

UPPER PROVIDENCE TOWNSHIP  
DELAWARE COUNTY  
REGULAR COUNCIL MEETING  
September 14, 2023

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The Upper Providence Township Council held the regularly scheduled monthly Business meeting on Thursday, September 14, 2023 at the Upper Providence Township Building. Chairperson Elgin Akarsoy called the business meeting to order at 7:30 PM. Mr. Akarsoy led the Pledge of Allegiance.

**Roll Call**

Present: Elgin Akarsoy, Chairperson, Kevin Else, Kimberly Fremont and Marsha Peterson. Also in attendance, Don Vymazal, Township Manager, Carl Ewald, Township Solicitor, J.P. Kelly, Township Engineer, Kim McCloskey, Adm. Assistant, and Walt Omlor, Constable.

Not Present: Christen Rexing, Vice Chair and Mareile Watson, Assistant Township Manager

Mr. Akarsoy noted that they had an executive session discussing litigation.

**Awards, Presentations and Announcements**

Three girls representing Girl Scout Troop53383 were present to talk about the pollinator garden that they will be putting at Burman Park. This was the idea of Girl Scout Ellie Dawson and she also presented a model that she made of what the garden might look like. They won a contest for the model and received \$200 to help with the garden.

Ryan McQuade from the Recreation Board present the 2024 Budget Proposal.

**Public Forum**

- Chuck Ferraro, 806 Valley View – had questions regarding the proposed fence at 425 Old State Road – the ZHB made a decision on the fence at a special meeting on 9/12/23; he would like the Police Chief to be at meetings when he makes decision on safety issues; 2<sup>nd</sup> District Voting location – this is through the County; the “mid-year” newsletter was late as it was sent in mid-September; he commented that Ms. Fremont as appointed vs. elected.
- David Daniel, 230 Kirk Lane – The mid-year mailer – he believed Mr. Akarsoy used the mailer as a political ad.

**Approval of Minutes**

Ms. Peterson made a motion, seconded by Mr. Else, to approve the August 10, 2023 Regular

Council Business Meeting minutes.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Abstain	Mr. Akarsoy	Yes

Motion approved 3-0

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

Vacancies on Sewer Authority, Recreation Board and Ethics were discussed.

**Zoning, Subdivision and Land Development**

None

**Unfinished Business**

None

**New Business**

**Voucher List for August 2023**

Ms. Peterson made a motion, seconded by Mr. Else, to approve the voucher list for August 2023 in the amount of \$508,966.35.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Cherry Street Field Use - SMM**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to approve the Cherry Street Field use request from St. Mary Magdalen for the Fall 2023 season, as recommended by the Recreation Board.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resolution 2023-25 – Disposition of Twp. Records**

Ms. Peterson made a Motion, seconded by Mr. Else, to approve Resolution 2023-25, authorizing the disposition of municipal records for the year 2013, along with right-to-know and open records requests for all years prior to 2022.

Mr. Else	Yes	Ms. Peterson	Yes
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Ms. Fremont	Yes	Mr. Akarsoy	Yes
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Motion approved 4-0

**Resolution 2023-26 – ARPA Allocation**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to approve Resolution 2026-26, to authorize the designation of \$75,000.00 for software upgrades, \$266,144.38 for park improvements and \$226,144.38 for necessary infrastructure of the Township’s American Rescue Plan Fund Allocation.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**2023 MMO**

Ms. Peterson made a motion, seconded by Mr. Else, to approve the 2023 Minimum Municipal Obligation to the Township Pension Plans of \$598,888 with anticipated revenue of \$202,000 from state aid resulting in a new contribution to be paid from the Township’s General Fund of \$396,888.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Permitting Software**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to approve updating the permitting software from AMS to TRAIRS with 6 modules with an implementation of \$19,500 and \$11,300 annually for a five (5) year contract, as recommended by the Permit Administrator and Township Manager.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Finance Software**

Ms. Peterson made a motion, seconded by Mr. Else, to approve updating the finance software from AMS to MIP with the annual fee of \$9,313.00 and a one-time set up fee of \$24,647.85

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Resignation from Environmental Commission**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to approve the resignation of Brittany Darras from the 3<sup>rd</sup> District, from the Environmental Commission.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Updated Field Use Application**

Ms. Peterson made a motion, seconded by Mr. Else, to approve the updated field use permit application as recommended by the Recreation Board.

Mr. Vymazal requested that this be tabled until a future meeting.

Ms. Peterson made a Motion, seconded by Mr. Else to table this matter.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Ethics Appointment**

Ms. Peterson made a motion, seconded by Mr. Else, to appoint Brian C. Eury to the unexpired term on the Ethics Commission with said term to expire on December 31, 2024.

Mr. Else	Yes	Ms. Peterson	Yes
Ms. Fremont	Yes	Mr. Akarsoy	Yes

Motion approved 4-0

**Sale of Police Vehicle**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to approve the highest bidder on Municibid, David Kadosh, as the purchaser of the 2015 Ford Explorer police vehicle, in the amount of \$6,900.00

Mr. Else	Yes	Ms. Peterson	Yes
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Ms. Fremont                      Yes    Mr. Akarsoy                      Yes

Motion approved 4-0

**Tax Assessment Appeal – Downs Furnace**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to accept the tax assessment settlement for Downs Furnace, Folio No, 35-00-01241-01, S. Orange Street, as recommended by the School District.

Mr. Else                              Yes    Ms. Peterson                      Yes  
Ms. Fremont                      Yes    Mr. Akarsoy                      Yes

Motion approved 4-0

**Tax Assessment Appeal – Downs Furnace**

Ms. Peterson made a motion, seconded by Mr. Else, to accept the tax assessment settlement for Downs Furnace, Folio No, 35-00-01194-00, S. Orange Street, as recommended by the School District.

Mr. Else                              Yes    Ms. Peterson                      Yes  
Ms. Fremont                      Yes    Mr. Akarsoy                      Yes

Motion approved 4-0

**Tax Assessment Appeal – O Painter**

Ms. Peterson made a motion, seconded by Mr. Akarsoy, to accept the tax assessment settlement for Angelo Gioia, Folio No, 35-00-01262-00, O Painter St., as recommended by the School District.

Mr. Else                              Yes    Ms. Peterson                      Yes  
Ms. Fremont                      Yes    Mr. Akarsoy                      Yes

Motion approved 4-0

**Council’s Administrative Reports**

- Mr. Ewald advised that 461 Foxchase has sold and has been brought up to Code;
- Community Day is coming fast, submit gift cards for the race winners and wine for the raffle;
- Mr. Vymazal said Community Day is going to be amazing this year; he thanked Mr. Kelly as they met with the team to review the updates to Ray Roche Park and should have the sight plan back for public comment in the very near future.

**Engineers Report**

Mr. Kelly reported that the road program is substantially complete with line striping, sealing and cleanup next week; The annual MS4 report is due by the end of the month; He has met with the survey team to develop the scope and limits for the survey authorized at Cherry Street Field.

**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 8:29 PM.

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Don Vymazal  
Township Secretary

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Elgin Akarsoy  
Council Chairperson