

LOWER FREDERICK TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

March 29, 2016

LF Municipal Building
53 Spring Mount Road

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

Board of Supervisors

Bob Yoder, Chairman – Present
Ron Kerwood, Vice Chairman – Present
Terry Sacks, Supervisor – Present

Township Staff

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

303 A Big Road

Mr. Kapusta discussed a plan of the property owned by Mr. & Mrs. Chris Taylor. Both Ms. Schuehler and Mr. John, Zoning Code Enforcement Officer have discussed with the owners their intended use of the property. They both feel that it would not be considered a land development. They requested the plan be shown to the Supervisors. Explaining the layout of the machine shop Mr. Kapusta advised that the owners would like to add a new building with a basement. Ms. Schuehler questioned turn around area for delivery trucks. Mr. Kapusta advised that there is no problem as their delivery items do not exceed 20 feet. The Supervisors and Mr. Keenan voiced no objections to the plan or the recommendations given by the Township Engineer and Zoning Officer. The Board agreed that they would not require land development for this 50'x50' addition.

Delphi Supply

Mr. Bob Cassel discussed the possibility of putting in a driveway off of Spring Mount Road to go up into the back of his property. The Floodplain ordinance requires that application for Conditional Use be accompanied by a detailed engineering study. Ms. Schuehler advised that if Mr. Cassel's engineer draws the contours of work to be done along with a letter stating that he/she has evaluated that done in this manner it will not change the streams she would not need a full study. Mr. Cassel will contact an engineer and move forward with his plan as he was advised this evening. He then asked about leveling out and cleaning up embankment area only. The Supervisors voiced no objections.

Montco 2040 Grant

Grant money will be available to municipalities over the next 5 years for open space type projects that fit into their vision. It is a 20% funding match. Various projects were discussed at the Planning Commission meeting. The first round begins April 1, 2016. The project would have to be one that does not entail securing easements and engineering studies but be shovel ready to submit an application in April. A sidewalk could be installed along Grimely Road to connect the two townhouse developments. Additionally, there is a natural trail around the storm basin between Village Dr. and Mary Hill. Creating these 2 walkways in this area would be Phase I toward the ultimate goal of having safe passage to the Perkiomen Trail. It would require an easement from the Spring Mount Townhome Association. Ms. Twardowski and Ms. Schuehler will work together to submit an application for this project.

Equipment/Materials

Ms. Twardowski requested authorization to advertise for bid

A motion approving advertisement for equipment and materials –

Motion – Mr. Kerwood Second Motion – Mr. Sacks

Motion Approved by a 3-0 Vote

Cuddy Park

Three proposals were received for the pavilion. The Supervisors reviewed the lowest bid that was received from Smucker with Mr. Manning. The measurements and structural model are the same as the pavilion at Cuddy Park. After further discussion, the board agreed that they would like to see a 1 foot overhang on the pavilion. Staff will obtain new proposals for next week's meeting.

Paver Bid

A motion was made by Mr. Yoder Seconded by Mr. Sacks authorized a bid on a paver up to the amount of 3,000 on Municibid. The motion passed unanimously.

Service of equipment

A motion was made by Mr. Yoder, seconded by Mr. Kerwood to authorize service on the backhoe, skid loader and wheel loader in the amount of \$1286 was approved 3-0.

SPCA sign

Staff received a request to place a directional sign for the SPCA on the bottom of the Coble park sign at Little Rd and 29. The board was okay with that request; however, Mr. Sacks requested that the mileage to the SPCA is included on the sign.

Crack Sealer

Mr. Manning asked for authorize to rent a crack sealer for 2 week and purchase the necessary materials to use in. Mr. Yoder made a motion authorize the rental for the proposed \$8695 and was seconded by Mr. Sacks. Motion passed 3-0.

Conditional Use Hearing

Ms. Twardowski advised that she received a conditional use hearing for the property across from Little's on Rt 29 to be used by Little's for employee parking and storage of equipment for sale. The use requires a hearing where the Supervisors can set conditions. She recommended that they review the letter prepared by Carol Schuehler that addressed the plan and it's conformance with the Township ordinances. The hearing will be held on May 3 and the Supervisors agreed to start the hearing at 7.

Hot Rods for Hope

Mr. Yoder made a motion authorizing the use of Coble Park by the Reiter's for the annual Hot Rods for Hope Car show. Mr. Kerwood seconded the motion which passed unanimously.

Summer Help/Staff needs

Mr. Manning asked for permission to begin the hiring process for the 2 part time summer helpers. The Supervisors were okay with again hiring 2 part time helpers. Ms. Twardowski reported that Mrs. Maiello plans to retire in February of next year and she is beginning to look at staffing needs for the

administrative office with the additional work that the new sewer plant and potential development that may begin to happen as well as the current needs. She expressed that she feels there may a need for 3 full time rather than 2 full time and 1 part time positions. However, it may be prudent to restructure the job descriptions and determine what duties are needed. The Supervisors suggested she start with the job descriptions and a budget and come back for approval. They agreed that we need to start looking at that now and we would likely want an overlap period so that Ms. Maiello can help train whoever will be taking over her duties.

Ms. Schuehler related to the board that she has accepted a position with Cedarville Engineering Associates. She has met with the partners at Urwiler and Walter Inc. and they are comfortable with the Township maintaining their consulting relationship with Ms. Schuehler at her new firm. She has all the files and work product, and the rates at Cedarville are within a few dollars of the current rates. Mr. Keenan advised that he had confirmed that with Urwiler and Walter, and we would need to change the appointment of the firm at the next meeting.

The meeting adjourned at 10:05 p.m.