



LOWER FREDERICK TOWNSHIP BOARD OF SUPERVISORS RE-ORGANIZATIONAL MEETING AGENDA

January 3, 2023
7:00PM

We will also broadcast the meeting via teleconference. Join the meeting from your computer, tablet or smartphone - <https://zoom.us/j/9421239469> or dial in via phone 1-929-205-6099 and enter the Meeting code: 942-123-9469. Submit comments before and/or during the meeting via email at manager@lowerfrederick.org.

CALL TO ORDER: Organizational Meeting Called to Order by Solicitor.

(Solicitor acts as President pro-term until a Chair of the Board is selected)

PLEDGE OF ALLEGIANCE

ROLL CALL

Board:

Terry Bird
Marla Hexter
Dan Orfe
Terry Sacks
Chuck Yeiser

Staff:

Jason Wager, Township Manger
Carol Schuehler, Engineer
Peter Nelson, Solicitor
Chief Maxey, Police Chief

ANNOUNCEMENTS

- *Township meetings are recorded for the purpose of preparing the minutes and the recording is destroyed 6 months after the minutes are approved. This meeting will also be recorded by the teleconference provider.*
- *It is requested that all persons wishing to speak before the Board shall state their name, address, and the subject matter upon which they wish to speak for the record. In the interest of facilitating the business of the Board, all persons addressing the Board shall be limited to (2) minutes unless such time is extended by the Chair for good cause. Individuals are requested to remain in their seats and to respect when other persons are speaking. The Board of Supervisors will provide a reasonable opportunity for citizens to comment on any non-agenda items after all agenda items have been addressed, but prior to the adjournment of the public meeting (Adopted 1/30/18)*

January 2023 Township Meetings:

January 4, Elected Auditors
January 9, Parks and Recreation Board
January 11, Open Space Committee
January 16, Environmental Advisory Council

January 19, Planning Commission
January 24, Board of Supervisors Workshop
January 26, Conditional Use Hearing

Resolution 2023R - 01 (See resolution for appointments)

Board Appointments (Article I)

- a. Nomination & Election of Chair (*Chair assumes control of the meeting*)
- b. Nomination & Election of Vice-Chair
- c. Delegate(s) for PSATS Convention
- d. Vacancy Board Chairman

Consent Agenda for Staff & Other Appointments (Article II)

- a. Township Manager, Assistant Zoning Officer, Secretary, Treasurer, Right-to-Know Officer & Pension Chief Administrative Officer
- b. Assistant Treasurer
- c. Emergency Management Coordinator
- d. Earned Income Tax Agency
- e. Township & Planning Commission Solicitor
- f. Township Engineer & Floodplain Administrator
- g. Building Code Administrator & Zoning Officer
- h. Wastewater Engineer
- i. Township Appointed Auditor
- j. Zoning Hearing Board Solicitor
- k. Fire Marshal
- l. UCC Appeals Board Member

Consent Agenda for Approved Depositories/News Publication (Article III)

- a. Financial Institutions
- b. Newspaper

Consent Agenda for Board/Commission/Committee Appointments (Article IV)

- a. Planning Commission (terms ending 12/31/2025 & 12/31/2026)
- b. Environmental Advisory Council (terms ending 12/31/2024 & 12/31/2025)
- c. Agricultural Security Advisory Committee (terms ending 12/31/2023)
- d. Parks & Recreation Board (term ending 12/31/2024 & 12/31/2025)
- e. Zoning Hearing Board (term ending 12/31/2025)
- f. Open Space Committee (terms ending 12/31/2025)

Consent Agenda for Township Business (Article V)

- a. Treasurer Bond & Bill Payment
- b. Employee Wages, Benefits & Mileage Reimbursement
- c. 2023 Township Meeting Schedule & Hours of Operation

Other Re-Organization Matters

- a. Appointing Delegates on Montgomery County Tax Collection Committee – **Resolution 2023R - 02**
- b. 2023 Tax Resolution – **Resolution 2023R - 03**
- c. 2023 Township Fee Schedule – **Resolution 2023R - 04**

Public Comment

Move into the regular meeting

REGULAR MEETING AGENDA

ADMINISTRATIVE ACTIONS

Meeting Minutes – N/A

Treasurer's Report

Fund Balances: (As of 12/30/2022)

- General Fund (\$1,001,004)
- General Capital (\$178,237)
- Hydrant Fund (\$17,557)
- Sewer Fund (\$439,573)
- ARPA/COVID Relief Fund (\$497,383)
- Liquid Fuels Fund (\$366,299)
- Developer Escrows (\$227,318)
- Open Space Fund (\$150,532)
- CD's (\$900,439)

Payment of Bills

December 7, 2022 – December 30, 2022

- **General Fund = \$77,863.14**
- **Sewer Fund = \$25,072.70**
- **ARPA Fund = \$25,000.00**

TOTAL = \$127,935.84

PROFESSIONAL/STAFF REPORTS

Engineer Report

Solicitor Report

Township Staff Reports

- Police Chief
- Fire Co.
- Ambulance (posted)
- Public Works
- Zoning/Code Enforcement (posted)

Township Manager Report

BUSINESS

- Authorization to advertise for 2023 Equipment Bid
- Grinder Pump Connections discussion
- Sludge Hauling Bid
- Omnibus Ordinance Amendment Part 1 & PC's review of Part 2
- Melbourne Hill Subdivision Settlement

TOWNSHIP BOARD & COMMISSION REPORTS

- Environmental Advisory Council
- Planning Commission
- Open Space Committee
- Park and Recreation Board

PUBLIC COMMENT

SUPERVISOR COMMENT

ADJOURNMENT