



LOWER PROVIDENCE TOWNSHIP

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Police: 610-539-5901 • Fax: 610-630-2219



LOWER PROVIDENCE TOWNSHIP BOARD OF SUPERVISORS REORGANIZATION MEETING Tuesday, January 2, 2024 – 6:00 p.m.

NOTE: The meeting is being held as an in-person and virtual public meeting using Zoom. Directions on how to access the meeting online or via phone are available at lowerprovidence.org.

- *The meeting is video recorded for posting on the Township website.*
- *A video camera has been installed in the Township Auditorium for security purposes.*

Oaths of Office

- Sarah Charles to be sworn in as Supervisor
District Judge Daniel Ronca
- Gary Neights to be sworn in as Supervisor
District Judge Daniel Ronca
- Lisa Yanak to be sworn in as Auditor
District Judge Daniel Ronca

Promotion

- Promotion of Officer Ryan Gill to Corporal

The Township Manager shall act as Temporary Chair for the purpose of organization.

Call to Order

Pledge of Allegiance

Protocol for Hybrid Meetings

Roll Call

S. Charles ___ C. Coless ___ J. Darby ___ P. MacFarland ___ G. Neights ___ M. Liu ___

1. Nomination and Election of Chair

Nominee _____ Nominated By _____ Second _____ Vote _____

Nominee _____ Nominated By _____ Second _____ Vote _____

2. Nomination and Election of Vice-Chair

Nominee _____ Nominated By _____ Second _____ Vote _____

Nominee _____ Nominated By _____ Second _____ Vote _____

Administrative Appointments

3. Approval of Township Manager Employment Agreement

Motion ___ Second ___ Vote _____ Abstained ___

4. Appointment of Secretary

5. Appointment of Assistant Secretary

6. Appointment of Treasurer

7. Appointment of Assistant Treasurer

8. Appointment of Open Records Officer

9. Appointment of Alternate Open Records Officer

10. Appointment of Police Department Open Records Officer

11. Appointment of Zoning Officer

12. Appointment of Building Code Official / Building Inspector

Motion to Approve Agenda Items 4 - 12 ___ Second ___ Vote _____ Abstained ___

Board/Committee/Commission Appointments

13. Appointment to Library Board of Trustees

One (1) three-year term

Motion ___ Second ___ Vote _____ Abstained ___

One (1) three-year term

Motion ___ Second ___ Vote _____ Abstained ___

One (1) three-year term

Motion ___ Second ___ Vote _____ Abstained ___

14. Appointment to Sewer Authority

One (1) five-year term

Motion ___ Second ___ Vote _____ Abstained ___

15. Appointment to Planning Commission

One (1) four-year term

Motion ___ Second ___ Vote _____ Abstained ___

16. Appointment to Zoning Hearing Board by Resolution #2024-01

One (1) five-year term

Motion ___ Second ___ Vote _____ Abstained ___

17. Appointment of Vacancy Board Chair

One (1) one-year term

Motion ___ Second ___ Vote _____ Abstained ___

18. Appointment to UCC Board of Appeals
 One (1) three-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
19. Environmental Advisory Council
 One (1) three-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
 One (1) three-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
20. Human Relations Commission
 One (1) one-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
 One (1) two-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
 One (1) three-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
 One (1) four-year term
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___
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Consultant Appointments

21. Appointment of Consulting Engineer and Fixing of Compensation
 22. Appointment of Traffic Engineer and Fixing of Compensation
 23. Appointment of Landscape Architectural Consultant and Fixing of Compensation
 24. Appointment of Actuary for Township Pension Plans, Township Employees' Pension Plan and the Defined Contribution (401(a)) Plan and Fixing of Compensation
 25. Appointment of Labor Attorney and Fixing of Compensation
 26. Appointment of Solicitor and Fixing of Compensation

Motion to Approve Items 21- 26 ___ **Second** ___ **Vote** _____ **Abstained** ___

27. Fixing of Compensation for Zoning Hearing Board Solicitor
Motion ___ **Second** ___ **Vote** _____ **Abstained** ___

28. Appointment of Board of Supervisors liaisons:
 Business Development Committee
 Emergency Services Committee
 Environmental Advisory Council
 Human Relations Commission
 Library Board of Trustees
 Parks & Recreation Board
 Pension Committee
 Planning Commission
 Sewer Authority

29. **Resolutions**
 a. Resolution No. 2024-02 designating depositories for Township Funds.
Motion _____ **Second** _____ **Vote** _____ **Abstained** _____

- b. Resolution No. 2024-03 authorizing the appropriate Township Officials to affix signatures on checks.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- c. Resolution No. 2024-04 establishing the amount of the Treasurer’s and Assistant Treasurer’s Bond at \$1,000,000 which will apply to the Township Manager-Secretary and Assistant Township Manager, respectively.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- d. Resolution No. 2024-05 establishing the Police Officers’ contributions to the Police Pension Plan for the Year 2024.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- e. Resolution No. 2024-06 establishing member contributions to the Employees Pension Fund for the Year 2024.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- f. Resolution No. 2024-07 appointing the certified public accounting firm of BBD LLP to serve as auditors to audit the accounts of Lower Providence Township for Fiscal Year 2023.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- g. Resolution No. 2024-08 establishing Crime Victim Right of Access (CVRA) and Act 22 Compliance Fees
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____
- h. Resolution No. 2024-09 approving the 2024 Fee Schedule.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____

30. Certification of voting delegate, alternate voting delegate, and attendees to the PSATS Annual State Convention (April 14-17, 2024 in Hershey, PA).
Voting Delegate _____
Alternate Voting Delegate _____
Attendees _____
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____

31. Approval of 2024 meeting dates and authorization to advertise.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____

32. **Other Business**
 a. Authorization to Advertise for Bids for Egypt Road Green Light-Go Grant Project.
Motion ____ **Second** ____ **Vote** ____ **Abstained** ____

33. **Courtesy of Floor** (not to exceed 3 minutes per person)

Adjournment

Next Business Meetings: January 18, 2024
 February 1, 2024

Please note:

- The meeting is video recorded for rebroadcast on the Community Access Channel.
- A video camera has been installed in the Township Auditorium for security purposes.