

UPPER PROVIDENCE TOWNSHIP  
DELAWARE COUNTY  
BUSINESS & COMMITTEES MEETING  
May 26, 2022

The Upper Providence Township Council held the regularly scheduled monthly Business meeting on Thursday, May 26, 2022, at the Upper Providence Township Building. Vice Chairman Kevin Else called the business meeting to order at 7:35 PM. Mr. Else led the Pledge of Allegiance.

**Roll Call**

Present: Mr. Kevin Else, Vice Chair, Mr. Tom McFadden, Ms. Marsh Peterson and Ms. Christen Rexing. Also in attendance, Mr. Don Vymazal, Township Manager, Mr. Carl Ewald, Township Solicitor, Ms. Kim McCloskey, Administrative Assistant and Walt Omlor, Constable. Not Present: Mr. Elgin Akarsoy, Chairman

**Addition of Items to the Agenda**

No items added

**Public Forum**

None

**Old Business**

**Ordinance 539 - First Reading**

Mr. Else made a motion, seconded by Mr. McFadden, to approve the first reading of Ordinance 539 – an ordinance of Upper Providence Township, Delaware County, Pennsylvania enacting supplemental standards to the Uniform Construction Code in the Township (1) to require permits for the erection of utility and miscellaneous use structures greater than 200 square feet, (2) to require permits for alterations and repairs to residential buildings, and (3) requiring that a two-way sanitary sewer clean out be installed.

Discussion: This Ordinance's second reading won't happen until July because it has to be submitted to the Department of Labor and Industry and they have a thirty-day window to review.

Mr. Else	Yes	Ms. Peterson	
Mr. McFadden	Yes	Ms. Rexing	Yes

Motion approved 4-0

**Cherry Street Field Usage - RTSC**

Mr. Else made a motion, seconded by Mr. McFadden, to approve Cherry Street Field use for Rose Tree Soccer Club for Summer – Winter 2022 per their application submitted February 2, 2022, contingent upon approval from the Recreation Board at their June 3, 2022 Meeting.

Mr. Else	Yes	Ms. Peterson	
Mr. McFadden	Yes	Ms. Rexing	Yes

Motion approved 4-0

**New Business**

**Ordinance Announcement - 540**

Mr. Else announced Ordinance 540 and Ordinance of the Township of Upper Providence, County of Delaware, Commonwealth of Pennsylvania amending part 12, title 6 of the Code of the Township of Upper Providence to establish regulations providing for the enhancement of accessory structures and the regulation thereof and amended the definitions section of the Zoning Ordinance to confirm regulation of non-compliant uses.

Discussion: This is a draft and Council can add or change the language.

Mr. Ewald advised that the Ethics Commission presented a report to Council and that report should be a part of the minutes.

**Adjournment**

There being no further business, Mr. Else adjourned the business portion of the meeting at 7:40 pm.

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**COMMITTEES MEETING**

Committees' discussions commenced immediately following adjournment of the business portion of the meeting.

**Administrative Committee:**

Policies and Regulations – We currently have an Employee Handbook but will be developing a manual to outline the day-to-day processes. This will be a manual that can be looked at on a yearly basis and changes made, if needed, to go along with the Employee Handbook.

**Community Development Committee:**

Mr. Else advised that there will be a meeting in June to discuss Cherry Street Field usage and to address resident's concerns.

Ms. Rexing advised that things are moving forward with Community Day and that the donation letters have been sent to UPT businesses. We have received our first donation. Mr. McFadden advised that he has secured a horse for 4 hours for \$300.00 and it is sponsored already.

Mr. McFadden also advised that he went to the Environmental Commissions free tree giveaway at Scott Park got sapling trees and distributed to them to residents.

**Fiscal Committee:**

Mr. McFadden advised that 52% of budget for transfer tax.

**Public Safety Committee:**

Mr. Omlor explained the issue regarding holding a prisoner and the Prison not taking said prisoner when he was medically released from the hospital. Mr. Vymazal said the issue has been taken care of. Chief Montella worked with the County to have this matter resolved. The Warden advised that an error had occurred, and it would not happen again in the future.

**Public Works Committee:**

Mr. McFadden advised that the Highway Department is doing a survey of Township inlets to determine the state of those inlets and which needs to be addressed.

**Adjournment**

There being no further business, Mr. Akarsoy made a Motion to adjourn the meeting. The motion was approved by unanimous voice vote and the meeting was adjourned at 7:54 pm.

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Don Vymazal  
Township Secretary

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Kevin Else  
Council Vice Chairperson