



**UPPER PROVIDENCE BOARD OF SUPERVISORS  
REGULAR MEETING  
Monday, January 6, 2020 – 7:00 P.M.**

**ATTENDANCE**

**Board of Supervisors:** Helene Calci, Chair; Albert Vagnozzi, Vice-Chair; Laurie Higgins, Supervisor; John Pearson, Supervisor, and Bill Starling, Supervisor.

**Staff Present:** Timothy J. Tieperman, Township Manager; Bryan Bortnichak, Assistant Township Manager; Chief Mark Toomey, UPT Police Department; Arielle Simmons, Communications Officer; and Cheryl Schinski, Administrative Services Manager.

**Consultants Present:** Geoffrey Grace, Zoning Officer; Eric Frey, Esquire, Township Solicitor Representative; William Dingman, Township Engineer and Casey Moore, Township Traffic Engineer.

**CALL TO ORDER**

Supervisor Calci called the meeting to order at 7:25 p.m.

**PLEDGE OF ALLEGIANCE**

Supervisor Calci stated that the Pledge of Allegiance was done at the beginning of the Reorganization Meeting.

**MOTION TO APPROVE BOARD AGENDA**

Supervisor Vagnozzi motioned, seconded by Supervisor Pearson, to approve the January 6, 2020 Board Agenda, per § 2-2-5 (A) of the Township Administrative Code. Motion carried 5-0.

**PUBLIC COMMENT**

Supervisor Calci stated that Public Comments were done as part of the Reorganization Meeting. Solicitor Frey asked for and clarified that there were no public comments for the Regular Meeting.

**CEREMONIES**

A brief ceremony was held to recognize several Upper Providence Township Police Officers. Chief Toomey presented Unit Citations for Meritorious Service to Sgt. Sheehan, Off. Burdsall, Off. Reynolds, and Off. Rosser for their exceptional work and diligence to duty.

A brief ceremony was held to recognize Township Manager, Timothy Tieperman, for receiving his 30-Year Service Award from the International City/County Management Association (ICMA).

### **EXECUTIVE SESSION**

None

### **APPROVAL OF BILL LIST**

#### **1. December 1, 2019 – December 31, 2019: \$1,304,197.19**

Supervisor Starling motioned, seconded by Supervisor Pearson, to approve the bill list for the period of December 1, 2019 – December 31, 2019, in the amount of \$1,304,197.19. Motion carried 5-0.

### **APPROVAL OF MINUTES**

#### **2. December 2, 2019 Regular Meeting**

Supervisor Vagnozzi motioned, seconded by Supervisor Pearson, to approve the minutes of the December 2, 2019 regular meeting. Motion carried 5-0.

### **PUBLIC HEARING**

None

### **OLD BUSINESS (ACTION/DISCUSSION ITEMS)**

None

### **NEW BUSINESS (ACTION/DISCUSSION ITEMS):**

#### **3. Consider adopting Resolution 2020-6 approving of the Pleasant Lane Sanitary Sewer Planning Module**

Mr. Bortnichak stated that this is phase 2 of an on-going sewer project and budgeted through the 2020 Capital Budget. In the Fall 2019, staff presented the Board with a resolution for the Spring Mill Lane Sewer Project, which the Board adopted. This project will be bid in conjunction with the Spring Mill Lane Sewer Project for a cost savings to the Township. Mr. Bortnichak stated that Mr. Dingman has met with residents and obtained the easements required to run and connect the gravity main to an existing main on Mingo Road. The conditions remain the same with the benefit assessment and connection only required with a failed on-lot system.

Supervisor Pearson asked for clarification on the fee for connection. Mr. Bortnichak stated the benefit assessment fee is approximately \$10,000. Mr. Dingman clarified that there are

additional costs for plumbing and taping fees with the total cost for connection approximately \$20,000.

Supervisor Vagnozzi motioned, seconded by Supervisor Higgins, to adopt Resolution 2020-6 approving the Pleasant Lane Sanitary Sewer Planning Module. Motion carried 5-0.

#### **4. Consider adoption of 2020 Emergency Operations Plan**

Mr. Bortnichak stated that the Plan has not changed in any substantive way. Supervisor Starling is now listed as a seated supervisor and all of the Supervisors must sign the Plan to keep it current.

Supervisor Pearson asked if yearly emergency operations exercises are performed. Mr. Bortnichak stated that an emergency exercise is performed with Limerick Power Plant every two years; this was done in October 2019. Chief Kerrigan stated that the Emergency Management Coordinator (EMC) is also currently serving as a firefighter due to deployment of one of the staff firefighters. After the staff firefighter's return, the EMC will be focusing on scheduling emergency exercises. Chief Kerrigan envisions doing small scale exercises on the off year from the Limerick Power Plant drill, including table-top exercises with decision making processes for the supervisors and staff. Supervisor Starling asked if iodine distribution was part of the Limerick exercise. Chief Kerrigan stated the drill is staged by the Federal Emergency Management Agency (FEMA) and the Pennsylvania Emergency Management Agency (PEMA) and we follow the script that is presented. Supervisor Starling would like to see a small dispensing exercise.

Supervisor Pearson motioned, seconded by Supervisor Vagnozzi, to adopt the 2020 Emergency Operations Plan. Motion carried 5-0.

#### **5. Consider approving fire and EMS service contracts for 2020**

Mr. Tieperman stated that Chief Kerrigan has worked with the local area fire and EMS companies to get the contracts for 2020 signed. There have been no substantive changes. The EMS contracts now run on a yearly basis. Chief Kerrigan stated that the maps attached with the contracts show the service/response areas and there were no changes from last year. A change to the fire contract reduced the amount of time to enter a fire report to 48 hours. The EMS contracts are now done on an annual basis with a start date of January 1.

Supervisor Pearson motioned, seconded by Supervisor Vagnozzi, to approve the fire and EMS service contracts for 2020. Motion carried 5-0.

### **MANAGER AND DEPARTMENT HEAD REPORTS**

None

## **CONSULTANT REPORTS**

### **6. Engineering and capital improvement project updates**

Mr. Dingman stated that the survey and environmental crews will out in the Tindy Run area doing wetland and waterway work. This will also happen at the emergency services facility site.

## **SOLICITOR'S REPORT**

### **7. Process of abstaining from a vote by a Supervisor**

Solicitor Frey discussed the process of abstaining from a vote. Under the State Ethics Act, if something is on the agenda and the supervisor knowingly has a conflict, the supervisor needs to submit a memo with the reason for abstaining to the chair prior to the meeting. In the event of a conflict during a meeting, a supervisor can abstain from a vote but must state the reason for abstaining. If more than three supervisors would have to abstain, thus losing the quorum, the supervisors still need to announce that they are abstaining, why they are abstaining, but are allowed to vote on the issue to preserve the quorum.

### **8. Real Estate Tax Assessment Appeal – VEREIT BE Portfolio, LLC (Bob Evans Restaurant)**

Solicitor Frey stated that most municipalities allow the school district to handle a real estate tax assessment appeal. For example, if there is a school district tax of \$5,000-\$6,000, the county and township tax are about \$1,000. The township solicitor's office does monitor the appeals. The supervisors are free to send the solicitor to an appeal hearing if they feel it is warranted.

## **SUPERVISORS COMMENTS**

Supervisor Higgins recommended reading "Beloved" by Toni Morrison.

Supervisor Starling thanked Mr. Tieperman, the department heads, and the staff for their professional excellence during his supervisor orientation.

Supervisor Calci asked about trash on Arcola Road and Yeager Road. Mr. Bortnichak stated he contacted the Montgomery County Corrections in the past to see if there are any crews available. Supervisor Pearson stated that these were the same roads that were tended to before. He feels that this is a good time of year to have this done.

**UPCOMING EVENTS**

9. Board of Supervisors meeting schedule: *third Monday (third Tuesday to accommodate holidays) of each*  
January 21, 2020 at 7:00 p.m.  
February 18, 2020 at 7:00 p.m.
  
10. Planning Commission meeting schedule: *second and fourth Wednesday of each month*  
January 8, 2020 at 7:00 p.m.  
January 22, 2020 at 7:00 p.m.
  
11. Comprehensive Plan Subcommittee meeting schedule: *third Wednesday of each month*  
January 15, 2020 at 7:00 p.m.
  
12. Municipal Authority meeting schedule: *first Thursday of each month*  
February 6, 2020 at 7:00 p.m.
  
13. Parks and Recreation Committee meeting schedule: *third Wednesday of each month*  
January 15, 2020 at 6:00 p.m.

**ADJOURNMENT**

There being no further business, Supervisor Pearson motioned, seconded by Supervisor Vagnozzi to adjourn the meeting at 7:56 p.m. Motion carried 5-0.

Respectfully Submitted,



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Timothy J. Tieperman  
Township Manager/Secretary