

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS BUSINESS MEETING
NOVEMBER 17, 2016**

Call to Order: Chairman Sorgini called the meeting to order at 7:35 p.m.

Pledge of Allegiance

Roll Call:

- a. The following members were in attendance: Chairman Sorgini, Supervisors Eckman, Duffy, MacFarland and Zimmerman.
- b. Also in attendance were: John Rice, Township Solicitor; Alison Rudolf, Interim Township Manager; William Roth, Director of Special Projects and Technology; Mike Mrozinski, Community Development Director; Tim Woodrow, Township Engineer; Geri Golas, Assistant Township Manager; John Primus, Director of Public Works; Denise Walsh, Community Relations Coordinator, and Stanley Turtle, Chief of Police.

Chairman Sorgini announced that prior to the meeting the Board met to discuss legal, personnel and Real Estate matters.

1) Consent Agenda

- A) **MOTION:** Supervisor Duffy made a motion to approve the consent agenda items 1(a), 1(b) and 1(c), including moving the meeting minutes of November 17, 2016 into the record. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0

2) Presentations

- A) Presentation to Chief Stanley Turtle recognizing 30 years of service with the Lower Providence Township Police Department.
- B) Presentation to Lt. Michael Jackson recognizing 15 years of service with the Lower providence Township Police Department.

3) New Business

- A) Review and consideration amendment to Developer's Agreement for Audubon Square V- LD13-05.
 - i) Solicitor Rice reviewed the Agreement stating the Township Engineer and Traffic Consultant had reviewed the amendment and agreed that the access road would be open for six months once an occupancy permit is issued and that the matter will be reevaluated again in six months. He also stated that the developer will be having serious discussions with the property owners at Trooper and Norris Hall Road in order to seek other access points. He said this amendment gives the Board the opportunity for review in six months.
 - ii) Brad Macy of Audubon Development inquired as to splitting the occupancy approval in order to accommodate the onsite hotel, which may be completed before the pad site. Mr. Woodrow said he would feel more comfortable leaving the agreement as is and coming back in six months to revisit the issue.
 - iii) **MOTION:** Supervisor MacFarland made a motion to approve the amendment to Developer's Agreement for Audubon Square V – LD13-05. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
- B) Review and Consider engineering proposal for Ridge Pike West Transportation and Community Development Initiative study.
 - i) Ms. Rudolf reviewed the scope of the proposed study.

- ii) Supervisor MacFarland opened discussion regarding the obligations of neighboring municipalities as well as existing traffic studies and proposed bridge crossings. Ms. Rudolf said that inter-municipality cooperation is largely responsible for the grant being awarded and that this study will be built upon existing studies.
- iii) **MOTION:** Supervisor Duffy made a motion to approve the engineering proposal for Ridge Pike West Transportation and Community Development Initiative study. Supervisor Zimmerman *seconded* the motion.
 - (1) Chairman Sorgini praised the project, reiterating how vital infrastructure was to the development of Lower Providence Township
 The motion *passed* 5-0.

C) Authorization to advertise the appointment of Maillie as the Township Auditor for the year 2016 at the Reorganization Meeting.

- i) Ms. Rudolf said the Township code requires advertisement of this position 30 days prior to appointment and that proposals were solicited in 2013 to award a three-year contract to Maillie. She stated the cost per year is the same as previous years and she recommends that the Board advertise the appointment.
- ii) **MOTION:** Supervisor Eckman made a motion to authorize the advertisement of the appointment of Maillie as the Township Auditor for the year 2016 at the Reorganization Meeting. Supervisor MacFarland seconded the motion. The motion *passed* 5-0.

D) Review and consider renewal options for property, casualty, and automobile insurance.

- i) Ms. Golas reviewed the analysis of the three brokers who submitted proposals for property
- ii) Mr. Delamater described his experience with Delaware Valley Insurance Trust.
- iii) Ms. Rudolf said that the advantage of DVIT is that it is designed to provide stability to municipalities and their cost of insurance. She feels this does serve the communities well.
- iv) Supervisor Duffy asked if they are guaranteed the rate will remain the same for 2018 if the Township joins in 2017. Ms. Rudolf said this was correct and if the Township selects the current provider, Brown and Brown, there could be fluctuation.
- v) Supervisor MacFarland noted that Brown and Brown's coverage was significantly higher last year than this year for the same coverage provided in 2016, which shows that there can be some fluctuation.
- vi) **MOTION:** Supervisor MacFarland made a motion to approve DVIT as the Township's Property and Casualty provider for the November 20, 2016 – November 30, 2017 policy period. Supervisor Duffy seconded the motion. The motion *passed* 5-0.

E) Consideration of the following appointments: Donald Delamater as Township Secretary and Treasurer and Geraldine Golas as Assistant Township Secretary and Assistant Treasurer.

- i) Ms. Rudolf said that with the appointment of Mr. Delamater as the new Township Manager, it is the custom of the Township to appoint the Township Manager as the Township Secretary and Treasurer and the Assistant Township Manager as Assistant Township Secretary and Assistant Treasurer. She recommended that the Board approve these appointments.
- ii) **MOTION:** Supervisor Eckman made a motion to appoint Donald Delamater as Township Secretary and Treasurer and Geraldine Golas as Assistant Township Secretary and Assistant Treasurer. Supervisor Zimmerman seconded the motion. The motion *passed* 5-0.

4) Announcements

- A) The Zoning Hearing Board Meeting scheduled for Nov. 22 has been canceled.

- B) The 8th Annual Community Tree Lighting will be held Friday, December 2 at 6:30 p.m. at the Township Complex
- C) The Caring & Sharing holiday food drive is underway. Items can be dropped off at the Township Building weekdays from 8 a.m. to 4:30 p.m. Details on the tree Lighting and the Caring and Sharing programs can be found at www.lptrec.com.

5) Comments

- A) Solicitor Rice reported that the Staff is seeking direction from Board with regard to the state of Pennsylvania's medical marijuana regulations that were passed in the last 30 days. Discussion have taken place regarding making a minor zoning amendment to deal with this and he advised the Board to get ahead of the issue and authorize staff to begin drafting that Zoning Amendment.
 - i) **MOTION:** Chairman Sorgini made a motion to authorize staff to prepare a draft zoning amendment. Supervisor MacFarland seconded the motion. The motion *passed* 5-0.
- B) Ms. Rudolf thanked the staff for their support and welcoming attitude. She thanked the Board of Supervisors for the opportunity to work for Lower Providence Township and praised the Supervisors for their dedication and hard work on behalf of the Township.
 - i) Chairman Sorgini thanked Ms. Rudolf for her leadership and knowledge to help them through this period of transition.
 - ii) Supervisor MacFarland praised her ability to quickly take charge and help guide them through the interim period and noted that she was the model they used when interviewing candidates for the Township Manager position.

6) Adjournment

- A) **MOTION:** Supervisor Zimmerman made a motion to adjourn the meeting. Supervisor Duffy seconded the motion. The motion *passed* 5-0. The meeting adjourned at 8:10 p.m.

Next Business Meeting: December 1, 2016
December 15, 2016

Respectfully submitted:

Donald D. Delamater, Secretary