

UPPER PROVIDENCE TOWNSHIP  
DELAWARE COUNTY  
BUSINESS MEETING  
September 9, 2021

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The Upper Providence Township Council held the regularly scheduled monthly Business meeting on Thursday, September 9, 2021, at the Upper Providence Township Building. Vice Chairperson Elgin Akarsoy called the business meeting to order at 7:35 PM.

An executive session was held prior to the meeting. A moment of silence was held in memory of the 20<sup>th</sup> Anniversary of 9/11.

**Roll Call**

Present: Mr. Elgin Akarsoy, Vice Chair, Mr. Kevin Else, Ms. Kathy Heupler and Mr. Ray Wilson. Also in attendance, Mr. Gregory Lebold, Township Manager, Mr. Carl Ewald, Township Solicitor, Mr. J.P. Kelly, Township Engineer, Mr. Joseph Egan, Finance Director and Ms. Kim McCloskey, Adm. Assistant.

Not Present: Ms. Beth Glassman, Chairperson

**Awards, Presentations and Announcements**

Mr. Lebold advised Council of two events:

- Delaware County HHW Collection will be Saturday, 9/18 – by appointment only;
- The Township will host a paper shredding event on 11/6 from 9-12.

**Public Forum**

None

**Approval of Minutes**

Mr. Else made a motion, seconded by Ms. Heupler, to approve the August 4, 2021 special Council Meeting minutes.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Abstain

Motion approved 3-0

Mr. Else made a motion, seconded by Mr. Wilson, to approve the August 12, 2021 regular Council Meeting minutes.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

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

There is one vacancy on the Recreation Board and one expired position on the Sewer Authority.

**Zoning, Subdivision and Land Development**

None

**Unfinished Business**

**Resolution 2021-23 – Bortondale Pump Station**

Discussion: Sewer Authority members, M. Byrne, M. Hayes, G. Mallon, K. Matson and R. Powell were present to answer any questions about the request and to again advise of the urgency of getting funding to replace the Bortondale Pump Station. Their request is for \$650,00.00. The total is \$1.2 million. Middletown Township has offered no money and they have no obligation to do so per the contract. This is a public health crisis as the station is failing.

There was discussion on the American Rescue Plan funds the Township received this year as well as what the Sewer Authority has in the form of funds. These funds are to be used for infrastructure. Raising rates was also discussed. The Authority needs cash now to accept the bid and get this project underway. The sewer authority will also commit some of their reserves and the rest will have to be by bond.

Mr. Wilson made a motion, seconded by Ms. Heupler, to approve Resolution 2021-23, providing financial assistance to the Upper Providence Township Sewer Authority for replacement of the Bortondale Pump Station in the amount of \$450,000.00.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**New Business**

**Voucher List for August 2021**

Mr. Else made a motion, seconded by Mr. Wilson, to approve the voucher list for July 2021 in the amount of \$403,194.63.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resolution 2021-20 – Disposition of Township Records**

Discussion: This is done every year in order to dispose of Township records. Certain records have to be kept for certain periods of time and records need to be kept of the disposal.

Mr. Else made a motion, seconded by Ms. Heupler, to approve resolution 2021-20, authorizing the disposition of municipal records for the year 2011, along with Right-To-Know and Open Records Requests for all years prior to 2020.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**2022 Minimum Municipal Obligation**

Discussion: This is a requirement to make sure you understand what the Township has to contribute to the pension plans.

Mr. Else made a motion, seconded by Mr. Wilson, to approve the 2022 Minimum Municipal obligation to the Township Pension Plans of \$581,831.00 with anticipated revenue of \$180,000.00 from State Aid resulting in a new contribution to be paid from the Township's General Fund of \$401,831.00.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Environmental Committee Resignation**

Mr. Else made a motion, seconded by Ms. Heupler, to approve the resignation of Keith Parsons from the 2<sup>nd</sup> District from the Environmental Commission.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Pedestrian Crossing Signalization**

Mr. Else made a motion, to approve the bid for the pedestrian crossing at Sandy Bank and Providence Roads to Kuharchik Construction, inc. in the amount of \$117,560.00. There was no second – Motion dies.

Discussion: There were 3 crosswalks that were applied for. The grant is good until March, 2022. There is no change in the grant as it was for the three intersections. The money can be used for one of the other intersections for school crossing improvements. The crossing guards at Maple Ave and School Lane will be questioned to see who has more foot traffic and where flashers are needed most. Council will determine which intersection to apply for and Mr. Kelly will give his recommendation the Committees Meeting.

**Cherry Street Field Use Application**

Mr. Else made a motion, seconded by Mr. Wilson, to the Cherry Street Field Use application from St. Mary Magdalen CYO for use from 8/30/21 to 10/25/21 as recommended by the Recreation Board.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resolution 2021-21 – Media Smedley Connector Trail Study**

Discussion: This is to demonstrate support to the County for their proposed trail. There is no financial obligation. We are not committing to do whatever plan they devise without doing Our own assessment of what is possible at Scott Park. It is a letter of support.

Mr. Else made a motion, seconded by Mr. Wilson, to approve Resolution 2021-21 pledging participation in the implementation of the Media Smedley Connector Trail Feasibility Study.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Ordinance 534 – Act 50 – 5G Regulations – 1<sup>st</sup> Reading**

Discussion: The state Legislature passed “The Small Wireless Facilities Deployment Act”. This is a 5G antenna that is small enough and gets mounted on top of an existing telephone pole. Enacting an Ordinance is designed to create the placeholder to allow for design and to set a fee structure. This gives the Township the ability to make sure the antennas fit into the landscape and allows ups to collect permit fees

Mr. Else made a motion, seconded by Ms. Heupler, to approve the first reading of Ordinance 534 – amending the Upper Providence Township Code of Ordinances, to provide a new chapter entitled “Chapter 1024 – Small Wireless Facilities” to allow for, and regulate small wireless facilities, within the public rights-of-way in the township.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resolution 2021-22 – Green Ways Grant Application – Park Enhancement**

Discussion: We can apply for a non-matching grant for up to \$250,000.00 for improvements, connections and acquisitions for our parks and up to \$50,00 for feasibility studies. The focus should be on Ray Roach Park improvements by making it handicap accessible, putting the rubber safety base under the play equipment, as well as making the piece of property owned by the Township abutting the park into a parking lot for park and Township use. Discussion was to also apply for the feasibility grant to do a study of Scott Park/The Lavin Track and within that study the potential relief for Cherry Street Park will be addressed.

Mr. Else made a motion, seconded by Mr. Wilson, to approve Resolution 2021-22 to participate in the Delaware County Open Space and Green Ways Municipal Grant Program for improvements to Ray Roach Park.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resolution 2021-24 – Green Ways Grant Application – Feasibility Study**

Discussion: Due to our population we can apply for up to \$100,000.00 for the feasibility study.

Mr. Else made a motion, seconded by Ms. Heupler, to approve Resolution 2021-24 to participate in the Delaware County Open Space and Green Ways Municipal Grant Program to apply for an Upper Providence Township Parks Feasibility Study.

Mr. Else	Yes	Mr. Wilson	Yes
Ms. Heupler	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Council’s Administrative Reports**

The Township has a free upgrade and redesign for our website which will start in December. Council was presented with a contract with Civic Engage to establish a program to establish more engagement with the residents via surveys. How to get residents to sign up for the surveys; how do we limit it to just residents; costs; and how to get an even number of

representatives in the community to participate, were all discussed. This matter will be heard by Council at the September Committees Meeting.

**Engineers Report**

None

**Manager's Report**

None

**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 9:45 PM.

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Gregory C. Lebold  
Township Secretary

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Elgin Akarsoy  
Council Vice Chairperson