

Upper Providence Twp. Reorganization Meeting
 January 2, 2018
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UPPER PROVIDENCE TOWNSHIP
 DELAWARE COUNTY
 January 2, 2018
 Reorganization Meeting
 8:00 P.M.

The Upper Providence Township Council held its Reorganization Meeting on January 2, 2018 at 7:59 P.M. Mr. Broadhurst led the Pledge of Allegiance.

Installation of Elected Officials

Judge Goldberg installed Beth Glassman as Councilwoman for the 1st District to her first term. He installed Kathy Heupler as Councilwoman for the 3rd District to her first term and Ray Wilson as Councilman for the 5th District to his first term.

Roll Call

Present: Mr. Broadhurst, Ms. Heupler, Mr. McLoughlin, Mr. Wilson, Ms. Glassman, Ms. Naughton Beck, Solicitor, Mr. Lebold, Twp., Mgr., Ms. McCloskey, Administrative Assistant and Walt Omlor, Constable.

Election of Temporary Chairman

Ms. Heupler made a motion, for Mr. McLoughlin to serve as temporary Chair for the purpose of electing a Chair and Vice Chair of the Upper Providence Township Council, for 2018. Mr. Wilson seconded.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Election of Council Chairman

Mr. Wilson nominated Mr. Broadhurst as Council Chairman for 2018. Ms. Heupler seconded.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

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Motion Carried

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Election of Council Vice Chairman

Mr. Broadhurst nominated Ms. Heupler as Vice Chair of the Upper Providence Township Council for 2018. Mr. McLoughlin seconded.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution No. 2018-1 Meeting Rules and Procedures

Mr. McLoughlin made a motion, seconded by Ms. Glassman, to adopt a Resolution No. 2018-1 outlining rules of procedures for the conduct of business at Council Meetings.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution No. 2018-2 – Appointment of Secretary-Treasurer/Resolution for Bonding

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to adopt Resolution No. 2018-2 to appoint Gregory C. Lebold, as Township Secretary and Treasurer and to adopt a resolution providing for bonding thereof.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Appointment of Township Solicitor

Mr. McLoughlin made a motion, seconded by Mr. Heupler, to appoint Swartz Campbell as Township Solicitor for the year 2018 at a monthly retainer of \$600 and an hourly rate of \$195.00.

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Ms. Glassman yes
 Mr. McLoughlin yes
 Ms. Heupler yes
 Mr. Broadhurst yes
 Mr. Wilson yes

5-0

Motion Carried

Appointment of Township Engineer

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to appoint James P. Kelly, P.E., as Township Engineer at the compensation provided on the year 2018 Engineering Service Fee Schedule as prescribed by Council and other general engineering at the hourly billing rate as set forth therein

Ms. Glassman yes
 Mr. McLoughlin yes
 Ms. Heupler yes
 Mr. Broadhurst yes
 Mr. Wilson yes

5-0

Motion Carried

Resolution No. 2018-3 Council Administrative Committee Appointments

Mr. McLoughlin made a motion, seconded by Ms. Heupler, to adopt Resolution 2018-3 establishing appointments of Council members for year 2018 Administrative Committees.

Administrative Committee

Chairman: Mr. Broadhurst

Members: Mr. McLoughlin & Ms. Heupler

Community Development Committee

Chairman: Ms. Glassman

Members: Mr. Wilson & Ms. Heupler

Fiscal Committee

Chairman: Mr. Wilson

Members: Ms. Glassman, Mr. McLoughlin, Ms. Heupler and Mr. Broadhurst

Public Safety Committee

Chairman: Mr. McLoughlin

Members: Mr. Wilson & Mr. Broadhurst

Public Works Committee

Chairman: Ms. Heupler

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Members: Mr. Broadhurst & Ms. Glassman

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Appointment of Code Enforcement, Building Code Official and Zoning Officer

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to appoint Gregory C. Lebold, Code Enforcement and Zoning Officer and Michael Barnhart, as additional Code Enforcement Official for the year 2018 in accordance with the fixed rates for such services as applicable.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution 2018-4 Chief Administrative Officer

Mr. McLoughlin made a motion, seconded by Ms. Heupler, to adopt Resolution No. 2018-4 appointing Joanne Moore as the Chief Administrative Officer of the Police and Non-Uniformed Pension Plans.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Appointment of Township Staff

Mr. McLoughlin made a motion, seconded by Mr. Glassman, to reappoint Township Staff as per the terms and conditions set forth in 2017 Collective Bargaining Agreement.

Ms. Glassman	yes
Mr. McLoughlin	yes

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Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

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Motion Carried

Appointment of Additional Township Officers

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to appoint additional Township Officers.

- a. To appoint Linn Architects, as year 2018 Building Inspector and such other qualified persons as may be designated to assist as needed in accordance with the rate for such services.
- b. To appoint Yerkes Associates, Inc. as the alternate UCC inspection agency for 2018.
- c. To appoint Steve Tomassetti, of Linn Architects, as Building Code Official for the year 2018.
- d. To appoint Linn Architects, as year 2018 Use and Occupancy and Apartment Inspectors.
- e. To appoint Linn Architects, as year 2018 plumbing inspector, or other such qualified persons as designated in accordance with the rate for such services.
- f. To appoint Linn Architects, as year 2018 mechanical inspector, or other such qualified persons as designated in accordance with the rate for such services.
- g. To appoint United Inspections as the electrical inspector for 2018.
- h. To appoint Mark A. Bryan, of Environmental Management & Consulting, Inc., 2018 Sewage Enforcement Officer.
- i. To appoint Alan Mancill as 2018 Township Fire Marshal.
- j. To appoint Alan Mancill as 2018 Emergency Management Coordinator at a rate of \$625.00 a month and Gregory C. Lebold as Deputy Emergency Management Coordinator
- k. To appoint Allen R. Strickler as Animal Control Officer for the year 2018.

Ms. Glassman yes

Mr. McLoughlin yes

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Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

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Motion Carried

Appointment of other Counsel

Mr. McLoughlin made a motion, seconded by Ms. Heupler to appoint other counsel.

- a. To appoint Robert Pappano, Esq. as Solicitor for the Ethics Committee for year 2018 at an hourly rate of \$200.00.
- b. To appoint Raffaele & Puppio as 2018 Solicitor for the Zoning Hearing Board at an hourly rate of \$160.00.
- c. To appoint Robert Pappano, Esq. for utilization as needed for Special Counsel for Hearings and Conflict the year 2018 at an hourly rate of \$200.00.
- d. To appoint McNichol, Byrne and Matlawski as needed for the year 2018 at a rate of \$235.00 per hour.

Ms. Glassman yes

Mr. McLoughlin yes

Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

5-0

Motion Carried

Appointment of Civil Defense Director

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to appoint the Chairperson of the Public Safety Committee as Civil Defense Director for 2018.

Ms. Glassman yes

Mr. McLoughlin yes

Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

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Motion Carried

Appointment of Auditor

Mr. McLoughlin made a motion, seconded by Ms. Glassman, to appoint Leitzell &

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 Economidis, PC as 2018 Auditors.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

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Motion Carried

Appointment of Actuary – Pension Funds

Mr. McLoughlin made a motion, seconded by Ms. Heupler, to appoint the Thomas J. Anderson as Actuary for the Police and Non-uniformed Pension Plans for the year 2018.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution No. 2018-5 Depository for Township Funds for 2018

Mr. McLoughlin made a motion, seconded by Mr. Wilson, to adopt Resolution No. 2018-5 designating Republic Bank, TD Bank, Pennsylvania State Association of Boroughs, (PSAB), and other federally insured mutual fund and depositories approved by Council as depositories for the receipt of funds of Upper Providence Township for the year of 2018.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Appointment of Tax Collection Agency

Mr. McLoughlin made a motion, seconded by Ms. Heupler, to appoint Barsz, Gowie, Amon, & Fultz LLC as tax collection agency for township taxes for 2018.

Ms. Glassman	yes
Mr. McLoughlin	yes

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Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

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Motion Carried

Mr. McLoughlin made a motion, seconded by Mr. Wilson to close the Reorganization meeting and open a business meeting.

Public Forum

Tax Levy 2018 Ordinance

Mr. McLoughlin made a motion seconded by Ms. Heupler, to adopt Ordinance 502 establishing the 2018 Tax Levy at a rate of 4.07 mills.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution 2018-6 – Hiring Full Time Permit Administrator/Support Staff

Mr. McLoughlin made a motion seconded by Mr. Wilson, to hire Kelly Glackin to the full time position of Permit Administrator/Support Staff conditioned upon satisfactory completion of pre-employment testing.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

5-0

Motion Carried

Resolution 2018-7 – Hiring Part Time Permit Financial Assistant

Mr. McLoughlin made a motion seconded by Ms. Glassman, to hire Kristina Mayo to the full time position of Financial Assistant conditioned upon satisfactory completion of pre-employment testing.

Ms. Glassman	yes
Mr. McLoughlin	yes

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Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

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Motion Carried

Resolution 2018-8 – Hiring Full Time Highway Department Employee

Mr. McLoughlin made a motion seconded by Mr. Wilson, to make Christopher McCaw a full time employee of the Highway Department, effective December 18, 2017, conditioned upon satisfactory completion of pre-employment testing.

Ms. Glassman yes

Mr. McLoughlin yes

Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

5-0

Motion Carried

Resolution 2018-9 – Hiring Full Time Administrative Assistant

Mr. McLoughlin made a motion seconded by Ms. Glassman, to make part-time employee Kimberley McCloskey full time Administrative Assistant, effective January 1, 2018.

Ms. Glassman yes

Mr. McLoughlin yes

Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

5-0

Motion Carried

Appointment to the Zoning Hearing Board

Mr. McLoughlin made a motion seconded by Mr. Wilson, to accept the resignation of D. Daniel Woody from the Zoning Hearing Board and to appoint Mark Vakil of the 2nd District to fill the vacancy for the unexpired term to expire on January 1, 2020.

Ms. Glassman yes

Mr. McLoughlin yes

Ms. Heupler yes

Mr. Broadhurst yes

Mr. Wilson yes

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Motion Carried

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Appointment to the Ethics Commission

Mr. McLoughlin made a motion seconded by Mr. Wilson, to accept the resignation of Matthew Lake from the Ethics Commission and to appoint Joseph Solomon of the 3rd District to fill the vacancy for the unexpired term to expire on April, 2018.

Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	Abstain
Mr. Broadhurst	yes
Mr. Wilson	yes

4-0

1 abstention

Motion Carried

Appointment to the Ethics Commission

Mr. McLoughlin made a motion seconded by Mr. Wilson, to appoint Jennifer McKee of the 5th District to fill the unexpired term of Jay Hannon on the Ethics Commission.

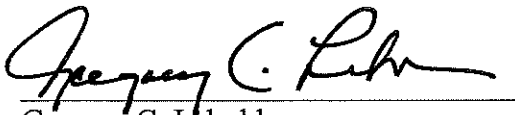
Ms. Glassman	yes
Mr. McLoughlin	yes
Ms. Heupler	yes
Mr. Broadhurst	yes
Mr. Wilson	yes

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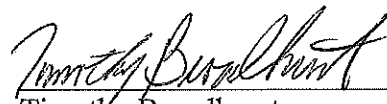
Motion Carried

Adjournment

Motion to adjourn was approved by unanimous voice vote at 8:25 p.m.



Gregory C. Lebold
Township Secretary



Timothy Broadhurst
Chairman