

UPPER PROVIDENCE TOWNSHIP
DELAWARE COUNTY
BUSINESS AND COMMITTEES MEETING
January 28, 2025

The Upper Providence Township Council held the regularly scheduled monthly Business and Committees meeting on Tuesday, January 28, 2025, at the Upper Providence Township Building. Chairperson Dr. Rexing called the business meeting to order at 7:00 PM. and led the Pledge of Allegiance.

Roll Call

Present: Mr. Akarsoy, Vice Chairperson, Ms. Merritt, Ms. Peterson, Mr. Reid and Dr. Rexing, Chairperson. Also in attendance, Mr. Lubner, Township Manager, Mr. Ewald, Township Solicitor, Ms. McCloskey, Administrative Liaison, Aditya Murthy, Junior Council.

There was an executive session held immediately prior to the meeting regarding personnel and real estate matters.

Public Forum

None

Unfinished Business

Ordinance 562 – Fee for Real Estate Tax Certification – 1st Reading

Discussion: Mr. Ewald explained the necessity for the Ordinance. This is a request from our tax collector. Mr. Lubner advised that he did look into what other municipalities charge and it ranges from \$5-\$20. After much discussion Council arrived at the following.

Mr. Akarsoy made a motion, seconded by Dr. Rexing, to approve the first reading of Ordinance 562, an Ordinance amending Chapter 880 of the Code to permit the Township Tax Collector to charge \$20.00 USD for a one (1) year certification plus \$5.00 USD for each additional year (up to three additional years), with a total maximum fee charged of \$35.00 USD for the creation and issuance of real estate tax certificates.

Mr. Akarsoy	Yes	Mr. Reid	Yes
Ms. Merritt	Yes	Dr. Rexing	Yes
Ms. Peterson	Yes		

Motion Carried 5-0

New Business

Stevens & Lee Bond Council Contract

Discussion: Mr. Luber advised Stevens & Lee are our financial advisors for bond financing. As discussed during the budget season; in order to do capital projects, we need to borrow money. The fee proposal is comparable with other bond council firms. Mr. Luber also wants to use him for short term borrowing. Carl advised that he could do that paperwork and work with the bank. A reimbursement resolution will be needed sooner rather than later. Mr. Luber will get a new proposal eliminating the work for short-term borrowing and include the option to use a Financing Authority as one of the options for long-term borrowing.

This matter was Tabled

Walden School Easement Change for Handicapped Ramp

Discussion: Mr. Ewald advised that the new ADA handicapped ramp is on the Walden School property. Their attorney made a small revision to the current easement stating that if the Township were to sell the Park, said easement would be terminated.

Mr. Akarsoy made a motion, seconded by Dr. Rexing, to approve the revised modifications to the easement agreement with Walden School regarding the ADA compliant access ramp.

Mr. Akarsoy	Yes	Mr. Reid	Yes
Ms. Merritt	Yes	Dr. Rexing	Yes
Ms. Peterson	Yes		

Motion Carried 5-0

Adjournment

There being no further business, Ms. Rexing adjourned the business portion of the meeting at 7:22 pm.

COMMITTEES MEETING

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

Administrative Committee:

- Ensure staff is trained in Microsoft Suite and other technology to achieve effective and efficient use of their time
- Develop and conduct team building events to improve employee productivity and morale
- Create vision and identity for the Township

- A training was held regarding ethics and Right-to-know and was well attended and informative.

Community Development Committee:

- Develop new recreational programs, such as camps and hiking and fitness programs
 - We have approved Hiking Hounds Adventures and Jump Start Sports; The Hiking Hounds Programs are open for registration and on our sites; Jump Start Sports is in discussion with the RTMSD for using the field at RTES. This will also go out on the paper newsletter that is going out.
 - The newsletter is getting drafted now – looking to be out in mid-March
- Implement the Roadmap to Sustainability – The EC is working on some of the goals like plastic bags, straws, utensils and dry-cleaning bags are on the list.
- There is a meeting this week with the consultants that were hired to do the Master Plan for Cherry Street.
- It was confirmed that a 5k will not be run in conjunction with Community Day. They are tasking the Rec Board to investigate other days/causes/routes/sponsors.

Fiscal Committee:

- Review banking proposals and make recommendations for new bank – 8 proposals have been received and are being evaluated.
- Reviewing accounting software firms for new accounting software. Staff viewed Casell and is looking to view MIP accounting software.
- Reviewing EIT revenue and looking at options to reduce/eliminate other taxes, if warranted. Council would like a full report by March/April.

Public Safety Committee:

- Determine proper staffing level of Police Officers.
- Develop adequate site/facility for new/renovated police station.
- Working with Engineer and others to improve pedestrian safety, walkability and reduce traffic/congestion issues. JP is doing plans for the Intersection around Route 1 and 252. Signal Services should have a proposal back to us in February regrading AI traffic signals.
- Working with surrounding municipalities to ensure enough funding for emergency services. Partnering with Main Line Health is part of the discussions. We may want to do another forum after the next meeting with the Ambulance Company.
- Elgin sent a note to our State Reps regarding walkability/pedestrian safety and had discussions with a constituent about the dangers of walking in this area. Additional speed limit signs need to be investigated. There should be a report from our previous forum with the data regarding stop signs/sidewalks/speed limits/bus stops, etc.
- Elgin would like to see the preliminary plans for the sidewalks around RTES.

- Ensure the police have the proper tools (mobile ticketing/scheduling software/accreditation software, etc.) to increase efficiency and effectiveness.

Public Works Committee:

- Develop adequate site/facility for new public works facility and salt storage shed.
- He sent a matrix to public works to see what skills they have and which they would like to get.
- Review major and minor equipment inventory and develop a plan to ensure we have necessary equipment and tools to meet the needs of the department.

Adjournment

There being no further business, Dr. Rexing made a Motion to adjourn the meeting. The motion was approved by unanimous voice vote and the meeting was adjourned at 7:59 pm.

Barry Luber
Township Secretary

Dr. Christen Rexing
Council Chairperson