

UPPER PROVIDENCE TOWNSHIP  
DELAWARE COUNTY  
BUSINESS MEETING  
June 10, 2021

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The Upper Providence Township Council held the regularly scheduled monthly Business meeting on Thursday, June 10, 2021, via Zoom teleconference. Chairperson Beth Glassman called the business meeting to order at 7:32 PM.

**Roll Call**

Present: Ms. Beth Glassman, Chairperson, Mr. Elgin Akarsoy, Vice Chair, Mr. Kevin Else, Ms. Kathy Heupler and Mr. Ray Wilson. Also in attendance, Mr. Gregory Lebold, Township Manager, Mr. Ewald, Township Solicitor, Mr. J.P. Kelly, Township Engineer and Ms. McCloskey, Adm. Assistant.

**Awards, Presentations and Announcements**

The County is hosting a second HHW event of Saturday, June 12<sup>th</sup> at Rose Tree Park. This event is by appointment only, registration is required.

Council congratulated all member of the community that graduated from Penncrest and Springton Lake Middle School today.

Mr. Akarsoy advised that he presented a certificate of appreciation from the Township to William Bierdsly from Eagle Scout Troop 404.

**Public Forum**

None

**Approval of Minutes**

Mr. Akarsoy made a motion, seconded by Mr. Else, to approve the May 13, 2021 Regular Council Meeting minutes.

|             |         |              |         |
|-------------|---------|--------------|---------|
| Mr. Akarsoy | Yes     | Mr. Wilson   | Abstain |
| Mr. Else    | Yes     | Ms. Glassman | Yes     |
| Ms. Heupler | Abstain |              |         |

Motion approved 3-0

**Approval of Minutes**

Mr. Akarsoy made a motion, seconded by Mr. Wilson, to approve the May 27, 2021 Council Business and Committees Meeting minutes.

|             |     |            |     |
|-------------|-----|------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson | Yes |
|-------------|-----|------------|-----|

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Municipal Boards, Authorities, Commissions and Committees**

There is one expired position on the Sewer Authority.

**Zoning, Subdivision and Land Development**

None

**Unfinished Business**

None

**New Business**

All of Council agreed to go back to in-person in July. Recording of the meetings and a hybrid version of the meetings, masking and distancing were all discussed.

**Voucher List for May 2021**

Mr. Akarsoy made a motion, seconded by Ms. Heupler, to approve the voucher list for May 2021 in the amount of \$429,622.19.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Sale of 2012 Charger**

Mr. Akarsoy made a motion, seconded by Mr. Else, to approve the sale of the 2012 Dodge Charger to Patrick Flood in the amount of \$6,000.00.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Resolution 2021-15 – Korean American Citizenship Day**

Mr. Akarsoy made a motion, seconded by Mr. Else, to approve Resolution 2021-15 in recognition of

Korean American Citizenship Day.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Resolution 2021-16 – Fingerprinting Fee**

Mr. Akarsoy made a motion, seconded by Ms. Heupler, to approve Resolution 2021-16 which established a \$25 administrative fee for fingerprinting.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Resolution 2021-17 – Amending the Fee Schedule**

Mr. Akarsoy made a motion, seconded by Mr. Wilson, to approve Resolution 2021-17 amending the 2021 Fee Schedule to include a \$25 administration fee for fingerprinting.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**2021 Road Program**

The Township Engineer explained how they come up with the scope of work for the Road Program and what liquid fuels can be used for.

Mr. Akarsoy made a motion, seconded by Mr. Else, to approve the bid for the 2021 Road Program to AF Damon, Inc., in the amount of \$201,618.50, as recommended by the Township Engineer.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Pedestrian Crossing – Sandy Bank and Providence**

Mr. Akarsoy made a motion, seconded by Mr. Else, to approve awarding the bid for the pedestrian crossing at Sandy Bank and Providence Roads to Kuharchik Construction, Inc. in the amount of \$117,560.00

After discussion about where to get the money due after the grant amount of \$100,000.00, Mr. Akarsoy withdrew his Motion and awarding the bid was tabled.

**Appointment of a Finance Director**

Mr. Akarsoy made a motion, seconded by Mr. Else, to appoint Todd Bushta to the position of Finance Director, subject to successfully passing a background investigation, a drug screen and ability of being bonded.

There was discussion on the role and responsibilities for the position of Finance Director.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | No  |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | no  |              |     |

Motion approved 3-2; Motion passed

**Authorization to Advertise**

Mr. Akarsoy made a motion, seconded by Mr. Wilson, to authorize the Township Engineer to advertise and solicit bids for the Andrews Circle inlet repairs.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Council’s Administrative Reports**

None

**Engineers Report**

- A Farnum Road safety evaluation was completed by the Township Engineer, Mr. Kelly, Police Chief Montella and Township Manager, Greg Lebold. Mr. Kelly will look to see if there are traffic calming measures that can be made.
- Andrews Circle inlet is collapsing he has gotten three quotes but must advertise to solicit bids and is asking for a Motion to authorize the advertising.

- Ms. Heupler advised Mr. Kelly that they were planning to set up a meeting with PennDOT and will be looking for his input . There are two location on 252 where there have been 58 accidents, some very serious, within the last five years.

**Authorization to Advertise**

Mr. Akarsoy made a motion, seconded by Mr. Wilson, to authorize the Township Engineer to advertise and solicit bids for the Andrews Circle inlet reconstruction.

|             |     |              |     |
|-------------|-----|--------------|-----|
| Mr. Akarsoy | Yes | Mr. Wilson   | Yes |
| Mr. Else    | Yes | Ms. Glassman | Yes |
| Ms. Heupler | Yes |              |     |

Motion approved 5-0

**Manager's Report**

- Mr. Lebold advised that the application has been submitted for the COVID-19 ARPA Local Fiscal Recovery Fund Grant Application to DCED. Any monies the Township receives will be half this year and half next year.
- The Chief is going to continue to have a presence on Farnum Road and look into methods that could help with traffic calming.

**Adjournment**

There being no further business, Ms. Glassman made a motion to adjourn the meeting. The motion was approved by unanimous voice vote and the meeting was adjourned at 8:35 PM.

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Gregory C. Lebold  
Township Secretary

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Beth Glassman  
Council Chairperson