

LOWER FREDERICK TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes
Supervisor's Work Session

December 20, 2016

Lower Frederick Township
Municipal Building
53 Spring Mount Road

Meeting called to order by Mr. Bob Yoder, Chairman at approximately 7:00pm

Board of Supervisors

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

Township Staff

Tamara Twardowski, Manager - Present
Carol Schuehler, Engineer - Present
Damien Brewster, Esq. – Present
Tom Manning, Road Master – Present

Proposals for Code Enforcement Services

John Weber, Brad Flume and Dave Wallace from LTL Consultants and Thomas Wargo, Brian Willicombe and April Barkasi from Cedarville Engineering presented their proposals for Code Enforcement Services for Lower Frederick Township.

Recycling Grant

Ms. Twardowski received Board approval to allow Kate Ferry to apply for this year's Recycling Grant.

Collection System Update - Ms. Schuehler.

Plans are complete and ready for submission for permits for the collection system and pump station. Permits are for construction & NPDES and water quality part 2 for the pump station. Total amount for permit applications fees is \$2,300.

Motion to approve payment of permit application fees for \$2,300.

Motion: Mr. Yoder Second: Mr. Kerwood Approved: Mr. Sacks

Sludge Hauling Contract - Ms. Schuehler

Existing 3 year contract with McGovern ends early January 2017.

Motion to allow Ms. Schuehler to draft a bid package and advertise for a Sludge Hauling Contract.

Motion: Mr. Yoder Second: Mr. Kerwood Approved: Mr. Sacks

Gerloff Road Bridge

A Motion to pay JD Eckman \$10,450 for repairs to the Gerloff Road Bridge.

Motion: Mr. Yoder Second: Mr. Kerwood Approved: Mr. Sacks

Parking Lot Lights

Ms. Twardowski received a proposal to replace the existing lights in the Township Parking Lot for \$26,000. The supervisors would like Ms. Schuehler to review site plans to determine how many lights would be necessary. Modern fixtures may be more efficient thereby requiring fewer lights. In the meantime Mr. Manning will put new bulbs in the existing fixtures to improve lighting in the parking lot.

Paver

Mr. Manning was contacted by US Municipal regarding a used 2006 Leboy Paver. This paver has more versatility than the one we currently have. Mr. Manning plans to go take a look it to determine its condition.

Police

On behalf of Chief Paul Maxey, Ms. Twardowski asked for authorization to advertise for additional part-time police help. The supervisors would like to meet with Chief Maxey before advertising for additional police staff and request he attend future Supervisor Work Sessions.

Administrative Assistant Salary

Motion to approve Administrative Assistants' salary increase.

Motion: Mr. Kerwood Second: Mr. Sacks

Executive Session to follow once tonight's meeting is adjourned.

With no further discussion the meeting was adjourned.