

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS REORGANIZATION MEETING
JANUARY 7, 2019**

Call to Order: Chairman Duffy called the meeting to order at 6:00 p.m.

Pledge of Allegiance

Roll Call:

- a. The following members were in attendance: Chairman Duffy, Supervisors Eckman, MacFarland, Neights and Sorgini.
 - b. Also in attendance were: Donald Delamater, Township Manager; William Roth, Director of Special Projects and Technology; Denise Walsh, Community Relations Coordinator; Geri Golas, Assistant Township Manager; Stanley Turtle, Chief of Police, and Michael Mrozinski, Community Development Director.
- 1) Appointment of Temporary Chairman
 - A) **MOTION:** Supervisor MacFarland made a motion to appoint Patrick Duffy as Temporary Chairman. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 2) Election of Chairman
 - A) **MOTION:** Chairman Duffy made a motion to appoint Peter MacFarland as Chairman for 2019. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 3) Election of Vice-Chairman
 - A) **MOTION:** Chairman MacFarland made a motion to appoint Colleen Eckman as Vice-Chairman for 2019. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 4) Appointment of Township Secretary/Treasurer
 - A) **MOTION:** Supervisor Duffy made a motion to appoint Donald Delamater as the Township Secretary/Treasurer. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 5) Appointment of Assistant Secretary/Assistant Treasurer
 - A) **MOTION:** Supervisor Sorgini made a motion to appoint Geri Golas as the Assistant Township Secretary/Assistant Treasurer. Supervisor Neights seconded the motion. The motion *passed* 5-0.
 - 6) Appointment of Open Records Officer
 - A) Supervisor Duffy made a motion to appoint Denise Walsh as the Open Records Officer. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 7) Appointment to Vacancy Board
 - A) **MOTION:** Supervisor Eckman made a motion to re-appoint Gloria Corcoran to the Vacancy Board. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 8) Appointment to Library Board of Trustees (two (3) Three-year Terms)
 - A) **MOTION:** Supervisor Neights made a motion to appoint Nancy Klein and Erin McCool to serve on the Library Board of Trustees. Supervisor Eckman seconded the motion. The motion did not carry by a vote of 2-3.
 - B) Supervisor Sorgini requested that the positions be voted on individually.
 - C) **MOTION:** Supervisor Sorgini made a motion to appoint Nancy Klein to serve on the Library Board of Trustees. Supervisor Neights seconded the motion. The motion *passed* 5-0.
 - D) **MOTION:** Supervisor Duffy made a motion to appoint Michelle Santoro. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 9) Appointment to Sewer Authority (one (1) Five-year Term)

- A) **MOTION:** Supervisor Duffy made a motion to appoint Jason Sorgini to the Sewer Authority for one (1) Five-year term. Supervisor Eckman seconded the motion. The motion *passed*
- i) Supervisor Neights asked if there could be any issues related to having a member of the Board of Supervisors sitting on another municipal board. Chairman MacFarland clarified that the question was if a Board Member could sit on another board and said that it could be done. The motion *passed* 5-0.
- 10) Appointment to Planning Commission (two (2) Four-year Term)
- A) **MOTION:** Supervisor Sorgini made a motion to re-appoint Virginia Kricun and appoint Patrick Neary to the Planning Commission. Supervisor Neights seconded the motion. The motion *passed* 5-0.
- 11) Appointment to Zoning Hearing Board by Resolution #2019-01(one (1) Five-year Term)
- A) **MOTION:** Supervisor Duffy made a motion to approve Resolution #2019-01 re-appointing Kathy Eskie to the Zoning Hearing Board and appointing Chris Gerdes as an alternate. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
- 12) Appointment to Parks & Recreation Board (one (1) Five-year term)
- A) **MOTION:** Supervisor Sorgini made a motion to appoint John Zollers. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
- 13) Appointment to Finance Committee (three (3) Four-year Terms)
- A) **MOTION:** Supervisor Duffy made a motion to re-appoint George Bancroft, Colleen Eckman and Louis Lombardo IV for the full four-year term. Supervisor Sorgini Seconded the motion. The motion *passed* 5-0
- B) **MOTION:** Supervisor Neights made a motion to appoint Cara Coless to the unexpired term. The motion did not receive a second. Chairman MacFarland said this position would remain unfilled.
- 14) Appointment to UCC Board of Appeals (one (1) Three-year Term)
- A) **MOTION:** Supervisor Neights made a motion to re-appoint Joseph McKeon to the UCC Board of Appeals. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
- 15) Appointment of Solicitor and Fixing of Compensation
- A) **MOTION:** Supervisor Duffy made a motion to re-appoint John Rice at the firm Grim, Biehn & Thatcher as solicitor for 2019 at a rate established in their letter dated October 25, 2018. Supervisor Sorgini seconded the motion. The motion *passed* 5-0
- 16) Appointment of Consulting Engineer and Fixing of Compensation
- A) **MOTION:** Supervisor Sorgini made a motion to appoint Woodrow & Associates as the Township Consulting Engineer at a rate established in their letter dated November 6, 2018. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
- 17) Appointment of Traffic Engineer and Fixing of Compensation
- A) **MOTION:** Supervisor Duffy made a motion to reappoint McMahon & Associates, Inc. as the Township Traffic Engineer at a rate established in their correspondence dated November 12, 2018. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
- 18) Appointment of Landscape Architectural Consultant and Fixing of Compensation
- A) **MOTION:** Supervisor Eckman made a motion to reappoint Thomas Comitta Associates as the Township Landscape Architectural Consultant at a rate established in their letter dated November 27, 2018. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
- 19) Appointment of Township Lighting Consultant and fixing of Compensation
- A) **MOTION:** Supervisor Sorgini made a motion to appoint Ron Smith/Suburban Lighting as the Township Lighting Consultant at a rate established their correspondence dated November 28, 2018. Supervisor Neights seconded the motion. The motion *passed* 5-0.

20) Appointment of Labor Attorney and fixing of Compensation

- A) **MOTION:** Supervisor Duffy made a motion to reappoint Scott Blissman of Eckert, Seamans, Cherin & Mellot, LLC as the Township Labor Attorney at a rate established in their correspondence dated November 6, 2018. Supervisor Sorgini seconded the motion. The motion *passed 5-0*.

21) Appointment of Minutes Secretary to Various Boards and Fixing of Compensation

- A) **MOTION:** Supervisor Duffy made a motion to reappoint Deborah Stanish as Minutes Secretary to the various boards at the hourly rate of \$25 per hour for meeting attendance and \$25 an hour for minute transcription. Supervisor Sorgini seconded the motion. The motion *passed 5-0*.

22) Appointment of Actuary for Township Pension Plans, Township Employees' Pension Plans, Township Employees' Pension Plan and the Defined Contribution (401(a)) Plan and Fixing of Compensation

- A) **MOTION:** Supervisor Sorgini made a motion to re-appoint Charles Friedlander of Municipal Finance Partners as the Actuary for Township Pension Plans, Township Employees Pension Plans, Township Employees' Pension Plan and the Defined Contribution (401(a)) Plan and Fixing of Compensation at a rate established in their correspondence dated November 6, 2018. Supervisor Eckman seconded the motion
- i) Supervisor Eckman noted that the increase is due to reports that are required to be completed in 2019
- The motion *passed 5-0*.

23) Fixing of Compensation for Zoning Hearing Board Solicitor

- A) **MOTION:** Supervisor Duffy made a motion that the compensation for the solicitor selected by the Zoning Hearing Board be paid \$125 per hour not to exceed \$150 per hour for litigation. Supervisor Neights seconded the motion. The motion *passed 5-0*.

24) Appointment of Board Liaisons

- A) Chairman MacFarland made the following Board Liaison Appointments:
- i) Business Development Committee: Supervisors Eckman and Chairman MacFarland
 - ii) Finance Committee: Supervisor Neights
 - iii) Library Board: Chairman MacFarland
 - iv) Parks & Recreation Board: Supervisor Duffy
 - v) Pension Committee: Supervisor Sorgini
 - vi) Planning Commission: Supervisor Neights
 - vii) Sewer Authority: Chairman MacFarland said that no liaison will be appointed as a Board member is also a member of the Sewer Authority.
- B) Additional appointments.
- i) Chairman MacFarland stated that a number of ad hoc committees had been formed that they would like to continue:
- (1) Ad Hoc Committee to meet with the Methacton School Board regarding future use of Audubon school. Chairman MacFarland and Supervisor Duffy who are already active on this committee and will continue through 2019.
 - (2) Business Development Committee: Chairman MacFarland and Supervisor Eckman
 - (3) Open Space and Trails: Supervisor Eckman along with Parks and Recreation Board member Jean Akers
 - (4) Emergency Services Committee: All supervisors are to be involved in the process at some point during the year. Supervisor Duffy will lead communication and research dialogue with the expectation that all board members will contribute as some level.

- (5) Board goals: Board goals will be established as have been done in past years and will most likely be finalized by February. Chairman MacFarland noted a developing interest in storm water management and anticipates a committee with staff and resident involvement.
- (6) Comprehensive plan: Work will begin on establishing a future committee to navigate the process over the next five years.

25) Resolutions and Ordinances:

- A) Resolution No. 2019-02 authorizing the appropriate Township Officials to affix signatures on checks
 - i) Don Delamater reviewed the resolutions
 - ii) **MOTION:** Supervisor Duffy made a motion to adopt the resolution authorizing appropriate Township Officials to affix signatures on checks. Supervisor Neights seconded the motion. The motion *passed* 5-0.
- B) Resolution No. 2019-03 designating depositories for Township funds.
 - i) **MOTION:** Supervisor Eckman made a motion to adopt the resolution designating depositories for Township funds. Supervisor Duffy seconded the motion.
 - (1) It was clarified that several different financial institutions were being utilized due to better rates depending on the fund and for financial protections.The motion *passed* 5-0.
- C) Resolution No. 2019-04 establishing the amount of the Treasurer's Bond at \$600,000 and \$100,000 for Secretary.
 - i) **MOTION:** Supervisor Duffy made a motion to adopt the resolution to establish the amount of the Treasurer's Bond at \$600,000 and \$100,000 for Secretary. Supervisor Neights seconded the motion.
 - (1) Mr. Delamater explained the purpose of the bonds and how the bonds work.The motion *passed* 5-0.
- D) Resolution No. 2019-05 establishing the Police Officers contributions to the Police Pension Plan for the Year 2019.
 - i) **MOTION:** Supervisor Eckman made a motion to adopt the resolution establishing the Police Officers contributions to the Police Pension for the year 2019. Supervisor Sorgini seconded the motion. The Motion *passed* 5-0.
- E) Resolution No. 2019-06 establishing member contributions to the Employees' Pension Fund for the Year 2019.
 - i) **MOTION:** Supervisor Neights made a motion to adopt the resolution establishing member contributions to the Employee Pension Fund for the year 2019. Supervisor Sorgini seconded the motion.
 - (1) Supervisor Duffy stated this resolution is in accordance with the recently approved contract.The motion *passed* 5-0.
- F) Resolution No. 2019-07 Appointing the Certified Public Accounting Firm of BBD LLP to Serve as Auditors to Audit the Accounts of Lower Providence Township for Fiscal Year 2018.
 - i) **MOTION:** Supervisor Duffy made a motion to adopt the resolution. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.

26) Certification of Delegates and Voting Delegate to PSATS Annual State Convention.

- A) **MOTION:** Supervisor Neights made a motion to certify Patrick Duffy and Peter MacFarland as delegates and Peter MacFarland as the PSATS Voting Delegate for 2019. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.

27) Other Business

A) Authorization of Green Light Go grant application

- i) Mr. Delamater asked for authorization to apply for the Green Light Go grant for automated traffic signal performance measures. This is new technology to make signals operate the best they can without the adaptive technology. He reviewed the capabilities of the technology.
- ii) **MOTION:** Supervisor Neights made a motion to approve the application for the Green Light Go grant. Supervisor Sorgini seconded the motion.
 - (1) Chief Turtle explained how this technology will assist Township traffic measures. Discussion was held regarding the proximity of traffic lights. Supervisor Eckman asked if the municipal funds are matched can the traffic impact fees be used. Mr. Delamater said they could. Supervisor Neights clarified that they will only expend the funds if the grant was awarded.

The motion *passed* 5-0

28) Announcements

- A) Supervisor Neights said that 2018 was the year of bird and 2019 may be the year of the Eagles. He opened discussion on the redevelopment capital assistance program grant. Mr. Roth said that they have received this grant and it is in the books but the funds have not yet been transferred. Mr. Roth reviewed the scope of the grant. Mr. Neights noted several projects that can be assisted by this grant. Chairman MacFarland said that Supervisor Neights could identify projects throughout the year that may be eligible to the grant it would helpful for a future grant application.

29) Adjournment:

- A) **MOTION:** Supervisor Sorgini made a motion to adjourn the meeting. Supervisor Neights seconded the motion. The motion *passed* 5-0. The meeting adjourned at 7:00 p.m.

Next Business Meeting: January 17, 2019
February 7, 2019