

**LOWER PROVIDENCE TOWNSHIP
BOARD OF SUPERVISORS REORGANIZATION MEETING
JANUARY 6, 2020**

Oaths of Office: Cara Coless was sworn in as Supervisor and Anna Darpino Morris sworn in as Auditor by Montgomery County Judge Cheryl Austin

Call to Order: Supervisor MacFarland called the meeting to order at 6:45 p.m.

Pledge of Allegiance

Roll Call:

- a. The following members were in attendance: Supervisors Peter MacFarland, Cara Coless, Colleen Eckman, Gary Neights and Jason Sorgini.
 - b. Also in attendance were: Donald Delamater, Township Manager; William Roth, Director of Special Projects and Technology; Denise Walsh, Community Relations Coordinator; Geri Spotts, Assistant Township Manager; Michael Jackson, Chief of Police, and Michael Mrozinski, Community Development Director.
 - c. Supervisor MacFarland welcomed Representative Joe Webster and Senator Katie Muth
- 1) Appointment of Temporary Chairman
 - A) **MOTION:** Supervisor Neights made a motion to appoint Supervisor MacFarland as Temporary Chairman. Supervisor Sorgini seconded the motion. The motion *passed* 5-0.
 - 2) Election of Chairman
 - A) **MOTION:** Supervisor Coless made a motion to appoint Supervisor Neights as Chairman for 2020. Supervisor Neights seconded the motion. The motion *was defeated* 2-3.
 - B) **MOTION:** Supervisor Eckman made a motion to appoint Supervisor Sorgini as Chairman for 2020. Supervisor MacFarland seconded the motion. The motion *passed* 3-2.
 - 3) Election of Vice-Chairman
 - A) **MOTION:** Supervisor Coless made a motion to appoint Supervisor Neights as Vice-Chairman for 2020. Supervisor Neights seconded the motion. The motion *was defeated* 2-3.
 - B) **MOTION:** Supervisor MacFarland made a motion to appoint Supervisor Eckman as Vice-Chairman for 2020. Chairman Sorgini seconded the motion. The motion *passed* 3-2.
 - 4) Appointment of Township Secretary/Treasurer
 - A) **MOTION:** Supervisor MacFarland made a motion to appoint Donald Delamater as the Township Manager/Secretary/Treasurer and approve the employment agreement. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
 - 5) Appointment of Assistant Secretary/Assistant Treasurer
 - A) **MOTION:** Supervisor Eckman made a motion to appoint Geri Spotts 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 Eckman made a motion to appoint Denise Walsh as the Open Records Officer. Supervisor Coless seconded the motion. The motion *passed* 5-0.
 - 7) Appointment to Vacancy Board
 - A) **MOTION:** Supervisor Coless made a motion to appoint Ashley Wilkerson to serve on the Vacancy Board for a one-year term. Supervisor Neights seconded the motion. The motion *was defeated* 2-3.

- B) **MOTION:** Supervisor MacFarland made a motion to appoint Leah Baird to serve on the Vacancy Board for a one-year term. Supervisor Eckman seconded the motion. The motion *passed 3-2*.
- 8) Appointment to Library Board of Trustees (two (3) Three-year Terms)
A) **MOTION:** Supervisor MacFarland made a motion to appoint Karen Stine to serve on the Library Board of Trustees. Supervisor Eckman seconded the motion. The motion *passed 5-0*.
- 9) Appointment to Lower Providence Township Sewer Authority (1 Five-year Term)
A) **MOTION:** Supervisor MacFarland made a motion to appoint Charles Rose to the Lower Providence Township Sewer Authority. Supervisor Neights seconded the motion. The motion *passed 5-0*.
- 10) Appointment to Lower Perkiomen Valley Regional Sewer Authority (1 Five-year Term)
A) **MOTION:** Supervisor Eckman made a motion to re-appoint Supervisor Peter MacFarland to the Lower Perkiomen Valley Regional Sewer Authority. Supervisor Neights seconded the motion. The motion *passed 5-0*.
- 11) Appointment to Planning Commission ((1) Four-year Term)
A) **MOTION:** Supervisor MacFarland made a motion to re-appoint Mark Kuberski to the Planning Commission. Supervisor Eckman seconded the motion. The motion *passed 5-0*.
- 12) Appointment to Zoning Hearing Board by Resolution #2020-01(one (1) Five-year Term)
A) **MOTION:** Supervisor Neights made a motion to approve Resolution 2020-01 to appoint Joe Lulis to serve on the Zoning Hearing Board for a five-year term. Supervisor Coless seconded the motion. The motion *was defeated 2-3*.
B) **MOTION:** Supervisor MacFarland made a motion to approve Resolution 2020-01 to re-appoint Gail Hager to the Zoning Hearing Board for a five-year term. Supervisor Eckman seconded the motion.
i) Laura Winslow, 110 Tyson Mill Road, inquired about Gail Hager's attendance at previous Zoning Hearing Board meetings.
ii) Kathie Eskie, 540 Highgate Road, said that she is the chair of the Zoning Hearing Board and responded to the prior inquiry about Ms. Hager's attendance.
iii) The motion *passed 3-2*.
- 13) Appointment to Parks & Recreation Board (two (2) Five-year terms)
A) **MOTION:** Supervisor Neights made a motion to appoint Brian Gottshall to serve on the Parks & Recreation Board for a five-year term. Supervisor Coless seconded the motion.
i) The motion *was defeated 2-3*.
B) **MOTION:** Supervisor MacFarland made a motion to re-appoint Beth Ann Mazza to the Parks & Recreation Board. Supervisor Eckman seconded the motion. The motion *passed 3-2*.
i) Anna Darpino Morris, 210 Bunting Circle, inquired as to how the candidates are identified for the open positions.
ii) Brian Gottshall, 759 Barrington Road, inquired about the Parks and Recreation Board and Open Space Plan Update.
iii) Supervisor Eckman responded to Mr. Gottshall, noting that she would speak with him regarding the Open Space Plan Update.
C) **MOTION:** Supervisor Neights made a motion to table the second appointment to the Parks & Recreation Board. Supervisor Coless seconded the motion. The motion *was defeated 2-3*.
D) **MOTION:** Supervisor Eckman made a motion to re-appoint Amy Johnston-Smith to the Parks & Recreation Board. Supervisor MacFarland seconded the motion. The motion *passed 3-2*.

- 14) Appointment to Finance Committee (one (1) Unexpired Term)
A) **MOTION:** Supervisor Coless made a motion to appoint Karen Stine to the Finance Committee for unexpired term. Supervisor Neights seconded the motion. The motion *passed* 5-0
- 15) Appointment to UCC Board of Appeals (one (1) Three-year Term)
A) **MOTION:** Supervisor Eckman made a motion to re-appoint Steven Gillan to the UCC Board of Appeals. Supervisor MacFarland seconded the motion. The motion *passed* 5-0.
- 16) Appointment of Solicitor and Fixing of Compensation
A) **MOTION:** Supervisor MacFarland made a motion to appoint the firm Grim, Biehn & Thatcher as solicitor for 2020 at a rate established in their correspondence dated November 18, 2019. Supervisor Coless seconded the motion. The motion *passed* 5-0.
- 17) Appointment of Labor Attorney and Fixing of Compensation
A) **MOTION:** Supervisor Neights made a motion to appoint Scott Blissman of Eckert, Seamans, Cherin & Mellot as Labor Attorney for 2020 at a rate established in their correspondence dated November 12, 2019. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
- 18) Appointment of Consulting Engineer and Fixing of Compensation
A) **MOTION:** Supervisor Neights made a motion to appoint Woodrow & Associates as the Township Consulting Engineer at a rate established in their correspondence dated December 2, 2019. Supervisor Eckman seconded the motion. The motion *passed* 5-0.
- 19) Appointment of Traffic Engineer and Fixing of Compensation
A) **MOTION:** Supervisor MacFarland made a motion to appoint McMahon & Associates, Inc. as the Township Traffic Engineer at a rate established in their correspondence dated November 12, 2019. Supervisor Coless seconded the motion. The motion *passed* 5-0.
- 20) Appointment of Landscape Architectural Consultant and Fixing of Compensation
A) **MOTION:** Supervisor Eckman made a motion to appoint Thomas Comitta Associates as the Township Landscape Architectural Consultant at a rate established in their correspondence dated November 25, 2019. Supervisor MacFarland seconded the motion. The motion *passed* 5-0.
- 21) Appointment of Township Lighting Consultant and fixing of Compensation
A) **MOTION:** Supervisor Neights made a motion to appoint Suburban Lighting as the Township Lighting Consultant at a rate established in their correspondence dated November 12, 2019. Supervisor Coless 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 Eckman made a motion to re-appoint Charles Friedlander of Municipal Finance Partners as the Actuary for Township Pension Plans, Township Employees' Pension Plans, and the Defined Contribution (401(a)) Plan at a rate established in correspondence dated December 2 2019. Supervisor Coless seconded the motion. The motion *passed* 5-0.
- 23) Fixing of Compensation for Zoning Hearing Board Solicitor
A) **MOTION:** Supervisor Coless made a motion that the compensation for the solicitor selected by the Zoning Hearing Board be paid \$125 per hour and \$150 per hour for litigation. Supervisor Eckman seconded the motion. The motion *passed* 5-0.

24) Appointment of Board Liaisons

A) Chairman Sorgini made the following Board Liaison Appointments:

- i) Business Development Committee: Supervisors Coless and Eckman
- ii) Finance Committee: Supervisor Eckman
- iii) Library Board: Supervisor MacFarland
- iv) Parks & Recreation Board: Supervisor Eckman
- v) Pension Committee: Supervisor Neights
- vi) Planning Commission: Supervisor Coless
- vii) Sewer Authority: Chairman Sorgini
- viii) Zoning Hearing Board – Supervisor Neights

B) Additional appointments:

- i) Chairman Sorgini stated that a few ad hoc committees had been formed that they would like to continue:
 - (1) Open Space and Trails: Supervisor Eckman
 - (2) Comprehensive Plan Update: Supervisors Coless and MacFarland
 - (3) Revenue Generation: Chairman Sorgini and Supervisor Neights
 - (4) Emergency Services Committee: Chairman Sorgini and Supervisor MacFarland

25) Resolutions and Ordinances: Township Manager Delamater reviewed each resolution.

A) Resolution No. 2020-02 authorizing the appropriate Township Officials to affix signatures on checks

- i) **MOTION:** Supervisor Neights made a motion to adopt Resolution 2020-02 authorizing appropriate Township Officials to affix signatures on checks. Supervisor MacFarland seconded the motion. No public comment. The motion *passed* 5-0.

B) Resolution No. 2020-03 designating depositories for Township funds.

- i) **MOTION:** Supervisor MacFarland made a motion to adopt Resolution 2020-03 designating depositories for Township funds. Supervisor Neights seconded the motion. No public comment. The motion *passed* 5-0.

C) Resolution No. 2020-04 establishing the amount of the Treasurer's Bond at \$1,000,000.

- i) **MOTION:** Supervisor Neights made a motion to adopt Resolution 2020-04 to establish the amount of the Treasurer's Bond at \$1,000,000 for Secretary. Supervisor Coless seconded the motion. No public comment. The motion *passed* 5-0.

D) Resolution No. 2020-05 establishing the Police Officers contributions to the Police Pension Plan for the Year 2020.

- i) **MOTION:** Supervisor Neights made a motion to adopt Resolution 2020-05 establishing the Police Officers contributions to the Police Pension for the year 2020. Supervisor Coless seconded the motion. No public comment. The motion *passed* 5-0.

E) Resolution No. 2020-06 establishing member contributions to the Employees' Pension Fund for the Year 2020.

- i) **MOTION:** Supervisor Eckman made a motion to adopt Resolution 2020-06 establishing member contributions to the Employee Pension Fund for the year 2020. Supervisor Neights seconded the motion. No public comment. The motion *passed* 5-0.

F) Resolution No. 2020-07 Appointing the Certified Public Accounting Firm of BBD LLP to Serve as Auditors to Audit the Accounts of Lower Providence Township for Fiscal Year 2019.

- i) **MOTION:** Supervisor MacFarland made a motion to adopt Resolution 2020-07. Supervisor Neights seconded the motion. No public comment. The motion *passed* 5-0.

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

A) **MOTION:** Chairman Sorgini made a motion to approve Supervisors Coless, Neights, and MacFarland as delegates to the PSATS Annual State Convention. Supervisor Eckman seconded the motion. The motion *passed* 5-0.

B) **MOTION:** Supervisor MacFarland made a motion to nominate himself as the PSATS Voting Delegate for 2020. Supervisor Coless seconded the motion. The motion *passed* 5-0.

27) Approval and authorization to advertise 2020 meeting schedule.

A) **MOTION:** Supervisor Coless made a motion to approve and authorize the advertisement of the 2020 meeting schedule. Supervisor Neights seconded the motion. The motion *passed* 5-0.

i) Laura Winslow, 110 Tyson Mill Road inquired about the procedure when meetings are cancelled.

28) Announcements

A) Chairman Sorgini announced that the Board of Supervisors meeting time has been changed to 7:00 p.m.

29) Courtesy of the Floor

A) Michael Ryan, 2759 Apple Valley Lane congratulated Supervisor Coless and also inquired about the Finance Committee and when it meets.

30) Adjournment

A) **MOTION:** Supervisor Neights made a motion to adjourn the meeting. Supervisor Coless seconded the motion. The motion *passed* 5-0. The meeting adjourned at 7:40 p.m.

Next Business Meeting: January 16, 2020
February 6, 2020