

## LOWER FREDERICK TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

August 30, 2016

Lower Frederick Township  
Municipal Building  
53 Spring Mount Road

Meeting called to order by Mr. Ron Kerwood, Vice Chairman at approximately 7:00 pm

### **Board of Supervisors**

Bob Yoder, Chairman – Not initially present  
Ron Kerwood, Vice Chairman – Present  
Terry Sacks, Supervisor – Present

### **Township Staff**

Tamara Twardowski, Manager - Present  
Carol Schuehler, Engineer - Present  
Tom Keenan, Esq. - Present  
Tom Manning, Roadmaster – Present

### **Gerloff Road Bridge**

State inspection reports have cited loose hanger bolts/rods. Offer from JD Eckman to tighten loose rods & replace missing locknut = \$10,450 provided we close the road during that work. PennDot estimate was \$13,340. Tightening the bolts will ensure consistent distribution of weight from one truss to the next. The work could be done this season and should take 1-2 days.

A Motion to Approve work on the Gerloff Road Bridge for \$10,450.

Motion: Ron Kerwood                      Second: Terry Sacks

### **Coble Park**

Mr. Manning made a request to concrete the stage at Coble Park to eliminate the need to keep replacing the plywood. Mr. Kerwood and Mr. Sacks agree to move forward, Ms. Twardowski will get pricing.

### **LED Traffic light/school sign replacement**

Mr. Manning requests changing lights for the traffic lights and school sign over to LED's to reduce maintenance.

A motion to apply for State Grant to replace traffic lights.

Motion: Ron Kerwood                      Second: Terry Sacks

### **Yearly service of pumps at plant**

A motion to authorize the expense of \$2,884 for the annual maintenance of pumps at plant.

Motion: Ron Kerwood                      Second: Terry Sacks

### **Montco 2040 Implementation Grant**

Ms. Schuehler presented feasibility studies for putting in sidewalks on the North side of Spring Mount Road from Perkiomen Avenue to the Perkiomen Trail. Swale/Sidewalk vs. Curb/sidewalk estimates were similar in cost at approximately \$200,000. Curb is less to maintain than a swale.

Photogrammetric surveys of both plans were reviewed. At this time the idea to put a walking path in around the retention basin in the Spring Mount townhomes through to Mary Jane is being tabled.

Sidewalks from Village to Perkiomen may be considered as a future phase.

A motion to apply for Montgomery County 2040 Grant for sidewalk from Perkiomen to the Perkiomen Trail

Motion: Ron Kerwood

Second: Terry Sacks

### **3 Meng Road**

Ms. Schuehler opened up discussion regarding a property owner on Meng Road with an on-lot septic system in questionable condition and looking for solutions. There is a sewer pipe on Route 29 but connections are not available at this time from Meng or Cemetery Roads. The property owner has sought the advice of an engineer who works with a driller and proposes a solution that crosses a force main under Cemetery Road and under Meng Road, through the rear yard of a private property, and connects to the existing cleanout of the private property. . Ms. Schuehler expressed concerns about a proposal to drill under the public roads.

- These are recently re-paved roads, and if the driller encounters a difficulty they would need to trench open the road.
- When facilities are installed in the public right-of-ways, it may become township responsibility to mark the lines for PA One Call notices, and to repair the line if or when needed.

Where the proposed force main would traverse private property, the property owner will only grant a 10-foot easement, which may not be sufficient if it becomes necessary to dig up or repair the line. Several solutions were discussed and those in attendance agreed that it would be appropriate for the Township staff to contact the adjacent property owner at 1011 Gravel Pike to describe the matter. The Township could present a sketch which would not entail the private lateral running under two Township roadways, and determine the feasibility of securing easements from that adjacent owner.

The Supervisors noted that if 3 Meng Road is connected through another property to a clean out, it would be accepted as a temporary solution. When the sewer becomes available on Meng Road, 3 Meng Road must tie into the system along the property frontage and abandon the force main and extinguish associated easements. The cost of any short term solution would be at the sole expense of the Meng Road property owner

7:30pm - Bob Yoder, Chairman, is now in attendance.

### **Use and Occupancy**

Ms. Twardowski shared her findings relating to the use of Residential and Commercial Use and Occupancy (U&O) Permits by surrounding townships and zoning officers. Almost everyone does Commercial or tenant change U&O but not all do Residential Resale U&O. Mark John, Lower Frederick Township Building Inspector was invited to the discussion. The discussion focused on the decision for our township to continue residential resale U&O. Questions were posed by all supervisors. Home Inspection, mandatory disclosure by seller, mortgage and home insurance programs / protocols are already in place. Half the townships in Montgomery County do not require residential U&O's for resale. Mark John cited reasons and examples he felt as to the importance of continuing with the program for public safety reasons, Ernie Schmitt, (209 Silverbrook) who, voiced his approval of the program. Rich Parke (Remax, 100 Wilson Drive) was present and joined the discussion offering input of the program from a realtor's perspective.

The supervisors are concerned the program has too much regulation which interferes with a private process. . The supervisors suggested a review/revision to the existing checklist.

### **Permit Fees**

Ms. Twardowski reviewed deck and pool permit fees in response to complaints she has received. The supervisors would like to know if our permit fees overall are in line with surrounding townships. After checking with other townships she feels they are. There was some discussion as to whether bundling

the fees together was a more effective way to invoice as opposed to listing each permit line by line. Township staff will look at revamping the way the fees are presented.

### **Agricultural Security Area**

The supervisors and Ms. Twardowski discussed a solution for a Lower Frederick Township resident to get reimbursed for fees she paid to Upper Frederick Township for the Agricultural Security Area Program which may not be her responsibility. Mr. Keenan will reach out to Upper Frederick Township to assess what specific costs should be refunded to her. If our township now has enough property to participate in the ASA program, Mr. Yoder proposed we join the program on our own instead of going thru Upper Frederick Township. Ms. Twardowski and Mr. Keenan will begin that process.

### **Replacement of Receptionist**

Fern Maiello, receptionist at Lower Frederick Township, has put in her retirement date of September 6, 2016. Ms. Twardowski is looking to hire a short term part-time receptionist to cover general clerical duties at the front desk. She will compile a job description and move ahead with filling the position.

### **Sewer Billing**

Ms. Twardowski is investigating outsourcing billing for the sewer. She is waiting for an official proposal from Dallas Data in Pottstown and other vendors.

Motion to adjourn – Mr. Yoder Second Motion – Mr. Kerwood  
Motion Approved by a 3-0 Vote