by all.

## **BILLS TO BE PAID LIST**

The cash disbursement report for the month 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 month are \$111,536.67; monthly & biweekly payroll \$1,013.42; Federal Taxes are \$179.18; AFLAC \$400.22 and, PMRS \$2,771.44. Grand total disbursements for the period are \$115,900.93. 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 Board of Supervisors meeting on October 10, 2019. Mr. Tray seconded the motion. Motion approved by all.

## **EMERGENCY SERVICES**

### **Plymouth Community Ambulance/Lower Frederick Division**

The monthly report from Plymouth Community Ambulance is posted for public review. There were twenty (20) calls in August. Frederick Living had fifteen (15) calls.

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

The monthly report from Harleysville Community Ambulance is posted for public review. There were ten (10) calls in August.

### **Fire Company Report**

Mr. Corcoran reported there were twelve (12) calls for the month of August. UFFC will be holding a Gun raffle; tickets can be purchased at the Firehouse on Monday or Wednesday's.

Mr. Corcoran and Mr. Trojansky requested permission to request an antenna be installed on the tower on Hill road. This would provide better communication between Fire and EMS. There will be no cost to Upper Frederick to install. They are requesting that Upper Frederick Township write a letter to Montgomery County allowing the placement of the antenna. Ms. Tallon was directed to prepare a letter.

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

Mr. Matt Landis reported there were no violations this month. Repairs were made to pipes that were leaking and beginning to rust at Ivy Ridge Sewer plant. Report is posted for public review.

## **PUBLIC WORKS/ROAD REPORT**

Mr. Heller stated that the report has been distributed and posted for public review. Work completed for the month of August 2019 was road and seasonal mowing, upgrading/replacing road/street signs, line striping, stage preparation for 100 Year Celebration, and work orders as requested

## **ENVIRONMENTAL ENGINEER'S REPORT**

Mr. Sacks stated the monthly report for August 2019 was distributed and is posted for public review. Preparing costs for replacing the airline and diffuser drops in the equalization tank at the water plant.

## **CIVIL ENGINEER'S REPORT**

Ms. Tallon stated the monthly report for August 2019 has been updated, distributed and posted for public review. Scioto Village was granted and extension until 8-14-20. Frederick Living review timeline expires on 9-18-19 a request to for an extension was sent to RGS on 9-12-19. Ms. Tallon requested a motion to be made to deny the Campus Expansion based on comments of Engineers Letter if waiver not received. Mr. Rakowski made a motion to deny the plan, Mr. Armstrong seconded the motion. Motion approved by all.

## **BUILDING & ZONING REPORT**

The Building and Zoning report was submitted by John Koch, LTL Consultants and posted for public review. There were three (3) permits issued, seven (7) inspections and ten (10) zoning issues for the month of August.

## **PLANNING COMMISSION**

No meeting was held in August 2019

## **CPVRPC REPORT**

No meeting was held in August 2019.

## **PARKS & RECREATION BOARD**

Mr. Sell reported the Park Board is working closely with the anniversary committee in planning for the centennial celebration, volunteers needed, next meeting is 9-17-19 at 6pm; Movie on the mountain took place on September 7, 2019. It went very well, there were an estimated 150 in attendance.

## **BUSINESS BEFORE THE BOARD**

### **Old Business:**

#### **Clover Lane & Colonial Road Project**

Worked is scheduled to begin mid-October 2019

#### **100 Year Anniversary Celebration**

Ms. Tallon reported everything is coming together nicely. Volunteers are needed. Next meeting will be on September 17, 2019 at 6pm

### **New Business:**

#### **Approve Fire Police for East Greenville Halloween Parade October 20, 2019**

Mr. Rakowski motioned and Mr. Armstrong seconded the motion to approve the use of the Upper Frederick Fire Police at the East Greenville Halloween Parade. Motion approved by all.

#### **Lights for Dog park - Deposit**

Ms. Tallon stated the deposit is being mailed this week. Lights are being ordered. Upper Frederick Public Works will dig the holes for the posts.

#### **Personnel Policy Revision – Social Media**

Mr. Allebach stated the current policy references employees only using social media. He will prepare a resolution to add volunteers as well.

#### **2020 Budget Calendar**

Ms. Tallon presented the 2020 Budget calendar for Board of Supervisors to review.

#### **Fireworks Issues**

Mr. Allebach provided the Board of Supervisors a copy of North Coventry Townships Fireworks Display Ordinance as a sample to review. Comments to be presented at next Board of Supervisors meeting.

**ANNOUNCEMENTS**

**Centennial Celebration, Saturday September 28, 2019 9 AM – 5 PM  
Volunteers Needed!**

**The next Anniversary Committee meeting is scheduled for Tuesday  
September 17, 2019 at 6:00 PM.**

Assisted Recycling: Friday, September 27, 2019 10:00 AM to 2:00 PM

Bookmobile: Fridays September 13 & 27, 2019 10:00 AM to 12:00 PM

**ADJOURNMENT**

Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the regular meeting and convene to the Executive session at 7:45 PM.


Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the Executive Session and reconvene the regular meeting at 8:14 PM

Personnel Matters were discussed.

Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the regular meeting at 8:15 PM

  
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Scott A. Rakowski, Chairman

  
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Troy J. Armstrong, Vice-Chairman

  
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William Tray, Supervisor

