

**UPPER FREDERICK TOWNSHIP**  
**BOARD OF SUPERVISORS MEETING**  
**November 14, 2019**

The regular monthly meeting for November 2019 was called to order by the 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; Jackie Tallon, Township Manager; Steve Heller, Roadmaster; and Kate Hanna, Administrative Assistant

**IN ATTENDANCE:** Jared & Barb Landis, Westview Dr.; Jeff Staufenberg, Rockhill Road; Andrea Kershaw, Boyertown Library; Mike Murphy, Boyertown Library; Charles Geffer, Big Road; Bill O'Donnell, UFFC; Pat Corcoran, UFFC; Sean Frisco, Valley Stream Dr; Charles Wohl, Boyertown Community Library; Meg Marcell, 3102 Big Rd

**Public Comment**

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

Meg Marcell, 3102 Big Rd, Stated the pylons in front of her house are missing, possibly taken out by the plow, causing vehicles to drive through the ditch. Vehicles are failing to stop at the stop sign making it impossible for her to get out of her driveway.

**MINUTES**

Mr. Rakowski made a motion to approve the October 10, 2019 Board of Supervisors Meeting minutes as presented. Motion was seconded by Mr. Armstrong. Motion was approved by all.

**TREASURER'S REPORT**

The Treasurer's report for October 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 of October 2019 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 \$341,534.75; monthly & biweekly payroll \$15,748.57; AFLAC \$600.33 and, PMRS \$4,548.95. Grand total disbursements for the period are \$362,432.60. 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 December 12, 2019. Mr. Armstrong 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-seven (27) calls in October. Frederick Living had seventeen (17) calls.

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

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

### **Fire Company Report**

Mr. Corcoran reported there were ten (10) calls for the month of October. Mr. Corcoran stated the new engine was being finalized to order. Mr. Corcoran also requested Upper Frederick Township write a letter to Montgomery County regarding the radio tower antenna study. Pancake breakfast to be held December 7, 2019 at St. Luke's.

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

Mr. Matt Landis reported plants are good, no permit violations. One non-compliance event occurred; no samples were taken due to the substitute not showing up. Perkiomen Crossing - pipe is deteriorated on sand filter. DEP is aware, samples are good.

## **PUBLIC WORKS/ROAD REPORT**

Mr. Heller stated that the report has been distributed and posted for public review. Work completed for the month of October 2019 was screening millings, insulating pole barn, tree trimming, Colonial Road & Clover Lane, dog park paved, dog park maintenance, road maintenance and work orders as requested. 2008 Ford F550 was sold, winter equipment was prepped.

## **ENVIRONMENTAL ENGINEER'S REPORT**

Mr. Sacks stated the monthly report for October 2019 was distributed and is posted for public review. Pipe at Perkiomen Crossing was repaired; system was out of service for one day. Grading for the final tank was completed. Pressure release valves for water system are in and awaiting pick up. One blower at Ivy Ridge is out, currently getting pricing for replacement.

## **CIVIL ENGINEER'S REPORT**

Mr. Ulrich stated the monthly report for October 2019 has been updated, distributed and posted for public review. Frederick Living Campus Expansion is moving forward. LTL issued a 5th review letter dated 10/29/19, applicant attended the October Planning Commission meeting. Frederick Living requested and received a conditional preliminary/final recommendation of plan approval. Review time expires 12-18-19, Frederick Living will need to request and extension. The Meadows at Frederick is nearing completion. Trail work and punch list are being worked on. Clover Lane/Colonial Road Paving project began on October 16<sup>th</sup> and was substantially complete on November 8<sup>th</sup>.

## **BUILDING & ZONING REPORT**

The Building and Zoning report was submitted by John Koch, LTL Consultants and posted for public review. There were six (6) permits issued, eight (8) inspections and eight (8) zoning issues for the month of October.

## **PLANNING COMMISSION**

### **Frederick Living Campus Expansion**

Attending for Frederick Living were Craig Smith, RGS Assoc., Ron Grace, NorthStar, John Henrickson, Matt Giannini and Jim Groff. A review letter was received from LTL, Consultants dated October 28, 2019. A discussion took place that pertains to Mr. Ulrich's 5<sup>th</sup> LTL Review Letter. Discussed was section 285-47.B.(2) – water supply and sewage disposal; response letter submitted to DEP 10/31/19, Section 240-14.G.& H. – Agency Approvals, Section 240-29.C – size and grade requirements for sanitary sewer mains; will comply, Section 240-33.A & C – MCCD & PADEP for erosion and sediment control; will comply. Trail not complete at The Meadows, will be completed shortly. Mr. Smith requested a Planning Commission recommendation for conditional preliminary/final approval. Mr. Buckman proposed a motion to recommend the granting of conditional preliminary/final approval, and approval of all waiver requests, conditioned upon all items listed in LTL's letter dated 10-28-19, and the receipt of all required final reviews/approvals from all outside agencies. Mr. O'Donnell made the Motion, and Mr. Buick seconded. The Motion was unanimously approved.

### **Comprehensive Plan Update**

Ms. Tackett submitted revised maps to show the proposed areas that were shrunken and shifted to line up better on the future land use map. Ms. Tackett will prepare a final draft for the next Planning Commission meeting.

### **CPVRPC**

Ms. Tackett reported that meeting was held on October 21, 2019. Discussions included: regional map – showing a variety of resources such as historic natural, and retail/commercial; 5G Technology/Wireless Communication Facilities. Two letters of support for Lower Frederick Township were approved for sanitary sewer expansion.

## **PARKS & RECREATION BOARD**

Mr. Sell reported the DCNR grant was received in the amount of \$40,000 for Phase II of the Speelhoffer Dog Park. Planning has begun for the Trail Run and Tree Collection. Next Meeting is November 19, 2019

## **BUSINESS BEFORE THE BOARD**

### **Old Business:**

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

Clover Lane/Colonial Road Paving project began on October 16<sup>th</sup> and was substantially complete on November 8<sup>th</sup>.

#### **Heimbach Road**

Delayed due to Colonial/Clover Lane project, will meet with PA DOT to plan for next spring

**Ordinance No. 2019-02 PMRS**

Advertised for Adoption. Mr. Rakowski motioned and Mr. Armstrong seconded the motion to approve Ordinance No. 2019-02, amending the PMRS funding. Motion was approved by all.

**Resolution No. 2019-10 Personnel Policy**

Mr. Rakowski motioned and Mr. Armstrong seconded the motion to approve Resolution No. 2019-10, amending the Personnel Policy to revise Holidays and social media policy. Motion was approved by all.

**Ivy Ridge Sewer Rates**

Ivy Ridge Sewer plant rate increase to be put in place after the first quarter of 2020, notice will be sent to residents at the beginning of the New Year.

**Fireworks Ordinance**

Will be advertised for adoption next month

**Department of Corrections Community Work Program**

Jim Burhert and Dave Thomas from the PA Department of corrections attended the Preagenda meeting on October 7, 2019, they gave a small presentation on how the Community Work Program works. Upper Frederick Township would provide the tools and materials; PA Department of Corrections would supply low level inmates as the labor force. The inmates would be supervised by Mr. Buchert. Projects would need to be scheduled in advance.

**Log House on Colonial Road**

Have not had any communication since Mr. Allebach, Mr. Rakowski, Mr. Buckman, Mr. Armstrong and Ms. Tallon met with the owner of the property.

**Generator Issue**

Issue is ongoing. Steve will attempt to contact him.

**2020 Budget Adoption**

Minor adjustments were made since the budget meeting. Mr. Rakowski motioned and Mr. Armstrong seconded the motion to approve the tentative 2020 Budget as presented. Motion was approved by all.

**New Business:****Boyertown Library**

Mr. Murphy, Ms. Kershaw and Mr. Wohl representing Boyertown Community Library were in attendance to discuss recruiting board members and patrons for Boyertown Community Library. Would like to make the community more aware of the programs the library has. Boyertown Library has requested funding from Upper Frederick Township if possible.

**Noise Ordinance**

Mr. Allebach presented a sample ordinance. Mr. Allebach will revise and advertise for adoption next month.

**Water, Sewer Plants**

The water meters at Perkiomen Crossing will need an ecoder installed in order to read meters. The meter reader now in use is obsolete and we cannot receive service for it. These items were budgeted for in 2019, will move to the 2020 budget.

**International Property Maintenance Code Amendment**

Current code in use is from 2003. Mr. Allebach will prepare an ordinance amendment to update to the most recent code.

**UFFC New Firetruck**

Upper Frederick Township approved a \$50,000 donation to UFFC to assist in the purchase of a new engine.

**PSATS Boot Camp**

Mr. Rakowski motioned and Mr. Armstrong seconded the motion to approve sending Sean Frisco to PSATS Boot Camp for newly elected officials. Motion was approved by all.

**ANNOUNCEMENTS**

Assisted Recycling: Friday, November 22, 2019 10:00 AM to 2:00 PM

Bookmobile: Fridays November 22 and December 6, 2019 10:00 AM to 12:00 PM

Christmas Tree Lighting Sunday December 8, 2019 7:00 PM Christmas carols by Cub Scout Pack 73 at 6:45 PM

UFFC Breakfast with Santa Saturday December 7, 2019 8:00 AM to 12 noon at St. Luke's


**ADJOURNMENT**


Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the regular meeting and convene to the Executive session at 8:00 PM.

Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the Executive Session and reconvene the regular meeting at 8:10 PM

Personnel matters were discussed.

Mr. Rakowski motioned and Mr. Armstrong seconded to adjourn the regular meeting at 8:11 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

