

UPPER PROVIDENCE TOWNSHIP
DELAWARE COUNTY
BUSINESS AND COMMITTEES MEETING
February 25, 2025

The Upper Providence Township Council held the regularly scheduled monthly Business and Committees meeting on Tuesday, February 25, 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: Ms. Merritt, Ms. Peterson, Mr. Reid (via Zoom) and Dr. Rexing, Chairperson. Also in attendance, Mr. Luber, Township Manager, Mr. Ewald, Township Solicitor and Ms. McCloskey, Administrative Liaison.

Not Present: Mr. Akarsoy, Vice Chairperson

Public Forum

Liz Linton – Thanked Council and the Township for the stop signs at Spring and Summer. It has made a difference.

Unfinished Business

None

New Business

Bird Towns USA

Heidi Shiver made a presentation regarding Bird Town PA and congratulated the Township on becoming a member. Upper Providence is recognized as a community working to promote conservation and stewardship through sustainable land care practices, habitat protection and the restoration of natural system function to create a healthier environment for birds, wildlife and people. Sarah Egan, a former member of the Environmental Commission and Janet Krevenas, a Bird Town member were also present.

Municipay

Ms. Peterson made a motion, seconded by Dr. Rexing, to approve entering into an agreement with Autoagent Data Solutions, LLC, for an online payment portal known as Municipay subject to the terms and conditions set in said agreement.

Ms. Merritt
Ms. Peterson

Yes
Yes

Mr. Reid
Dr. Rexing

Yes
Yes

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Motion Carried 4-0

Chairperson Nomination

Ms. Merritt made a motion, seconded by Dr. Rexing, the nominate Marsha Peterson as Chairperson of Township Council for 2025.

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

Motion Carried 4-0

Vice-Chairperson Nomination

Ms. Peterson made a motion, seconded by Dr. Rexing, the nominate Rasheen Merritt as Vice Chairperson of Township Council for 2025.

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

Motion Carried 4-0

Resolution 2025-12 – Reimbursement For Bond Proceeds

Ms. Peterson made a motion, seconded by Dr. Rexing, to approve a resolution authorizing the township to spend money on capital projects in advance of receiving bond/note/bank proceeds so that we can reimburse ourselves from the bond/bank/note proceeds once they are received.

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

Motion Carried 4-0

Resolution 2025-13 – WFSF Authorized Bank Signers

Ms. Peterson made a motion, seconded by Dr. Rexing, to approve a Resolution authorizing Council Members Marsha Peterson, Rasheen Merritt and Elgin Akarsoy, Township Manager Barry Luber and Finance Director Amy Organek to be signers on all Township bank accounts, including, but not limited to WSFS Bank.

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

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Motion Carried 4-0

CRC Watersheds Donation

Ms. Peterson made a motion, seconded by Dr. Rexing, to approve a donation in the amount of \$750 to the CRC Watersheds for the 2025 Spring Streams Cleanup.

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

Motion Carried 4-0

Adjournment

There being no further business, Ms. Rexing adjourned the business portion of the meeting at 7:23 pm.

COMMITTEES MEETING

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

Administrative Committee:

- We are ensuring staff is well trained for effective and efficient use of time.
- Develop and conduct team building events to improve employee productivity and morale.
- Create a vision and identity for the Township.

Community Development Committee:

- Hiking and outdoor activities are now available to residents. The summer camp had to be cancelled due to no facilities to use this year.
- Stet Street property condemnation is on hold as owner desires to develop the property.
- A single use plastic bag ordinance is being drafted. A meeting for all businesses that may be affected will be held when the ordinance is ready.
- Space analysis for the District Court Building is being conducted.
- A committee is being formed to oversee the Cherry Street Park Master Plan. 26 residents applied to fill the 3 resident openings.
- We are identifying Township owned properties that can be developed and are deciding possible uses for same.
- We are identifying and will seek grants for Capital Projects.
- The printed Spring newsletter is being reviewed for production.

Fiscal Committee:

- WSFS Bank was approved by Council
- Finance would like to wait until the bank changeover is complete before recommending new accounting software.
- Review of the new EIT revenue is in process.
- Developing a quarterly revenue/expenditure report with trends/analysis and projections.
- Improve budget document to qualify for GFOA Distinguished Budget Presentation Award.

Public Safety Committee:

- Staffing analysis was completed and recruitment to hire a new police officer is underway.
- We are awaiting two more proposals from firms for a space needs analysis.
- Working with engineer and others to improve safety, walkability and reduce traffic/congestion issues.
- The application process has begun for a DCED grant for infrastructure improvements at 252 and Route 1 and for Adaptive traffic signals.
- Looking to obtain police accreditation.
- The police electronic ticketing system is up and running. Power DMS – containing all policies will be running by May 1st and the Planit Scheduling software will start running by April 26th.

Public Works Committee:

- A space needs analysis is being conducted for Public Works and the salt storage shed.
- Major and minor equipment inventory has been completed and a plan is being developed to ensure that we have the necessary tools to meet the department's needs.
- Will provide training to employees to allow them to grow in their career.

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 7:33 pm.

Barry Luber
Township Secretary

Dr. Christen Rexing
Council Chairperson