

LOWER FREDERICK TOWNSHIP BOARD OF SUPERVISORS

Meeting Minutes

May 3, 2016

LFT Municipal Building
53 Spring Mount Road

Mr. Bob Yoder, Chairman called the meeting to order at approximately
of Allegiance.

followed by the Pledge

Board of Supervisors Present: Bob Yoder, Chairman
Ron Kerwood, Vice Chairman
Terry Sacks, Supervisor

Township Staff Present: Tamara Twardowski, Manger
Carol Schuehler, Engineer
Damien Brewster, Esq

There will be an executive session after the meeting to discuss personnel.

Meeting Minutes: A motion was made by Ron Kerwood seconded by Terry Sacks to approve the minutes of April 5, 2016. The motion carried unanimously. The work session on April 26, 2016 was cancelled.

Reports:

Treasurer

A motion was made by Mr. Yoder, seconded by Mr. Sacks to approve the Treasure's report and pay all bills. The motion carried unanimously.

Engineer

Ms. Schuehler provided a complete tabulation and reports to the Supervisors on the three bid received for paving materials and the two bids received for the Equipment Bid. The lowest bids were from Highway Materials for the material bid and P.K. Moyer & Sons, Inc. for the Equipment Bid. A letter was received from FEMA recommending changes to the flood plain ordinance. The Planning Commission supports these recommendations. The Supervisors were requested to authorize advertisement of these changes. A motion was made by Mr. Sacks, seconded by Mr. Kerwood to award the materials bid to Highway Materials and the Equipment bid to P.K. Moyer and Sons as outlined in Ms. Schuehler's recommendation letter. The motion carried unanimously.

Solicitor's Report

Mr. Brewster reported that his office prepared for a Conditional Use Hearing that will be held later this month. The firm also prepared and revised a deed to state that the property would be preserved as open space to comply with a condition of the grant used for purchase of the property. The office filed sewer lien satisfactions and prepared collection work for unpaid sewer liens.

Police

Chief Paul Maxey submitted his monthly report. There were 66 incidents responded to by the LF Police Department. The PA State Police have implemented a new records management system state wide.

The township will no longer receive reports from them. A permanently mounted secured prescription drug take back box has been installed in the foyer of the police department and is available for any residents to turn in unwanted medication during normal business hours. Monday through Friday 9am to 5pm. Officer David Buckley was chosen along with four other candidates from across the United States to receive a fully paid scholarship to attend the University of Phoenix. He will begin taking courses on-line this summer.

Ambulance

Plymouth Community Ambulance Assoc. responded to 62 calls during the month of April with 10 of those calls in Lower Frederick Township. Memberships for 2016-2017 have been mailed.

Code Enforcement

Mr. Mark John submitted his monthly report. He issued 19 Building Permits for an estimated construction value of \$170,721.00. He also issued 6 Use and Occupancy permits for Re-Sale.

Public Works

Mr. Tom Manning, Road Master submitted his monthly report. The crew cut up downed trees. They filled the fountain in the CVS Park. They put away their snow equipment. The County Prison work detail helped with clean up and mulching parks. Public Works crew rolled the parks. They cleaned ditches on Swamp Creek and Kratz Road.

LF FIRE CO.

The Fire Company submitted a report for the month of April. They responded to 4 calls with 1 of those calls in Lower Frederick. They have had 32 calls year to date.

Planning Commission

The minutes from the April 14th meeting were submitted. They discussed a Conditional Use Application submitted from John Deere Little's property. The application will be before the Supervisors on May 31st. The commission also discussed Melbourne Hills the parcel on Little Road that has been approved for development and the transfer of development rights. Two plans were presented for discussion. Plan one composed of 84 units which incorporated a mix of carriage homes and singles. The other plan is composed of 75 single family homes. The developer will be looking for feedback from the Supervisors before presenting another plan. They also discussed a Zoning Appeal for 303 Big Road that will be reviewed by the Zoning Hearing Board. The Commission also discussed the Flood Plain Ordinance text changes.

Central Perkiomen Valley Regional Planning Commission

The CPVRPC is holding their meetings every other month in 2016. There was no April meeting.

Manager Report

- Public Works needs to replace a cross pipe on Kratz Road. The cost of a new pipe will not exceed \$2,420.00

A motion giving authorization for purchase of a cross pipe not to exceed \$2,420.00

Motion – Mr. Yoder Second Motion – Mr. Sacks

Motion Approved by a 3-0 Vote

- Roger Phillips with Gannett Fleming related that they are in the final review of the sewer plant and hope to have documents ready for the solicitor to review. He is anticipating going out for bid the end of May.

A motion giving authorization for bids on STP contract
 Motion – Mr. Yoder Second Motion – Mr. Kerwood
 Motion Approved by a 3-0 Vote

- Reimbursement funding is being offered by FEEMA for the January storm. The Township is eligible for approximately \$8,000.00 for materials and overtime. A Resolution appointing an agent to sign paperwork is required.

A motion approving Resolution 16-27 appointing Ms. Twardowski as agent for
 FEMA 4267-DR-PA -
 Motion – Mr. Yoder Second Motion – Mr. Kerwood
 Motion Approved by a 3-0 Vote

- Resolution 16-28 regarding destruction of records in accordance with the state schedule

A motion approving Resolution 16-28 authorizing the disposition of public records –
 Motion – Mr. Yoder Second Motion – Mr. Sacks
 Motion Approved by a 3-0 Vote

- A Conditional Use Hearing for the Little John Deere property will be held May 31 at 7:00pm

- Signage is needed for the Smith property for compliance with the grant conditions. The Supervisors were in agreement for having Mr. Phil Smith handling the details for a sign.
- In 2007 or 8 there was an approved subdivision for a lot to be subdivided on Kratz Road. The property owners were required to set up an escrow to ensure completion of stormwater improvements, installation of a driveway, and insatalltion and E&S measures. Since then, the owners have not constructed a home on the second lot due to extenuating circumstance and have request their \$18,000.00 in escrow be returned and at such time they do decide to build, they would then set up an escrow. Mr. Keenan’s office will prepare an agreement against the property and with that in place the township could release the escrow.

A motion of approval for release of escrow in the approximate amount of \$18,000.00 upon
 satisfaction of the Township Solicitor –
 Motion –Mr. Yoder Second Motion – Mr. Kerwood
 Motion Approved by a 3-0 Vote

Public Comment

- Brenda , Perkiomen Valley Library – noted upcoming programs the library will be hosting
- Andrew Frick, Meng Road – asked for suggestions for doing cleaning up litter safely on Game Farm Road
 Response – Ms. Twardowski advised she will discuss with Chief Maxey
- Rachel Rossi, Main Street – asked about the scheduling of the prisoners

Response – the Township does set a schedule for the work they will be doing

- Steven Kemmerer, Bavington Road – questioned if there was a date when roads would start being torn up for the sewer

Response – The sewer plant is going out to bid in the next month. It wouldn't be before next year that the collection system would get started.

Motion to adjourn the meeting – Mr. Yoder Second Motion – Mr. Sacks

Meeting Adjourned